



**MINUTES**  
**REGULAR BOARD MEETING**  
**Wednesday, September 8, 2021, 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 6:00 p.m. and led the Pledge of Allegiance.

In attendance: Directors Howard Salmon, Stephanie Ortiz, Barbara Mroz and Jennifer Jeffries.  
Absent: Director Kate Schwartz.

Also attending: CEO Rachel Mason, Legal Counsel Jeffrey Scott, Accountant Susan Woodward, Public Outreach and Communication Specialist Dani Vargas, Property Manager Roy Moosa and staff members Linda Bannerman, Tracy Rosalee and Pamela Knox. Ross Pike and Tom Frew also attended.

Chairman Salmon noted that this meeting marks the first time the agenda and reports are provided in both English and Spanish.

**B. 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 (4-0) 1 absent

Director Jeffries .....	Aye
Director Mroz .....	Aye
Director Ortiz .....	Aye
Director Salmon .....	Aye
Director Schwartz .....	Absent

**C. PUBLIC COMMENTS**

None.

**D. CONSENT ITEMS**

- D1. Approval of June 2021 Financial Statements
- D2. Minutes of August 4, 2021 Finance Committee Meeting
- D3. Minutes of August 11, 2021 Regular Board Meeting
- D4. Minutes of August 13, 2021 Gov’t & Public Engagement Committee Meeting

- D5. Minutes of August 18, 2021 Strategic Planning Committee Meeting
  - D6. Minutes of August 26, 2021 Facilities Committee Meeting
- No member of the Board of Directors asked to have any Consent Item pulled for further discussion.

**Action:** It was moved by Director Jeffries, seconded by Director Ortiz to approve the above-listed Consent Items as presented.

**Motion carried** by the following roll call vote (4-0) 1 absent.

Director Jeffries .....	Aye
Director Mroz .....	Aye
Director Ortiz .....	Aye
Director Salmon .....	Aye
Director Schwartz .....	Absent

**E. REPORTS/POSSIBLE ACTION**

- E1. Finance Committee – Directors Jeffries and Mroz  
 Committee Chair Jeffries reviewed the financial statements for the month of July 2021 (the first month in this fiscal year). Discussion ensued regarding report #3. Report 9 is a new report the District has added in the interest of transparency. It lists all the charges made using the District credit card for the month of July.  
 The investments of the District are in compliance with the District’s 2020-21 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. Gov’t and Public Engagement Committee – Directors Schwartz-Frates and Ortiz  
 Director Ortiz provided the Government and Public Engagement Committee report covering National, State, County and Live Well Covid-19 and legislative updates. It was noted that a digital copy of your vaccination record is available at <https://myrecord.cdph.ca.gov>. In addition, Senate Bill 594 requires all special districts to pass a board resolution adopting their updated maps by April 17, 2022 if their regular election is on the same day as the statewide November 2022 general election.  
 Discussion ensued. (See packet for complete report.)
- E3. Facilities Committee – Directors Mroz and Salmon  
 Committee Chair Mroz said the District is still awaiting County approval of the Major Use Permit for the FRHD Community Health & Wellness Center. The contract for installation of the HVAC system for the Brandon Rd. building was awarded to EchoGreen and should be accomplished within 75 days. Approval for the exterior signage to be placed on the Brandon Rd. property is working through the committees of the Fallbrook Planning Group.
- E4. Strategic Planning Committee – Directors Jeffries and Salmon  
 Committee Chair Jeffries said Strategic Planning has been working with CEO Rachel Mason on the grant submission forms and noted that for this grant year all members of the Board of Directors will review all grants submittals. A training session will be scheduled to assure that directors will have a clear understanding of the scoring guidelines.  
 Lastly, Rachel Mason provided an update regarding funding for the Administrative Officer position, noting that compensation for a recent resignation and upcoming retirement should cover the expense.
- E5. Chief Executive Officer – Rachel Mason  
 Rachel Mason provided a COVID-19 update saying that while testing requests are increasing, CalFire through the County of San Diego will be providing fewer testing and

vaccination clinics as they move to their primary fire fighting duties. The District will continue to work with providers to assure local testing and vaccination clinics are available in our communities.

Theresa Geracitano, Administrator of the Community Health & Wellness Center, will begin at the District on September 22<sup>nd</sup>.

The CEO attended the California Special District's Association annual meeting in Monterey last week. In addition, the Association of California Health District's annual meeting had been scheduled in Tahoe and has been changed to a virtual meeting due the fire threat. Directors Salmon and Ortiz, along with the CEO will be participating in that meeting September 22<sup>nd</sup> through the 24<sup>th</sup>.

LAFCO has rescheduled the District's next Municipal Services Review for 2024-2025.

- E6. General Counsel – Jeffrey Scott  
No report.

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

- F1. Other Director/Staff discussion items
- F1a. Item(s) for future board agendas
- F1b. Announcements of upcoming events:
- **Labor Day – District Holiday, September 6<sup>th</sup>**
  - **Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3<sup>rd</sup> Wednesday, September 15, 10:30am-noon, Virtual Meeting (See [fallbrookhealth.org/calendar](http://fallbrookhealth.org/calendar))**
  - **Strategic Planning Committee meeting – 3<sup>rd</sup> Wednesday, September 15, 3:00pm, Virtual Meeting**
  - **State of the Chamber 2021 – 3<sup>rd</sup> Wednesday, September 15, 5:30pm, Pala Mesa Resort**
  - **Facilities Committee meeting – 4<sup>th</sup> Thursday, September 23, 10:30am, Virtual Meeting**
  - **Gov't and Public Engagement Committee meeting – 4<sup>th</sup> Wednesday, September 22, Time changed to 5:30 p.m., Virtual Meeting**
  - **ACHD 69<sup>th</sup> Annual Meeting – September 23-24**
  - **Finance Committee meeting – 1<sup>st</sup> Wednesday, October 6, 4:30pm, Virtual Meeting**
  - **Woman of Wellness – Postponed.** See [fallbrookhealth.org](http://fallbrookhealth.org) for newsletter
- F2. **Next Regular Board meeting – 2<sup>nd</sup> Wednesday, October 13, 6:00pm, Virtual Meeting**

#### G. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:59 p.m.

  
Howard Salmon, Chairman

  
Board Secretary/Clerk