



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

NOVEMBER 18, 2020

BOARD MEETING MINUTES

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

A) OPENING

1) Call to order

President Fedoroff called the meeting to order at 9:00 am.

2) Pledge of Allegiance

Not done as there was no flag present.

3) Establishment of a quorum

Board of Directors Members Iggy Fedoroff, Bill Rice, Barbara Bronson-Gray, Laurie Mileur and Cecilia Montalvo were present. Also present were Administrator Mike McDonough, Operations Manager Tim Benes and Administrative Assistant Simone Rathbun, as well as Bruce Gibson, while Natalie Laacke, in place of Legal Counsel Jeff Minnery joined later for Agenda Item E.1).

4) Presentation of Plaque and Certificate of Recognition

Bruce Gibson presented a Certificate of Recognition to Director Barbara Bronson Gray on the occasion of her final meeting as a CCHD Director, thanking her for her many years of service to the Healthcare District and her willingness to always step-up.

B) PUBLIC COMMENT

A member of the public was present but had no remarks.

C) CONSENT AGENDA

The Minutes from the October 21, 2020 Board Meeting were presented for review and approval. Director Bronson Gray requested that the public comments not be put into the Minutes in the future. Director Fedoroff stated that he allowed them to added this time due to the nature of the comments in the regards to the election. Director Bronson Gray motioned that this detail be removed, Director Rice seconded, Board approved 5/0. After this vote Director Cecilia Montalvo then motioned that her comment on page 7 be removed as well.

Director Bronson Gray seconded; Board approved 5/0. The revised Minutes will be posted and a copy sent to each Board member.

D) REPORTS

1) The Operations Report was presented by Tim Benes, who stated that so far this month we have had 59 responses, with 20 transports, and 1 Monterey call. President Fedoroff inquired as to why a certain call appeared to be missing and he stated that Jeremy informed him it was because some runs can end up in the previous month; he then pointed out the new report to the Board and asked if they would like these supplemental sheets to continue and if these reports suffice for their needs. Director Rice recommended that we continue with the reports the way that they are. Administrator McDonough thanked Tim and Jeremy for their work in getting this new report formatting completed.

2) The Administrator's Report and Financial Review were given by Administrator McDonough, who gave a COVID-19 update in regards to the District employees, the community and the County.

The CalFire MOU has been sent to the Fire Chief for signature and should be back any day now. We have received a Trust donation for the CalFire ambulance. Dr. Miguel Hernandez has also made a donation to the Trust. QGive is up and running on our website. Director Bronson Gray expressed concern over naming donors specifically. A discussion was had regarding this; QGive provides a box for the donor to check if they would like to remain anonymous, and if a donation is made in person, Mike will specifically ask.

The drop in ambulance revenue was discussed; the payment due from Monterey was received; uniforms were over budget due to the purchase of new safety gear, however we are expecting reimbursement from Project Heartbeat. The equipment has arrived and has been put into service.

PERS was over budget due to catch up from September and Contract Services increased due to paying Bill Avery's travel expenses.

Director Montalvo inquired as to why the ambulance revenue was down; Simone explained the ups and downs of medical billing. Director Bronson Gray inquired about the cost of IT services, which is now put into the hourly wage of the employee. Director Bronson Gray stated we should keep track of that amount separately, so Mike will run a report to show the IT amounts paid.

President Fedoroff stated District policies will be reviewed at the December rather than this Board meeting so that Mike can correlate them with the Standard Operating Procedures for consistency. Director Bronson Gray then suggested that we have a policy in place regarding volunteer support. Mike concurs and will draft this.

The self-pay Accounts Receivable balance is to be addressed by Mike McDonough and Simone Rathbun.

3. COMMITTEE REPORTS

A) PRESIDENTS REPORT – Nothing to report per President Fedoroff.

B) PROPERTY & FACILITIES – Nothing to report per Director Bronson Gray.

C) HEALTHCARE ADVOCACY & OUTREACH – The formal committee did not meet, however tomorrow will attend the Community Leaders Forum to discuss homeless and COVID-19, and moving back to the purple level in the County.

D) FINANCE – Did not meet but will meet before the December Board meeting.

E) GRANTS – Did not meet however the AFG funding has been pushed back and the committee will meet before the next Board meeting.

F) STRATEGIC PLANNING – Nothing to report.

E) REGULAR BUSINESS

1) Administrator McDonough discussed safeguarding CCHD's unique identity and stated mission. He stated that they need more time to work these issues out before the next Board Meeting. Director Bronson Gray inquired about photos taken on scene and how they are disseminated through social media. Mike stated that they are proposing that this only be allowed on District tablets, on District equipment, when pertinent to patient care, which would be HIPAA compliant.

District Counsel Natalie Laacke added that the First Amendment would permit individuals taking pictures and posting them, however as Employers can put restrictions on this due to HIPAA. Administrator McDonough added the example of how a photo of an ambulance in the sunset is one thing, but a photo of an accident scene involves risk. The completed Standard Operating Procedure for this issue will be presented at the December Board Meeting.

2) Director Montalvo presented the draft Primary Care Request for Proposal for review. President Fedoroff inquired about one specific paragraph in the RFP, which Director Montalvo stated will be revised.

President Fedoroff suggested that a new draft be presented at the December Board Meeting. Director Montalvo added that she would like to obtain a mailing list at that time as well. Director Bronson Gray added that when we describe the Linn Medical Building, we need to be clear that we do not own it. She also added that we should not specifically mention Dr. Lewis by name; President Fedoroff added that we can just say First California Physician Partners, but that we mention Dr. Griffith and Dr. Gong by name. Director Bronson Gray suggested that we should ask the physicians first; President Fedoroff concurred.

Any Board input is to be given to Director Montalvo and she will bring this back to the December Board Meeting. President Fedoroff stated that once we have this in final form, we are to have our legal counsel look it over.

3) Administrator McDonough presented the Joint Powers Agreement with the CCSD and CUSD for review. He stated that this could become a potential issue for the District. We have an agreement with them to purchase fuel, which was originally signed in 1994. The equipment is old and they are currently working on replacing it, getting another vendor, etc. We are currently in the process of securing an MOU to purchase fuel from CalFire. Administrator McDonough presented a letter to terminate the Joint Powers Agreement.

Director Bronson Gray motioned to approve, Director Rice seconded, Board approved 5/0.

F) DECLARATION OF FUTURE AGENDA ITEMS

- 1) Standard Operating Procedure on social medial specifics to be presented. (McDonough)
- 2) District policies presented, including policy on volunteers. (McDonough)
- 3) Review updated draft of the RFP. (Montalvo)
- 4) Installation of newly elected Board members. (Fedoroff)
- 5) Election of Officers. (Fedoroff)

G) ADJOURNMENT

The meeting was adjourned at 10:18 am. The next Board meeting will be held on December 16, 2020 at 9:00 am via Zoom.