



## **CAMBRIA COMMUNITY HEALTHCARE DISTRICT AUGUST 24, 2021 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 President Fedoroff.
- 3) Board of Directors President Iggy Fedoroff, Vice President Bill Rice and Secretary Laurie Mileur were present, along with Directors Cecilia Montalvo and Diane Kubat. Also present were Administrator Mike McDonough, Operations Manager Tim Benes and Administrative Assistant Simone Rathbun.

One member of the public, Robert Putney, Los Padres Scout Council Commissioner, was present. District Counsel Josh George called in during the meeting.

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

None.

### **C) CONSENT AGENDA**

- 1) The Minutes of the July 1, 2021 Special Board Meeting were approved 5/0 after Bill Rice motioned and Laurie Mileur seconded approval.
- 2) The Minutes of the July 27, 2021 Regular Board Meeting were approved 5/0 after Bill Rice motioned and Laurie Mileur seconded approval.

### **D) REPORTS**

- 1) Operations Report - Tim Benes asked if there were any questions. He did note one addition error on the run total transports report, pointed out by Director Rice, which will be corrected. So far this month Tim reported 39 transports, 108 incidents, and 3 Monterey calls. Regarding the one staff member who had contracted COVID-19, they had not come into contact with any other staff and were expected to return to work at the end of August.
- 2) Administrator's Report and Financial Review - Mike McDonough gave a COVID update, stated there was a good turnout at the vaccine clinic with 13 people being vaccinated. The clinic will be done again in 3 weeks or so. The third dose of the vaccine is for a limited part of the population, namely immune compromised people. The County is looking at the end of September for a universal booster.

Mike stated that the ambulance revenue for July was just under budget. Tax revenue in July was less, however we should be getting catch up payments by the end of September. Fleet fuel was over budget due to cost of fuel increasing. \$6k was received from Monterey in July. The rental income was under budget because two rent payments were received in June, for June and July. The increase in PERS pension expense was discussed. Mike is to confer with PERS, and to make sure PERS has not been under-budgeted for the year. Director Montalvo inquired about the progress with metrics, quality metrics specifically. She stated success would mean it should be regularly reported and she would like to have the reports. Reporting will begin on this next month.

### 3) Committee Reports

a) President's Report: President Fedoroff had approached the Cookie Crock market for a donation for staff and they said they would, however he has followed up with no success, so he is losing confidence. They may issue gift cards. Director Rice stated he spoke to Richard Lee from the Lee Family Trust who said that they will be issuing a check to the Trust for \$2500.

b) Property & Facilities/Facility Project Ad-Hoc: Director Mileur stated the RFP for facility design options was issued on 8/5. On 8/14 a walk through was done for four bidders. The proposal submission deadline of 8/25 is approaching and the Selection Committee will meet to open and evaluate the proposals. A facility hazardous material report was done and is in the Board packet.

c) Healthcare Advocacy & Outreach: Director Montalvo stated that at the meeting they discussed the previous community wellness activities and since that time have been able to relaunch the Fall Prevention Program, which has been scheduled. She has also reached out to Brynn Albanese but has not heard back yet, will follow up with her to perform at a health fair. Tim is to begin Heimlich maneuver classes once he becomes an official instructor at no cost to the District.

d) Finance: Director Rice stated the Committee did not meet but will in the next month or so. Once the facility consultant fees are known they will come back with recommendations.

e) Grants: Director Mileur stated they did not meet but it would be helpful to get direction from both Strategic Planning and the Trust as to what our priorities are. There are Grant proposals still out for power cot loading systems and for ambulances, as well as the Public Assistance Grant. A new ambulance was identified as the top priority.

f) Strategic Planning: Director Montalvo stated that the Committee is the whole board and suggested having an annual review to make sure the strategic plan is kept updated. She asked if we should have special meeting for that. Mike added it can be done as a workshop. Director Montalvo is to work with Mike to set up a date for a workshop.

g) Trust Fund Marketing Ad-Hoc: Per Director Rice the Committee has not met.

## **E) REGULAR BUSINESS**

1) Employee Recognition Program Proposal – Director Mileur and Operations Manager Tim Benes proposed that the District recognize employees for years of service, completion of probation, as well as recognizing their families for their support and sacrifices. They recommended a day event at Camp Ocean Pines using the amphitheater and outside decks. A BBQ dinner would be provided to the crew and their families with an estimated cost to the District of \$1740. Saturday, 10/2 is currently available. Director Rice motioned to approve, Director Montalvo seconded, Board approved unanimously.

2) Explorer Program Proposal – Director Montalvo and Tim Benes proposed the implementation of an explorer program for ages 14-21. This program would include ride-alongs and training, Insurance would be offered through the Boy Scouts of America. Tim added that with the shortage of first responders this is a good opportunity for kids to see what the crews do. It would also be good as a refresher for the crews to teach. We would have to purchase distinct uniforms for the kids. Two requirements are that the kids must have two adults present at all times, and they must complete Boy Scout training.

Administrator McDonough added that this is a very high-standard program. Robert Putney, Commissioner for the Los Padres Scout Council spoke regarding the youth explorer programs, stating this program is actually under a program called Learning for Life. Director Rice inquired about the uniforms that would need to be purchased. The pants are \$40 and shirts are \$15. These would be completely different from the Paramedic/EMT uniforms. Director Rice motioned to approve, Director Mileur seconded, Board approved unanimously.

3) Redistricting demographer process – Attorney Josh George, standing in for Jeff Minnery, gave a brief history of redistricting, He recommended going forward and obtaining a demographer to determine the District's demographic makeup, and to determine if going to district rather than at-large voting is something that can help minorities. President Fedoroff inquired about hiring the same firm used by the CUSD, as they have almost the same area as CCHD with the hope that possibly in consultation with them we could obtain better pricing. President Fedoroff recommended that Director Montalvo and Administrator McDonough meet with the demographer and try to negotiate the price. Direction given to Mike to explore costs, negotiation of costs, and to bring results back to the Board for potential approval in September.

4) Consider Draft District COVID-19 Vaccination Policy – President Fedoroff stated that on 8/3 at the Special Board meeting a standard operating procedure was put in place for mandatory vaccination, which applies to directors and all staff. Director Montalvo motioned to approve policy as written, Director Rice seconded, Board approved unanimously.

#### **F) ADJOURNMENT TO CLOSED SESSION**

Adjourned to closed session at 10:02 AM.

#### **G) CLOSED SESSION**

1) Public Employee Performance Evaluation: Administrator. Government Code Section 54957.

No reportable action from closed session.

#### **H) DECLARATION OF FUTURE AGENDA ITEMS**

- 1) Facility Options Proposal discussion — Director Mileur.
- 2) Demographer negotiation results — Administrator McDonough
- 3) Report on quality metrics — Administrator McDonough
- 4) Conflict of Interest resolution — Administrator McDonough