



MINUTES
REGULAR BOARD MEETING
Wednesday, June 13, 2018, 6:00 p.m.
Fallbrook Public Utilities District, 990 E. Mission Rd., Fallbrook

Present: Directors Gordon Tinker, Barbara Mroz, Stephen Abbott, Howard Salmon and Bill Leach.
Also present: Chief Executive Officer Bobbi Palmer and Legal Counsel Blaise Jackson.

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

President Gordon Tinker called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

B. ADDITIONS TO AGENDA

None

C. BOARD MEMBER AND PUBLIC COMMENTS

None

D. CONSENT ITEMS

- D1. Approval of April 2018 Financial Statements
- D2. Addendum to Minutes of April 11, 2018 Regular Board Meeting
- D3. Minutes of May 2, 2018 Finance Committee Meeting
- D4. Minutes of May 9, 2018 Regular Board Meeting

There were no Consent Items pulled for further discussion.

Action: It was moved by Director Salmon, seconded by Director Mroz to approve the above listed Consent Items as presented.

Motion Carried. 5-0 by roll call vote.

E. REPORTS

E1. Finance Committee – Committee of the Whole, Chair: Director Mroz
Committee Chair Barbara Mroz presented the report for the meeting of June 6, 2018. The financial statements through April 30, 2018. It was noted that an account has been set up for Petty Cash (in the amount of \$250). Cost centers have been established for, the property at 1636 East Mission Road, the property at 167 E. Alvarado and the 138 S. Brandon Street property. The balance in the LAIF account as of the end of April was \$1,465,605. The balance in the Cal-Trust Account as of the end of April was \$6,698,929. Property Tax Revenue received in April was \$201,978.
The Committee then reviewed the budget for the Community Health Contracts. Last year's contracts totaled approximately \$858,000. This year's requests total \$1,437,947. There was discussion regarding the unknown costs associated with the upcoming development of the wellness center. It was recommended that the Board consider a more conservative awarding of the Community Health Contracts with the creation and implementation of an appeals process if additional funds were necessary.

- E2. Gov't/Public Relation/Community Relations Committee – Directors Salmon and Tinker
None
- E3. Facilities/Strategic Planning Committee – Directors Abbott and Salmon
None
- E4. Chief Executive Officer – Bobbi Palmer MBA MSW
CEO Bobbi Palmer provided a status report based on Phase 1 Outcomes. She quoted from the Collective Impact Strategy: Stanford University Model “Mutually Reinforcing Activities defined as participant activities must be differentiated while still being coordinated through a mutually reinforcing plan of action.” She then reviewed Phase 1: Month 5, which included five elements, one of which was the Foundant Software tool and CHC contract redesign with integrated and comprehensive model for delivery of services. Community engagement efforts including sending staff to T.I.E.R.S training and integration of social media, cross-promotional efforts and advertisements.
(See full report in packet)
- E5. General Counsel – Blaise Jackson
No report other than anticipated comments during Discussion/Action portion of the agenda.

F. DISCUSSION/ACTION ITEMS

- F1. Review of Applicants and Determination of Community Health Contract Applications 2018-2019 Funding
President Tinker asked Director Salmon to discuss the Community Health Contracts. Director Salmon said the District had received a wonderful response from the community in terms of proposals. The proposals totaled \$1.45 million dollars, an increase of nearly 80%. In looking at anticipated revenue from property taxes, which provides the funding for the Community Health Contracts, it is not possible for the District to fund all proposals. A one-page handout was distributed with a list of all proposals, the amount granted last year, the amount requested this year, and the amount approved for this year. It was noted that two new proposals were included and did not receive funding. Director Salmon said the Board is aware there will be disappointment for some applicants and asked that they contact CEO Bobbi Palmer if they would like to further discuss this matter. President Tinker said if any organization has capital improvement items that are not ongoing (e.g., a one-time purchase) they should contact the CEO. All board members reiterated that they believe what has been approved is appropriate and within the budget for funding for Community Health Contracts.
Action: It was moved by Director Salmon to approve \$910,415.97 for 2018-2019 CHC and that the Board work with applicants not receiving full funding to further discuss funding possibilities. The motion was seconded by Director Abbott, with an amendment to the motion to include the one-page handout spreadsheet as detail of what was approved. Director Salmon said he accepted the amendment and the motion would read as recommended by counsel as follows: To approve the global number as depicted on the spreadsheet in strict accordance with the recommendations as shown on the right-most green shaded column as to each individual proposal. (See attachment)
Motion carried. 5-0 by roll call vote.
- F2. Recommendation to extend A-Plus Urgent Care Extended Hours Contract Services at a cost of \$10,000.00 per month until December 31, 2018
Director Salmon said the District has continued to support this service while looking at alternatives that could possibly provide this service without support. He said the community values this service and believes they have been well received. It was not anticipated that support would be necessary on an ongoing basis. The current

agreement expires the end of July. Counsel said a name change is in process and he will have the prepared document for the next meeting.

Action: It was moved by Director Abbott, seconded by Director Salmon, to approve extending the A-Plus Urgent Care extended hours contract services at a cost of \$10,000 per month until December 31, 2018.

Motion carried. 5-0 by roll call vote.

F3. Policies and Procedures Manual

Counsel said he had been instructed to bring an initial draft of an HR policies and procedures manual. He said the documents are brought to the Board for a 1st read and he will respond to any questions. Director Abbott said there is a service to which we could subscribe for public sector policies and procedures, and they provide updates as well. Discussion ensued.

Action: It was moved by Director Salmon, seconded by Director Mroz to place this item on the July agenda for further discussion/action.

Motion carried. 5-0 by roll call vote.

G. **ITEMS FOR SUBSEQUENT MEETINGS**

G1. Other Director/Staff discussion items

G1a. Item(s) for future board agendas

- July Finance Committee falls on District holiday, Independence Day, July 4.

There was consensus to move the Finance Committee to Thursday, July 5th.

G1b. Announcements of upcoming events:

- **Finance Committee** meeting – 1st Wednesday, July 4, 5:00pm Fallbrook Regional Health District Board Room, 138 S. Brandon Rd.
- **NCCCHI** meeting – 1st Wednesday, July 4, 2:00-3:00pm
- **Woman of Wellness** – Thursday, July 5, 6pm, Fallbrook Library
- **ACHD 2018 Wellness Summit** – July 26, Sacramento.
- **ACHD 66th Annual Meeting** – September 12th-14th Pismo Beach.
- **2018 CSDA Annual Conference & Exhibitor Showcase** – Monday, September 24th-27th Indian Wells.

G2. Next Regular Board meeting – Wednesday, July 11, 2018, Fallbrook Public Utility District Board Room

H. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:28 p.m.



Gordon Tinker, President



Board Secretary/Clerk