



**MINUTES  
REGULAR BOARD MEETING**

**Wednesday, July 14, 2021, 6:00 p.m.**

**Virtual and In-Person at Administrative Office, 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook**

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 6:01 p.m. and led the Pledge of Allegiance.

In attendance: Directors Kate Schwartz, Barbara Mroz, Stephanie Ortiz, Jennifer Jeffries and Howard Salmon. Legal Counsel Jeffrey Scott, CEO Rachel Mason, Accountant Susan Woodward and staff members Linda Bannerman, Mireya Banuelos, and Wendy Lyon.

Multiple members of the public were also in attendance: Cheryl Whitten, Leticia Stamos, Ross Pike, Roy Moosa, Susan Liebes, Tom Frew and Veronica Hernandez.

**B. APPROVAL OF THE AGENDA**

**Action:** It was moved by Director Schwartz, seconded by Director Jeffries 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**

Leticia Stamos said she participated in the S.D. County Supervisors meeting and made a comment referencing Fallbrook Regional Health District that she wants to share at this meeting. It was directed at the County Health Department, and it also applies to the District. She read her comment as follows: My Name is Leticia Maldonado Stamos and I live in Fallbrook. After experiencing tremendous challenges to get appointments for the COVID vaccination, a group of community members from VOCES have been actively working to make sure that Fallbrook residents get equitable access to the vaccine and experience strong outreach to achieve the high percentage of vaccination. We have worked with Cal Fire, Champions for Health, and the Fallbrook Regional Health District with success in certain parts of Fallbrook and limited success in others. From the data that we got from Fallbrook Regional Health District, it appears that vaccination clinics are winding down due to the low volume of people showing up. I understand that S.D. County is also winding down. I would like to strongly urge both not to do so. I know many people in our low-income neighborhoods throughout the County are still unvaccinated. People are still getting infected with COVID. The County must continue to push information and clinics to get more folks vaccinated. It appears that S.D. County has not had all residents, nor neighborhoods, in focus. Understandably this was a “learn as we go process” for a few weeks,

but at some point, as we began to figure out how to implement the clinics and the vaccine was more available, the effort to attend the population most vulnerable and least accessible should have been addressed by the County. This has never been about “the easy population.” Everyone knew that those with the resources and desire to be vaccinated would be vaccinated, even if it meant driving for an hour or two and waiting for several more hours. Now we are at the point where clinics need to take place in the neighborhoods where people live. This is a public health issue, not one of convenience. In depth, accurate research needs to be done quickly regarding areas of low vaccination, particularly in North County which I feel has not been a priority for the County. The County Health Department must make an authentic effort to make sure these populations are vaccinated. Having an information website and handing out flyers is far not sufficient. In fact, they are woefully inadequate. Early on, after desperately trying to get an appointment for my elderly husband to get his vaccination, I reached out to Jim Desmond, Supervisor for my District. While his personal advice was not helpful, at least he responded, and I was put in touch with someone at the County Health Department who was very helpful. In following up with Supervisor Desmond’s response, I was not only able to get a vaccination appointment, but also it gave me insight on what others are going through and how I might help. That same desperation still exists for many people. As a public, we must continue to be vigilant, active and highly concerned. Opening up businesses and spaces because certain populations are vaccinated should not be equated with “everybody on his own.” We are all responsible and those of you with the resources are the most responsible. Thank you.

She then added that she believes the 86-89% total vaccinated in Fallbrook is not accurate. She said there is a neighborhood in Fallbrook that is 50% vaccinated. She said we are still in dire straits and suggested that we look into conducting a neighborhood clinic with and active outreach in the downtown area of Fallbrook.

Chairman Salmon thanked Ms. Stamos for her time and efforts in assisting with the clinics.

**D. CONSENT ITEMS**

- D1. Approval of April 2021 Financial Statements
- D2. Minutes of June 2, 2021 Finance Committee Meeting
- D3. Minutes of June 9, 2021 Regular Board Meeting
- D4. Minutes of June 11, 2021 Gov’t & Public Engagement Committee Meeting
- D5. Minutes of June 16, 2021 Strategic Planning Committee Meeting
- D7. Minutes of June 24, 2021 Facilities Committee Meeting
- D8. Minutes of June 25, 2021 Special Board Meeting/Public Forum

No items were pulled from the Consent Items for further discussion by members of the Board.

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

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

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

**E. REPORTS/POSSIBLE ACTION**

- E1. Finance Committee – Directors Jeffries and Mroz  
 Committee Chair Jeffries reviewed the Financial Statement through May 2021. She noted the negative income total for the month was due to the 4<sup>th</sup> and final CHC grant payments. It was also noted that the District was over budget for the month due to receiving larger-than-budgeted tax apportionments.  
 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.

- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Ortiz  
 Committee Chair Schwartz reviewed the national legislative updates regarding COVID vaccines. She discussed Assembly Bills 339, 1130, 128 and 129 which were provided in the meeting packet. Also updates from the State on COVID-19 and Telehealth. She said the California Special Districts Association (CSDA) Annual Conference takes place August 30-September 2, in Monterey, CA and the Association of California Health District's (ACHD) Annual Conference is September 22<sup>nd</sup> through the 24<sup>th</sup> at the Resort at Squaw Creek in Olympic Valley, CA.  
 In addition, she reviewed the vaccination progress for San Diego County/Live Well and noted that most COVID-19 cases, hospitalizations and deaths being reported in the region are occurring in those not fully vaccinated. Those not vaccinated are urged to talk with their physicians regarding benefits and risks of the vaccine.  
 The County of San Diego has received \$24 million to provide vaccine and outreach to at-risk communities.  
 Lastly, S.D. County Board of Supervisors unanimously approved a \$7.2 billion fiscal year 2021-22 spending plan for San Diego County.  
 The Public Engagement Plan for July, August and September of 2021 was discussed and outlines Events, Meetings, Business, Social Media and Website updates. It will be available on a quarterly basis and was included in the packet.
- E3. Strategic Planning Committee – Directors Jeffries and Salmon  
 Committee Chair Jeffries said the July meeting of Strategic Planning focused on upcoming programs for the Community Health & Wellness Center (CHWC). The plan is to develop a draft prioritized list in August that can be considered by the full Board, perhaps at a special meeting of the Board of Directors. The Committee has also reviewed the job description for the Administrator of the CHWC. Lastly, the District has applied to ACHD for a diversity, equity and inclusion grant and Director Jeffries said she is looking forward to their presentation and what might come from that effort.
- E4. Facilities Committee – Directors Mroz and Salmon  
 Committee Chair Mroz reported that Rock Rose School will be vacating the E. Mission Rd. property on July 31, with a follow up inspection. The HVAC project for the Brandon Road property was discussed. A new water pressure regulator was installed at the Brandon Road property as well. Carpet cleaning will be arranged for the year-old carpet in the Administrative offices. The Major Use Permit for the E. Mission Rd. property still requires approval by the County Board of Supervisors and should soon be placed on their agenda.
- E5. Chief Executive Officer – Rachel Mason  
 CEO Rachel Mason said three vaccination/testing clinics are scheduled for our community in July by the Cal-Fire Operation/Collaboration with S.D. County. She noted that the Fallbrook Family Health Center has been the largest vaccinator in the community. Anyone can access the vaccine at their facility.  
 Out of fifteen candidates, five applicants have been interviewed for the Administrator position for the Community Health & Wellness Center.  
 A new candidate has been identified for the Social Media Specialist/Communications position (shared with NCFPD) and it is anticipated she can begin in early August. She has strong connection to the community and is bilingual.  
 Board Chair, CEO and possibly Director Ortiz will attend the ACHD Annual Meeting in September. If other Board members have interest, they should contact Rachel or Linda.  
 The LAFCO Municipal Service Review Study is still listed as scheduled for fiscal year 2020-2012. All four healthcare districts in the County are scheduled within this timeframe and no other information is available at this time.  
 Lastly, Ms. Mason reviewed the Multi-Year Maintenance Budget. (Full report included in packet).  
 Discussion ensued regarding possible ways to provide additional "vaccine clinics" as suggested during the public comment period. The CEO will reach out to our partner providers in that regard.

- E6. General Counsel – Jeffrey Scott  
 Legal Counsel Jeffrey Scott provided a legislative report and reviewed bills of interest. Mr. Scott said a number of high-profile bills are stalled for this year. The number has been limited to 12. The Legislature has passed a budget, and it has included specific funding for behavioral health. He said his written report is in the packet for detailed information. (See attached.)

**F. DISCUSSION/POSSIBLE ACTION ITEMS**

- F1. Consideration of Continued Zoom Access and Interpretation Services for District Regular Board Meetings  
 CEO Rachel Mason introduced this topic noting that through the Government and Public Engagement Committee it was recommended that meetings of the Board of Directors stay hybrid (in-person and through Zoom) in order to engage more members of the community. In addition, it was recommended that the District investigate a method of providing simultaneous Spanish interpretation so that Spanish speaking members of the audience can participate in the meetings. Executive Assistant Linda Bannerman had created and reviewed a Quote Comparison Chart for Spanish Translation Services and Software. (See attached) The quote covers only Board meetings, not committee meetings. Discussion ensued. Rachel Mason said all reports/documents must be submitted at least one week earlier in order to be translated into Spanish for the board packet. Legal Counsel Scott advised directing staff to bring a recommendation with a specific vendor with more details to the August meeting of the Board as a possible action item. Director Jeffries suggested moving to reports with actions and minutes without narratives.
- F2. Consideration of NCFPD JPA Positions  
 Board Chairman Salmon expressed concern regarding shared positions with the North County Fire Protection District and the amount of time both positions are working for or at our District. Discussion ensued. CEO Rachel Mason explained that the COVID pandemic precluded in-person contact and they were supporting us in many ways. Moving forward, each of the shared employees will have higher visibility at our facilities and functions.
- F3. Consideration of CSDA Board of Directors Election Ballot – Term 2022-2024; Seat A - Southern Network  
 CEO Rachel Mason gave a brief description of CSDA’s functions for all special districts. Ms. Mason said she is on the ballot, but since our two local water district’s need someone who can represent them, she recommended the District Board not vote for her, but rather vote for Jo MacKenzie, a Director with Vista Irrigation District.  
**Action:** It was moved by Director Jeffries, seconded by Director Mroz to vote for Jo MacKenzie to serve on the CSDA Board of Directors, Southern Network for the term 2022-2024.  
**Motion carried** by the following roll call vote (4-1)  
 Director Jeffries..... Aye  
 Director Mroz ..... Aye  
 Director Ortiz..... Nay  
 Director Schwartz ..... Aye  
 Director Salmon ..... Aye
- F4. Consideration of Amendment to the CEO’s Employment Contract  
 Legal Counsel Scott said the Board of Directors completed its annual evaluation of Chief Executive Officer Rachel Mason. An amendment to the contract was provided for the Board’s approval. The term was extended until June 30, 2023 and includes an increase of 7.75% effective July 1, 2021.  
**Action:** It was moved by Director Schwartz, seconded by Director Jeffries to approve the 2021 Amendment to Executive Director Employment Agreement as presented.

Discussion: Chairman Salmon said expectations were met and exceeded, and the rate is comparable for similar organizations. He said Rachel has done a superior job during a difficult pandemic year.

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

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

G1b. Announcements of upcoming events:

Rachel Mason said the committee meetings will be moved to hybrid. COVID-19 vaccination and testing events by Operation Collaboration at the Community Health & Wellness Center are on August 6<sup>th</sup> & 7<sup>th</sup>.

- **COVID-19 Vaccinations & Testing – by Operation Collaboration (CalFire/NC Fire) Vaccinations 9a-1p, Testing 2p-4p**

- o FRHD Wellness Center – **Friday, July 9 and July 30**

1636 E. Mission Rd., Fallbrook

- o Vallecitos Elementary School – **Friday, July 16**

5211 5th St, Rainbow, CA 92028

- **Community Collaborative for Health & Wellness Committee (CCH&W) meeting** – 3<sup>rd</sup> Wednesday, **July 21**, 10:30am-noon, Virtual Meeting (See [fallbrookhealth.org/calendar](http://fallbrookhealth.org/calendar))

- **Facilities Committee meeting** – 4<sup>th</sup> Thursday, **July 22**, 10:30am, Hybrid Meeting

- **Finance Committee meeting** – 1<sup>st</sup> Wednesday, **August 4**, 4:30pm, Hybrid Meeting

- **Woman of Wellness – Postponed.** See [fallbrookhealth.org](http://fallbrookhealth.org) for newsletter

- **Gov’t and Public Engagement Committee meeting** – 2<sup>nd</sup> Friday, **August 13**, 10:30am, Hybrid Meeting

G2. **Next Regular Board meeting** – 2<sup>nd</sup> Wednesday, **August 11**, 6:00pm, Hybrid Meeting

**H. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:55 p.m.

  
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 Howard Salmon, Chairman

  
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 Board Secretary/Clerk