



**MINUTES
REGULAR BOARD MEETING
Wednesday, September 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 6:03 p.m. and led the Pledge of Allegiance.

In attendance: Director Howard Salmon, Barbara Mroz, Bill Leach, Jennifer Jeffries, and Kate Schwartz-Frates. Legal Counsel Jeffrey Scott; Chief Executive Officer Rachel Mason; Consultant/Accountant Susan Woodward and staff members: Community Health Coordinator Mireya Banuelos; Special Projects Coordinator Pamela Knox; Bookkeeper Wendy Lyon and Receptionist Tracy Rosalee

B. APPROVAL OF THE AGENDA

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

Motion carried: By roll call vote as follows: 5-0

Director Salmon.....	Aye
Director Mroz.....	Aye
Director Leach	Aye
Director Jeffries	Aye
Director Schwartz-Frates.....	Aye

C. PUBLIC COMMENTS

None

D. CONSENT ITEMS

- D1. Approval of July 2020 Financial Statements
- D2. Minutes of August 5, 2020 Finance Committee Meeting
- D3. Minutes of August 12, 2020 Regular Board Meeting
- D4. Minutes of August 19, 2020 Strategic Planning Committee Meeting
- D5. Minutes of August 28, 2020 Gov’t & Public Engagement Committee Meeting

None of the above items were pulled for further discussion.

Action: It was moved by Director Schwartz-Frates, seconded by Director Leach to approve the Consent Items as presented.

Motion carried: By the following roll call vote: 5-0

Director Salmon	Aye
Director Mroz	Aye
Director Leach	Aye
Director Jeffries	Aye
Director Schwartz-Frates	Aye

E. REPORTS/POSSIBLE ACTION

- E1. Finance Committee – Directors Jeffries and Mroz
 Committee Chair Director Jeffries reviewed the financial statements for the month of July noting the beginning of the 2020—2021 fiscal year. Included in the July financial statements is the transfer of \$1,200,000 from CalTRUST to LAIF in accordance with our investment policy outlines in Resolution 432. LAIF noted the deposit as of June 30 and made an adjustment in July, showing the deposit as of July 1. This the same transfer that is noted in both statements—there were not two transfers. With the start of the new fiscal year, the District transitioned to a more condensed and simplified Chart of Accounts. Also, of note in Report 3 is account 406 – Unearned Gain/Loss from CalTRUST – has been moved from “District Income” to “Other Income” since we would not realize that income unless we closed the account.
- E2. Gov’t and Public Engagement Committee – Directors Schwartz-Frates and Mroz
 Committee Chair Schwartz-Frates presented the Government & Public Engagement report for September. She noted that the District website provides federal, state, county and local updated COVID-19 Information. Regarding California legislative activity, she reported on bills related to health and relayed a brief explanation of each bill and its status. (See “This Week in Sacramento” for details). Also included was the tiered assessment for reopening of businesses and services in California. Mireya Banuelos, Community Services Coordinator, reviewed the Community Engagement Report. Dates of District hosted COVID-19 testing were reported with the total of tests provided for each. Ms. Banuelos continues to network with the Farmworker CARE Coalition to set up S.D. County COVID-19 testing for agricultural workers in the De Luz and Rainbow communities. Social media efforts continue and are proving to be quite effective. (See attached report for additional information.)
- E3. Facilities Committee – Directors Leach and Mroz
 Committee Chair Bill Leach said the Facilities Committee will be meeting next week. In the interim Property Manager Roy Moosa reported that he continues to work with the landscapers to assure the S. Brandon Road and E. Mission Road properties are well maintained. The administrative office on S. Brandon Road has new carpeting and fresh paint throughout. In addition, equipment has been set up in the upstairs conference room in the administrative building for a Community Zoom Room which can be booked for use on Tuesdays and Thursdays.
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
Recommendation: *That the Board adopt the revised Mission Statement and Vision*
Mission: The Fallbrook Regional Health District assists residents to live healthy lives, leading to a greater life span and independence.
Vision: Fallbrook Regional Health District will offer and support services and programs that measurably improve physical and mental health, social engagement and increased life span and independence.
 Committee Chair Salmon said the Strategic Planning Committee had considered both the Mission and Vision for Fallbrook Regional Health District and after considerable discussion had developed the above for consideration by the entire Board. Discussion ensued. Utilizing the Social Determinants of Health had previously been part of the Vision and Director Schwartz-Frates believes they are an integral part of measuring healthy lives. CEO Rachel Mason said they can still be used by the District as a guideline. Incoming board member Stephanie Ortiz suggested changing the word “live” to “lead” in the Mission Statement. There was consensus to make that change and rather

than “leading to” use “supporting.” The Mission Statement would then read: The Fallbrook Regional Health District assists residents to lead healthy lives, supporting a greater life span and independence.

Action: It was moved by Director Leach, seconded by Director Jeffries to approve the amended Mission and Vision statements as recommended and amended.

Motion carried: By the following roll call vote. 5-0

Director Salmon	Aye
Director Mroz	Aye
Director Leach	Aye
Director Jeffries.....	Aye
Directory Schwartz-Frates.....	Aye

E5. Ad Hoc Steering Committee – Directors Leach and Mroz

The agenda for the meeting was provided to know what had been discussed. Directors Leach and Mroz serve on the ad hoc committee. Both indicated they believe Catalyst is moving in a positive direction. It was noted that the CEO meets with Catalyst on a weekly basis for updates and input. Catalyst will report to the Board of Directors in November.

E6. Ad Hoc Human Resources Committee – Directors Jeffries and Schwartz-Frates

Recommendation: *That the Board adopt the new employee handbook.*

Directors Jeffries and Schwartz-Frates served on this ad hoc committee and reviewed the Employee Handbook. They agreed it is comprehensive and thanked legal counsel and the CEO for its development.

Action: It was moved by Director Mroz, seconded by Director Schwartz-Frates to approve the Employee Handbook as presented.

Motion carried: By the following roll call vote: 5-0

Director Leach	Aye
Director Mroz	Aye
Director Salmon	Aye
Director Jeffries	Aye
Director Schwartz-Frates	Aye

E7. Chief Executive Director – Rachel Mason

The CEO report included COVID-19 testing dates and numbers tested. She noted Cal Fire indicated that with the help of North County Fire Protection District and Fallbrook Regional Health District, of all their testing sites, Fallbrook has had some of the largest numbers of test. All sites Countywide have experienced a slowdown.

The Employee Handbook was reviewed by the ad hoc Human Resources Committee and has been recommended for approval.

A Request for Proposal is in process for a property condition assessment to identify those areas and systems that will require significant maintenance expenses (HVAC, paving/sealing the parking lot, and water seepage into the elevator shaft.)

Regarding the Health & Wellness Center, Catalyst and Rachel met virtually with Kara Ralston of Camarillo Healthcare District in a discussion of how they manage their wellness center programs. In looking at other health districts, Rachel had found that the Camarillo Healthcare District is very similar to FRHD, having a similar demographic and no hospital. Rachel said they provide direct services that mirror many of the CHC grant funded programs. In addition, Rachel has reached out to pastors of local churches to obtain the faith community’s input, with only two responses.

Lastly, there is a need to discuss creation of a not-for-profit foundation for the center so that FRHD can be competitive for grant funds and charitable donations.

E8. General Counsel – Jeffrey Scott
 Counsel Jeff Scott said Stephanie Ortiz (Zone 2) and Barbara Mroz (Zone 4) each filed a Declaration of Candidacy in their respective zones for terms ending in 2024. No other individuals filed a Declaration of Candidacy.
 Under state law (Elec. Code, §10515), when this occurs the County Board of Supervisors is required to appoint the respective individuals in each zone who filed a Declaration of Candidacy without an election.
 Mr. Scott said under the next agenda item are two separate resolutions, which request that in accordance of the Election Code provisions, the San Diego County Board of Supervisors appoint Ortiz and Mroz to their new terms ending in 2024. In accordance with Election Code § 10515 the appointed Directors will take office and serve exactly as if elected at the November 3, 2020 election. It is requested that the Board approve the attached resolutions. He said their terms will begin the 1st Friday in December.
 Mr. Scott also reviewed several of the bills recently before the legislature in Sacramento. Before the session ended, he reported it became contentious and bills died before being acted upon. It was interesting to note that bills brought forward this year due to the pandemic totaled less than one-third of the number of bills normally considered by the legislature. He said that Director Schwartz-Frates Government & Public Engagement report earlier in the meeting had been quite comprehensive in its coverage of the bills.

F. DISCUSSION/POSSIBLE ACTION ITEMS

F1. Consideration of Resolution 434 Requesting that the Board of Supervisors of San Diego County Appoint Stephanie Ortiz to Fill the Term of Director for Zone 2 Ending in 2024
Action: It was moved by Director Schwartz-Frates, seconded by Director Mroz to approve Resolution #434 as presented.

Motion carried: By the following roll call vote. 5-0

Director Salmon	Aye
Director Mroz	Aye
Director Leach	Aye
Director Jeffries.....	Aye
Director Schwatz-Frates	Aye

F2. Consideration of Resolution 435 Requesting that the Board of Supervisors of San Diego County Appoint Barbara Mroz to Fill the Term of Director for Zone 4 Ending in 2024
Action: It was moved by Director Schwartz-Frates, seconded by Director Jeffries to approve Resolution #435 as presented.

Motion carried: By the following roll call vote. 5-0

Director Salmon	Aye
Director Mroz	Aye
Director Leach	Aye
Director Jeffries.....	Aye
Director Schwartz-Frates	Aye

G. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS

G1. Other Director/Staff discussion items

G1a. Item(s) for future board agendas

The California Special Districts Association Leadership Academy will not take place in Tahoe. It has been moved to several virtual sessions.

G1b. Announcements of upcoming events:

- **Strategic Planning Committee** meeting – 3rd Wednesday, **September 16**, 5:00pm, Virtual Meeting

- **Fallbrook Chamber of Commerce's State of the Chamber 2020 – September 16**, 6:00p, Virtual Event. RSVP by 9/11.
- **Facilities Committee** meeting – 3rd Friday **September 18**, 10:30am, Virtual Meeting
- **ACHD's 68th Annual Meeting – September 23-25**, Virtual Meeting
- **FRHD/Catalyst Steering Committee – September 25**, Virtual Meeting
- **CSDA's Special District Leadership Academy – September 27-30**
- **Fallbrook Scarecrow Days – October 1-31**
- **Finance Committee** meeting – 1st Wednesday, **October 7**, 4:30pm, Virtual Meeting
- **POSTPONED October's Woman of Wellness** – Monthly newsletters sent in lieu of meetings.
- **Community Collaborative for Health & Wellness Committee (CCH&W)** meeting – 3rd Wednesday, **October 21**, 10:30am-noon, Virtual Meeting (See fallbrookhealth.org/calendar)

G2. **Next Regular Board meeting** – 2nd Wednesday, **October 14**, 6:00pm, Virtual Meeting

H. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:48 p.m.



Howard Salmon, Chairman
Board of Directors



Bill Leach, Secretary,
Board of Directors