



## MINUTES

March 22, 2022

### Regular Meeting of the Board of Directors Zoom Meeting – Meeting ID: 811 5805 5417

#### Board of Directors - Present

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

#### Participants:

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

#### Staff - Present

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

#### Participants Continued:

Cindy Fanning, CPA, *Fanning & Karrh*

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, March 22, 2022, at 12:06 p.m., by Martin Daly, Vice President.
2. **Pledge of Allegiance** – Director Hiepler
3. **Amendments to The Agenda** – None
4. **Public Comment** – None
5. **Presentations** – None
6. **Consent Agenda** – Director Loh requested that Consent Agenda item 7-B be removed for discussion. It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda minus item 7-B.  
**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:**      **Absent:**
7. Director Loh requested that item 7-B of the Consent Agenda be revised to read Ms. Fanning vs. Miss Karrh.

The Finance/Investment Committee received and reviewed the draft statement of the Financial Audit Report ending June 30, 2021. The draft was presented by Cindy Fanning, CPA, Fanning & Karrh. Ms. ~~Karrh~~ Fanning stated that since this is an unqualified (clean) audit, there were no findings that would require a management letter from the auditing firm, and any findings from the previous year are resolved.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Consent Agenda item 7-B be approved as amended.

**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:**      **Absent:**

**8. Action Items**

**A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval by the Finance/Investment Committee for approval of the Financial Audit Report for year ending June 30 2021, prepared and presented by Cindy Fanning, CPA, Fanning & Karrh. Ms. Fanning indicated this was an unmodified and unqualified audit.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Loft, and **MOTION PASSED** that the Board of Directors approve the Financial Audit Report for year ending June 30, 2021.

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

**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 February 28, 2022.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, 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 February 28, 2022.

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

**C. Review/ Discussion/ Action** – Consideration, discussion and recommendation for approval of District Resolution 22-05, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from March 25, 2022 through April 23, 2022.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Resolution 22-05, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from March 25, 2022 through April 23, 2022.

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

**9. CEO Report**

- CEO Ralston reported on District programs and services:
  - Adult Day Care continues to operate at close to fifty percent capacity due to Community Care Licensing continuing their social distancing requirements.
  - Senior nutrition program is currently serving 350 unduplicated clients. As federal and other COVID programming sunsets or moves back to “normal”, total meals per month will show a slight decline. One example of that is going back to only five meals per client per week versus the COVID programming of allowing seven meals per client per week. Although total number of clients stays the same, the meal count could decline. There remains no indication of when/whether the congregate programs will restart.
  - The District continues to receive clients for the HUR balance machine. Data indicates great results and anecdotal comments from clients reinforce the interest and effectiveness. We continue to cross-train more staff in order to hold more appointments.
- The District has hired five new team members who will be starting work within the next few weeks.
- The District has received payment in the amount of \$95,000 for the insurance claim filed for revenue loss and business interruption caused by to COVID-19.

- The District continues looking into the purchase of two smaller vehicles to improve efficiencies and reduce expenses.

*Director Hiepler Left the meeting at 1:20.*

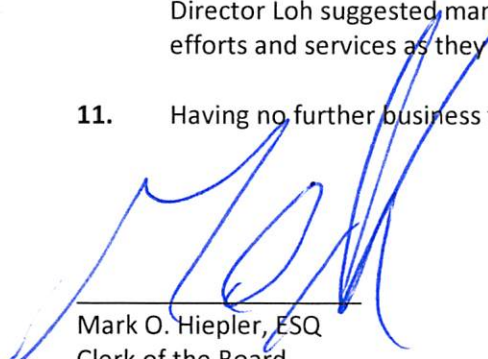
**10. Board President's Report**

President Doria requested management look at what additional services the District can offer to directly benefit the community.

**11. Board Members Comments**

Director Loh suggested management give a ten-minute presentation on the District's efforts and services as they relate to Dementia and Alzheimer's disease.

- 11.** Having no further business this meeting was adjourned at 1:41 p.m.



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Mark O. Hiepler, ESQ  
Clerk of the Board