



MINUTES

February 22, 2022

Regular Meeting of the Board of Directors Zoom Meeting – Meeting ID: 813 3636 8842

Board of Directors - Present

Martin T. Daly, Vice President
Mark Hiepler, ESQ, Clerk of the Board
Richard Loft, MD, Director
Christopher Loh, MD, Director

Staff - Present

Kara Ralston, Chief Executive Officer
Sonia Amezcua, Chief Administrative Officer
Karen Valentine, Clerk to the Board

Participants:

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

Participants Continued:

Aleks Giragosian, *Counsel, Colantuono, Highsmith & Whatley*
Ken Chawkins, *National Demographics Corporation*

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 22, 2022, at 12:01 p.m., by Martin Daly, Vice President.
2. **Pledge of Allegiance** – Vice President Daly
3. **Amendments to The Agenda** – None
4. **Public Comment** – None
5. **Presentations** – None
6. **Public Hearing #2 – Redistricting Based on the 2020 Census Results**
 - Hearing opened at 12:04 p.m. by Vice President Daly
 - No public comments presented
 - Board Discussion – Director Loh stated a preference for Purple Map’s lower population deviation. Director Daly stated a preference for Purple Map’s cleaner boundaries. Directors agreed all maps presented were similar with immaterial population deviations.
 - Hearing closed at 12:25 p.m. by Vice President Daly

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approved the Purple Map, which will be referred to as Exhibit A, to be used for re-districting zone-based elections pursuant to Elections Code 22000 and Health and Safety Code 32100.1.

Roll Call Vote: Ayes: Daly, Hiepler, Loh **Nays:** None **Absent:** Doria, Loft

Action Item

Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of District Resolution 22-03, Adopting Map to Adjust the Boundaries of the Camarillo Health Care District’s

Election Zones Following the 2020 Federal Decennial Census Pursuant to Elections Code Sections 22000-22002.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve Resolution 22-03, Adopting Map to Adjust the Boundaries of the Camarillo Health Care District's Election Zones Following the 2020 Federal Decennial Census Pursuant to Elections Code Sections 22000-22002.

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

Roll Call Vote: Ayes: Daly, Hiepler, Loh **Nays:** None **Absent:** Doria, Loft

Director Loft joined the meeting at 12:34

8. **Action Items**

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 January 31, 2022.

It was **MOVED** by Director Loh, **SECONDED** by Director Loft, and **MOTION PASSED** that the Board of Directors approve the District Check Register, Check Register Comparison, financial reports, and monthly Investment and Designated Reserve Report for period ending January 31, 2022.

Roll Call Vote: Ayes: Daly, Hiepler, Loft, Loh **Nays:** None **Absent:** Doria

B. **Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of District Resolution 22-04, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period commencing February 22, 2022 through March 23, 2022. Director Hiepler inquired when in person meetings would resume. It was discussed and determined that if circumstances permit, the April 26, 2022 Board of Directors Meeting will be held fully in-person at the District offices at 3639 E Las Posas Road, Bldg F, Camarillo, CA.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve District Resolution 22-04, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period commencing February 22, 2022 through March 23, 2022.

Roll Call Vote: Ayes: Daly, Hiepler, Loft, Loh **Nays:** None **Absent:** Doria

C. **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. Staff reported that the "Community Education Manager" position was inadvertently stricken and should remain on the Pay Schedule and recommends a motion amendment to that effect.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** to approve the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5, with the above staff-recommended motion amendment to keep the "Community Education Manager" on said Pay Schedule.

Roll Call Vote: Ayes: Daly, Hiepler, Loft, Loh **Nays:** None **Absent:** Doria

9. **CEO Report**


- CEO Ralston reported that Ventura County Public Health Officer Robert Levin, MD issued an order that lifts the indoor masking mandate. Masking is still required for entry into the District's Adult Day Center and when utilizing Transportation services.
- The Finance Committee will meet March 10 to review the audit draft in preparation for full-board presentation at the next regular Board Meeting on March 22, 2022.
- Over the past eighteen months, the District has been working with Alliant Insurance Services and McLarens, LLC on a claim for losses incurred due to COVID-19. The District has been informed of a successful claim with approval for initial payment in the coming week. Some residual payment may materialize as the pool of claimants concludes.
- Ms. Ralston discussed the staff's appreciation for the staff celebration sponsored by the Board.

10. **Board President's Report**

Vice President Daly discussed the following schedule for the CEO review:

- March 15, 2022 –instructions and link will be sent to Board Members
- March 29, 2022 – Reminder email will be sent to Board Members who have not completed the online review
- April 2, 2022 – Final reminder email will be sent
- April 11, 2022 – All reviews are due
- April 11-17, 2022 – Review facilitator/vendor will compile results and send via email to Ad Hoc Committee (Hiepler, Loh)
- April 18-25, 2022 – Ad Hoc Committee will meet to format results for presentation to the full Board at the Regular Meeting on April 26, 2022, in a closed session
- April 26 or before June 30, 2022 - Ad Hoc Committee will discuss results with CEO Ralston

11. Having no further business this meeting was adjourned at 12:51 p.m.



Mark O. Hiepler, ESQ
Clerk of the Board