



**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
Wednesday, December 13, 2023, 6:00 pm  
1<sup>st</sup> floor Community Room, Administrative office  
138 S. Brandon Road., Fallbrook, CA 92028  
*\*All meetings are hybrid unless otherwise noted.*

**\*Please contact the Board clerk for language translation services 48 hours in advance of the meeting. In accordance with California Government Code Section 54953 teleconferencing will be used for this meeting. Board members, staff and members of the public were able to participate in the webinar.**

**A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE-**

Chair Bill Leach called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. In attendance: Directors Barbara Mroz, Jennifer Jeffries, Terry Brown, Mike Stanicek, CEO Rachel Mason, Accountant Susan Woodward, Legal Counsel Jeffrey Scott, and Property Manager Roy Moosa. Staff members: Executive Assistant Raquel Williams, Administrative Officer Judith Oswald, Community Health & Wellness Center Administrator Theresa Geracitano

**B. ANNUAL ORGANIZATIONAL MEETING**

**B1. Nomination and Election of Officers of the Board**

Counsel Scott will conduct the process for the election of officers – the Board Chair who is elected, will then chair the meeting.

Director Jeffries nominates Bill Leach

**Action:** It was moved by Director Mroz seconded by Director Brown to elect Bill Leach as Board Chair.

**Motion carried (5-0)**

Director Leach...Aye  
Director Jeffries...Aye  
Director Brown...Aye  
Director Stanicek...Aye  
Director Mroz...Aye

Director Brown nominates Barbara Mroz for Vice Chair

**Action:** It was moved by Director Jeffries seconded by Director Leach to elect Barbara Mroz as Board Vice-Chair.

**Motion carried (5-0)**

Director Leach...Aye  
Director Jeffries...Aye  
Director Brown...Aye  
Director Stanicek...Aye  
Director Mroz...Aye

Director Stanicek nominates Jennifer Jeffries

**Action:** It was moved by Director Mroz seconded by Director Brown to elect Jennifer Jeffries as Secretary.

**Motion carried (5-0)**

Director Leach...Aye  
Director Jeffries...Aye  
Director Brown...Aye  
Director Stanicek...Aye  
Director Mroz...Aye

B2. Appointment of the Treasurer (Chair)  
Chair Leach appoints Director Brown for Treasurer.

B3. Committee Assignment(s)  
Finance Committee  
Facilities Committee  
Strategic Planning Committee  
Government and Public Engagement Committee

**Committee assignments have been tabled and Chair Leach would like to keep them the same for continuity.**

**C. APPROVAL OF THE AGENDA**

**Action:** It was moved by Director Jeffries seconded by Director Brown to approve the agenda as presented.

**Motion carried (5-0)**

Director Leach...Aye  
Director Jeffries...Aye  
Director Brown...Aye  
Director Stanicek...Aye  
Director Mroz...Aye

**D. PUBLIC COMMENTS – ANNOUNCEMENT**

None

**E. PUBLIC HEARING -**

- E1. Public Hearing to Consider Resolution No. 461 adopting certain findings approving energy service contract for energy related improvements to district facilities with SiteLogiQ.
- a. Presentation of Project
  - b. Open the Public Hearing
  - c. Public Comments
  - d. Close Public Hearing
  - e. Board Comments and Discussion
  - f. Consideration of Resolution No. 461

CEO Mason gave a summary of the scope of the project and informed the committee that the draft contract is in the board packet. Director Brown is concerned about the name of the project as it started as just a parking lot and now has become an energy service contract.

**Action:** It was moved by Director Jeffries seconded by Director Brown to approve the SiteLogiQ energy services contract as presented.

**Motion carried (5-0)**

Director Leach...Aye  
Director Jeffries...Aye  
Director Brown...Aye  
Director Stanicek...Aye  
Director Mroz...Aye

**F. CONSENT ITEMS -**

- F1. Minutes of November 1, 2023, Finance Meeting
- F2. Minutes of November 8, 2023, Board of Directors Meeting
- F3. Minutes of November 15, 2023, Facilities Meeting
- F4. Minutes of November 15, 2023, Strategic Planning Meeting
- F5. Minutes of November 29, 2023, Special Board of Directors Meeting

- F6. Finance Committee Report – Directors Brown and Jeffries
- F7. Facilities Committee Report– Directors Jeffries and Mroz  
*Recommendation from Facilities Committee* to approve Verkada Security Camera system at the Community Health & Wellness Center.
- F8. Strategic Planning Committee Report– Directors Leach and Mroz
- F9. Governmental & Public Engagement Report– Directors Stanicek and Leach
- F10. Chief Executive Officer Report – Rachel Mason
- F11. General Counsel Report– Jeffrey Scott
- F12. Authorization to destroy outdated records (Gov Code 34090)

**Action:** It was moved by Director Mroz seconded by Director Stanicek to approve the consent items as presented.

**Motion carried (5-0)**

Director Leach...Aye  
Director Jeffries...Aye  
Director Brown....Aye  
Director Stanicek...Aye  
Director Mroz...Aye

**G. INFORMATIONAL ITEM**

G1. Proposed contract with SiteLogiQ (to be considered on January 10, 2024, Board of Directors meeting)

General Counsel Jeff Scott needs time to go through the contract and would like the Board to review it as well.

**H. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS -**

Other Director/Staff discussion item. Item(s) for future board agendas-

**Announcements of upcoming events:**

See the District website event calendar at <https://www.fallbrookhealth.org/community-health-wellness-center>

**Office Closed Friday, December 15, 2023, for Staff Development**

**Christmas Holidays - Office Closed Monday, December 25 & Tuesday, December 26, 2023**

**New Year's Holiday – Office Closed Monday, January 1, 2024**

**Finance Committee – 1<sup>st</sup> Wednesday, January 3, 2024, at 10:00 am.**

**Next Board of Directors Meeting – 2<sup>nd</sup> Wednesday, January 10, 2024, at 6:00 pm.**

**Strategic Planning Workshop- Saturday, January 13, 2024, at 10:00 am – 2:00 pm.**

**I. ADJOURNMENT-**

There being no further business the meeting was adjourned at 6:36 pm.



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