

MINUTES

February 26, 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
Tom Doria, MD, 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:

Cindy Fanning, CPA, Fanning & Karrh
Rick Wood, CSDA Financial Services

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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 26, 2019, at 12:03 p.m., by Christopher Loh, Board President.
 - 2. Pledge of Allegiance** – Director Loh
 - 3. Amendments to The Agenda** – None
 - 4. Public Comment** – None
 - 5. Presentations** – Veronica Villasenor received certification in Motivational Interviewing and the Diabetes Education Empowerment Program, and Monica Zepeda received certification in Motivational Interviewing. Other staff members who received continuing education certifications were Mary Ann Ratto, Director of Adult Day Services, Carmen Moran, Health Promotion Coordinator, and Mary Wiggins, Health Promotion Coach.
 - 6. Closed Session** - Cancelled
 - 7. Consent Calendar** - It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the Consent Calendar as presented.

Vote to Approve Consent Calendar as Presented

Director Loh	Aye
Director Brown	Aye
Director Loft	Aye
Director Hiepler	Absent
Director Doria	Aye

8. Discussion / Action

A. CEO Ralston introduced Cindy Fanning, CPA, Fanning & Karrh, who presented the financial audit report for fiscal year 2017/2018.

It was **MOVED** by Director Doria, **SECONDED** by Director Brown, and **MOTION PASSED** that the Board of Directors approve the financial audit report for fiscal year 2017/2018 prepared and presented by Cindy Fanning, CPA, Fanning & Karrh.

Vote to Approve the financial audit report for fiscal year 2017/2018 prepared and presented by Cindy Fanning, CPA,

Fanning & Karrh.

Director Loh:	Aye
Director Brown:	Aye
Director Loft:	Aye
Director Hiepler:	Absent
Director Doria:	Aye

B. Consideration, discussion, and recommendation to accept the Quarterly Investment Report for the period ending December 31, 2018.

It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors accept the Quarterly Investment Report for the period ending December 31, 2018.

Vote to accept the Quarterly Investment Report for the period ending December 31, 2018.

Director Loh:	Aye
Director Brown:	Aye
Director Loft:	Aye
Director Hiepler:	Absent
Director Doria:	Aye

C. Consideration, discussion, and staff recommendation for approval of District disbursements and financial reports for the period ending January 31, 2019. CEO Ralston discussed revisions to pages 80 and 81, and provide updated copies.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh and **MOTION PASSED** to approve the District disbursements and financial reports for the period ending January 31, 2019.

Vote to Approve District Disbursements and Financial Reports for the Period Ending January 31, 2019.

Director Loh:	Aye
Director Brown:	Aye
Director Loft:	Aye
Director Hiepler:	Absent
Director Doria:	Aye

D. Consideration, discussion, and recommendation for approval of the process and timeline for completion of the Chief Executive Officer's performance evaluation, and the appointment of an Ad Hoc Committee to oversee the evaluation.

It was **MOVED** by Director Doria, **SECONDED** by Director Loft and **MOTION PASSED** to approve the process and timeline for the CEO evaluation, and to appoint Directors Brown and Hiepler to the Ad Hoc Committee to oversee the evaluation and present recommendations to the full Board.

Vote to Approve Process and Timeline for the CEO evaluation, and to Appoint Directors Brown and Hiepler to the Ad Hoc Committee to Oversee the Evaluation and make Recommendations to the Full Board.

Director Loh	Aye
Director Brown	Aye
Director Loft	Aye
Director Hiepler	Absent
Director Doria	Aye

E. 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.

It was **MOVED** by Director Brown, **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.

Vote to Approve the revised Pay Schedule

Director Loh	Aye
Director Brown	Aye
Director Loft	Aye
Director Hiepler	Absent
Director Doria	Aye

9. **Announcement of Board Committee Assignments** – President Loh announced that Committee Assignments would not change for the 2019 calendar year.

Executive/Agenda Building Committee – Directors Loh and Brown

Finance/Investment Committee – Directors Doria and Hiepler

Ventura County Special Districts Association – Director Brown

Dos Caminos Plaza Association – Director Brown

10. **Chief Executive Officer Report** –

CEO Ralston’s report included the following:

Revamped program reports for Community Education & Facility (Dept 5), and Senior Nutrition Program (Dept 6), were presented and refinements in the reporting process were discussed. More program reports will be added through the summer. Since Senior Nutrition Program inception in April 2005, more than 325,000 meals have been provided. This program is funded in partnership with the City of Camarillo and the VCAAA.

Blair Craddock, Care Services Director, presented on the District’s partnership in the Hospital Association of Southern California’s Communities Lifting Communities Initiative, which addresses food insecurities and pre-diabetes.

The District’s partnership in the Ventura County Community Health Needs Assessment Collaborative was discussed. The purpose of this initiative is to build partnerships between Ventura County Public Health and area hospitals, healthcare providers, and health systems to improve population health outcomes in Ventura County.

CEO Ralston has been appointed to serve on the Association of California Healthcare Districts Board of Directors. CEO Ralston also serves on the California Special Districts Association’s Finance and Audit Committees.

11. Having no further business, this meeting was adjourned at 1:30 p.m.


Richard Loft
Clerk of the Board