

MINUTES

May 28, 2019

Regular Meeting of the Board of Directors

3615 E. Las Posas Road, Suites 160 & 161, Camarillo, CA 93010

Board of Directors - Present

Christopher Loh, MD, President
Rodger Brown, MBA, Vice President
Richard Loft, MD, Clerk of the Board
Mark Hiepler, ESQ., Director

Staff - Present

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

Consultants:

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, May 28, 2019, at 12:01 p.m., by Christopher Loh, Board President.
 2. **Roll Call**
 3. **Pledge of Allegiance** – Director Hiepler
 4. **Amendments to The Agenda** – No amendments to the agenda.
 5. **Public Comment** – None
 6. **Presentations** –
 - Renee Murphy, Accounting Manager, was honored for 20 years of service to the District.
 - Monica Teverbaugh, Community Education Manager, was honored for 15 years of service to the District.
 - Sharon Stone, Care Coordinator, was recognized for achieving certification by RCI in the REACH program
 7. **Consent Agenda** - It was **MOVED** by Director Brown, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.
Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria
 8. No items were pulled from the Consent Agenda.

9. DISCUSSION / ACTION

A. Review/ Discussion/ Action – Consideration, discussion, and staff recommendation for approval of District Disbursements, financial reports, and monthly investment report for period ending April 30, 2019.

It was **MOVED** by Director Brown, **SECONDED** by Director Hiepler and **MOTION PASSED** that the Board of Directors approve District disbursements, financial reports, and monthly investment report, for period ending April 30, 2019.

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

B. Consideration, discussion, and staff recommendation for approval of the Quarterly Investment Report, period ending March 31, 2019.

It was **MOVED** by Director Loh, **SECONDED** by Director Brown and **MOTION PASSED** that the Board of Directors approve the Quarterly Investment Report, period ending March 31, 2019.

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

C. Consideration, discussion, and recommendation for approval of District Resolution 19-04, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

It was **MOVED** by Director Brown, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve District Resolution 19-04, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

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

D. Consideration, discussion, and staff recommendation for approval to dispose of surplus property and equipment as recommended by staff in Attachment A, dated May 28, 2019, pursuant to District Policy 1130.

It was **MOVED** by Director Loh, **SECONDED** by Director Brown, and **MOTION PASSED** that the Board of Directors approve to dispose of surplus property and equipment as described in Attachment A, dated May 28, 2019.

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

E. Consideration, discussion, with the Finance Committee’s recommendation for approval of revision to the District’s Investment Policy, Section 5, Subsection 5.5, Section 6, and Section 7, per CA Government Code 53646 and 53607.

It was **MOVED** by Director Brown, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve the revisions to the District’s Investment Policy, Section 5, Subsection 5.5, Section 6, and Section 7.

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

F. Consideration, discussion, and staff recommendation for approval of revision to District Policy 1130, Surplus Property Policy. The Board discussed changing the wording of section 1130.1 to read; "The term surplus property shall mean any fixed asset with a basis value at or over \$7500.00, other than real property, that is no longer needed or useable by the District."

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve revising District Policy 1130, Surplus Property Policy, section 1130.1 to read: "The term surplus property shall mean any fixed asset with a basis value at or over \$7500.00, other than real property, that is no longer needed or useable by the District."

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

9. **Chief Executive Officer Report** – CEO Ralston introduced Lynette Harvey, Clinical Services Director, who presented information on the final results of the Gold Coast Foundation's Community Health Investments Grant. The Camarillo Health Care District received \$150,000 to link seniors and people with disabilities to support services after being discharged from skilled nursing facilities. The Community Health Investments grant helped the District connect 85 clients and more than 100 caregivers with appropriate health services. District Health Coaches were able to identify and close gaps in care which in turn allowed clients to engage in taking better care of their own health needs.

CEO Ralston presented the following Program Reports for April 2019:

- Adult Day Program (Dept 2) continues to show an increase in enrollment and revenues.
- Community Education, Volunteers & Facilities (Dept 5) reported 657 hours of service contributed by volunteers in a variety of District programs during April 2019. Healthy Attitudes Magazine and "Repeat Clients" remain the top leading sources of advertising District programs and services.
- Senior Nutrition Program (Dept 6) served 2582 total meals in April 2019, and has provided over 333,124 meals since its inception in April of 2005. The Senior Nutrition Program is partially funded by grants from the Ventura County Area Agency on Aging (VCAAA) and the City of Camarillo.
- The District has received confirmation from VCAAA regarding funding for the Senior Support Line and the Caregiver Center.
- The CSDA General Manager Leadership Summit will be held the end of June.

10. **Board President Report** - President Loh discussed the formation of an Ad Hoc Liaison Committee. It was agreed by the Board that Board Vice President Brown and Director Doria will serve on this Ad Hoc Committee. It was suggested that the first meeting be held on June 21, 2019.

11. Having no further business, this meeting was adjourned at 1:34 p.m.


Richard Loft
Clerk of the Board