



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

SEPTEMBER 17, 2020

BOARD MEETING MINUTES

A) OPENING

1) Call to order

President Fedoroff called the meeting to order at 9:02 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.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No comments made by the public.

C) CONSENT AGENDA

The Minutes from the August 27, 2020 Regular Board Meeting were reviewed. Director Bronson Gray made a motion to approve these Minutes, Director Rice seconded, Board approved 5/0.

D) REPORTS

- 1) The Operations Report was given by Tim Benes. We are still waiting to hear back from Zoll on cost of repairing the monitor. Project HeartBeat is moving forward and we should hear from them next week. President Fedoroff added that Mike has been in close contact with FEMA regarding our Grant application for the acquisition of four heart monitors. Mike sent in a pre-award letter. Once approved, we are good to go with leasing four new monitors.

Director Rice inquired as to the number of transports we have had so far in September. As of today, Manager Benes stated we have had 21. Per President Fedoroff, next month the Board will be receiving a new transport activity report, which will differentiate between night and daytime calls, as well as putting dry runs in the same report.

The paperwork has been sent to the County for the CalFire ambulance however with all of the fires currently going on it will take a little longer than normal for this to be processed.

- 2) The Administrator's Report and Financial review was presented by Administrator Mike McDonough. He gave the Board an update on the current Covid-19 numbers in the County.

President Fedoroff inquired as to the SEIU MOU Resolution that needed to be reissued. Mike stated this is currently in process but is not completed yet. This Resolution will be on next month's agenda for Board approval. The payroll changes have all been implemented.

The Community survey results are now posted on the website. The Healthcare Advocacy & Outreach Committee is to meet with the community forum leaders about healthcare options. Director Mileur asked that the results of the survey also be posted on social media sites; Mike stated he will do this.

The Administrator performance objectives for this year were reviewed. Director Bronson Gray suggested the Board does not need monthly reports on this, however President Fedoroff stated that monthly reports are desirable and Director Montalvo agreed.

Administrator McDonough reported that call volume is down 8%, transports are down 30%, however revenue is up 49% likely due to in-house billing. The audit is to begin soon and slated to be completed in December. President Fedoroff added that the District is currently \$54k positive cash flow over what the District had this time last year.

- 3) Committee Reports

- a) The President's report was presented by Iggy Fedoroff, who discussed the recent \$1500 Trust donation that was received from the California Community Foundation at the recommendation of Robert Reid of the Reid Fund of the Ernest Lieblich Foundation.

President Fedoroff stated that he has talked with eight of the fifteen voting members of the Cambria Community Council and he has not heard any negative response from anyone regarding our request for funding the CalFire ambulance; he warned them that it would be a substantial amount of money and the only thing voiced by the Council Chairman, is that they have never made an award for that large amount of money, to which President Fedoroff replied that any amount awarded would be good. When last he spoke with the Executive Committee, they weren't sure if they were going to be doing any additional fundraising this year. Once it is clear that they are not going to be having a fundraising campaign, President Fedoroff proposed that we send out mailers to basically the same addresses that we sent the community healthcare needs survey to, offering a way for citizens to donate to the CCHD Trust. Mike has suggested a service that will place a portal on our website that will allow people to make donations, for a small fee. This service will also send a confirmation of the donation to the donor for tax purposes. President Fedoroff stated we should not proceed with any of this until after November 1st, when the Council does their distribution of funds. Mike will have all the information about this website donation service available for review at the next Board meeting.

- b) The Property & Facilities Report was presented by Director Barbara Bronson Gray, who stated they have been meeting with Chief Hollingsworth and Dave Pierson of the CCSD Board updating the Local Hazard Mitigation Plan. There will be one more meeting where a document will be drafted establishing us with FEMA, according to what our needs are so that in the event of a disaster we are higher priority because we pre-stated we are working on mitigating potential hazards. A draft will be presented to the Board for review and approval.
- c) The Healthcare Advocacy & Outreach Report was presented by Director Cecilia Montalvo. She stated that the formal committee has two things they are working on: one being the continuation of the community leader forum; and second, after meeting with CHC next week the committee will meet to discuss the best way to move forward in regards to the survey results. Director Montalvo also suggested that the committee discuss options to prepare for possible flu clinics.
- d) Finance Report – per Director Rice there is nothing to report, but the committee will be meeting before the next Board meeting.
- e) The Grants Report was presented by Director Laurie Mileur. They met on Monday, she is putting together the project narrative for the FEMA AFG 2020 Grant cycle for submission during November. Still waiting to hear back on pending grants. President Fedoroff inquired as to what type of ambulance the Property & Facilities Committee has recommended. Director Mileur stated a Type III is being pursued.
- f) Strategic Planning Report – refer to Agenda Item E1.

E) REGULAR BUSINESS

- 1) Strategic Plan update – Director Montalvo stated that to advance the strategic plan she has been working on the tracking document, specifically in terms of the goals underneath each item. Director Montalvo wanted to share her screen to show the specifics of what she was referring to and Mike was going to help her with this however at this point the internet connection was lost with the Administration office. Director Rice suggested that with the connection issues, Director Montalvo forward this information on to each Board member and this topic will be moved to the next Board meeting. The other Board members concurred. Director Montalvo will send this information out and the plan finalized at the October Regular Board meeting.
- 2) Workforce Diversity Resolution 16-20 presented and discussed – the purpose of which is to simply provide a philosophical basis for our Administrator and staff to have the license to look for ways to build staff diversity gradually. President Fedoroff added that between full and part time employees the District currently has 33 employees; 11 female, one male Hispanic, one female Hispanic. Director Rice made a motion to approve Resolution 16-20 as presented, Director Montalvo seconded, Board approved 5/0.

- 3) District Bylaw Change Proposal – President Fedoroff discussed changing the regular Board meetings from Wednesday to Thursday due to one Director not being able to attend on Wednesdays. President Fedoroff also added that by moving the meetings this would allow the Administrator to attend the monthly North Coast Advisory Council Meeting that occurs at 6:30 pm the third Wednesday of each month. Administrator McDonough added that he attended the meeting yesterday and he was able to share that there is currently a company seeking a permit from the County for cannabis distribution at a site right down the street in Cambria.

Director Rice asked if we are required in our Bylaws to put a specific date and time for meetings, for ongoing flexibility purposes. After much discussion it was decided that the Bylaws would be amended to read “held monthly”. Director Montalvo made a motion to approve, Director Rice seconded; Board approved 5/0.

The next meeting will be held on October 21, 2020 at 9 am.

F) DECLARATION OF FUTURE AGENDA ITEMS

- 1) Strategic plan detail. (Director Montalvo)
- 2) New ambulance procurement Grant application. (Director Mileur)
- 3) Healthcare Benefit Resolution. (Administrator McDonough)
- 4) Covid-19 response discussion. (Director Montalvo)
- 5) Trust outreach update. (Director Fedoroff and Administrator McDonough)
- 6) Primary care initiative discussion. (Director Montalvo)

G) ADJOURNMENT

The meeting was adjourned at 10:20 am.