



**MINUTES  
REGULAR BOARD MEETING  
Wednesday, June 9, 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 6:02 p.m. and led the Pledge of Allegiance.

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

**B. APPROVAL OF THE AGENDA**

CEO Rachel Mason requested that Agenda Item F2 be moved to follow Agenda Item D on the Agenda.

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

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

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

**C. PUBLIC COMMENTS**

Heather Conklin of the Board of Directors of the Mission Resource Conservation District said she is a nominee for the Special District LAFCO Commission Alternate member position. She said special districts are critical to the health and well-being of this region and, if elected, would make herself accessible to FRHD to represent the needs of our District.

Jeff Egkan, a Director on the North County Fire Protection District, indicated he too is running for the Alternate member position of the Special District LAFCO Commission. He said he has a history of political involvement, supports special districts, and seeks our support.

**D. CONSENT ITEMS**

D1. Approval of March 2021 Financial Statements .....	2
D2. Minutes of May 5, 2021 Finance Committee Meeting .....	21
D3. Minutes of May 14, 2021 Gov’t & Public Engagement Committee Meeting .....	23
D4. Minutes of May 12, 2021 Regular Board Meeting .....	25
Minutes of May 12, 2021 Foundation Regular Board Meeting .....	30
D5. Minutes of May 19, 2021 Strategic Planning Committee Meeting .....	32

D6. Minutes of May 21, 2021 Ad Hoc Wellness Center Steering Committee Meeting..... 34  
 D7. Minutes of May 25, 2021 Special Board Meeting ..... 37  
 D8. Minutes of May 27, 2021 Facilities Committee Meeting ..... 40

No items were pulled from the Consent Items for further discussion by members of the Board.

**Action:** It was moved by Director Schwartz, 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 Schwartz .....	Aye
Director Salmon .....	Aye

At this time, the following agenda item was moved forward on the agenda as previously approved.

- F2. Consideration of Fiscal Year 2021-2022 Community Health Contract- Grant  
 Recommendation: That the board approve funding the Community Health Contract Grant requests in the amount of \$791,975.37.  
 Chairman Salmon said board members had reviewed the Community Health Contract Grant applications which totaled \$1,066,915.28, and the District had budgeted \$750,000 for FY 2021-2022 in acknowledgement of the anticipated funding needed for development of the 1636 E. Mission Road property.  
 Director Jeffries expressed appreciation to all the grant applicants for their missions to provide an array of vital services to our communities. She thanked staff for their assistance and Chairman Salmon for his leadership in making difficult decisions regarding efficient and responsible use of District monies. She said both the Strategic Planning and Finance Committees recommend approval of \$791,975.37 as allocated on the individual breakdown of grantees.  
 Kim Gerrish, Executive Director of Michelle’s Place Cancer Resource Center, said her organization has enjoyed the privilege of having an office on-site at the FRHD administrative office building on S. Brandon Road. This facilitates providing their services to clients in the Fallbrook and surrounding area and she thanked the District for their consideration and previous support.  
 Director Schwartz thanked all the grantee agencies for everything they do for our communities, particularly during the COVID-19 pandemic.  
 Lenila Batali of D-Vine Path thanked the District for its support, saying that without FRHD, D’Vine Path would not have received the Chamber of Commerce Non-Profit of the Year award for 2020.

**Action:** It was moved by Director Mroz, seconded by Director Schwartz to approve the distribution of \$791,975.37 for the 2021-2022 Community Health Contract Grants.

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

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

**E. REPORTS/POSSIBLE ACTION**

- E1. Finance Committee – Directors Jeffries and Mroz  
 Committee Chair Jeffries reviewed the financial reports through April 2021, all of which are available on the District website and provided in the meeting packet.

Disclosure: 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 six (6) months.

Recommendation: That the board approve funding the Community Health Contract Grant requests in the amount of \$791,975.37.

The above recommendation had been made by the Finance Committee as noted. Action was already taken on this matter during this meeting as the agenda had been amended to consider it prior to Reports.

The Finance Committee made the following recommendation to be considered as a possible action item at this meeting.

- Recommendation: That the board approve Fiscal Year 2021-2022 Budget
- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Ortiz  
Committee Chair Schwartz provided a legislative update at the National, State and San Diego County level. She noted that 12 states have reached the COVID-19 vaccine distribution threshold of 70% vaccinated by July 4<sup>th</sup> as outlined by the President. California is one of the twelve. However, many states have fallen short, and it is currently projected that the total number of people receiving at least one dose of the vaccine will be closer to 68% by July 4<sup>th</sup>. Lowest totals appear to be in rural areas. Director Schwartz said a new bipartisan bill has been introduced, *The Hallways to Health Care Act* which seeks to improve children's physical health and mental health by investing in school-based health centers. The legislative update is on the website and had been included in the packet. Community Health Coordinator Mireya Banuelos provided the public engagement report. She said District efforts are now shifting from COVID-19 testing and vaccines to the development of a health and wellness center at 1636 E. Mission Road. She noted that Rite Aid, Fallbrook Family Health Center and the San Diego County Operation Collaboration with CalFire/North County Fire Protection District will continue COVID-19 efforts. Updates are available on the District website. Lastly, she reviewed the District's social media outreach efforts as related to COVID-19 updates and National Health Observances and other health promotion campaigns.
- E3. Facilities Committee – Directors Mroz and Salmon  
Committee Chair Mroz said the Facilities Committee continues to meet to resolve any landscaping maintenance issues, obtaining more efficient waste management containers for the E. Mission Road property, and soon anticipates the issuance of a Request for Proposals for the HVAC needs at the administrative building on S. Brandon Road. Additionally, the District was approached about renting out the parking at 1636 E. Mission Road on June 26<sup>th</sup> for a wedding nearby. Property Manager Roy Moosa facilitated the negotiations and agreement which was approved by legal counsel.
- E4. Ad Hoc Wellness Center Steering Committee – Directors Schwartz-Frates and Ortiz  
CEO Rachel Mason said this committee met to review the Catalyst report on recommended programs for the upcoming health & wellness center. In June, (Friday, June 25<sup>th</sup>) Catalyst representatives will again attend a Special Meeting of the Board of Directors and provide financial feasibility reporting around those programs.
- E5. Strategic Planning Committee – Directors Jeffries and Salmon  
Committee Chair Jeffries said this committee met to review and finalize recommendations for the Community Health Contract Grants.
- E6. Chief Executive Officer – Rachel Mason  
Rachel Mason reported that the District held 17 COVID-19 vaccination clinics within 13 weeks. The District will continue to support vaccination information on the District's website. San Diego County is reporting to date the vaccination rate in Bonsall by at 54%; Fallbrook is at 90%.  
Regarding the upcoming health and wellness center, representatives of Catalyst and Taylor Design did a walk-through of the property with the CEO to begin space planning. Silver Sneakers is currently holding classes at this property. A draft of the wellness center administrator job description is being reviewed by legal counsel.

Jackie Esparza has served as a temporary employee since March, assisting us with our need for additional Spanish speaking skills and will continue through June. Jen Koester, Social Media Specialist shared with North County Fire Protection District has accepted another position within the Fire District. She continues to support our social media efforts until the position is filled.

Ms. Mason said we are grateful to the Fallbrook Chamber of Commerce and community for having awarded Fallbrook Regional Health District as Non-Profit of the Year for 2020 in recognition of our efforts to ensure that we were responsive to the community’s need for COVID testing and vaccinations.

Lastly, the LAFCO Municipal Service Review Study is still scheduled for fiscal year 2020-2021. All four healthcare districts are scheduled within this timeframe.

E7. General Counsel – Jeffrey Scott

Jeffrey Scott reiterated important points with respect to the Brown Act. He reviewed an article in the San Diego Union Tribune on May 21, 2021 in which former San Diego City Attorney Michael Aguirre accused Mayor Todd Gloria of violating the Brown Act. He said it illustrates the importance of making sure that decisions of the Board are made in public. (See attached.)

**F. DISCUSSION/POSSIBLE ACTION ITEMS**

F1. Consideration of Fiscal Year 2021-2022 Budget

Recommendation from the Finance Committee: That the board approve Fiscal Year 2021-2022 Budget.

Chairman Salmon said he had requested that the CEO project FY 2020-2021 expenses through the end of June 2021 prior to consideration of approving the FY 2021-2022 Budget. This was accomplished and taken to the Finance Committee for review.

Chairman Salmon asked Finance Committee Chair Jennifer Jeffries to report on the Finance Committee’s recommendation.

Director Jeffries said the projected FY 2020-2021 expenses through June had been helpful in their most recent review of the FY 2021-2022 proposed budget. The Committee had reviewed the integrated budget, District operating budget, wellness center budget and the FRHD Foundation budget. While the budget reflects an over budget balance due to start up funds for the FRHD Foundation and monies allotted to backfill for grants, if necessary, Director Jeffries said she is not concerned as projections were very conservative and there is anticipation for income to increase. Therefore, she said the Finance Committee made the above recommendation.

**Action:** It was moved by Director Jeffries, seconded by Director Schwartz to approve the FY 2021-2022 Budget as presented.

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

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

F3. Consideration of Nomination for LAFCO Special District Alternate

The position for an alternate on the LAFCO Special District Board has 6 candidates with write-ins possible. Each District may vote for one candidate. Discussion ensued. Board members expressed if they preferred a candidate. Discussion ensued. Rocky Chavez, Heather Conklin, and Jeff Egkan were candidates known to some members of the Board.

**Action:** It was moved by Director Schwartz, seconded by Director Mroz to cast the Board’s vote for Jeff Egkan to serve as the LAFCO Special District Alternate.

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

Director Jeffries .....	Aye
Director Schwartz .....	Aye

Director Mroz ..... Aye  
 Director Ortiz ..... Aye  
 Director Salmon ..... Aye

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

- G1. Other Director/Staff discussion items
- G1a. Item(s) for future board agendas
- Continued ZOOM access for District meetings
  - Review of the JPA with North County Fire Protection District – specifically job descriptions.
- G1b. Announcements of upcoming events:
- **COVID-19 Vaccinations & Testing – by Operation Collaboration (CalFire/NC Fire) – June 25**, 9am-1pm 2nd dose Pfizer, 2-5 testing Vallecitos Elementary School – 5211 St, Rainbow, CA 92028
  - **COVID-19 Vaccinations & Testing – by Operation Collaboration (CalFire/NC Fire) – June 25**, 9am-1pm Pfizer and J&J, 2-5 testing FRHD Wellness Center – 1636 E. Mission Rd., Fallbrook
  - **Gov’t and Public Engagement Committee meeting** – 2<sup>nd</sup> Friday, **June 11**, 10:30am, Virtual Meeting
  - **Community Collaborative for Health & Wellness Committee (CCH&W) meeting** – 3<sup>rd</sup> Wednesday, **June 16**, 10:30am-noon, Virtual Meeting (See [fallbrookhealth.org/calendar](http://fallbrookhealth.org/calendar))
  - **Strategic Planning Committee meeting** – 3<sup>rd</sup> Wednesday, **June 16**, 5:00pm, Virtual Meeting
  - **Ad Hoc Wellness Center Steering Committee meeting** – Friday, **June 18** 10:30am, Virtual Meeting
  - **Facilities Committee meeting** – 4<sup>th</sup> Thursday, **June 24**, 10:30am, Virtual Meeting
  - **Special meeting** – Friday, **June 25**, 10:00am, Virtual Meeting
  - **Finance Committee meeting** – 1<sup>st</sup> Wednesday, **July 7**, 4:30pm, Virtual Meeting
  - **Woman of Wellness – Postponed** See [fallbrookhealth.org](http://fallbrookhealth.org) for newsletter
- G2. **Next Regular Board meeting** – 2<sup>nd</sup> Wednesday, **July 14**, 6:00pm, This meeting may be a hybrid of in-person and virtual.

**ADJOURN TO CLOSED SESSION**

**Action:** It was moved by Director Schwartz, seconded by Director Mroz to adjourn into Closed Session.

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

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

The Board adjourned to Closed Session at 7:41 p.m.

**H. CLOSED SESSION**

- H1. Personal matter pursuant to Government Code Section 54957(b)(1) – CEO Evaluation

**I. RETURN TO OPEN SESSION**

The Board reconvened into Open Session at 8:49 p.m.

- I1. Counsel Scott reported that the Board in closed session reviewed the evaluation of the CEO and took no action.

**J. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:50 p.m.

  
Howard Salmon, Chairman

  
Board Secretary/Clerk