



**MINUTES
REGULAR BOARD MEETING
Wednesday, May 12, 2021, 6:00 p.m.**

In accordance with the current State of Emergency and the Governor’s Executive Order N-25-20, of March 12, 2020 and N-33-20 of March 19, 2020, teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar and members of the public were also able to participate by telephone.

A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE

Board Chairman Howard Salmon called the meeting to order at 6:06 p.m. and led the Pledge of Allegiance.

In attendance: Directors Kate Schwartz, Stephanie Ortiz, Jennifer Jeffries, Barbara Mroz and Howard Salmon. Legal Counsel Jeffrey Scott, CEO Rachel Mason, Accountant Susan Woodward and staff members Mireya Banuelos, Linda Bannerman, Wendy Lyon, Tracy Rosalee, Jen Koester and Pamela Knox. Members of the public were also in attendance.

B. APPROVAL OF THE AGENDA

Action: It was moved by Director Jeffries, seconded by Director Mroz to approve the agenda as presented.

Motion carried by the following roll call vote (5-0)

Director Ortiz	Aye
Director Schwartz	Aye
Director Jeffries	Aye
Director Mroz	Aye
Director Salmon	Aye

C. PUBLIC COMMENTS

None

D. CONSENT ITEMS

- D1. Approval of March 2021 Financial Statements
- D2. Minutes of April 7, 2021 Finance Committee Meeting
- D3. Minutes of April 9, 2021 Gov’t & Public Engagement Committee Meeting
- D4. Minutes of April 14, 2021 Regular Board Meeting
- D5. Minutes of April 16, 2021 Ad Hoc Wellness Center Steering Committee Meeting
- D6. Minutes of April 21, 2021 Strategic Planning Committee Meeting
- D7. Minutes of April 22, 2021 Facilities Committee Meeting
- D8. Minutes of April 24, 2021 Special Board Meeting/Public Forum

There were no items requested to be pulled for further discussion.

Action: It was moved by Director Schwartz, seconded by Director Jeffries to approve the Consent Items as presented.

Motion carried by the following roll call vote (5-0)

Director Mroz	Aye
Director Ortiz	Aye
Director Schwartz	Aye

Director Jeffries..... Aye
 Director Salmon Aye

E. REPORTS/POSSIBLE ACTION

- E1. Finance Committee – Directors Jeffries and Mroz
 Committee Chair Jeffries reviewed the financial statements ending March 31, 2021. Disclosures: The investments of the District are in compliance with the District's 2020-21 Investment Policy. The balances in the District's investment accounts give the District the ability to meet its expenditure requirements for the next six (6) months. Director Jeffries said the following recommendation to the full board for approval includes reimbursing the operating account from LAIF funds in the amount of \$3,744.90 for October through December 2020 and \$17,322.73 from January through March (less the funds transferred to the Catalyst account in 2020).
Recommendation: That the board approve the transfer of \$21,000 from the Community Investment Fund account to the Operating account to cover expenses September through March.
Action: It was moved by Director Jeffries, seconded by Director Mroz to transfer funds in the amount of \$21,000 from the (Community Investment) LAIF account to the operating account to cover expenses October 2020 through March 2021.
Motion carried by the following roll call vote (5-0)
 Director Schwartz Aye
 Director Mroz Aye
 Director Salmon Aye
 Director Jeffries..... Aye
 Director Ortiz Aye
 Committee Chair Jeffries said the Finance Committee again reviewed the proposed FY 2021-2022 Budget which had been reviewed at a Public Hearing last month. CEO Rachel Mason had verified amounts for accuracy and made slight corrections. The Finance Committee made the following recommendation which is on the agenda for possible action under Item F1.
Recommendation: That the board approve Fiscal Year 2021-2022 Budget
- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Ortiz
 Committee Chair Schwartz reviewed the legislative updates at the National, State and County levels. Highlights include the following;
- President Biden set a new vaccination goal to deliver at least one shot to 70 percent of adult Americans by July 4th.
 - The FDA is banning menthol in cigarettes.
 - California State legislature confirmed Rob Bonta to be the state's next attorney general.
 - Stimulus checks are on the way for eligible Californians who file with Social Security Numbers and qualify to receive the state's Earned Income Tax.
 - Anyone 16 and older who lives, works or goes to school in S.D. County can now receive a COVID-19 vaccine at no cost.
 - The public can get information regarding the County's budget through the online budget portal and recommended operational plan.
- Director Schwartz asked Community Health Coordinator Mireya Banuelos to provide the Community Engagement Report. Ms. Banuelos said that final data from their report regarding the development of the upcoming wellness center will be presented by Catalyst and discussed with members of the Board at special meetings in the next couple of months. She reviewed the District's COVID-19 response and collaborations with several

partners and vaccination data within the District's sphere of influence. Lastly, she discussed the COVID-19 information available on the District's website.

Jen Koester, Social Media Specialist for Fallbrook Regional Health District and North County Fire Protection District reviewed Facebook, Instagram and other social media postings.

- E3. Facilities Committee – Directors Mroz and Salmon
Committee Chair Mroz said the Facilities Committee is awaiting additional information from Rob Holmes regarding the replacement of the air handling system in the building on S. Brandon Road. Once that project has been completed, the parking lot can be fixed and repaved.
- E4. Ad Hoc Wellness Center Steering Committee – Directors Schwartz-Frates and Ortiz
Committee Chair Schwartz reported that the ad hoc Steering Committee for the Wellness Center had met with Catalyst representatives prior to their presentation at the Special meeting of the Board of Directors on April 24th. They reviewed the overall process used by Catalyst to date and how Catalyst would help to facilitate the upcoming special board meetings dedicated to the development of the future wellness center. They discussed what would be provided to Board members prior to the initial special meeting in April and a facilitated exercise to be completed at the April 24th meeting. Additional special meetings will be held in May and June.
- E5. Strategic Planning Committee – Directors Jeffries and Salmon
Committee Chair Jeffries said this committee reviewed and discussed a proposed template for use in the strategic planning process. It includes a protocol for fiscal year annual review/renewal of the strategic plan.
Recommendation: The Strategic Planning Committee recommended that the FRHD Strategic Plan Template be placed on the agenda for consideration at the May regular meeting of the Board of Directors.
- E6. Chief Executive Officer – Rachel Mason
Ms. Mason was pleased to report that representatives from Fallbrook Regional Health District had been invited to the April meeting of the North County Fire Protection District Board of Directors meeting to be recognized and thanked for service to the community during the COVID-19 pandemic.
She discussed the current COVID-19 outreach efforts and discussed the next steps in the development of the upcoming wellness center with a special meeting scheduled for May 25th.
All grant applications have been distributed to Board members for review and scoring and are due back to Mireya or Rachel by Monday, May 17th. She said the total amount requested is \$1,187,915.98, which is \$77,430.94 more than requested last year and noted the total amount budgeted for the CHC-Grant program is \$750,000.00.
Regarding staff and operations, annual performance reviews are in process. Succession and skills transfer planning among current staff and potential future staffing needs are being considered as one employee is considering retirement in the next year or so. It is likely the Spanish speaking temporary employee will remain through June.
Lastly, LAFCO still has all four healthcare districts scheduled within fiscal year 2020-2021 for Municipal Service Review Study. No further information is available at this time.
- E7. General Counsel – Jeffrey Scott
Mr. Scott said healthcare districts are created by and can be dissolved pursuant to the authority of the California legislature. AB 903 is a bill that dissolves the Los Medanos Community Healthcare District (LMCHD) and designates the County of Contra Costa as

the successor agency to the district. It will be effective February 1, 2022. Further details are available in the board packet under the General Counsel report.
Mr. Scott said the remainder of his comments would be confined to Closed Session.

F. DISCUSSION/POSSIBLE ACTION ITEMS

- F1. Consideration of Fiscal Year 2021-2022 Budget
Recommendation from the Finance Committee:
That the board approve Fiscal Year 2020-2021 Budget.
CEO Rachel Mason reviewed the proposed FY 2021-2022 Budget. She said it had been presented last month at a Public Hearing for the purpose of review and comment. She again reviewed the budget and provided a comparison of the proposed budget, last year's budget, and expenses year-to-date. Discussion ensued. Following discussion, it was recommended that another comparison be provided estimating the expenses for the entire current fiscal year. The FY 2021-2022 Budget will then be considered for approval.
- F2. Consideration of Resolution No. 436 – Annual Statement of Investment Policy for Fiscal Year 2021-2022
Recommendation from the Finance Committee:
That the board approve Resolution No. 436 – Annual Statement of Investment Policy for Fiscal Year 2021-2022
Counsel Jeff Scott said it is a requirement to approve the Annual Statement of Investment Policy each year. He recommended approval of Resolution No. 436.
Action: It was moved by Director Jeffries, seconded by Director Schwartz to approve

RESOLUTION NO. 436.
RESOLUTION OF THE BOARD OF DIRECTORS OF THE FALLBROOK
REGIONAL HEALTH DISTRICT APPROVING THE STATEMENT OF
INVESTMENT POLICY FOR FISCAL YEAR 2021-2022

Motion carried by the following roll call vote (5-0)

Director Salmon	Aye
Director Mroz	Aye
Director Jeffries.....	Aye
Director Ortiz.....	Aye
Director Schwartz	Aye

- F3. Consideration of the Strategic Plan Template
Recommendation from the Strategic Planning Committee:
That the board approve the Strategic Plan Template
Director Jeffries reiterated what she said in the Strategic Planning Committee report and referred to the template which was included in the meeting packet. She recommended approval of the Strategic Plan Template.
Action: It was moved by Director Jeffries, seconded by Director Ortiz to approve the Strategic Plan Template as presented.
Motion carried by the following roll call vote (5-0)
- | | |
|-------------------------|-----|
| Director Mroz | Aye |
| Director Schwartz | Aye |
| Director Jeffries..... | Aye |
| Director Ortiz..... | Aye |
| Director Salmon | Aye |

G. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS

- G1. Other Director/Staff discussion items
 - G1a. Item(s) for future board agendas
None

G1b. Announcements of upcoming events:

- **COVID-19 Vaccinations & Testing – by Operation Collaboration (CalFire/NC Fire)**
Friday, May 7, 9am-1pm vax, 2pm-5pm testing
Vallecitos Elementary School – 5211 St, Rainbow, CA 92028
- **COVID-19 Vaccinations – Pfizer administered by Rite-Aid**
Every Monday in May – 3, 10, 17, 24, & June 1, 10:00am-4:00pm
FRHD Wellness Center – 1636 E. Mission Rd., Fallbrook
- **COVID-19 Vaccinations – by Fallbrook Family Health Center**
Saturday, May 15, 8:30 am-4:00pm
FRHD Wellness Center – 1636 E. Mission Rd., Fallbrook
- **COVID-19 Vaccinations & Testing – by Operation Collaboration (CalFire/NC Fire)**
Friday, May 28, 9am-1pm vaccine, 2pm-5pm testing
FRHD Wellness Center – 1636 E. Mission Rd., Fallbrook
- **Gov't and Public Engagement Committee meeting** – 2nd Friday, May 14, 10:30am, Virtual Meeting
- **Community Collaborative for Health & Wellness Committee (CCH&W) meeting** – 3rd Wednesday, May 19, 10:30am-noon, Virtual Meeting (See fallbrookhealth.org/calendar)
- **Strategic Planning Committee meeting** – 3rd Wednesday, May 19, 5:00pm, Virtual Meeting
- **Ad Hoc Wellness Center Steering Committee meeting** – May 21, 10:30am, Virtual Meeting
- **Special Board meeting** – Tuesday, May 25, 6:00pm, Virtual Meeting
- **Facilities Committee meeting** – 4th Thursday, May 27, 10:30am, Virtual Meeting
- **Memorial Day – District Holiday – Monday, May 31**
- **Finance Committee meeting** – 1st Wednesday, June 2, 4:30pm, Virtual Meeting
- **Woman of Wellness – Postponed** See fallbrookhealth.org for newsletter

G2. **Next Regular Board meeting** – 2nd Wednesday, June 9, 6:00pm, Virtual Meeting

At 7:30 p.m., by consensus, the Board agreed to adjourn until after the Fallbrook Regional Health District Foundation Board of Directors meeting at which time it would reconvene for Closed Session.

At 7:40 p.m. the Board reconvened to go into Closed Session.

H. CLOSED SESSION

H1. Personal matter pursuant to Government Code Section 54957(b)(1) – CEO Evaluation

I. RETURN TO OPEN SESSION

The Board returned to open session at approximately 8:05pm. Counsel Scott reported that the Board discussed the CEO Evaluation process.

J. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:06 p.m.


Howard Salmon, Chairman


Pamela Knox
Board Secretary/Clerk