



**MINUTES**  
**REGULAR BOARD MEETING**  
Wednesday, May 8, 2019, 6:00 p.m.  
Administrative Office, 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook

**A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE**

Board President Howard Salmon called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Present: Directors Howard Salmon, Barbara Mroz, Bill Leach, Jennifer Jeffries and Kate Schwartz-Frates.

Also present: Legal Counsels Blaise Jackson and Jeffrey Scott.

Staff present: Interim Director Wendy Lyon, Accountant Kathy Bogle, Linda Bannerman, Mireya Banuelos and Pamela Knox.

**B. ADDITIONS TO AGENDA**

Counsel Blaise Jackson requested an addition to the agenda, Item H8 which is the Employment Contract with the new Executive Director. Mr. Jackson indicated that the need has arisen subsequent to the posting pursuant to Government Code 54954 (2)(b) as Ms. Mason will be starting on May 20<sup>th</sup>.

**Action:** On motion duly made, seconded and carried, the Board unanimously approved the addition of Item H8 to the agenda.

**C. BOARD MEMBER AND PUBLIC COMMENTS**

Director Jeffries reported that Jim Desmond, our County Board of Supervisor's representative, visited Fallbrook with many of the department managers from the County of San Diego. There was a good meeting about our community needs and the outcome was establishing subcommittees for public health and public safety. Director Jeffries said she is participating in the public safety committee, especially in the area of homelessness. Director Salmon is participating in the public health committee, focusing on urgent care needs. The subcommittees will report back to Supervisor Desmond in September.

There was public comment provided by Bethany Chaffin regarding Rock Rose school; Roy Moosa holding his comments for agenda Item G3 and Barry Meadow regarding his concerns about Blue Zones, legal fees, redistricting and wanting a full "back and forth" conversation during meetings.

**D. PRESENTATIONS**

D1. North County Fire Protection District – Request and Rationale for Cost Sharing Request to FRHD for Ambulance Purchase and Medical Services Officer

It was explained that there would be no presentation by North County Fire Protection District (NCFPD). Their representative, Division Chief Steve Marovich, had provided a presentation to the Strategic Planning Committee and was in attendance to answer questions regarding Action Items H4 and H5.

**E. CONSENT ITEMS**

E1. Approval of March 2019 Financial Statements

E2. Minutes of March 6, 2019 Finance Committee Meeting (corrected)

- E3. Minutes of March 27, 2019 Governmental & Public Relations Committee Meeting
- E4. Minutes of April 3, 2019 Finance Committee Meeting
- E5. Minutes of April 3, 2019 Special Board Meeting/Public Forum
- E6. Minutes of April 5, 2019 Facilities Committee Meeting
- E7. Minutes of April 5, 2019 Special Board Meeting
- E8. Minutes of April 10, 2019 Regular Board Meeting
- E9. Minutes of April 18, 2019 Special Board Meeting/Public Forum

There were no Consent Items pulled for further discussion.

**Action:** On motion duly made, seconded and carried, the above listed Consent Items were approved as presented.

**Motion carried:** 5-0

## F. REPORTS

- F1. Finance Committee – Directors Jeffries and Mroz  
Chair Jennifer Jeffries presented the following report:  
Total Liabilities and Equity February \$12,288,973.  
Total Liabilities and Equity March \$ 12,860,914,  
An increase month to month of \$471,940.  
This difference is due largely to a healthy tax apportionment in March and growth in our investment accounts.  
The 2018-19 approved budget projected an income of \$2,210,176.  
Total Income through March was \$1,918,776.  
Based on the approved budget, the District is to date:
- Over budget by \$61,344 in the area of administrative expenses and overhead due to unexpected personnel costs and necessary legal and demographic assistance with the formation of the District zoned voting map.
  - Over budget by \$52,580 in the area of the East Mission road property due to maintenance and repair issues.
  - Under budget by \$43,680 for the South Brandon Road property due to less than expected use of property management services and pending the payment for gas, electric, water bills for that property.
- The Year-To-Date approved budget projection is \$1,518,597. The Year-To-Date Actual Expenditures are \$1,618,036 resulting in being overbudget by \$99,439.  
Report 5: CalTRUST \$6,900,906, reflecting a one month increase of \$34,440.  
Report 6: LAIF Balance of 1,489,507.00, holding steady from the March balance.  
Of note: The District pays less than 0.25% for the management of these accounts. It is paid quarterly.  
Report 7: YTD \$1,686,353. This reflects a March apportionment of \$518,041.  
The District is well within the projected income with three more tax apportionments to go.  
The Community Investment Fund beginning Balance of \$9,616,913  
Funds spent on Community Partner Grants and Wellness Initiatives \$15,830  
Ending Balance \$9,601,082.  
Director Jeffries said the Committee recommended that the Board transfer \$42,000 from the Community Investment Fund to the Operational Account.  
**Action:** On motion duly made, seconded and carried the Board approved the transfer of \$42,000 from the Community Investment Fund to the Operational Account.  
**Motion carried:** 5-0

- F2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz  
No report
- F3. Facilities Committee – Directors Leach and Mroz  
No report
- F4. Strategic Planning Committee – Directors Salmon and Jeffries  
Director Jeffries provided the Strategic Planning Committee report. She said the Committee discussed Blue Zones, shared services and costs with the NCFPD and the Fit 2 Be Kids program. She said Blue Zones and the shared services and costs with NCFPD are agenda items for discussion or action tonight. Wendy Lyon, Interim Director, was asked to follow up with Shae Gawlek to request a written proposal for Fit 2 Be Kids. Legal Counsel is researching if the District can receive a 501(c)(3).
- F5. General Counsel – Blaise Jackson  
Blaise Jackson, Esq. announced that it has been his pleasure to work with this District serving as our attorney for the past 15 years from the Law Offices of Scott and Jackson. He has joined a firm in San Diego, and this is his last meeting with FRHD. Jeffrey Scott, Esq., who served the District prior to Mr. Jackson, will now again serve as attorney for FRHD. President Salmon commented how much the Board of Directors has appreciated Mr. Jackson's years of service and sage advice, wishing him well in his new position.  
Mr. Jackson said it's a busy time in Sacramento with the budget and new legislative proposals including SB758 (Seismic requirements), AB849 (Districting Process) and childhood vaccine discussions taking place. He said the remainder of his comments would be confined to Discussion and Action agenda items.
- F6. Interim Director – Wendy Lyon  
Interim Director Wendy Lyon reviewed the activities, changes and challenges over the past several months while the District was in the process of seeking a new director. She thanked the staff for all of their efforts and said it had been a privilege to serve as Interim Director. President Salmon, on behalf of the entire Board of Directors, thanked Wendy for "stepping up" during a time of need.

## G. DISCUSSION ITEMS

- G1. Review Blue Zone interviews outcome measurement, alternative solutions; next Steps  
Director Jeffries said the Strategic Planning Committee has been contemplating the Blue Zones initiative and soliciting information from communities who utilize the Blue Zones Project. In addition, multiple conversations have taken place with representatives from the Blue Zones Project. Some of the conclusions include the following: The Blue Zones Project's objectives are wonderful, and the people are great to work with; very good insight and they are accommodating. They are associated with well-respected organizations, e.g., the Gallup Poll, which provides the well-being index and descriptive data. They do not provide reasons why, just what is. Blue Zones does not have a way to measure their outcomes at the present time. Blue Zones is initiating a strategic partnership with Boston University, developing a longitudinal methodology which will help them measure outcomes. This will likely take up to five years to develop a correlation or causation directly related to Blue Zones. As custodians of public funds, it is necessary for the District to be able to provide measurement of outcomes.  
In conclusion, there was Board consensus that no action is required at this time. The District will continue to review alternative programs which benefit the communities served by Fallbrook Regional Healthcare District. The Strategic Planning Committee will consider updating the District's Vision to better reflect the current Vision.

- G2. Consideration and Adoption of Resolution No. 427 – Annual Statement of Investment Policy for FY 2019-2020 – First Reading  
Legal Counsel indicated this was the first reading of this resolution which is reviewed and adopted on an annual basis. The Resolution will be on the June agenda for approval.
- G3. Consideration of Short-Term Lease for Non-Profit School at 1636 E. Mission Rd. (six months)  
Roy Moosa provided his public comment in support of the Rock Rose School being allowed to be housed on a temporary basis at 1636 E. Mission Road.  
Discussion ensued. There was consensus among the members of the Board that this could be done on a temporary basis. After the specifications are completed for the roofing jobs, the District will send the Project out for bids. There was discussion regarding the re-roofing process and if it could be accomplished before school starts. Director Jeffries requested that every precaution be taken regarding liability.  
**Action:** On motion duly made, seconded and carried, legal counsel was directed to move forward with drafting a lease for a specified length of time.  
**Motion carried:** 5-0

## H. ACTION ITEMS

- H1. Consideration of Amendments to Bylaws (President changes – 2<sup>nd</sup> reading) Board  
Counsel said the 1<sup>st</sup> reading of these amendments was presented last month for the Board's initial consideration and includes title changes (President to Chair and Vice- President to be Vice-Chair). Discussion ensued.  
**Action:** On motion duly made, seconded and carried, the Board approved the Amendments to the Bylaws as presented.  
**Motion carried:** 5-0
- H2. Wellness Center Use Criteria  
President Salmon said an initial Wellness Center Use Criteria had been developed with the understanding that this will likely be a document undergoing change as we further develop the 1636 E. Mission property. It is also understood that the fee for use could be as little as no fee and, at present, the fee structure is not established. Discussion ensued.  
**Action:** On motion duly made, seconded and carried, the Wellness Center Use Criteria was adopted by the Board.  
**Motion carried.** 5-0
- H3. Consideration and Adoption of Resolution No. 426 – Awarding a Contract for the Sidewalk Project  
Director Leach said this project was a requirement for the sale of the 624 E. Elder property and the Facilities Committee recommended approval of the lowest bid. Counsel Jackson said the District met the requirement for a public bidding process, and sealed bids were opened on April 30, 2019 ranging from \$286,573 to \$139,510. Counsel recommended that LC Paving and Sealing be awarded the project in the amount of \$139,510 by the adoption of Resolution No. 426.  
**Action:** On motion duly made, seconded and carried by the following roll call vote, the Board adopted Resolution No. 426  
Roll Call Vote:  
Director Schwartz-Frates - Aye  
Director Leach – Aye  
Director Mroz- Aye  
Director Jeffries - Aye  
Director Salmon - Aye

- H4. Framework for FRHD and North County Fire Protection District (NCFPD) Shared Public Communication/Social Media Administrative Assistant  
Director Jeffries said the Strategic Planning Committee recommends approval of this action item. The purpose of this shared position is for both Districts to have a qualified full-time person at a cost of \$60,000 per year (\$30,000 per District). Duties would include reception, telephone and social media responsibilities. It was noted that social media is necessary to reach young families. By approving this item now, it gives approval to begin the process of job description development, etc.  
**Action:** On motion duly made, seconded and carried, the Board approved moving forward with the shared public communication/social media administrative assistant to be housed at NCFPD with a portion allocated to FRHD.  
**Motion carried:** 5-0
- H5. NCFPD Request and Rationale for Cost Sharing Request to FRHD for Ambulance Purchase and Medical Services Officer  
Director Jeffries said she clearly sees the direct impact of the hospital closure on the NCFPD and noted they have implemented cost saving strategies to offset their added costs. The Medical Services Officer is needed full-time to implement additional training and quality assurance for possible upcoming transportation services  
**Action:** It was moved, seconded and carried to approve the Request and Rationale for Cost Sharing for Ambulance and Senior Medical Officer services in order to continue the discussion and bring it back in the form of a JPA.  
**Motion carried:** 5-0
- H6. Approval of Destruction of Outdated Records in Storage (Iron Mountain)  
Counsel Jackson indicated that he had reviewed the listing of medical records for Fallbrook Hospital at Iron Mountain and identified approximately 1900 boxes of outdated (1980's and 1990's) records. He said Iron Mountain can confidentially shred these records, but it requires approval by the Board of Directors.  
**Action:** On motion duly made, seconded and carried, the Board approved destruction of outdated records in storage at Iron Mountain as presented.  
**Motion carried:** 5-0
- H7. Recommendations for Med+ Urgent Care MOU Terms and Conditions Beginning 7/1/19  
President Salmon reviewed the significant loss to the community, especially emergency services, when the hospital closed. The District recognized the need for emergency or urgent care services and worked with A+ Urgent Care, now MedPlus Urgent Care, when it began business in 2015, agreeing to provide financial support in the hope that eventually urgent care services could be self-sustaining. President Salmon invited Dr. Skeoch, owner of MedPlus Urgent Care, to comment. Dr. Skeoch said he has appreciated the support of the District and looks forward to meeting with the District's legal counsel.  
**Action:** On motion duly made, seconded and carried, the Board of Directors directed legal counsel to meet with Dr. Skeoch and develop a framework that would embrace some semblance of continuing financial support for MedPlus Urgent Care with the purpose of continuing to provide extended hour urgent care services for residents of the District, and that this would not exceed a one-year period starting July 1, 2019.  
**Motion carried:** 5-0
- H8. Employment Contract. New Executive Director  
Counsel Jackson stated that the employment contract with the new Executive Director had been added to the agenda and was vetted by the Strategic Planning Committee and recommended for Board approval.

**Action:** On motion duly made, seconded and carried, the Board approved the employment contract with Executive Director Rachel Mason as presented.

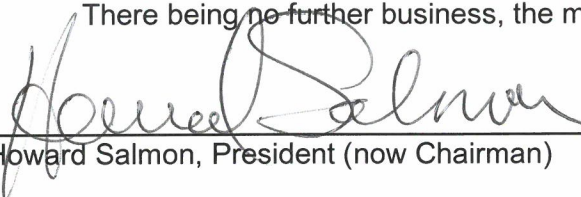
**Motion carried:** 5-0

**I. ITEMS FOR SUBSEQUENT MEETINGS**

- 11. Other Director/Staff discussion items
  - 11a. Item(s) for future board agendas
  - 11b. Announcements of upcoming events:
    - Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3<sup>rd</sup> Wednesday, May 15, 10:30am-noon, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
    - Strategic Planning Committee meeting – Quarterly, Wednesday, May 15, at 4:30 pm, **(corrected: moved to 5:00 pm)** - FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
    - Memorial Day, May 27 – District Holiday
    - Facilities Committee meeting – Quarterly, Friday, May 24, 10:30am, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
    - NCCCHI meeting – 1<sup>st</sup> Wednesday, June 5, 2:00-3:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
    - Finance Committee meeting – 1<sup>st</sup> Wednesday, June 5, 5:30pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
    - Woman of Wellness – 1<sup>st</sup> Thursday, June 6, 6:00 – 7:30pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook
- 12. Next Regular Board meeting – Wednesday, June 12, 2019, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

**J. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:34 p.m.

  
Howard Salmon, President (now Chairman)

  
Board Secretary/Clerk