



**AGENDA
STRATEGIC PLANNING COMMITTEE**

Wednesday, August 17, 2022 at 2:00 P.M.

Virtual and In-Person at Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

In accordance with California Government Code Section 54953 teleconferencing will be used for this meeting. Board members, staff and members of the public will be able to participate by webinar by using the following link: <https://us02web.zoom.us/j/83455354912>

Meeting ID: 834 5535 4912. Participants will need to download the Zoom app on their mobile device. Members of the public will also be able to participate by telephone using the following dial in information: Dial in #: (310) 372-7549, Passcode 660448.

Committee Members: Jennifer Jeffries, Chair and Howard Salmon, Co-chair

Staff: CEO Rachel Mason, Executive Assistant Linda Bannerman, Wellness Center Administrator Theresa Geracitano, Administrative Officer Judith Oswald

1. Call to Order/Roll Call
2. Public Comments - Announcement
Members of the public may address the Board regarding any item listed on the Agenda at the time the item is being considered. Members of the public attending in-person need to fill-out a "Request to Speak" card and those attending by webinar need to raise your hand at this time and identify the Agenda item they would like to speak on. The Board has a policy limiting any speaker to not more than five minutes.
3. Discussion Items
 - a. Review of Annual Strategic Plan from 2021.2022 and discuss 2022.2023 goals.
4. Board Member Comments and Future Agenda Items
5. Adjournment

I certify that on August 16, 2022, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Fallbrook Regional Health District, said time being at least 24 hours in advance of the meeting. The American with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in or denied the benefits of District business. If you need assistance to participate in this meeting, please contact the District office 24 hours prior to the meeting at 760-731-9187.

A handwritten signature in blue ink that reads "Linda Bannerman" is written over a horizontal line.

Board Secretary/Clerk

Annual Report July 2022				
AREA	GOALS	OBJECTIVES	SUCCESS INDICATORS	OUTCOME
Community Health & Wellness Center	1. Complete needs assessment for program offerings.	1. Receive and review the needs assessment and give direction on building programs and services.	1.a. Gain a final report outlining top community needs. 1.b. Outline convergence of community needs and Board priorities. 1.c. Identify three programs/ services for CHWC.	1.a. Completed – 6.2022 1.b. Held Board/Catalyst strategic review – Identified District priorities. 1.c. Connected with potential services providers: DPP, MHFA, FFHC-Screenings
	2. Hire a Center Director	2.a. Write job description. 2.b Recruit and hire.	2. Have a well-qualified WCA in place by Fall 2021	2. Wellness Center Administrator, Theresa Geracitano was hired in Sep. 2021
	3.Adjust COVID response activities	3. Consult and coordinate with community and regional partners to increase efficiency and reduce redundancy.	3. Diversified from CalFire for Testing & Vax events. Additional vax support from local resources.	3. Certified by CDPH to offer PCR testing and access to rapid kits. Offering weekly PCR testing onsite – independent of other agencies. Local pharm or FFHC support for vax availability.
	4.Increase programming in response to needs assessment and community interests.	4. Identify community partners who would use the center and secure their offerings.	4.a. 1-3 Grantees offering services monthly. 4.b. 3-5 Community groups usage of the Center at least monthly.	4.a. Michelle’s Place, Foundation for Senior Care and Hospice of the Valleys now holding a range of services onsite with more scheduled for future. 4.b. No less than 6 different groups are present each month. *see Public Engagement report for additional details
	5. Approve the architectural plan for the CHWC.	5. Receive and discuss the architect’s proposal for services.	5. Finalize architect’s contract.	5. Contracted with Taylor Design, executed in April, 2022. a. Initial Plan meetings have begun, final designs to be decided by early Fall.

AREA	GOALS	OBJECTIVES	SUCCESS INDICATORS	OUTCOME
FRHD Organization and Operations	1. Revamp Community Health Contract - Grant Process	1.a. Align funding priorities to Community Needs. 1.b. Standardize scoring process. 1.c. Capture Impact data.	1.a. Grant application reflects District's funding priorities. 1.b. Board reviews all applications and processes the scoring in a similar manner (inter-rater reliability). 1.c. Each grantee has a process in which quantitative data can be reported.	1.a. New CHC-Grant Application was used for FY22.23 cycle. 1.b. Board trained on interrater reliability and all Board members now reviews each application at an open meeting. 1.c. Met with each grantee and gained understanding of what will be measured to demonstrate impact. I. This will be an ongoing process as we determine a tool for accumulating this data into a singular database.
	2. Review & reorganize the administrative team for strongest efficiencies.	2.a. Outreach – design process for community messaging. 2.b. Reorganize business operations for efficiency.	2.a. Standardized messaging and process across all District media. 2.b. Review operations, bookkeeping, and board clerk roles for clarity.	2.a. Wellness Center Administrator is the primary organizer of District messaging; she directs NC Fire Communications on format and frequency. NC Fire Communications has created a standardized “look” to the SM postings, and WC Administrator updated the District & CHWC logos. 2.b. Moved to contract bookkeeper (1 day per week). Administrative Officer oversees the purchasing and flow of services within internal, basic District operations & supports me with HR. I. This change has increased efficiency and saves the District about \$30,000 per year.
	3. Complete initial steps in forming Foundation.	3.a. File formation documents and outline purpose and role of the entity.	3.a. Corp. filings issued to CA and Federal. 3.b. 501c3 application submitted.	3.a. Corp. filings were issued to CA and Federal in March, 2021. 3.b. 501c3 application pending clarity of format – should be submitted by end of 2022.

Fallbrook Regional Health District Strategic Plan

AREA	GOALS	OBJECTIVES	SUCCESS INDICATORS	OUTCOME
Facility Multi-Year Maintenance Plan	1. Complete a facility audit to determine maintenance priorities for the administration building and the CHWC.	1.a. Conduct a Property Condition Assessment (PCA). 1.b. Develop a timeline for major maintenance construction expenditures.	1.a. PCA will have clear results and will demonstrate immediate, short-term and long-term facility needs. 1.b. Integrate expected facility costs into annual operating budget.	1.a. PCA was finished in Dec. 2020. I. HVAC was an immediate need, completed in Nov. 2021. 1.b. Additional areas are being addressed according to schedule. I. Replacement of front door system budgeted for FY22.23.
Board Development	1. Train Board on a standardized CHC-Grant scoring process.	1. Draft a uniform scoring matrix and train all Board on the same process.	1.a. Inter-rater reliability training completed prior to distribution of applications. 1.b. Have grants being scored in open setting among all Board.	1. Held an IRR training in March 2022. 1.b. Held open Board meeting, April 2022, and scored/discussed all applications.

Mission

The Fallbrook Regional Health District assists residents to lead healthy lives, supporting a greater life span and independence.

Vision

Fallbrook Regional Health District will offer and support services and programs that measurably improve physical and mental health, social engagement and increased life span and independence.

STRATEGIC PLAN 2022.2023

AREA	GOALS	OBJECTIVES	SUCCESS INDICATORS	OUTCOME
Community Health & Wellness Center	Complete the architectural Design phase - site plan and Bldg 1, by December of 2022.			
	Begin the construction phase - site plan and Bldg 1, by April of 2023.			
	Provide an ongoing Diabetes education and/or disease management program by the start of 2023.			
	Provide no less than three, ongoing programs that directly address the SDoH needs identified as priority from the Catalyst report by the end of FY2023.			
	Develop a transportation option to support access to the Center.			
FRHD Organization and Operations	Finalize updated FRHD Policy Manual by January 2023.			
	Design two signature community events, to be held at the CHWC, that serve as significant public engagement and health outreach.			

Facility Multi Year Maintenance Plan	ADMIN: Complete updated landscaping plan and construction by June 2023.			
	CHWC: Rehab the Education Bldg. to house the staff and serve as a programs hub while Bldg. 1 is under construction. Estimated move over date sometime in early 2023.			
Board Development	Board will complete a self-assessment by February of 2023.			
	Complete FRHD-Foundation creation, and develop mission, vision and values statements by February 2023.			