

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**  
**BOARD MEETING MINUTES September 18, 2019**

**A) OPENING**

- 1) The meeting was called to order at 1:05 PM
- 2) Barbara Bronson Gray led the Pledge of Allegiance
- 3) A quorum was established with four Directors present. Dr. Laurie Mileur was excused.

In addition, District Administrator Mike McDonough was present as were Tim Benes, Ops Mgr and Jeff Minnery, Staff Counsel.

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

None.

**C) Consent Agenda**

- 1) Minutes of the August 21, 2019 board meeting were reviewed and approved 4/0.

2) The Ambulance Activity Report, August 2019, was discussed. Staff was requested to make a change in the District Activity Report (page 5 in this month's Board Packet) to note that incident totals showed inclusion of transport totals. Also, Staff was requested to make notes to better explain deviations from County standards.

3) Financials and Budget Analysis, August 2019, was discussed. Director Rice asked that the procedure for check approval be changed to prevent generating checks that are entered in the accounting ledger but are subsequently not signed. Administrator McDonough said that he would change procedures to approve check requests prior to check generation.

**D) Reports**

1) The Administrator's Report and Financial Review were presented by Administrator McDonough and Director Rice. Director Rice moved to remove the billing discussion envisioned by Item E. 2 in new business and moved to table the discussion relative to the ambulance billing system to the October Regular Board meeting because more time was needed to consider additional alternatives. Director Fedoroff seconded the motion and the Board agreed to postpone the billing discussion to October by a vote of 4/0. Matthew O'Leary spoke to the Board via phone regarding the draft District Trust and had his questions answered in order to complete a final draft. That draft should be available next week and will be provided to the Administrator.

2) The President's Report was presented by Director Gray. She reported that she continues to meet with the Chairs of the CUSD and CCSD and plans to distribute another District update to rate payers via the CCSD mailing of water bills in November.

3) The Healthcare Advocacy Committee Report was discussed by Director Hernandez. He reminded the Board that the next Fall Prevention classes resume September 24th at 2 PM in the CUSD Board Room at the Old Grammar School.

4) The Finance Committee Report was presented by Director Rice. As stated, the discussion of the billing system has been postponed until October.

5) The Property and Facilities Committee Report was discussed by Director Fedoroff. The only item was the District parking lot Bid review (see Agenda Item E.1).

6) The Grants and Foundation Committee Report was presented by Director Rice outlining multiple upcoming grant applications.

## **E) REGULAR BUSINESS**

1) The proposals for repairing the District's parking lot were reviewed by Director Fedoroff with a recommendation to award to the R. Burke Corporation on a best value basis. Director Rice moved to accept the recommendation with a second provided by Director Hernandez. The Board voted to accept the recommendation on a 4/0 vote and directed the Administrator to enter into a contract with R. Burke in the amount of \$46,500.

2) Deleted (see D.1 above).

3) A revised "Assistant to the Administrator" job description to replace the current Administrative Services Manager Position was discussed and approved by the Board 4/0 as submitted.

4) Che Johnson was named Interim Labor negotiator for the purpose of the interview contemplated by Agenda Item G.1. Director Rice moved to name Che Johnson Interim Labor negotiator for purposes of interview. Director Hernandez seconded the motion and the Board approved 4/0.

5) The Administrator's contract was reviewed as to whether to provide for the Administrator to pay the employee contribution to PERS as required by AB-340. Director Fedoroff moved to change the Administrator's contract to comply with AB-340. Director Rice seconded the motion and the Board approved by 4/0 vote. District Counsel will provide a written amendment for Director Gray's signature.

6) Releasing a Request for Proposal for accounting services was discussed. Director Rice recommended waiting to see what the new administrative assistant brought in terms of financial knowledge and abilities and then decide how to fashion an RFP. Based on the consensus of the Board, an RFP will be issued at a future date after staff is hired and a need assessment made. Director Rice will assist the Administrator in the interviews.

7) The administrator requested the October Regular Meeting be moved from October 16 due to a national EMS conference he had planned to attend before being hired. Director Fedoroff moved that the October meeting be changed to October 30 and the November meeting to November 20. The Board voted 4/0 to move both meetings to the aforementioned dates.

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

1) Consider alternatives to the current ambulance billing system for direction and possible action. Director Rice and Administrator McDonough.

2) Consider revising the Monterey County contract. President Gray and Administrator McDonough.

## **G) ADJOURNED TO CLOSED SESSION at 2:46 PM:**

1) Pursuant to Government Code § 54957.6: Conference with labor negotiators. Agency representative: District Administrator. Employee Organizations: Services Employees International Union 620.

2) Pursuant to Government Code § 54956.9 (d)(2): Conference with legal counsel, anticipated litigation; number of cases: one (1).

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

4) Public Employee Performance Evaluation: Legal Counsel. Government Code Section 54947

## **H) Out of Closed Session**

The Board adjourned Closed Session at 4:52 PM with no reportable action.

## **I) Adjournment**

The Regular Meeting of the Board was adjourned at 4:52 PM