



Agenda – January 28, 2020 – 12:00 p.m.

Regular Meeting of the Board of Directors
3615 E. Las Posas Road, Sequoia 1 and 2, Camarillo, CA 93010

Board of Directors

Christopher Loh, MD, President
Rod Brown, MBA, Vice President
Richard Loft, MD, Clerk of the Board
Mark Hiepler, ESQ, Director
Tom Doria, MD, Director

Staff

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

Participants

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**– Director Loft

4. **DELETIONS/CORRECTIONS TO THE POSTED AGENDA**

5. **PUBLIC COMMENT - Ca. GC Section 54954.3**

The Board reserves this time to hear from the public. Please complete a Speaker Card and submit to the Clerk to the Board. Your name will be called in order of the agenda item, or in order of received general topic Speaker Cards. Comments regarding items not on the agenda can be heard only; items on the agenda can be discussed. Three minutes per speaker are available; multiple speakers on the same topic/agenda item will be limited to 20 minutes total.

6. **PRESENTATION** –

- Luis Morales III, Health Promotion Coach, received his Case Management Certificate, from Boston University Center for Aging and Disabilities.
- David Maron, Ventura County Civic Alliance, Vice Chair, State of the Region Report Committee Chair – Mr. Maron will present highlights from the 2019 State of the Region Report and answer any questions.

7. **CONSENT AGENDA**

Consent Agenda items are considered routine and are acted upon without discussion, with one motion. If discussion is requested, that item(s) will be removed from the Consent Agenda for discussion, and voted on as a separate item. If no discussion is requested, the Board President may request a motion to approve as presented.

- A. Approval of the Minutes of the Regular Board Meeting of December 10, 2019.
(Please see Section 7-A)
- B. Approval of the minutes of the Executive Committee Meeting of January 21, 2020.
(Please see Section 7-B)

Suggested Motion: Motion to approve Consent Agenda as presented.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

8. DISCUSSION AND ACTION OF CONSENT AGENDA ITEMS PULLED, IF NECESSARY

9. ITEMS FOR ACTION

- A. **Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of, financial reports and monthly investment report for period ending November 30, 2019. **(Please see Section 9-A)**

Suggested Motion: Motion to approve financial reports and monthly investment report for period ending November 30, 2019.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

- B. **Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District disbursements, financial reports and monthly investment report for period ending December 31, 2019. **(Please see Section 9-B)**

Suggested Motion: Motion to approve District disbursements, financial reports and monthly investment report for period ending December 31, 2019.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

- C. **Review/ Discussion/ Action** - Consideration, discussion, and approval of District Resolution 20-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.
(Please see Section 9-C)

Suggested Motion: Vote to approve District Resolution 20-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

D. Review/ Discussion/ Action - Consideration, discussion, and recommendation for approval of the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

(Please see Section 9-D)

Suggested Motion: Vote to approve revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

E. Review/ Discussion/ Action - Consideration, discussion, and recommendation for approval by the Finance Committee of the revised Finance Policy changing Section 4, Financial Practices, Section 8, District Credit Cards, and Section 9, Capital Expenditure to read:

SECTION 4. FINANCIAL PRACTICES

The Chief Executive Officer (CEO) will follow standard business practices in payment of District Obligations and will maintain liquidity to meet those obligations. Authorized signatories are the Chief Executive Officer (CEO), ~~Chief Resource Officer (CRO)~~ Chief Administrative Officer (CAO), and all members of the Board of Directors.

SECTION 8. DISTRICT CREDIT CARDS

The Camarillo Health Care District has established credit card accounts in order to facilitate an efficient and cost-effective manner of handling purchasing needs.

The CEO must give prior approval for any use of District credit cards, or in his/her absence, the Chief Administrative Officer, ~~the Chief Resource Officer~~, or any Board member.

SECTION 9. CAPITAL EXPENDITURE

The threshold for budgeted capital purchases shall be a value of \$~~1000.00~~3000.00 or greater with an expected useful life of more than one year. **(Please see Section 9-E)**

Suggested Motion: Vote to approve the revised Finance Policy to read:

SECTION 4. FINANCIAL PRACTICES

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The threshold for budgeted capital purchases shall be a value of \$3000.00 or greater with an expected useful life of more than one year.

Motion _____ Second _____ Abstain _____ Pass _____
Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

10. CHIEF EXECUTIVE OFFICER REPORT

11. BOARD PRESIDENT REPORT

12. BOARD MEMBERS COMMENTS AND/OR REPORTS

13. FUTURE MEETING AND EVENTS

Board of Directors Meetings

- | | |
|-------------------------------------|--|
| • Executive Committee: Loh, Brown | Tuesday, February 18, 2020, 12:00 p.m. |
| • Full Board: | Tuesday, February 25, 2020, 12:00 p.m. |
| • Executive Committee: Loh, Brown | Tuesday, March 17, 2020, 12:00 p.m. |
| • Full Board: | Tuesday, March 24, 2020, 12:00 p.m. |
| • Executive Committee: Loh, Brown | Tuesday, April 21, 2020, 12:00 p.m. |
| • Finance Committee: Hiepler, Doria | Tuesday, April 28, 2020, 11:00 a.m. |
| • Full Board: | Tuesday, April 28, 2020, 12:00 p.m. |

Upcoming Community Events

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| • Camarillo Chamber of Commerce Business Expo | Tuesday, January 28, 2020, 4:00 p.m. to 6:30 p.m.
Camarillo Public Library |
| • CA State University Channel Islands Connection Luncheon | Thursday, March 5, 2020, 11:30 a.m.
Spanish Hills Country Club
999 Crestview Avenue, Camarillo, CA 93010 |
| • 53 rd Annual City of Camarillo Top 10 Community Awards | Thursday, March 20, 2020, 6:00 p.m. – 9:00 p.m.
Serra Center
5205 Upland Road, Camarillo, CA 92012 |
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- 14. ADJOURNMENT** - This meeting of the Camarillo Health Care District Board of Directors is adjourned at _____ p.m.

ACTION ITEMS not appearing on the Agenda may be addressed on an emergency basis by a majority vote of the Board of Directors when need for action arises.

ADA compliance statement; In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk to the Board of Directors, Karen Valentine, at (805) 482-9382. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Note: This agenda was posted at the Camarillo Health Care District Administrative Office and on our website, www.camhealth.com on Friday, January 24th, 2020, on or before 4:00 p.m.