

# Fallbrook Regional HEALTH DISTRICT

## MINUTES REGULAR BOARD MEETING Wednesday, June 10, 2020, 6:00 p.m.

In accordance with the current State of Emergency and the Governor's Executive Order N-25-20, of March 12, 2020 and N-33-20 of March 19, 2020, teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar and members of the public were also able to participate by telephone.

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

Chairman Howard Salmon called the meeting to order at 6:03 p.m. and led the Pledge of Allegiance.

In attendance: Directors Howard Salmon, Barbara Mroz, Bill Leach, Jennifer Jeffries, and Kate Schwartz-Frates. Legal Counsel Jeffrey Scott; Executive Director Rachel Mason; Accountant Susan Woodward, and staff members Linda Bannerman, Mireya Banuelos, Wendy Lyon, Tracy Rosalee and Pamela Knox.

### B. **APPROVAL OF THE AGENDA**

Chairman Salmon suggested and it was agreed by consensus to move the following agenda items to be considered first in the following order:

D. Presentation

C. Public Comments

G1. Review of Applicants and Determination of Community Health Contract Awards Fiscal Year 2020-2021 Funding

### D. **PRESENTATIONS**

D1. Supervisor Desmond and other elected officials

5<sup>th</sup> District S.D. County Supervisor Jim Desmond and Aaron Andrews of California State Senator Brian Jones office had joined the teleconference to recognize the 70<sup>th</sup>

Anniversary of the District (1950-2020). Each indicated they were impressed with the many ways in which the District supports health and wellness services, recognizing that nearly \$10 million has been provided to Community Health Contract grant recipients. Each speaker was aware that the 2020-2021 recipients were to be recognized at this meeting and offered congratulations to the awardees.

Assemblywoman Marie Waldron was unable to participate and had provided certificates of recognition to the District

### C. **PUBLIC COMMENTS**

None

G1. Review of Applicants and Determination of Community Health Contract Awards Fiscal Year 2020-2021 Funding

Chairman Salmon asked Executive Director Rachel Mason to announce the Fallbrook Regional Health District Community Health Contract grant recipients for fiscal year 2020-2021. She read the list of recipients. (See attached list with amounts awarded.) \$1,239,509.10 was awarded in

total for the ensuing fiscal year to 23 organizations, including three new applications and one joint application.

Each of the grant recipients participating in the teleconference were offered the opportunity to speak. They briefly discussed their programs and thanked the District for providing the much-needed, much-appreciated support. Some also mentioned they found value in collaborations with other awardees, (along with the District) to better meet the health and wellness needs in their communities.

#### E. CONSENT ITEMS

- E1. Approval of April 2020 Financial Statements
- E2. Minutes of May 6, 2020 Finance Committee Meeting
- E3. Minutes of May 13, 2020 Regular Board Meeting
- E4. Minutes of May 15, 2020 Facilities Committee Meeting
- E5. Minutes of May 20, 2020 Strategic Planning Committee Meeting
- E6. Minutes of May 29, 2020 Gov't & Public Engagement Committee Meeting

There was no request to pull any consent item for further discussion.

**Action:** It was moved by Director Mroz, seconded by Director Jeffries to approve the Consent Items as presented.

**Motion carried:** By unanimous roll call vote (5-0)

#### F. REPORTS/POSSIBLE ACTION

- F1. Finance Committee – Directors Jeffries and Mroz  
Finance Committee Chair Jeffries provided the Finance Committee report and reviewed the financial statements through April 2020. She said included in this month's reporting is \$30,139 additional funding provided to five non-profits in the community to aid with services needed during the pandemic. \$80,962 was allocated to North County Fire Protection District for an ambulance remount project. (See attached report for financial statement details.)  
Director Jeffries reviewed the report from MedPlus Urgent Care, noting the drop in patients during the pandemic and its social distancing requirements.  
Lastly, she said she had a telephone conference with advisors from CalTrust regarding actions we should consider in planning for the development of the E. Mission Road property. She said they recommended moving investments from medium term to short term or liquidity funds. She suggested the full board might participate in another call with the advisors. She noted the goal is to position our financial resources in the best possible way.
- F2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz  
Committee Chair Schwartz-Frates presented the report for June 2020. She reviewed local, county, state and federal COVID-19 information and updates. Mireya Banuelos was asked to review Community Engagement for June. She said the District celebrates its 70<sup>th</sup> Anniversary this week with the following activities:
  - Frozen yogurt giveaways at the Yogurt Palace
  - Flower deliveries to express gratitude to past & present board members, grantees, former Auxiliary members continuing to support the District and Healthcare Heroes.
  - Articles in the Village News
  - Board meeting with elected officials recognizing the District and announcement of 2020-2021 grantees
 Director Schwartz-Frates said the *This Week in Sacramento* had been included in the board packet. (See attached)

- Lastly, she reminded everyone to adhere to advised recommendations regarding the COVID-19 pandemic, especially as businesses begin to reopen.
- F3. Facilities Committee – Directors Leach and Mroz  
Committee Chair Bill Leach said he would defer his report to the Executive Director's report in which Facilities updates is included.
- F4. Strategic Planning Committee – Directors Salmon and Jeffries  
Committee Chair Howard Salmon said the Strategic Planning Committee had reviewed with Catalyst representatives their recommendations for moving forward with a plan for the E. Mission property. The committee members had suggestions for changes and recommended that the presentation, with changes, be considered at an upcoming regular or special meeting of the Board of Directors.  
The committee also reviewed the results of scoring for the 2020-2021 Community Health Contract grants. There were recommendations for budget revisions for some applicants. Also, a recognition of the need for discussion with those applicants who were not awarded contracts, explaining the reasons and making suggestions regarding what could be changed and what the District will consider for future applicants.  
Lastly, there was a suggestion for an agenda item in June for the District to consider a community business reopening support plan.
- F5. Executive Director – Rachel Mason  
Ms. Mason's report noted the celebrations associated with the 70<sup>th</sup> Anniversary of the District. She provided a COVID-19 update which included information regarding COVID-19 testing that is scheduled for June 15<sup>th</sup> at the District's E. Mission property. Testing will also take place on June 30<sup>th</sup> and in July. Five non-profit organizations had receiving additional funding in May for COVID-19 related health activities. Three of the organizations, Food Pantry, Boys & Girls Club and Senior Center, have identified additional needs in the amount of \$12,957 for the month of June, which the District has agreed to fund. Staff evaluations are underway, and our legal counsel is assisting with a revised Employee Handbook. Dental and Vision benefits are in process for staff. Lastly, regarding facilities, the District is continuing to catch up on much of the deferred maintenance for the Admin building on S. Brandon Road and include the following:
- Security cameras were installed with live monitoring and a security gate was added to the front entrance.
  - Bids for painting and carpet for the upstairs will be presented at the next Facilities Committee meeting on June 26<sup>th</sup>.
  - The Executive Director will be introducing the need for a property condition assessment to plan for future maintenance expenses on the Brandon Rd. building.
- F6. General Counsel – Jeffrey Scott  
Jeffrey Scott said his written report had been included in the packet and invited the Board to take an opportunity to review it. In addition, he noted that he had been associated with representing the District for 40 years and has seen it evolve from the Fallbrook Hospital District, to the Fallbrook Healthcare District and now the Fallbrook Regional Health District. He complimented the Board for their excellent work in developing the current grant program and their successful ongoing efforts to continue to meet health and wellness needs in the District.

## G. DISCUSSION/POSSIBLE ACTION ITEMS

- G2. Consideration of Fiscal Year 2020-2021 Budget  
Recommendation from the 6/5/2020 Special Finance Meeting: That the board approve Fiscal Year 2020-2021 Budget. That the projected loss be funded by either proceeds from the sale of the urgent care property or the investment fund account.  
Director Jeffries said this budget had been discussed at the Special Finance Committee meeting on June 5<sup>th</sup> at which time the above recommendation was made to the Board.

She noted a deficit budget of \$187, 346.77. Options available to offset the loss include funding through proceeds from the sale of the urgent care property or from investment funds accounts or by cutting services.

Executive Director Rachel Mason said along with the proposed budget was a narrative explaining reasons for budget changes and the anticipated loss. She said expected operations costs at the E. Mission property were built into the ensuing year budget and contributes to the expected loss.

Discussion ensued.

**Action:** It was moved by Director Jeffries, seconded by Director Schwartz-Frates to authorize utilization of funds from the sale of the property at 617 E. Alvarado St., and if needed, investment funds to offset the projected loss for the 2020-2021 Fiscal Year Budget.

**Motion carried:** By unanimous roll call vote.5-0

- G3. Consideration of Catalyst Approach to Development of Wellness Center and Board direction to pursue a contract with Catalyst

Chairman Salmon said a Special Board Meeting was held last Friday to discuss the proposal from Catalyst. Discussion had ensued regarding their proposal and it was agreed that the Catalyst representatives would develop a timeline and revised proposal and submit it to the District prior to the regular meeting in July.

- G4. Consideration of Community Business Reopening Support Plan

*Recommendation from the 6/5/2020 Special Board Meeting:* That the board approve Community Business Reopening Support Plan

Director Jeffries said she had proposed at the June 5<sup>th</sup> Special Meeting that the Board consider providing support to local, independently owned businesses as they reopen under COVID-19 consideration guidelines. Her proposal included that the District make available on a first come, first served basis a kit containing a touchless thermometer, face masks and/or face shields. Executive Director Rachel Mason said she had discussed this idea with the Lila McDonald, Executive Director of the Fallbrook Chamber of Commerce. Ms. McDonald thought that would be very much appreciated and estimated that perhaps 100 would be needed. Ms. Mason said the estimated cost to the District would be \$75 per bag. Discussion ensued. Once the kits are assembled, it was determined that a specified time would be designated during which they would be available for pick up. Also, it would not be necessary to be a member of the Chamber of Commerce to receive a bag.

**Action:** It was moved by Director Jeffries, seconded by Director Schwartz-Frates, that in support of the public health interests of our communities, the District allocate funds for re-opening kits, to be available to Chamber and non-Chamber locally owned and independent businesses for a prescribed period of time to be determined by the District's Executive Director.

**Motion carried:** By unanimous roll call vote 5-0.

Consideration of Resolution No. 433 and Adoption of Memorandum of Understanding (MOU) with SDRMA for Ancillary Health Benefits

Rachel Mason said she reviewed the process for staff benefits and after review of the Special District Risk Management Authority (SDRMA) concluded that by contracting with them, the District can save money and provide better dental and also vision coverage for staff. Discussion ensued.

**Action:** It was moved by Director Jeffries, seconded by Director Schwartz-Frates to approve Resolution No. 433 and Adoption of the Memorandum of Understanding with SDRMA for Ancillary Health Benefits.

**Motion carried:** by unanimous roll call vote 5-0

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

H1. Other Director/Staff discussion items

Chairman Howard Salmon said Ken Cohen, CEO of the Association of Health Districts (ACHD), is retired and their Board of Directors (of which Director Salmon is Chair) has been actively seeking a replacement. He said he anticipates they will be announcing a new CEO soon.

H1a. Item(s) for future board agendas


H1b. Announcements of upcoming events:

- **Fallbrook Regional Health District's 70<sup>th</sup> Anniversary Celebratory Week June 8-12**
- **COVID-19 Testing – Monday, June 15 and Tuesday, June 30 at FRHD Wellness Center, 1636 E. Mission Rd., Fallbrook**
- **POSTPONED Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3<sup>rd</sup> Wednesday, June 17**
- **Strategic Planning Committee meeting – Quarterly – June 17, 5:00pm, Virtual Meeting**
- **Facilities Committee meeting – Quarterly – June 26, 10:30am, Virtual Meeting**
- **Finance Committee meeting – 1<sup>st</sup> Wednesday, July 1, 4:30pm, Virtual Meeting**
- **POSTPONED Woman of Wellness – 1<sup>st</sup> Thursday, July 2**
- **Independence Day, July 4 – District Holiday**
- **Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3<sup>rd</sup> Wednesday, July 15, 10:30am-noon, Virtual Meeting (See [fallbrookhealth.org/calendar](http://fallbrookhealth.org/calendar))**

H2. Next Regular Board meeting – 2<sup>nd</sup> Wednesday, July 8, 6:00pm, Virtual Meeting FRHD

**I. ADJOURNMENT**

There being no further business, the meeting adjourned at 8:20 p.m.

  
Howard Salmon, Chairman

  
Board Secretary/Clerk