



**MINUTES  
REGULAR BOARD MEETING  
Wednesday, December 9, 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 6:04 p.m. and led the Pledge of Allegiance.

In attendance: Directors Howard Salmon, Barbara Mroz, Jennifer Jeffries, Kate Schwartz-Frates and Director-elect Stephanie Ortiz. Also attending: Legal Counsel Jeffrey Scott, CEO Rachel Mason, Accountant Susan Woodward, and staff members Linda Bannerman, Mireya Banuelos, Wendy Lyon, Tracy Rosalee and Pamela Knox. Multiple members of the public were also in virtual attendance.

**B. OATH OF OFFICE ADMINISTERED TO DIRECTORS – Jeff Scott, General Counsel**

Legal Counsel Scott presented a brief history of the tradition of the Oath of Office and its significance, administered the Oath of Office to two recently elected members: Barbara Mroz and Stephanie Ortiz and welcomed them to the Board.

**C. ANNUAL ORGANIZATIONAL MEETING**

**C1. Nomination and Election of Officers of the Board**

Mr. Scott then related as per the Bylaws the procedure for the election of officers of the Board

- Chair

Mr. Scott called for nominations for Chairman.

Director Mroz nominated Howard Salmon for Chair. There were no further nominations. The nominations were closed.

**Action:** It was moved by Director Schwartz, seconded by Director Jeffries, to approve the nomination of Howard Salmon to serve as Chair of the Board of Directors.

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

|                                |     |
|--------------------------------|-----|
| Director Mroz .....            | Aye |
| Director Jeffries .....        | Aye |
| Director Schwartz-Frates ..... | Aye |
| Director Ortiz .....           | Aye |
| Director Salmon .....          | Aye |

- Commencement of Regular Monthly Meeting—Newly Elected Chair
- Vice Chair

Mr. Scott opened the nominations for Vice-Chair

Director Salmon nominated Director Mroz for Vice-Chair. There were no further nominations. The nominations were closed.

**Action:** It was moved by Director Jeffries, seconded by Director Schwartz-Frates to approve the nomination of Director Mroz to serve as Vice-Chair of the Board of Directors.

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

|                                |     |
|--------------------------------|-----|
| Director Schwartz-Frates ..... | Aye |
| Director Jeffries .....        | Aye |
| Director Mroz .....            | Aye |
| Director Ortiz .....           | Aye |
| Director Salmon .....          | Aye |

- Secretary

Mr. Scott called for nominations for Secretary

Director Salmon nominated Director Schwartz-Frates for Secretary. There were no further nominations, and the nominations were closed.

**Action:** It was moved by Director Salmon, seconded by Director Jeffries to approve the nomination of Director Schwartz-Frates to serve as Secretary of the Board of Directors.

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

|                                |     |
|--------------------------------|-----|
| Director Mroz .....            | Aye |
| Director Jeffries .....        | Aye |
| Director Schwartz-Frates ..... | Aye |
| Director Ortiz .....           | Aye |
| Director Salmon .....          | Aye |

C2. Appointment of the Treasurer (Chair)

Chairman Howard Salmon appointed Director Jeffries to again serve as Treasurer noting the excellent job she is doing.

C3. Committee Assignment(s)

Chairman Salmon said he would contact each of the members of the Board to discuss his committee assignments for the following listed committees.

- Finance Committee
- Gov't and Public Engagement Committee
- Facilities Committee
- Ad Hoc Steering Committee
- Strategic Planning Committee

**D. APPROVAL OF THE AGENDA**

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

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

|                                |     |
|--------------------------------|-----|
| Director Salmon .....          | Aye |
| Director Mroz .....            | Aye |
| Director Jeffries .....        | Aye |
| Director Schwartz-Frates ..... | Aye |
| Director Ortiz .....           | Aye |

**E. PUBLIC COMMENTS**

Tom Frew congratulated new board members. He then expressed concern that North County Fire Protection District had experienced many negative comments regarding their support for following CDC guidelines regarding recommendations to the public for slowing the spread of the COVID-19 virus. He questioned whether the health district is doing enough to support the Fire District and providing COVID-19 facts to the public. Chairman Salmon asked the CEO and Director Schwartz-Frates to investigate and develop a plan.

Leticia Stamos reiterated support for Mr. Frew’s comments and asked about the District’s role regarding COVID vaccine distribution.

Christy Necochea of Hospice of the Valleys expressed thanks to the District for grant funding. Lenali Batali offered thanks to the District for helping to provide free flu shots and COVID-19 testing.

**F. CONSENT ITEMS**

- F1. Approval of October 2020 Financial Statements
- F2. Minutes of November 4, 2020 Finance Committee Meeting
- F3. Minutes of November 12, 2020 Regular Board Meeting
- F4. Minutes of November 13, 2020 Gov’t & Public Engagement Committee Meeting
- F5. Minutes of November 18, 2020 Strategic Planning Committee Meeting

No board member asked to pull any of the Consent Items 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 Salmon .....          | Aye |
| Director Mroz .....            | Aye |
| Director Jeffries .....        | Aye |
| Director Schwartz-Frates ..... | Aye |
| Director Ortiz .....           | Aye |

**G. REPORTS/POSSIBLE ACTION**

- G1. Finance Committee – Directors Jeffries and Mroz  
 Committee Chair Director Jeffries reviewed the financial statements through October of 2020. It was noted that Report 3 provides easy access to see any transactions which are over or under budget.  
 In addition, Director Jeffries provided a report after attending a CalTRUST market update meeting. She expressed significant confidence in the competence of the CalTRUST financial investors. She reviewed seven factors investors believe will affect the market which included the success of the COVID-19 vaccine, the response of Congress to a stimulus package and safety nets, the transition following the recent election, America’s relationship with China, the demise of the bread & butter of our past economy (brick & mortar retail stores) and business sustainability orientation. Lastly, the Finance Committee recommended that a public hearing regarding the budget will take place prior to finalization of the budget.
- G2. Gov’t and Public Engagement Committee – Directors Schwartz-Frates and Mroz  
 Director Schwartz-Frates provided the local, county, state, and federal updates regarding COVID-19 and local/county testing information. As always, it was noted that the information is available on the District’s website. In our sphere of influence, 3,336 COVID tests have been performed. As of December 3<sup>rd</sup>, a three-week “stay-at-home” order went into effect. There was discussion regarding possible testing in the Bonsall area. Director Mroz provided an activities report, noting the ongoing limits due to the pandemic. Mireya Banuelos provided the Community Engagement Report, noting tracking of increased searches of the District and increased calls to the District. She reviewed the Social Media

- report and Facebook insights. Lastly, Director Schwartz-Frates reviewed the legislative update.
- G3. Facilities Committee – Director Mroz  
Director Mroz said work continues at the East Mission Road property to repair a sign damaged by a vehicle, and lighting improvements. Currently awaiting results of the Property Condition Assessment report.
- G4. Ad Hoc Steering Committee – Director  
Chairman Salmon said Director Leach and Director Mroz had served on this ad hoc committee. Kate Schwartz-Frates has agreed to serve with Director Mroz since Bill's retirement from the Board. Information from Catalyst was shared by Rachel Mason. Discussion ensued regarding an upcoming survey, and it was suggested a special board meeting for discussion with Catalyst representatives is in order.
- G4. Strategic Planning Committee – Directors Salmon and Jeffries  
Chair Salmon said the committee met on November 11<sup>th</sup> and Rachel presented the findings of results from the self-evaluations of board members. The CEO is working on a plan to revisit the mission/vision/values in all decisions of the Board. A five-year Strategic Plan is to be developed after decisions are made for the East Mission Road property.
- G5. Chief Executive Officer – Rachel Mason  
Rachel Mason said COVID testing has been ongoing at our East Mission Road property, however with the numbers of tests increasing, a larger, more convenient venue is desirable. Discussions are planned with the Fallbrook Union High School as a possible site. In addition, a site in Bonsall will be sought. The District continues to assist the community to understand how to sign up for testing appointments. Flu shots are also available. FRHD continues to promote wearing masks, will continue to provide accurate updates regarding vaccines and when and how they might be available.
- G6. General Counsel – Jeffrey Scott  
Mr. Scott indicated that when the District moved from at-large to zone-based elections, his office had advised the Board that moving to zone-based elections was of benefit sooner rather than later. Many cities and Special Districts at the time were being contacted by an attorney demanding they make the move under threat of being sued. To our District's credit, the Board embraced the move as its purpose was to assure fair representation for minority populations in the District.  
On the other hand, the City of Santa Monica did not agree that they were in violation of the California Voting Rights Act and elected to maintain at-large elections. The City took the position that minority candidates had repeatedly been elected to the council. The City defended the at-large system at a cost of millions of dollars and lost in the trial court. However, the California Court of Appeals overturned the decision and ruled in favor of the City. The California Supreme Court has agreed to hear the case and its decision will have important implications for public agencies throughout California.  
Mr. Scott also reported on recent action by the California Dept. of Housing and Development regarding the Surplus Land Act which could impact a Special District's ability to lease surplus lands. Mr. Scott noted he would keep the Board and public apprised of developments in both matters.

## H. DISCUSSION/POSSIBLE ACTION ITEMS

- H1. Consideration of document "FRHD Funds Worksheet" for board conversations relative to budget decisions for the Fiscal Year 2021-2022.  
Recommendation from the Finance Committee: That the board approve the document "FRHD Funds Worksheet" for board conversations relative to budget decisions for the Fiscal Year 2021-2022.

Director Jeffries explained the purpose of this worksheet and setting up an assigned fund balance sheet. The purpose is to assure the best possible use of funds, looking at resources and assuring funding for designated purposes and economic uncertainties.

**Action:** It was moved by Director Jeffries, seconded by Director Schwartz-Frates to adopt three assigned fund balance categories to be included in the 2021-2022 budget cycle. Discussion ensued regarding how amounts are determined. It was recognized that many questions exist regarding development of the E. Mission Road property.

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

Director Salmon

Director Mroz

Director Ortiz

Director Jeffries

Director Schwartz-Frates

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

I1. Other Director/Staff discussion items

I1a. Item(s) for future board agendas

I1b. Announcements of upcoming events:

- **COVID-19 Testing**

- FRHD Wellness Center, 1636 E. Mission Rd., Fallbrook – **December 18<sup>th</sup> 22<sup>nd</sup> and 30<sup>th</sup> 9:00am-3:00pm**

- Vallecitos Elementary School – **December 18<sup>th</sup> 9:00am-3:00pm**

- Christmas Eve and Christmas Day – District Holidays, Thursday and Friday December 24<sup>th</sup> and 25<sup>th</sup>

- Finance Committee meeting – Monthly, TBD, Virtual Meeting

- No meeting in December for the Community Collaborative for Health & Wellness Committee (CCH&W)

- Woman of Wellness **POSTPONED**

- Strategic Planning Committee meeting – Quarterly TBD, Virtual Meeting

- Facilities Committee meeting – Quarterly TBD, Virtual Meeting

- Gov't and Public Engagement Committee meeting – Quarterly TBD, Virtual Meeting

I2. Next Regular Board meeting – 2<sup>nd</sup> Wednesday, January 13, 6:00pm, Virtual Meeting

**J. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:25 p.m.

  
Howard Salmon, Chairman

  
Board Secretary/Clerk