



## MINUTES

February 25, 2020

### Regular Meeting of the Board of Directors

Moved to Magnolia Room, 3687 Las Posas Road, Camarillo, CA 93010

#### **Board of Directors - Present**

Christopher Loh, MD, President  
Rodger Brown, MBA, Vice President  
Richard Loft, MD, Director, Clerk of the Board  
Tom Doria, MD, Director

#### **Staff - Present**

Kara Ralston, Chief Executive Officer  
Sonia Amezcua, Chief Administrative Officer  
Renee Murphy, Accounting Manager  
Karen Valentine, Clerk to the Board

#### **Participants:**

Rick Wood, *Financial Services Vendor, CSDA*  
Shalene Hayman, *Hayman Consulting*

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1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Tuesday, February 25, 2020, at 12:03 p.m., by Christopher Loh, President.
  2. **Pledge of Allegiance** – Director Loft
  3. **Amendments to The Agenda** – None
  4. **Public Comment** – None
  5. **Presentations – Time Certain at 12:30 p.m.**
    - Camarillo Health Care District Guild
  6. **Consent Agenda** - It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.  
**Vote: Ayes:** Loh, Brown, Loft, Doria      **Nays:** None      **Absent:** Hiepler
  7. **Action Items**
    - A. **Review/ Discussion /Action** – Consideration, discussion, and Finance Committee recommendation for approval of District’s financial audit report for fiscal year ending June 30, 2019, prepared by Cindy Fanning, CPA, Fanning & Karrh.  
  
It was **MOVED** by Director Doria, **SECONDED** by Director Brown, and **MOTION PASSED** that the Board of Directors approve the District’s financial audit report for fiscal year ending June 30, 2019.  
**Vote - Aye:** Loh, Brown, Loft, Doria      **Nays:** None      **Absent:** Hiepler

**Presentation (Time Certain at 12:30)** – A certificate of appreciation was given to Gerald Olsen as a representative of the Camarillo Health Care District Guild, for their many years of supporting the District through fundraising and volunteering. The guild has disbanded (only two members remain) with remaining funds donated to the District in support of senior services.

- B. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District disbursements, financial reports, and monthly investment report for period ending January 31, 2020.

It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve District disbursements, financial reports, and monthly investment report for period ending January 31, 2020.

**Vote - Aye:** Loh, Brown, Loft, Doria                      **Nays:** None                      **Absent:** Hiepler

- C. Review/ Discussion/ Action** - Consideration, discussion, and approval of quarterly investment report for period ending December 31, 2019.

It was **MOVED** by Director Loh, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the quarterly investment report for period ending December 31, 2019.

**Vote - Aye:** Loh, Brown, Loft, Doria                      **Nays:** None                      **Absent:** Hiepler

- D. Review/ Discussion/ Action** - Consideration, discussion, and approval of the process for completion of Chief Executive Officer's Performance Evaluation; and appointment of Ad Hoc Committee to oversee the evaluation and present recommendations to the full Board.

It was **MOVED** by Director Brown, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve process for completion of the Chief Executive Officer's Performance Evaluation, and appoint Director's Doria and Hiepler to the Ad Hoc Committee to oversee the evaluation and make recommendations to the full Board.

**Vote - Aye:** Loh, Brown, Loft, Doria                      **Nays:** None                      **Absent:** Hiepler

**8. Chief Executive Officer Report**

Chief Executive Officer, Kara Ralston, reported on District programs and services:

**Adult Day Center:** The Adult Day Center is maintaining the growth it has experienced over the past six months, exceeding monthly budgetary goals; both revenue and enrollment have increased.

**Lifeline:** The Lifeline program reported 31 "incidents", also known as calls for help, which resulted in 5 clients being transported to the hospital. "Falls" continue to be the top reason for needing assistance.

**Senior Nutrition Services:** The Senior Nutrition program served 2,596 total meals during the month of January. The home-delivered program enrolled 15 new clients, and the congregate program enrolled 3 new clients. Since the program's inception the District has served more than 350,000 meals.


**Caregiver Center:** The Caregiver Center (Center) provides a comprehensive array of programs and services including REACH, Personalized Care Consultations, Senior Support Line, Caregiver Skill-building, Respite Services, Home Modification Services, Dementia Education Classes, Support Groups, and Caregiver Reminder Contacts.

Blair Craddock, MPH, Care Services Director, reported on the Dementia Live Grant, and the opportunity to work with an intergenerational intern, who will assist Blair in presenting Dementia Live at California State University Channel Islands, and potentially to Adolfo Camarillo High School. The RUPE Foundation which funds the grant was very excited about this intergenerational component which exposes a younger generation to dementia.

**9. Board President's Report**

Board President, Christopher Loh discussed an article published in the New England Journal of Medicine, "Enabling Healthful Aging for All", written by Victor J. Dzau, M.D., Sharon K. Inouye, M.D., M.P.H., John W. Rowe, M.D., Elizabeth Finkelman, M.P.P., and Tadataka Yamada, M.D. "Recognizing that aging presents a defining challenge for this century, the National Academy of Medicine is launching a Healthy Longevity Global Grand Challenge, an international effort directed at improving health, productivity, and quality of life for older people."

- 10.** Having no further business this meeting was adjourned at 1:25 p.m.

  
Richard Loft  
Clerk of the Board