



MINUTES

May 24, 2022

Regular Meeting of the Board of Directors

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

Zoom Link

Meeting ID: 852 0394 9356

Board of Directors - Present

Tom Doria, MD, President
Martin T. Daly, Vice President
Mark Hiepler, ESQ, Clerk of the Board

Staff - Present

Kara Ralston, Chief Executive Officer
Karen Valentine, Clerk to the Board
Brandie Thomas, Executive Assistant

Participants:

Neal Dixon, Director Candidate

Participants:

Rick Wood, *Financial Services Vendor, CSDA*
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 24, 2022, at 12:00 p.m., by Tom Doria, President.
 - 2. Pledge of Allegiance** – Director Doria
 - 3. Action Item** –

Review/ Discussion/ Action – Consideration, discussion and recommendation for approval of District Resolution 22-10, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from May 24, 2022 through June 22, 2022.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** to approve District Resolution 22-10, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from May 24, 2022 through June 22, 2022.
Roll Call Vote: Ayes: Doria, Daly, Hiepler **Nays:** None **Absent:** Loh
 - 4. Amendments to The Agenda** – On behalf of the Ad Hoc Personnel Committee, CEO Ralston requested items 10-13 be tabled to the Regular Board Meeting of June 7, 2022.
 - 5. Public Comment** – None

6. **Consent Agenda** – It was **MOVED** by Director Daly, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.
Roll Call Vote: Ayes: Doria, Daly, Hiepler **Nays:** **Absent:** Loh

7. **Action Items**

Neal Dixon joined meeting at 12:07 p.m.

- A. Review/ Discussion /Action** – Consideration, discussion, and action to fill the vacancy on the Camarillo Health Care District Board of Directors, Zone 5. Applicant Neal Dixon and the Board engaged in discussion which included a brief candidate statement.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** to nominate Neal Dixon to fill the Zone 5 vacancy on the Board of Directors of the Camarillo Health Care District.

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

- B. 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, 2022.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Daly, 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 April 30, 2022.

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

- C. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of biennial review of the District’s Conflict of Interest Code. A local agency’s conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests (Form 700). To ensure conflict of interest codes remain current, each local agency is required to review its code at least every even numbered year. (Government Code §81000-81016)

It was **MOVED** by Director Doria, **SECONDED** by Director Daly, and **MOTION PASSED** to approve biennial review of the District’s Conflict of Interest Code.

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

- D. Review/ Discussion/ Action** – Consideration, discussion, and recommendation by the Finance Committee to amend Reserve Policy 1150.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** to approve recommended amendments to Reserve Policy 1150.

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

- E. Review/ Discussion/ Action** – Consideration, discussion, and approval of District Resolution 22-09, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool tabled to Regular Board Meeting of June 7, 2022.

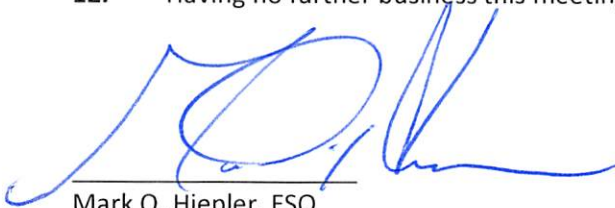
8. **CEO Report**

- CEO Ralston reported that the approved procurement of two fleet vehicles, is taking longer than anticipated and is still moving forward.
- The District received notification of funding approval from the City of Camarillo in the amount of \$28,500 as a matching amount to provide transportation services at no charge for three months during FY 2022-23.
- CEO Ralston discussed that due to redistricting, the Camarillo Health Care District is now served by two county supervisors, Supv. Kelly Long and Supv. Linda Parks.
- CEO Ralston reported on District programs and services:
 - Adult Day Center continues to operate under remaining Community Care Licensing COVID-19 protocols and space restrictions which restricts revenue opportunity. The Center is licensed for 40/day; there are currently 18.
 - Senior Nutrition Program anticipates serving 500,000 meals by the end of May 2022. Plans are in order to celebrate this milestone with the community.
 - New employee, Michelle Rogers, Community Outreach & Education Manager, has been busy updating and upgrading the District's social media presence with daily posts on the website, facebook, twitter, tik tok and instagram.
 - Beginning with the July Board meeting, department managers will attend Board meetings and share reports on their programs.

9. **Board President's Report**- None

11. **Board Members Comments** – Director Doria expressed eagerness for classes and programs to resume at full capacity at the district.

12. Having no further business this meeting was adjourned at 1:35 p.m.



Mark O. Hiepler, ESQ
Clerk of the Board