



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

JULY 15, 2020

BOARD MEETING MINUTES

A) OPENING

- 1) Call to order: The meeting was called to order at 1:04 pm.
- 2) Establishment of a quorum

Board of Directors Members Iggy Fedoroff, Bill Rice, Laurie Mileur and Cecilia Montalvo were present. Director Barbara Bronson-Gray joined the meeting at 1:11 pm.

Also present were Administrator Mike McDonough and Administrative Assistant Simone Rathbun. Operations Manager Tim Benes joined the meeting at 2:15 pm.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No comments made by the public.

C) CONSENT AGENDA

The Minutes from the June 17, 2020 Regular Board Meeting and from the June 26, 2020 Special Board Meeting were reviewed and presented for approval. Director Bill Rice moved to approve these Minutes, Director Cecilia Montalvo seconded, Board approved 4/0.

D) REPORTS

1) The Operations Report was reviewed by Mike McDonough since Tim Benes was on an ambulance call. The monthly transport stats were reviewed. Regarding dry runs, Director Fedoroff wanted to know how long it took before the ambulance was back in our service area and available after a dry run since this information is on the report for other calls. Once Tim was able to join the meeting, he stated that this is something that IT will need to add to the report and the Board requested this be done. Director Rice inquired as to how many transports we have had so far this month. Tim reported that since July 1st we have had a total of 28 transports.

2) The Administrator's report and financials were review by Mike McDonough. The current COVID situation was discussed in detail, update was given on bookkeeping and the new payroll system implementation, as well as the new phone system. Mike said were denied one grant and are still awaiting response from the other two we've applied for, and we will be applying for other grants when they open up. Call volume increased in June however the number of transports decreased, most likely related to COVID concerns. Tax revenue was below budget however a Teeter payment is expected in July to catch the District up. Medical supplies were over budget however this should be recovered by future grant-funded reimbursements. There will be an increase in the amount we pay to PERS for employee retirement benefits however we do not know the amount yet. Mike will let the Finance Committee know once he learns how much this increase will be.

Mike is still looking into ambulance fuel options. He will continue to gather information and present to the Board at next month's meeting.

Director Rice pointed out in the budget report that we transferred \$60K this last fiscal year into our contingency reserve account. He also pointed out that year end cash was higher than a year ago making this the second year in a row with positive cash flow.

3) Committee Reports

a) President's Report – nothing to report per Director Fedoroff.

b) The Property & Facilities Committee had a conference call on June 19th with Directors Barbara Bronson Gray, Cecilia Montalvo, Administrator Mike McDonough, John Kammer of GeoSolutions, and Todd Robinson, Engineer with Coast Engineering and Survey. John reiterated that the slope is not yet stable and that the former (pre January 2017) crew living quarters do not comply with current code as regards distance from the toe of the slope and thus cannot be safely used to house crews. However, the experts agreed that it was safe to remove the K rails. They added that the debris wall was not needed but that it could certainly be redone for aesthetics.

c) The Healthcare Advocacy & Outreach Committee did not formally meet however the Community Leader Forum calls continue on a regular basis. Director Montalvo recommended asking some of these community leaders to be part of the District's Healthcare Advocacy Committee. Director Bronson Gray suggested letting other people in the community who are interested also apply because there are a variety of people who may not be identified as leaders but could bring a broad range of ideas. Director Montalvo also expressed concern over posts she has seen on social media where it appears that some community members do not feel that enough is being done in regards to primary health care in Cambria. She stated that once the survey results are available in August, we should know more about how the community feels. Director Fedoroff stated that Mike, as the District's Public Information Officer, has posted on many social media sites on what the District is doing in regards to COVID-19 and obtaining a primary care provider for the community. Director Montalvo stated that she and Mike are considering setting up a webinar-type forum for the community, in the form of a town hall meeting. The Board supported this initiative. Director Fedoroff suggested that the Outreach Committee contact FCPP and see about having them provide a Nurse Practitioner for our area.

d) Finance Committee – nothing to report per Director Rice. Director Montalvo mentioned her concerns over the June revenue. Director Rice concurred that this year (FY 20/21) has a lot of uncertainties and that once the first quarter is complete, we will know more.

e) The Grants Committee will be meeting on July 16, 2020, per Director Mileur. We are still waiting on a response from the equipment grant we submitted to FEMA and once we do hear we will know more about what to apply for in the future. We also submitted a grant proposal to the Gary Sinise Foundation to upgrade our Motorola radio system. Director Bronson Gray also suggested the District employees consider applying to Project Heartbeat for heart monitors or other prioritized equipment needs. Tim has a meeting Friday regarding Project Heartbeat.

f) Strategic Planning – Director Montalvo stated there needs to be one more meeting so that they can bring together the details from the action items that have been identified.

E) REGULAR BUSINESS

1) Establishment of Administrator's FY 20/21 Objectives – Director Fedoroff stated he asked the Directors for input but received none. A proposed list of Performance Objectives was compiled based on District priorities. Director Bronson Gray raised concern that objectives may be rushed when tied with specific dollar amounts. Director Rice suggested carrying this over to the next Board meeting so that they can review the objectives and get back with input. This item was moved to the August Board meeting in open session.

2) Administrator's Annual Performance Evaluation Form – presented by Director Fedoroff. Director Mileur moved that this Performance Evaluation form be adopted as presented. Director Montalvo seconded the motion and the Board approved 5/0.

F) DECLARATION OF FUTURE AGENDA ITEMS

- 1) Ambulance fuel arrangement plans (Administrator McDonough).
- 2) Setting of goals and objectives for the Administrator (Director Fedoroff).
- 3) Strategic plan update (Director Montalvo).
- 4) Discuss community healthcare survey results (Director Mileur).

G) CLOSED SESSION

The meeting was adjourned to Closed Session at 3:03 pm.

H) RETURN TO OPEN SESSION AND ADJOURNMENT

The meeting returned to Open Session at approximately 3:55 pm with no reportable action from Closed Session and was immediately adjourned.