

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

Regular Board Meeting Minutes
 Tuesday January 26, 2016 6:00 PM

AGENDA ITEM	DISCUSSION OR ACTION
1. OPENING	
A. Call To Order	President Jenkins called the meeting to order at 6:00 p.m.
B. Pledge of Allegiance	Trustee McLaughlin led the pledge of allegiance.
C. Establishment of a Quorum	President Jenkins Present Vice President Putney Present Secretary Meyer Present Trustee Gray Present Trustee McLaughlin Present <u>Staff Present</u> Administrator Sayers Operations Director McCrain Admin. Assistant Holmes-Nagy
D. Report from Closed Session	Trustee Jenkins reported that there was no reportable action from the Closed Session held in December.
E. President Jenkins Introduced Kathy Collins R.N. Interim Director of Director of SLO EMSA	Kathy Collins from the EMSA gave a power point presentation giving an overview of what is going on in San Luis Obispo County, how ambulances in the county are dispatched, statistics, outcomes, hospital types and stated that CCHD statistics for all types of Interventions are excellent, as well as their response times to calls.
2. PUBLIC COMMENT	PUBLIC COMMENT: Shirley Bianchi Jane Gold

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3. CONSENT AGENDA

Trustee McLaughlin pulled Item 3 F from the consent agenda.

Trustee Putney made a motion to approve Items A, though E on the consent agenda.

Trustee Meyer seconded the motion. Motion passed. Ayes-5, Noes-0.

3 F-Trustee McLaughlin asked why the specific language that he had typed up and handed to staff that he had requested be added to the November minutes on page #23 was not part of the Consent Agenda. He then asked if it had been added to the minutes as they have not yet been posted on the website.

Trustee Jenkins stated that the notes that Trustee McLaughlin had handed to staff were taken under consideration and after listening to the recording and what actually was said, the notes did not match and the decision was made not to amend the minutes with those notes. She stated that it is inappropriate to amend into the minutes verbiage that is not on our actual recording. Trustee Jenkins continued and stated that if Trustee McLaughlin would like the November minutes to reflect exactly what he said under the item from that meeting, she has no issue with that.

Trustee Jenkins asked staff to please insert on page #23 on the November 2015 minutes exactly what is said on the tape by Trustee McLaughlin and put those pages on the February Consent Agenda.

Trustee Gray made a motion to not approve Consent Agenda Item 3 F, the November minutes until the board sees the correction.

Trustee McLaughlin seconded the motion.

Trustee Jenkins asked that the motion be clarified. Do we have a motion to approve the December 17, 2015 minutes or are we going to hold up both the November and December minutes?

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<p>3. Continued</p>	<p>Trustee Putney made a motion to approve Item 3F, the December 17, 2015 minutes.</p> <p>Trustee Meyer seconded the motion.</p> <p>Roll Call Vote: Trustee Jenkins-Yes Trustee Meyer-Yes Trustee Putney-Yes Trustee Gray-Yes Trustee McLaughlin-Yes</p> <p><u>Motion passed, Ayes-5, Noes 0.</u></p>
<p>4. VERBAL REPORTS</p>	
<p>A. MONTHLY FINANCIAL REVIEW</p>	<p>Administrator Sayers reviewed the December revenues, rate increase payments, fund balance, transports, and budget amounts.</p>
<p>B. OTHER COMMITTEE REPORTS</p>	<p>Trustee Putney gave an overview of the Property and Facilities committee meeting held earlier this month.</p> <p>Administrator Sayers reviewed the meeting with Ron Castle, CEO of Community Health Centers and the discussion concerning the availability of Suite C in February.</p> <p>Trustee Jenkins stated that the Finance committee did not meet this month. She did report that the request of funds from Project Heartbeat to assist with items for the new ambulance was denied as the Project Heartbeat committee did not feel that the request fell within the parameters set forth when the fund was set up.</p> <p>Trustee Jenkins gave an update on the Bylaw committee and its progress.</p> <p>Trustee Gray gave an update on the survey being sent out by the Health Professionals committee.</p>
<p>5. REGULAR BUSINESS</p>	
<p>A. ADMINISTRATOR SAYERS GAVE AN UPDATE ON THE EXCLUSIVE AGREEMENT WITH SAN LUIS COUNTY FOR AMBULANCE SERVICE AND REVIEW OF SAID AGREEMENT BY LEGAL COUNSEL</p>	<p>Administrator Sayers reviewed and gave an update on the exclusive agreement we have with San Luis County for Ambulance service for the North Coast of the county. He stated that he, our Legal Counsel, and Operations Director have reviewed the agreement and that both Administrator Sayers and Ray Biering are requesting that Trustee Putney also review the document</p>

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<p>A. Continued</p>	<p>given his experience and knowledge about EMS services. All comments will then go to the county for their input and then Administrator Sayers will present a final draft to Trustees at the February meeting.</p> <p>Trustee Gray would like all trustees to receive a copy of the document for review.</p> <p>Administrator Sayers stated that he would like Ray Biering to continue the process of working with the county and finalize the draft document prior to him sending out the document to all trustees for their review as it will change the nature and flavor of the agreement.</p>
<p>B. ADMINISTRATOR SAYERS REVIEWED BOARD MEMBER DEVELOPEMENT MATERIALS PURCHASED FOR TRUSTEE EDUCATION</p>	<p>Administrator Sayers reviewed and passed out to trustees, educational books concerning the Brown Act and trustee education.</p>
<p>C. ADMINISTRATOR SAYERS PRESENTED THE REGULAR LAFCO NOMINATION DESIGNEE MATERIAL FOR TRUSTEE DISCUSSION AND POSSIBLE ACTION</p>	<p>Administrator Sayers gave an overview of the LAFCO nomination procedure and stated that LAFCO Director David Church is asking that our board designate a member of our board to attend the Special District Annual Meeting on February 19th, and serve on the LAFCO selection committee as a voting delegate for a representative. They are also asking if the District would like to nominate a trustee to serve as a member on the San Luis Obispo LAFCO Board as they have a vacancy.</p> <p>No motion was made to nominate one of our trustees to the LAFCO board.</p> <p>Trustee McLaughlin made a motion to have Trustee Meyer attend the LAFCO meeting.</p> <p>Trustee Putney seconded the motion.</p> <p>Roll Call Vote: Trustee Gray-No Trustee Putney-Yes Trustee McLaughlin-Yes Trustee Meyer-Yes Trustee Jenkins-Yes</p> <p><u>Motion passed, Ayes-4, Noes 1.</u></p>

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<p>D. ADMINISTRATOR SAYERS REVIEWED THE PROCEDURE TO ENGAGE OUR GENERAL COUNSEL TO PROVIDE ADVICE TO THE ORGANIZATION</p>	<p>Administrator Sayers presented and reviewed a procedure to engage our General Counsel to provide advice to our organization.</p> <p>PUBLIC COMMENT: Shirley Bianchi Eddie Federoff Mark Rochefort</p> <p>Trustee Gray made a motion that we reject this policy and the concept behind it.</p> <p>Trustee McLaughlin seconded the motion.</p> <p>Roll Call Vote: Trustee Gray-Yes Trustee Putney-No Trustee McLaughlin-Yes Trustee Meyer-No Trustee Jenkins-Yes</p> <p>Motion passed, Ayes-3, Noes-2.</p>
<p>E. ADMINISTRATOR SAYERS PRESENTED AN UPDATE ON A RESOLUTION FOR APPROVAL IN PREPARATION FOR GO RED FOR WOMEN</p>	<p>Administrator Sayers reviewed a Resolution for Go Red for Women.</p> <p>Trustee McLaughlin moved to accept the Resolution as presented.</p> <p>Trustee Gray seconded the motion.</p> <p>Roll Call Vote: Trustee Gray-Yes Trustee Putney-Yes Trustee McLaughlin-Yes Trustee Meyer-Yes Trustee Jenkins-Yes</p> <p>Motion passed, Ayes-5, Noes-0.</p>
<p>F. ADMINISTRATOR SAYERS REVIEWED FOR POSSIBLE ACTION AN OPERATIONAL POLICY PERTAINING TO WALK-UP ACTIVITY FOR THE MAIN STREET LOCATION.</p>	<p>Administrator Sayers presented a draft Operational Policy pertaining to walk-up activity and reviewed his discussion with the representative from our Insurance carrier SDRMA, Mr. Dennis Timoney. Operations Director McCrain also discussed and gave his opinion on this policy and issue.</p>

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<p>F. Continued</p>	<p>PUBLIC COMMENT: Mark Rochefort</p> <p>Trustee Gray made a motion to accept this policy in concept and that we ask Administrator Sayers to make revisions per comments made by Trustees that he sees fit with whoever he sees fit to work with and bring the policy back next month with those revisions for approval, and that we ask our outreach committee to develop a plan for education about every minute counts.</p> <p>Trustee Meyer seconded the motion.</p> <p>Roll Call Vote: Trustee Gray-Yes Trustee Putney-No Trustee McLaughlin-Yes Trustee Meyer-Yes Trustee Jenkins-No</p> <p><u>Motion passed, Ayes-3, Noes-2.</u></p>
<p>G. ADMINISTRATOR SAYERS REVIEWED THE STRATEGIC PLAN FACILITATION FOR DISCUSSION AND POSSIBLE ACTION</p>	<p>Administrator Sayers reviewed the process to accomplish our strategic goals that were agreed upon at our previous meeting.</p> <p>PUBLIC COMMENT: Mark Rochefort</p> <p>Trustee Gray moved that we plan a strategic planning process sometime within the next 6 to 9 months after our committees have had a chance to finalize what they would be recommending to the plan.</p> <p>Trustee McLaughlin seconded the motion.</p> <p>Roll Call Vote: Trustee Gray-Yes Trustee Putney-No Trustee McLaughlin-Yes Trustee Meyer-No Trustee Jenkins-No</p> <p><u>Motion did not pass, Ayes-2, Noes-3.</u></p>

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<p>G. Continued</p>	<p>Trustee Putney made a motion to proceed with facilitating the completion of the strategic plan and that we at the soonest possible date that staff and Trustees can meet-that we complete the plan.</p> <p>Trustee Jenkins seconded the motion.</p> <p>Roll Call Vote: Trustee Gray-No Trustee Putney-Yes Trustee McLaughlin-No Trustee Meyer-Yes Trustee Jenkins-Yes</p> <p><u>Motion passed, Ayes-3, Noes-2.</u></p>
<p>H. ADMINISTRATOR SAYERS DISCUSSED THE POSSIBLE FORMATIION OF A DRAFT POLICY AND PRODECURE CONCERNING THE CCHD WEBSITE, FACEBOOK, AND EDITORIALS IN THE CAMBRIAN FOR POSSIBLE ACTION</p>	<p>Administrator Sayers stated that this item was put on the agenda so that we can further discuss our website, our Facebook page, as well as any newspaper copy involving the CCHD. He is recommending that we create a policy concerning what is allowed on the Facebook page and feels that it is an important tool for the district as we move forward with public outreach and community events.</p> <p>PUBLIC COMMENT: Shirley Bianchi</p> <p>PUBLIC COMMENT: Mark Rochefort Shirley Bianchi Tom Gray</p> <p>After Trustee discussion it was decided that the Facebook and website items will be declared as separate items in the declaration of future agenda items discussion.</p>
<p>I. ADMINISTRATOR SAYERS GAVE AN UPDATE CONCERNING THE DISSEMINATIN OF THE HEALTH SURVEY</p>	<p>Administrator Sayers gave an update on the dissemination of the health survey stating that is has been mailed out in the CCSD and San Simeon water bills and stated that we have received between 100 to 150 surveys returned.</p>

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<p>J. PESIDENT JENKINS AKSED THAT THE DISCUSSION CONCERNING CHANGING THE REGULAR BOARD MEETING TIME BE MOVED TO THE FEBRUARY MEETING</p>	<p>Trustee Jenkins stated that as it was so late in the evening that she would like to move this item to the February meeting.</p>
<p>K. ADMINISTRATOR SAYERS REVIEWED A REVIEWED HIRING POLICY FOR POSSIBLE ACTION</p>	<p>Administrator Sayers presented a draft hiring policy for review and discussion. Operations Director McCrain also reviewed the policy. PUBLIC COMMENT: Mark Rochefort Tom Gray</p> <p>After discussion Trustee Jenkins then stated that she would entertain a motion to pass the Hiring Policy based on removing the sentence, "if there is not an adequate pool of interested or qualified applicants". Trustee Gray so moved. Trustee Meyer seconded the motion. Roll Call Vote: Trustee Gray-Yes Trustee Putney-No Trustee McLaughlin-Yes Trustee Meyer-Yes Trustee Jenkins-Yes</p> <p><u>Motion passed, Ayes-4, Noes-1.</u></p>
<p>6. DECLARATION OF FUTURE AGENNDA ITEMS</p>	<p>Trustee Jenkins stated that we need to bring back the Face Book item, changing the time of the board meetings and the item brought up by Trustee Putney concerning the formation of a policy regarding when a full time EMT becomes a licensed Paramedic. Trustee Putney stated that he would like the Operational policy concerning walk ups. Trustee Gray stated that in Closed Session she would like to begin Administrator Sayers annual review process. Trustee Jenkins stated that she would like to ask Community Health Center CEO, Ron Castle to attend the meeting to give a quick update on what their proposal might be for the possible use of the Main Street location that will be vacant at the end of this month, and give a general overview of what the services are that CHC provides.</p>

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<p>7. ADJOURNMENT TO CLOSED SESSION TO CONFER WITH LABOR NEGOTIATOR AGENCY REPRESENTATIVE: ROBERT SAYERS EMPLOYEE ORGANIZATION: SEIU LOCAL 620 GOVERNMENT CODE SECTION 549.57.6</p>	<p>Trustee Jenkins made a motion to adjourn the meeting to go into Closed Session at 10:30 pm.</p>
<p>8. OUT OF CLOSED SESSION</p>	<p>Trustees came out of Closed Session at 11:00 pm and stated that there was no reportable action and adjourned the meeting.</p>

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