

# Fallbrook Regional HEALTH DISTRICT

## MINUTES REGULAR BOARD MEETING Wednesday, December 8, 2021, 6:00 p.m.

In accordance with California Government Code Section 54953 teleconferencing will be 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**

Chairman Howard Salmon called the meeting to order at 6:12 pm and led the Pledge of Allegiance.

In attendance: Directors Howard Salmon, Barbara Mroz, Kate Schwartz, Stephanie Ortiz. Also attending: CEO Rachel Mason, Accountant Susan Woodward, and Legal Counsel Jeffrey Scott. Staff and associates: Linda Bannerman, Judith Oswald, Theresa Geracitano, Tracy Rosalee, Daniela Vargas, Tomedes translator, Property Manager Roy Moosa. Multiple members of the public were also in virtual attendance.

**B. ANNUAL ORGANIZATIONAL MEETING**

**B1. Nomination and Election of Officers of the Board**

Mr. Scott led as per the Bylaws for the election of officers of the Board

- Chair

Mr. Scott called for nominations for Chair.

Director Mroz nominated Howard Salmon for Chair. There were no further nominations. The nominations were closed.

**Action:** It was moved by Director Mroz, seconded by Director Schwartz to nominate Howard Salmon to serve as Chair for the ensuing year.

**Motion carried** by the following roll call vote. 4-0

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

- Commencement of Regular Monthly Meeting—Newly Elected Chair

- Vice Chair

Mr. Scott opened the nominations for Vice Chair.

Director Salmon placed for consideration the recommendation from Director Mroz that we keep the Officers of the Board as they are.

**Action:** It was moved by Director Mroz, seconded by Director Salmon that we maintain all Officers of the Board as they currently stand with Director Mroz as Vice Chair and Director Schwartz as Secretary.

**Motion carried** by the following roll call vote. 4-0

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

**B2. Appointment of the Treasurer (Chair)**

Chairman Howard Salmon appointed Director Jeffries to again serve as Treasurer for continuity.

**B3. Committee Assignment(s)**

Chairman Salmon said he would contact each of the members of the Board to discuss his committee assignments for the following listed committees.

- Finance Committee
- Gov't and Public Engagement Committee
- Facilities Committee
- Strategic Planning Committee

**C. APPROVAL OF THE AGENDA**

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

**Motion carried** by the following roll call vote. 4-0

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

**D. PUBLIC COMMENTS**

Leticia Maldonado Stamos inquired about redistricting timelines, Legal Counsel pointed to item F6 on the agenda that covers this inquiry.

**E. CONSENT ITEMS**

E1. Approval of September 2021 Financial Statements .....	2
E2. Minutes of November 3, 2021 Finance Committee Meeting .....	25
E3. Minutes of November 9, 2021 Regular Board Meeting .....	27
E4. Minutes of November 17, 2021 Strategic Planning Committee Meeting .....	31
E5. Consideration of Resolution 439 – Re-Ratifying the State of Emergency and Re-Authorizing Remote Teleconference Meetings .....	33

**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. 4-0

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

**F. REPORTS/POSSIBLE ACTION**

**F1. Finance Committee – Directors Jeffries and Mroz**

In the absence of Committee Chair Jeffries, Co-Chair Mroz and CEO Rachel Mason reviewed the financial statements through October of 2021.

**Recommendation:** That the board approve the transfer of \$250,000 from the CalTrust Medium-Term account to the CalTrust Short-Term account for the Community Health & Wellness Center Development Priorities.

Director Mroz added an amendment to the existing recommendation based on recommendation from CalTrust Portfolio Managers. To allow the district to be reactive to market conditions, the finance committee would be authorized to make a future change from medium-term to short term with a demonstrated need to transfer up to a \$1,000,000.00. This is to allow for a conservative investment approach.

**Action:** It was moved by Director Mroz, seconded by Director Schwartz to approve the transfer of \$250,000 from the CalTrust Medium-Term account to the CalTrust Short-Term account for the Community Health & Wellness Center Development Priorities with authorization of the Finance Committee to approve additional transfers up to a total of \$1,000,000.00 from the Medium to the Short term in the event of an emergency.

**Motion carried** by the following roll call vote. 4-0

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

- F2. Strategic Planning Committee – Directors Jeffries and Salmon  
 Director Salmon reviewed the proposed Grant Process and Timeline for the non-profit grantees. Director Salmon discussed the estimates for the for development of the Community Health & Wellness Center, which Taylor Design Services provided a cost estimate of \$498,175.00 for the planning and design phase of the project. The Strategic Planning Committee forwarded the estimate to Facilities and Finance Committees. Discussion on Community Health and Wellness partners when District funding is required.
- F3. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Ortiz  
 Committee Chair Schwartz summarized information from CDC, highlighted the Omicron variant and the number of states affected. Director Schwartz indicated the continued involvement of the California Department of Public Health (CDPH). Regarding elections, Director Schwartz noted the SB 594 deadline which is also an agenda item. Director Schwartz wanted the public to be aware that there will be no Government and Public Engagement Committee meeting for December due to the Holidays.  
**Public Comments** made by Leticia Maldonado Stamos. She requested a statement from the Fallbrook Regional Health District in support of vaccinations and masks at the High School Board meetings. Chair Howard Salmon appointed an ad hoc committee to discuss this topic and identify how the district may best support all members of the community. The committee will be comprised of Director Salmon, Director Schwartz, CEO Rachel Mason, Daniela Vargas.
- F4. Facilities Committee – Directors Mroz and Salmon  
 Director Mroz summarized that the HVAC project has been completed; CEO Rachel Mason followed up with updates at the Community Health and Wellness Center, The committee also discussed re-paving of the parking lot at the Administration building. Property Manager Roy Moosa provided summary of projects for maintenance at the Community Health & Wellness. He mentioned the agreement in progress with the new landscaping company.

F5. Chief Executive Officer – Rachel Mason  
 CEO Rachel Mason stated that the updated testing & vaccination data will not be part of her reports, but that the data continues to be housed on our website. She discussed the upcoming COVID events. The Taylor Design proposal is something that she will continue to work on. The Facilities Use Agreement is being finalized. Regarding the Audit, she is working with Susan Woodward to complete the Management Discussion and Analysis letter for the auditors. She thanked everyone who attended Pam Knox’s retirement party.

F6. General Counsel – Jeffrey Scott  
Recommendation: Ratification of Redistricting Proposal from National Demographics Corporation..... 55

**Action:** It was moved by Director Schwartz, seconded by Director Ortiz to approve the Ratification of Redistricting Proposal from National Demographics as presented

**Motion carried** by the following roll call vote. 4-0

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

**G. DISCUSSION/POSSIBLE ACTION ITEMS**

G1. Consideration of Resolution 440 Authorization of Investment Deposit and Withdrawal of LAIF Funds – Jeff Scott ..... 60

**Action:** It was moved by Director Mroz, seconded by Director Schwartz to approve Resolution 440 Authorization of Investment Deposit and Withdrawal of LAIF Funds as presented

**Motion carried** by the following roll call vote. 4-0

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

G2. Consideration of Reissuance of Umpqua Bank Credit Card from Pam Knox to Theresa Geracitano – Rachel Mason

**Action:** It was moved by Director Mroz, seconded by Director Schwartz to approve Reissuance of Umpqua Bank Credit Card as presented.

**Motion carried** by the following roll call vote. 4-0

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

G3. Consideration of Pursuing a Contract with Architect—Taylor Design Services to Develop the Community Health & Wellness Center (CHWC) – Rachel Mason ..... 62

**Action:** It was moved by Director Schwartz, seconded by Director Mroz to approve Pursuing a contract with Architect – Taylor Design Services to Develop the Community Health & Wellness Center as presented.

**Motion carried** by the following roll call vote. 4-0

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

**H. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS**

- H1. Other Director/Staff discussion items
- H1a. Item(s) for future board agendas
- H1b. Announcements of upcoming events:
- **COVID-19 Vaccinations & Testing – by Operation Collaboration (CalFire/NC Fire) 9:00a-4:00pm**  
FRHD Wellness Center – Monday, **December 6 & 27** 9:00am-3:00pm  
1636 E. Mission Rd., Fallbrook
  - **Community Collaborative for Health & Wellness Committee (CCH&W) meeting** – 3<sup>rd</sup> Wednesday, **December 15**, 10:30am-noon, FRHD Wellness Center, Community Room #2, 1636 E. Mission Rd., Fallbrook
  - **Strategic Planning Committee meeting** – 3<sup>rd</sup> Wednesday, **December 15** 5:00pm, Virtual Meeting
  - **Christmas Holidays** – Office Closed Thursday & Friday, **December 23 & 24**
  - **New Year's Eve Holiday** – Office Closed Friday, **December 31**
  - **Finance Committee meeting** – 1<sup>st</sup> Wednesday, **January 5**, 4:30pm, Virtual Meeting
- H2. **Next Regular Board meeting** – 2<sup>nd</sup> Wednesday, **January 12**, 6:00pm, Virtual Meeting

**I. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:15pm



Howard Salmon, Chairman



Board Secretary/Clerk

