



**MINUTES**  
**REGULAR BOARD MEETING**  
 Wednesday, October 10, 2022, 6:00 p.m.  
 Virtual and In-Person Meeting at Administrative Office,  
 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook

In accordance with California Government Code Section 54953 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 6:01 pm and Director Jeffries led the Pledge of Allegiance.

In attendance: Directors Howard Salmon, Barbara Mroz, Bill Leach, Jennifer Jeffries, Stephanie Ortiz. CEO Rachel Mason, Accountant Susan Woodward, Legal Counsel Jeffrey Scott, and Property Manager Roy Moosa. Staff members and associates: Linda Bannerman, Judith Oswald, Theresa Geracitano, Tomedes translator, and members of the public.

**B. APPROVAL OF THE AGENDA**

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

**Motion carried** by the following roll call vote (5-0)

Director Leach.....	Aye
Director Ortiz.....	Aye
Director Jeffries.....	Aye
Director Mroz.....	Aye
Director Salmon.....	Aye

**C. PUBLIC COMMENTS - ANNOUNCEMENT**

None

**D. CONSENT ITEMS**

D1. Approval of June 2022 Financial Statements.....	2
D2. Minutes of August 3, 2022 Finance Committee Meeting.....	21
D3. Minutes of August 10, 2022 Regular Board Meeting.....	23
D4. Minutes of August 17, 2022 Strategic Planning Committee Meeting.....	27
D5. Minutes of August 17, 2022 Facilities Committee Meeting.....	29
D6. Minutes of August 24, 2022 Gov't & Public Engagement Committee Meeting.....	31
D7. Approval of July 2022 Financial Statements.....	33
D8. Minutes of September 7, 2022 Finance Committee Meeting.....	53
D9. Minutes of September 21, 2022 Strategic Planning Committee Meeting.....	54
D10. Minutes of September 26, 2022 Facilities Committee Meeting.....	55
D11. Consideration of Resolution 453 – Re-Ratifying the State of Emergency and Re-Authorizing Remote Teleconference Meetings.....	57

No member of the Board asked to pull a consent item for further discussion.

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

**Motion carried** by the following roll call vote (5-0)

Director Jeffries.....	Aye
Director Mroz .....	Aye
Director Ortiz.....	Aye
Director Leach .....	Aye
Director Salmon .....	Aye

**E. REPORTS/POSSIBLE ACTION**

- E1. Finance Committee – Directors Jeffries and Mroz  
 Committee Chair Jeffries reviewed the Financials for July & August. The district is closely following budget although it shows we are under budget for the last two months.  
*Disclosures:* The investments of the District are in compliance with the District’s 2021-22 Investment Policy. The balances in the District’s investment accounts give the District the ability to meet its expenditure requirements for the next eighteen (18) months.
- E2. Strategic Planning Committee – Directors Jeffries and Salmon  
 Consideration of Annual Strategic Plan 2022.2023 Goals – Jeffries  
 Committee Chair Jeffries introduced the FY 22.23 Strategic Plans. Director Salmon shared his overview of the goals, highlighting that we have four different areas: CHWC, Organization & Operations, Multi-year maintenance plans, and Board Development. CEO Rachel Mason provided additional information on objectives, and measurable success indicators.
- E3. Facilities Committee – Directors Mroz and Ortiz  
 Committee Chair Mroz shared that the Facilities committee continues to work on the Taylor Design outline of the cost. CEO Rachel Mason stated there was a change in project manager from Taylor Design. Due to the vague cost estimates, the RFP was pulled, and it will be re-issued after we receive costs-analysis; this will allow Construction Managers to provide us more accurate proposals with the possibility of additional proposals beyond the initial two.  
 Committee Chair Mroz would like to discuss a Holiday Open House, to allow for the community to view the progress made at the CHWC. Director Jeffries suggested we showcase the CHWC in February with a theme of CHWC being the heart of the community.
- E4. Gov’t and Public Engagement Committee – Directors Salmon and Ortiz  
 Committee Chair Salmon indicated there was not meeting held in September for this committee.  
 CEO Rachel Mason provided summary of ACHD conference and how other health districts have navigated through the endemic phase of covid along with how the Beach Cities district has expanded their CHWC and programming. Full detailed summary of the ACHD conference will be shared at the following committee meeting.  
 CEO Mason introduced our new Programs Coordinator, Bianca Heyming, how her role at the CHWC will develop and the future Diabetes Prevention Program. Segued to the report from the Wellness Center Administrator Theresa Geracitano, she shared programming and metrics regarding visitors to the CHWC. She highlighted the Maternal Mental Health program. Website views are over 45K, an increase of 33% over the previous month. CEO Mason pointed to the exponential two-year growth in email contacts and how we may best market our programming.

- E5. Chief Executive Officer – Rachel Mason  
 CEO Rachel Mason provided COVID and vaccination updates. Updated the Board on the status for Construction Management proposals, as they are slightly delayed until Taylor Design provides more precise cost estimates. Summarized the visit that Director Salmon and CEO jointly made to Hospice of the Valleys and discussed Grants in Action. Provided synopsis of the Evacuation and Safety Planning meeting; a variety of stakeholders such as Office of Emergency Service, North County Fire Protection District, Sheriff representatives came together to kick off discussions on how the health district can serve as a coordinator to the community in emergency situations. CEO Mason provided personnel update since the district’s Board Clerk – Linda Bannerman will be moving away from the area; and has resigned her role after 12 years of serving our community. In addition to the changes in Board Clerk, CEO Mason provided overview on a new role at the district, that of a Community Resource Navigator and how this role could address the needs of the community in helping people navigate all available resources: local, county, and statewide.
- E6. General Counsel – Jeffrey Scott  
 General Counsel Jeffrey Scoot provided report on legislation related to Brown Act with legislative bill AB 2449. Although similar to the framework for AB361 (AB361 was in place during times of proclaimed state of emergencies) the new bill AB2449 allows public agencies to begin using this legislation on January 1, 2023. AB2449 does not require the Board members to post agendas at teleconference locations, nor will they need to identify the locations of the Board members. They will also not be obligated to have teleconference location open to the public. It does require that a quorum must participate in-person, from single location open to the public identified on the agenda and within District boundaries. AB2449 allows Board Members to join via teleconference when two situations arise, during a “Just-Cause” exception, or as “Emergency Circumstances.” These exceptions can only be utilized 2 times a year or 20% respectively.

#### F. COMMENTS BY MEMBERS OF THE PUBLIC ON ITEMS NOT ON THE AGENDA

Property Manager Roy Moosa inquired about the use of the CHWC as an evacuation center.

#### G. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS

- G1. Other Director/Staff discussion items
- G1a. Item(s) for future board agendas  
 Board Treasurer Jennifer Jeffries summarized finance committee sentiment of having our investments analyzed. Before we take those steps, it may be prudent to have CalTrust provide information on their investment vehicles. CalTrust will provide a presentation at the November Board meeting.
- G1b. Announcements of upcoming events:
- See the District website event calendar at <https://www.fallbrookhealth.org/community-health-wellness-center>
  - **Indigenous People’s Day/Columbus Day – District Holiday, October 10**
  - **Strategic Planning Committee meeting – 3<sup>rd</sup> Wednesday, October 19, 2:00pm, Hybrid Meeting**
  - **Facilities Committee meeting – 3<sup>rd</sup> Wednesday, October 19, 5:00pm, Hybrid Meeting**
  - **Gov’t and Public Engagement Committee meeting – 4<sup>th</sup> Wednesday, October 26, 5:30pm, Hybrid Meeting**
  - **Finance Committee meeting – 1<sup>st</sup> Wednesday, November 2, 4:30pm, Hybrid Meeting**

- G2. **Next Regular Board meeting** – 2<sup>nd</sup> Wednesday, **November 9**, 6:00pm, Virtual and In-Person Meeting at Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

**H. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:17 p.m.

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Howard Salmon, Board Chair

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Board Secretary/Clerk

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