



# **CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

## **AUGUST 23, 2022**

### **REGULAR BOARD MEETING MINUTES**

#### **A) OPENING**

1) The meeting was called to order at 9:00 am.

2) The Pledge of Allegiance was led by President Montalvo.

3) Board of Directors President Cecilia Montalvo was present, along with Directors Iggy Fedoroff, Bill Rice, Laurie Mileur and Diane Kubat. Also present were Director of Operations/Administrator Tim Benes, Office Manager Simone Rathbun, and legal counsel Jeff Minnery via Zoom.

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

There was one member of the public present at this meeting via Zoom but had no comment.

#### **C) CONSENT AGENDA**

The Minutes from the July 26, 2022 Regular Board meeting were submitted for review and approval. Director Rice motioned to approve, Director Mileur seconded, Board approved 5/0.

#### **D) REPORTS**

1) Administrators/Operations Report & Financial Review: Unit 18 has been in the shop for over a month and has required moderate engine work. Also, a PayPal account has been set up on the CCHD website for patient payments. Director Rice added that there were 73 transports in July. Tim stated that Cambria Computing recommended replacing the crew's quarters computer tower, as well as the billing computer. Outreach items were ordered before there had been a change in the budgeted amount and thus exceeded budget. Monterey county calls were discussed in terms of billing and payment. Tim will discuss a rate increase with them at the time of contract renewal. President Montalvo stated that in future the Director of Finance will be presenting the financial reports and Tim will be presenting the Administrator's and operations reports. Tim added that we recently received slightly over \$91,000 in Covid-19 relief funds. Late response time on a couple of calls was discussed and explanation given. For the new ambulance without a down payment, the quarterly payments would be around \$12,000. However, with a down payment made from ambulance funds collected by the Trust together with help from the Cambria Community Council, the payment could be around \$8,000 per quarter. With regards to the election, since no one applied for Division 4 the District Board can make a recommendation to the District 2 Supervisor prior to the appointment of three board members (Mileur, Mumper and Nilon). Director Fedoroff added that per Tami Bisantz at the County Clerk's office, we can start looking for a candidate to fill the vacancy. Jeff Minnery added that the CCHD Board can make an appointment and if we don't find anyone, he stated that Bruce Gibson could help.

2) Committee reports:

a) President's – President Montalvo stated that the District has hired a Director of Finance, Linda Hendy, who will officially be starting on September 6, 2022. She also mentioned that there have only been 600 Covid-19 cases in the Cambria and San Simeon area since the pandemic started but that this month alone there have been 100 new cases.

b) Property & Facilities – Director Mileur stated that the committee did not meet however through the efforts of Don Sather and Tim, the County fees will be waived. Director Fedoroff added that there has been a citizens' committee formed to advocate for measure G22. G22 flyers have been made, containing facts, which are to be distributed in mid-September to every voting household.

c) Healthcare Advocacy & Outreach - Director Kubat stated that dates have been solidified for the monthly workshops; with each month covering a different subject. There are two guest speakers scheduled, including one for fall prevention. Director Fedoroff recommended that we write an article to be published with these facts. A resource guide has been made and will be distributed at farmers market as well as being placed on the website.

d) Finance – Director Rice stated that the committee did not meet but that time has been spent establishing the Director of Finance position.

e) Grants – Director Mileur stated that the committee did not meet however she did thank Director Fedoroff for submitting the proposal to the Cambria Community Council. She also added that we should be hearing back regarding the AFG grant by September.

f) Staffing Ad-Hoc – Director Mileur stated that they are still collecting data through September.

g) Trust fund marketing – Director Fedoroff stated that although this is not currently an active committee it will renew and may have another mailing in December, like the one that was done last December. Director Rice added that the timing of this mailing should not impact the election.

## **E) REGULAR BUSINESS**

1) Review and approval of changes to CCHD bylaws. Director Fedoroff presented updated bylaws for review and approval. He added that both the Director of Operations and the Director of Finance would have written contracts per the bylaw draft. Jeff Minnery added that an employment contract sounds reasonable. Director Rice motioned to approve the updated bylaws, Director Mileur seconded, Board approved 5/0.

2) CCHD website design – Director Mileur stated that Tim, Director Kubat, and herself have been working with Digital Planet on getting the new website design up and running. She stated it is progressing well.

3) Scheduling and payroll software update – Tim stated that Tyler Industries in Texas denied us service because we are too small for them. He added that scheduling software will be integrated into the new website, and he recommended that we keep the software that we currently have.

4) Review the current Monterey County contract – Tim included a report comparing our rates to San Luis Ambulance rates and he recommended that we leave our rates where they are. Tim also recommended that he work with the Director of Finance on the Monterey contract and rates, which they will then present to the Board. Tim is also working with the EMSA on streamlining the Monterey County billing process that is currently in place. Director Fedoroff motioned to accept Tim’s recommendation for leaving the rate where it is and to work with the Director of Finance on the new contract, Director Rice seconded, Board approved 5/0.

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

- a) Quality report on performance indicators;
- b) Closed session for review of personnel matters;
- c) Audit;
- d) Website.

## **G) ADJOURNMENT.**

The meeting was adjourned at 10:16 am.