

Fallbrook Regional HEALTH DISTRICT

MINUTES REGULAR BOARD MEETING Wednesday, June 12, 2019, 6:00 p.m.

NEW MEETING LOCATION
Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

Chairman Howard Salmon called the meeting to order at 6:07 p.m. and led the Pledge of Allegiance.

Board Members Present: Directors Howard Salmon, Jennifer Jeffries and Kate Schwartz-Frates.
Absent: Directors Barbara Mroz and Bill Leach.

Others Present: Legal Counsel Jeffrey Scott; Executive Director Rachel Mason; Consultants Kathy Bogle and Wendy Lyon; Staff Members Linda Bannerman, Pamela Knox and Mireya Banuelos.

B. ADDITIONS TO AGENDA

None

C. BOARD MEMBER AND PUBLIC COMMENTS

Sandra Kinsler, representing Food Addicts in Recovery Anonymous, said this group needs meeting space beginning in July. She suggested that perhaps Mondays would be a good day to schedule 12 Step Programs at our E. Mission Road location during day and evening hours. Rachel Mason, Executive Director, will work with Ms. Kinsler to determine if the District can provide a meeting space and when it might be available.

D. CONSENT ITEMS

- D1. Approval of April 2019 Financial Statements
- D2. Minutes of May 1, 2019 Finance Committee Meeting
- D3. Minutes of May 1, 2019 Strategic Planning Committee
- D4. Minutes of May 8, 2019 Special Board Meeting
- D5. Minutes of May 8, 2019 Regular Board Meeting
- D6. Minutes of May 15, 2019 Strategic Planning Committee
- D7. Minutes of May 24, 2019 Facilities Committee Meeting
- D8. Minutes of May 29, 2019 Special Board Meeting/Public Forum

No members of the Board wanted to pull any items for further discussion.

Action: On motion duly made, seconded and carried, the Board approved the above listed Consent Items as presented.

Motion carried: 3-0 (2 absent)

E. REPORTS

- E1. Finance Committee – Directors Jeffries and Mroz
 Committee Chair Jennifer Jeffries provided the following report for end of April 2019.
 Total Liabilities and Equity March \$12,866,507.
 Total Liabilities and Equity \$12,948,489.
 An increase month to month of \$81,981.
 The 2018-19 approved budget projected an income of \$2,210,176.
 Total Income through April is \$ 2,149,596.
- Over budget by \$44,858 in the area of administrative expenses and overhead due to unexpected personnel costs and necessary legal and demographic assistance with the formation of the District zoned voting map. In March this area was over budget by \$63,344 reflecting a reduction of \$18,486.
- The Year-To-Date net income of \$689,589 is surpassing the budgeted net income of \$511,353 by \$178,236.
 Report 5: LAIF Balance of \$ 1,489,5071, reflecting quarterly interest of \$9,343 and a transfer of \$91,000 from the Community Investment Fund to the FRHD operating account.
 Report 6: CalTRUST \$6,915,229, reflecting a one month increase due to dividends and interest of \$14,323.
 Report 7 YTD \$1,938,571. This reflects an April apportionment of \$242,218.
 The District is well within the projected income with two more tax apportionments to go.
 Beginning Balance of \$\$9,601,082
 Funds spent on Community Partner Grants and Wellness Initiatives \$15,830
 Ending Balance \$9,585,252.

Chairman Salmon announced a recess from the agenda to recognize several people in attendance. He distributed envelopes to staff members and thanked them for their efforts during the period from mid-December to mid-May while the District transitioned from one executive director to another. He then recognized Wendy Lyon for stepping up as interim director during that period and presented her with a clock inscribed with their thanks. Chairman Salmon presented a clock to Kathy Bogle, recognizing her service on the Board of Directors (1999-2000) as well as serving as the District's accountant thereafter. While she still serves the District, she is planning to retire soon. Last, but not least, Chairman Salmon recognized Blaise Jackson, Esq. for having served as the District's legal counsel for 15 years. He was presented with a clock in grateful appreciation of 15 years of outstanding service and dedication.

- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz
 Chair Kate Schwartz-Frates said the next Governmental and Public Engagement Committee meeting is scheduled for June 28th at 11:30 a.m. following a Special Meeting of the Board related to Community Health Contracts. The North County Director of Health & Human Services will be meeting with the Executive Director and Director Schwartz-Frates regarding Live Well services being provided in our District. She thanked Linda Bannerman for her efforts in making our website available in multiple languages. She discussed distribution of information for the District mapping meeting on Wednesday, June 19, 2019. Work with NCFPD regarding shared services is ongoing. Surveys will be sent to health providers and wellness providers to invite feedback and input on the future

services at the 1636 E. Mission Rd. property. She provided an update on recent legislative bills affecting Medi-Cal benefits, vaccines and behavioral health services.

- E3. Facilities Committee – Directors Leach and Mroz
No report due to the absence of Directors Leach and Mroz
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
clarified that what is being offered to the District is the Fit2BKids program only. The District or its designee would initiate it for our District and operate it should FRHD decide to proceed. Director Jeffries provided an update regarding shared services with North County Fire Protection District (NCFPD). Both parties of the Joint Powers Agreement (JPA) have asked their respective legal counsels to review the ambulance support arrangement. The shared reception, communications and social media position job description is being developed and both parties will participate in the interview process. An MOU will be used for this arrangement.
- E5. Executive Director – Rachel Mason, MS MA
Executive Director Rachel Mason said it is great to here, and we will continue with the work of the District.
- E6. General Counsel – Jeffrey Scott
Legal Counsel Jeffrey Scott reported on a couple of bills currently pending in Sacramento. ACA 1 is a constitutional amendment affecting special districts and supported by the Association of California Health Districts and others regarding General Obligation Bonds. It changes the 2/3 majority to 55% required to pass. AB1184 affecting the storage of electronic records, e-mails, etc. and will require that these records be retained and preserved for at least two years. He distributed a handout and said both bills are currently active.

F. DISCUSSION ITEMS

- F1. Review of Draft Budget Fiscal Year 2019-2020 – First Reading
Director Jeffries said this budget is based on the last budget with some additions, e.g., the arrangements with NCFPD under the JPA. She said it is basically a status quo budget. This will be considered again at the next meeting as an Action Item. Director Jeffries reminded everyone that a budget is a living document and if it changes, there is good reason.

G. ACTION ITEMS

- G1. Consideration and Adoption of Resolution No. 427 – Annual Statement of Investment Policy for FY 2019-2020 – Second Reading
Chairman Salmon said since this document had not yet been through the Finance Committee, it would be tabled now, placed on the agenda for the next Finance Committee meeting and brought to the Board for action at a future meeting.
- G2. Approval of Short-Term Lease (six months) for Non-Profit School, Rock Rose School for Creative Learning – 1636 E. Mission Rd.
Roy Moosa addressed the Board. He noted that legal counsel had drafted a six-month lease. Mr. Moosa stated that the rooms to be used by Rock Rose School have changed to rooms 5 & 6 (not 3). Discussion ensued regarding insurance and liability issues and which party would be responsible. The proposed lease begins July 1st. Mr. Moosa indicated that Rock Rose School had asked if it would be possible to move in

some equipment for storage prior to July 1st. There were no objections. The room numbers will be changed as requested. Rock Rose offered to include the District in their signage to recognize the District's support. Discussion ensued. It was the consensus of the Board that since the lease is just for a temporary period, it would not be necessary for the school to recognize the support of the District in that way.

Action: On motion duly made, seconded and carried, the Board approved the six-month lease with the Rock Rose School (with the modification of the rooms to be used).

Motion carried: 3-0 (2 absent)

- G3. Approval of Amendment to Lease with MedPlus Urgent Care Up to One Year
 Legal Counsel Jeffrey Scott indicated that his office had been in discussions with Dr. Skeoch the owner of MedPlus Urgent Care regarding extending the Lease an additional year in conjunction with the extension of the MOU with MedPlus Urgent Care. Dr. Skeoch has indicated that he is committed to providing Urgent Care services to the community and extending the Lease an additional year. Discussion ensued regarding recent plumbing issues having been caused by the tenant. It was noted if the tenant is responsible for the damage, the tenant is responsible for the repair. (See Article 9. Indemnity and Insurance). The lease is for a period of one year, July 1, 2019 through June 30, 2020.

Action: On motion duly made, seconded and carried, the one-year lease with MedPlus Urgent care was approved as presented.

Motion carried: 3-0 (2 absent)

- G4. Approval of Amendment to MOU with MedPlus Urgent Care
 Legal Counsel Jeffrey Scott indicated that his office had also been in discussions with Dr. Skeoch regarding after hour services and the associated overhead costs. Mr. Scott noted that Dr. Skeoch is committed to providing the District with the necessary financial information to substantiate the costs of the extended hours and that commitment is reflected in the Amended MOU. The term of the Amended MOU will be for one-year beginning on July 1, 2019 and ending on June 30, 2020.

Action: On motion duly made, seconded and carried, the Amendment to the Memorandum of Understanding with MedPlus Urgent Care was approved as presented.

Motion carried: 3-0 (2 absent)

- G5. Approval of July 5th – Float Holiday
 District policy provides float holidays need Board approval. Since July 4th falls on a Thursday, staff is requesting use of a float holiday on Friday July 5th.

Action: On motion duly made, seconded and carried, the Board approved the use of July 5, 2019 for a float holiday in lieu of either Admission Day or Columbus Day.

Motion carried. 3-0 (2 absent)

- G6. Consideration of Consulting Agreement with Rob Holmes for construction oversight services
 Legal Counsel said Rob Holmes was recommended for his expertise and integrity to help the District in overseeing the construction of the Sidewalk Project. Mr. Scott noted that Mr. Holmes hourly rate was very reasonable and will be an excellent asset for the District.

Action: On motion duly made, seconded and carried, the Board approved the Consulting Agreement with Rob Holmes for construction oversight services.

Motion carried: 3-0 (2 absent)

- G7. Consideration and Approval of Roofing Specifications – 1636 E. Mission Rd., 617 E. Alvarado St., 138 S. Brandon Rd.

Legal Counsel Jeffrey Scott noted that the roofing specifications for the three District properties in need of repair and replacement were received from A.D. Magellan by the District last Friday afternoon. The formatting of the draft plans and specification need further review and will also need to be incorporated into the District's contract documents. Mr. Scott requested that the Board approve the draft roofing plans and specifications as submitted, and direct legal counsel to work with the A.D. Magellan on the correct formatting and the incorporate the final plans and specifications into the District Contract documents.

Action: On motion duly made, seconded and carried, the Board approved the draft roofing plans and specifications as submitted, and direct legal counsel to work with the A.D. Magellan on the correct formatting and incorporate the final plans and specifications into the District Contract documents.

Motion carried: 3-0 (2 absent)

H. ITEMS FOR SUBSEQUENT MEETINGS

- H1. Other Director/Staff discussion items

H1a. Item(s) for future board agendas

H1b. Announcements of upcoming events:

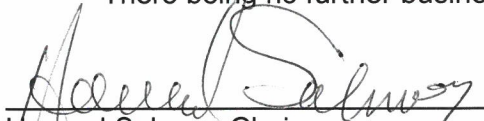
- **Community Collaborative for Health & Wellness Committee (CCH&W)** meeting – 3rd Wednesday, **June 19, 10:30am-noon**, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
- **Special Meeting/Public Forum #7:** Public Discussion Regarding Draft Maps for a Transition from At-Large to Zone-Based Elections – **June 19, 6:00pm**, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
- **Facilities Committee** meeting – **June 21, 11:00am**, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
- **Special Meeting:** Community Health Contract (CHC) Applications Fiscal Year 2019-2020 – **June 28, 10:00am**, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
- **Gov't and Public Engagement Committee** meeting – **June 28, 11:30am**, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
- **Finance Committee** meeting – 1st Wednesday, **July 3, 5:30pm**, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
- **Independence Day**, District Holiday – **July 4**
- **Woman of Wellness meeting** – **July 11, 6:00 – 7:30pm**, FRHD Wellness Center, 1636 E. Mission Rd., Fallbrook
- **Strategic Planning Committee** meeting – **August 7**, Time TBD, FRHD Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

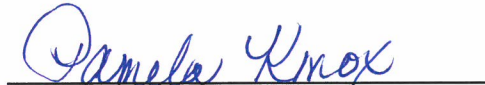
Chairman Salmon noted the Special Meeting of the Board of Directors on June 28, 2019 at 10:00 a.m. which will include announcing the recipients of the Community Health Contracts and possibly approval of the budget. He also noted the Special meeting on June 19, at 6:00 p.m. at which time there will be a review of proposed maps for the transition from at-large to zone-based elections.

H2. Next Regular Board meeting – 2nd Wednesday, July 10, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

I. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:26 p.m.


Howard Salmon, Chairman


Board Secretary/Clerk