



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

JANUARY 24, 2023

REGULAR BOARD MEETING MINUTES

A) OPENING:

- 1) The meeting was called to order at 9:02 am.
- 2) The pledge of allegiance was led by Board President Cecilia Montalvo.
- 3) Board of Directors members Cecilia Montalvo, Laurie Mileur, Bruce Mumper and John Nilon were present. Board member Dawn Kulesa was present via Zoom. Also present were Director of Operations/Administrator Tim Benes, Director of Finance Linda Hendy and Office Manager Simone Rathbun.
- 4) Motion to adopt a Resolution to allow the board to conduct the board meeting within the AB316 guidelines was presented. Director Nilon motioned to approve, Director Mileur seconded, Board approved 5/0.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

One member of the public was present at the meeting and one member of the public was present via Zoom.

C) CONSENT AGENDA

The Minutes from the December 15, 2022 Regular Board Meeting were presented for review and approval. Director Nilon's position of Treasurer will be corrected to Head of Finance Committee. Motion to approve these corrected Minutes by Director Mumper, seconded by Director Mileur, Board approve 5/0.

D) REPORTS

- 1) Administrator/Operations Report: Statements of Work given to Board members for review. Change to Admin report – Unit 16 has water damage, hole in roof with mold found, estimated to be approximately \$10,000 in damage. Unit 16 currently has 222,000 miles on it. Tim recommends that it be stripped and sent off for auction. Unit 18 has a mechanical problem right now; serpentine belt was thrown and it broke down at French Hospital. He will have more answers after the dealership looks at it.
- 2) Financial Review: Reports were presented by Linda, variances discussed. GEMT reimbursement of approximately \$39,000 was received. Expenses are being kept in line. Still waiting on the audit; Linda has been in constant contact with the auditor. Linda has talked to CCSD and she will reach out to their auditor. Trust donations of \$33,539 have been received, and minus the mailing expense for the donation letter, that comes to \$30,470. The insurance claims that had been paid directly to the patients were successfully recovered by Simone.
- 3) Committee Reports

- a) President's Report: President Montalvo stated that Senator John Laird's staff is to visit the facility next Monday. They are committed to help the district however there is no precise plan at this time.
- b) Property & Facilities/Facility Project Ad-hoc: Director Mileur stated the committee did meet last week and reviewed the fire inspection report. Don Sather and Tim Benes have met with County personnel. Director Kulesa inquired if we had any restrictions or limitations on fundraising for facility improvement. Director Mileur added that money can be raised through the charitable trust and that moving forward, short term plans need to be made but long terms plans should be included as well.
- c) Healthcare Advocacy & Outreach: President Montalvo is to meet with Director Kulesa next week and another board member will be added to the committee. Director Kulesa added that she invites any suggestions or comments.
- d) Finance: Director Nilon and Linda Hendy did meet and he stated that there is nothing new to report.
- e) Grants: Director Mileur stated the committee did not meet, and refers to agenda item 5.

E) REGULAR BUSINESS

1. Reserve savings account – Linda proposes opening a savings account with Pacific Premier Bank for the purpose of separating the \$40,000 that was originally transferred from the trust account into the operating account. She would like it to be in reserve, earn interest, and be set aside; with two signatures proposed. Director Nilon added that this savings account would be put in the financial reports each month. Motioned to approve by Director Nilon, seconded by Director Mumper, Board approved 5/0.
2. Board Committee assignments – On the Finance Committee will be John Nilon and Bruce Mumper; Health Advocacy and Community Outreach - Director Kulesa and Director Mileur; Property and Facilities – Director Mileur and Director Mumper; and Grants will be Director Mileur and Director Nilon. The executive committee will consist of Board President Cecilia Montalvo and Board Vice Present Laurie Mileur. Motioned to approve by Director Nilon, seconded by Director Mileur, Board approved 5/0.
3. KPI Report – Tim presented KPI report consisting of 10 items; most being skills performed by EMTs and medics. He added that the entire County is now using Image Trend so moving forward data will be easier to obtain and present. Director Mileur inquired as to the financial benefit of training medics on intubations when only two were done in one year. No Board motion taken.
4. Cambria Fire Chief's Building report discussed. Plumbing and electrical and some structural repairs are major things listed; with minor things being things such as electrical covers, cabinets, etc. A Statement of Work will be presented and released. At the next meeting Tim will give a list of things already repaired and things still needing repair. He added that the electrical is two phase 1957 and 1963 wiring, and that wiring is now three phase. The shutoffs do not meet code, and there is no emergency shut off. He stated there are three options – modulars, make repairs, or move to different location. The Board is to give feedback to Tim by Friday and contractors will be contacted.
5. FEMA/AFG Grant – Director Mileur stated that per the Bylaws, anytime a Grant is submitted the board members need to be made aware. A request for a Type III ambulance is to be submitted, as well as separate funding for radios. Should we be successfully funded our portion would be about \$17,000 in sales tax for the ambulance, and between \$20-30k for the both Grants. She added that once we receive delivery of the ambulance, the Cambria Community Council will be giving us \$20,800. The Grant will be submitted in February and hopefully we will hear back by September. Director Mumper motioned to approve submission of Grant, John Nilon seconded, Board approved 5/0.

F) DECLARATION OF FUTURE AGENDA ITEMS

1. Audit
2. Strategic Planning special meeting
3. Report on building options
4. Mid-year budget review

G) ADJOURNMENT

The meeting was adjourned at 10:38 am.

The next regular meeting of the Board of Directors of the Cambria Community Healthcare District will be held on February 28, 2023, at 9:00 am at the Old Cambria Grammar School, 1350 Main Street, Cambria, California.