



# **CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

## **NOVEMBER 4, 2020**

### **SPECIAL BOARD MEETING MINUTES**

Due to Coronavirus-19 concerns, this meeting was held via teleconference.

#### **A) OPENING**

1) Call to order

President Fedoroff called the meeting to order at 10:07 am.

2) Pledge of Allegiance

Not done as there was no flag present.

3) Establishment of a quorum

Board of Directors President Iggy Fedoroff was present, as well as Directors Bill Rice, Barbara Bronson-Gray, Laurie Mileur and Cecilia Montalvo.

Also present were Administrator Mike McDonough, Administrative Assistant Simone Rathbun, Bill Avery and Jeff Minnery.

#### **B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

No comments made by the public.

#### **C) REGULAR BUSINESS**

1) The safeguarding of CCHDs unique identity and stated mission, and defining the appropriate use of media and social media by full time and part time employees, was brought up for discussion and possible action. Mike discussed the draft of the relevant Standard Operating Procedure (SOP), from the meeting/workshop with the Labor Representative. Bill Avery specifically discussed item number 10.09 from the social media SOP which states that the employees will be posting under the name of SEIU Local 620. He stated they were able to agree on a number of items, while other items are still being worked out. The employees will post nothing that will identify either a patient, a license plate number or an address.

Director Bronson-Gray inquired as to photos of cars themselves being published. Bill Avery stated that the language specifically states nothing about identifying a patient. He also stated that the employees have the right to have a site, but that they have agreed to use the SEIU Local 620 name when posting and not use the District name.

Director Montalvo expressed concern over Item #3 of the draft, and remaining HIPAA compliant. Administrator McDonough added that it is common practice to share accident scene photos with medical providers to show mechanism of injury, etc., and that there is a solution for this. In order to remain HIPAA compliant, the image or info would be taken on the ambulance crew's secure tablet, and saved in the patient's file in the ImageTrend software. ImageTrend is HIPAA compliant, and any photos or other info would then become a part of the patient's ePCR (electronic patient care record). Language to this effect to be put into Item #3, "Using District tablets, such images may be directly shown or shared".

Corrections will be made to the draft and then presented to the Board for review at the next regularly scheduled Board Meeting on November, 18, 2020.

Director Rice asked if will be getting the employees to sign a document that they have read and understand the employee handbook, and Administrator McDonough stated that yes, there will be a form for them to sign which will be placed in their file.

2) Healthcare benefit Resolution was presented for review for possible Board approval. Bill Avery stated that this Resolution takes the District's contribution down to the minimum, however the savings to the District only comes into play when the employee retires. The employees will also begin picking up 10% of their own healthcare premiums. Director Bronson-Gray motioned to approve, Director Rice seconded, Board approved 5/0.

#### **DECLARATION OF FUTURE AGENDA ITEMS**

Finalization of Social media SOP to be presented at the November 18, 2020 Board Meeting.

#### **ADJOURNMENT**

The meeting was adjourned at 10:43 am.