



MINUTES

May 25, 2023

Regular Meeting of the Board of Directors

Camarillo Health Care District
3615 E. Las Posas Rd. Camarillo, CA 93010
Sequoia Rooms

Board of Directors - Present

Thomas Doria, MD, President
Neal Dixon, MD, Vice President
Paula Feinberg, Clerk of the Board
Christopher Loh, MD, Director
Louanne Kroell, PT, Director

Staff - Present

Kara Ralston, Chief Executive Officer
Sonia Amezcua, Chief Administrative Officer
Brandie Thomas, Clerk to the Board

Participants

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

1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Thursday, May 25, 2023, at 11:32 a.m., by Thomas Doria, President.
2. **Pledge of Allegiance** – Director Dixon
3. **Amendments to the Agenda** - None
4. **Public Comment** – None
5. **Consent Agenda**

It was **MOVED** by Director Loh, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

ROLL CALL VOTE: Ayes: Doria, Dixon, Feinberg, Loh, Kroell Nays: Absent:

6. **Action Items**

8-A. Review/ Discussion/ Action - Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending April 30, 2023.

Director Loh left the meeting at 12:04 p.m. and returned to the meeting at 12:05 p.m.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending April 30, 2023.

ROLL CALL VOTE: Ayes: Doria, Dixon, Feinberg, Loh, Kroell Nays: Absent:

8-B. Review/ Discussion/ Action – Consideration, discussion, and recommendation for approval of District Resolution 23-06, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

It was **MOVED** by Director Loh, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve District Resolution 23-06, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

ROLL CALL VOTE: Ayes: Doria, Dixon, Feinberg, Loh, Kroell Nays: Absent:

7. **Closed Session – 12:24 p.m.** - Pursuant to California Government Code 54957(b)(1) – Chief Executive Officer, Performance Evaluation.

Director Feinberg left the meeting at 1:24 p.m.

8. **Reconvene and Announcement of Closed Session** – The Board reconvened from Closed Session at 1:37 p.m. There was no reportable action.

9. **Action Item**

Review/Discussion/Action – Consideration, discussion, and recommendation from the CEO Performance Evaluation Ad Hoc Committee, that the Board of Directors enter into Employment Agreement negotiations with the Chief Executive Officer. The Ad Hoc Committee suggests the Board of Directors apply a 5.5% increase in CEO salary and extend the Employment Agreement to June 30, 2026.

It was **MOVED** by Director Doria, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors apply a 5.5% increase in CEO salary and extend the Employment Agreement to June 30, 2026.

ROLL CALL VOTE: Ayes: Doria, Dixon, Loh, Kroell Nays: Absent: Feinberg

10. **CEO Report**

- CEO Ralston reported AB1637 (Irwin) was amended to exclude special districts from changing domain names to “.gov” or “.ca.gov”. The implications were expensive and overly burdensome, regardless of the size of district.
- The District’s Adult Day Center commercial kitchen, and the warehouse/food prep area of the Senior Nutrition Program receive annual inspections from the Ventura County Environmental Health Department. Both areas received clean reports.
- The District has been informed that the federal funding approved through the FTA 5310 program is delayed to the point that it would be prudent to expend from the Vehicle Fleet Reserve fund to purchase while waiting for federal funding to be released.
- This current year audit, ending June 30, 2023, will be the final for Fanning & Karrh and the engagement letter will be presented on the next agenda.
- Per Board request, a new item has been included on the agenda, titled Emerging Opportunities, providing a platform for Board members to share topics of interest. CEO Ralston reviewed current policy #1071 regarding placing items on the agenda.
- Blair Barker, Care Services Director, has been appointed to serve on the VCAAA Advisory Council as the Service Provider representative. The VCAAA’s Advisory Council is a community-based body of advocates for persons aged 60 and over with a mission to involve

the community in creating and sustaining programs that impact senior living and family caregivers. Members represent the Ventura County Board of Supervisors, service providers, focus populations, and local cities.

- CEO Ralston informed the Board that Phillips Lifeline's cancellation of service contract did not affect client services.
- In follow up to the Board's request for information regarding services for people with autism and other special needs, both the Autism Society of Ventura County, and The ARC Ventura County are scheduled to tour the District in early June and make presentations to the Board at the July 27, 2023, regular board meeting.
- CEO Ralston participated in a group meeting with Senator Monique Limon's office regarding various service topics; Senator Limon has visited the District several times.

11. Board President's Report – None


12. Board Members Comments

- President Doria thanked the Board for their continued work with the district and program ideas.

13. Emerging Opportunities

CEO Ralston announced two organizations, The ARC and Autism Society Ventura County, that will be presenting at the July 27th Board Meeting about available resources in the county for adults with special needs.

- 14.** Having no further business this meeting was adjourned at 1:53 p.m.



Thomas Doria, MD
President