

Fallbrook Regional HEALTH DISTRICT

MINUTES REGULAR BOARD MEETING Wednesday, August 14, 2019, 6:00 p.m.

NEW MEETING LOCATION Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

Director William Leach will join the meeting remotely by teleconference pursuant to government Code Section 54953 from the following location: 17550 Bernardo Oaks Dr, San Diego, CA 92128.

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

Chairman Howard Salmon called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance.

Board members present Howard Salmon, Jennifer Jeffries and Kate Schwartz-Frates. Bill Leach joined the meeting by teleconference.

Board member absent: Barbara Mroz.

Also present: Executive Director Rachel Mason; Legal Counsel Jeffrey Scott and staff members Linda Bannerman, Mireya Banuelos, Pamela Knox. Bookkeeper Wendy Lyon and Accountant Kathy Bogle were also in attendance.

B. ADDITIONS TO AGENDA

None

C. BOARD MEMBER AND PUBLIC COMMENTS

Director Jeffries noted that she had attended the Foundation for Senior Care Veteran's Pinning Ceremony on August 14th, the day WWII ended. Thirteen veterans were in attendance. She said it was an impressive, emotionally moving ceremony.

D. CONSENT ITEMS

- D1. Approval of June 2019 Financial Statements
- D2. Minutes of June 5, 2019 Finance Committee Meeting
- D3. Minutes of June 12, 2019 Regular Board Meeting
- D4. Minutes of June 19, 2019 Strategic Planning Committee Meeting
- D5. Minutes of June 19, 2019 Special Board Meeting/Public Forum
- D6. Minutes of June 28, 2019 Special Board Meeting
- D7. Minutes of June 28, 2019 Governmental & Public Relations Committee Meeting
- D8. Approval of July 2019 Financial Statements
- D9. Minutes of July 3, 2019 Finance Committee Meeting
- D10. Minutes of July 17, 2019 Strategic Planning Committee Meeting

No member of the Board requested that any item be pulled for further discussion.

Action: On motion duly made, seconded and carried, the Board approved the above listed Consent Items as presented by the following roll call vote:

Director Jeffries – Aye

Director Schwartz-Frates – Aye

Director Leach – Aye

Director Salmon Aye

Director Mroz – Absent

E. REPORTS

- E1. Finance Committee – Directors Jeffries and Mroz
Chair Jennifer Jeffries said at the Finance Committee meeting on August 7th, the committee reviewed the financial statements through June 2019 as follows:
- 1) Balance Sheet Comparison of June to May
Total Liabilities and Equity May \$12,718,911.46
Total Liabilities and Equity June \$12,716,559.92 resulting in a decrease month-to-month of \$2,352.54
 - 2) Income Statement for the Month Ended June 30, 2019 & Fiscal Year to Date
The 2018-19 approved budget projected an income of \$2,210,176.
Total Income through June was \$2,328,473, exceeding projected income by \$118,297.
Net income for July 2018 to June 2019 was \$130,681.
 - 3) Profit & Loss Actual vs Budget July 2018 through June 2019
Based on the approved budget, the District is to date:
 - Over budget by \$26,373 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.
 The Year-to-Date net income was \$130,681. The CalTRUST account reports unrealized income of \$89,930.
 - 4) Profit & Loss – Approved Annual Budget Overview July 2018 – June 2019
This report is available on the District website.
 - 5) Local Agency Investment Fund (LAIF) Statement – June 2019
The LAIF balance was \$1,365,850.41, reflecting no quarterly interest nor transfers from the Community Investment Fund to the FRHD Operating Account.
 - 6) CalTrust Statement – June 2019
The CalTRUST balance of \$6,996,645 reflects a one month increase due to dividends and interest of \$12,326.
Of note: The District pays less than 0.25% for the management of these accounts. It is paid quarterly.
 - 7) Property Tax Revenue – fiscal year to date
Property Tax Revenue Fiscal Year-to-Date was \$1,972,692. This reflects two payments in June totaling \$26,083.
The District budget projected 2018-19 property tax revenue of \$2,056,367; a shortfall of \$83,675 or 4% less than projected.
 - 8) Check Detail as of – June 2019
This report is available on the District website.
 - 9) Checkbook Report as of – June 2019
The beginning balance in the Community Investment Fund was \$9,559,160. Funds spent on overhead and wellness initiatives totaled \$9,979, leaving an ending balance of \$9,549,180.
- Discussion Items
- a. Revised Fiscal Year 2019-2020 Budget
Following approval of the annual 2019-2020 budget in May, it was determined that revision was needed for three reasons. There were some additional ending year balances to consider, a \$35,000 increase in income that had not been considered and the spreadsheet did not fill all the cells correctly. A revised annual budget will be presented to the Board at the August Board meeting.
A brief discussion ensued regarding the process for approval of new staff positions. It was agreed that the Finance Committee would review justification for new staff positions and make recommendations to the Board as to whether the position should be approved.

The Finance Committee recommended to the Board approval of the revised budget.

- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz
 Chair Schwartz-Frates said this committee last met on June 28th and discussed the redistricting process and the seven public meetings held for community input which led to the decision to adopt the “yellow” map. She said the District appreciates the public input. Community engagement surveys had been sent to health providers, the public and the District’s schools. She asked Community Health Coordinator Mireya Banuelos to provide an update. It was noted there were a small number of responses and no conclusions can be made from them alone. The top three items participants named were support groups, exercise classes and education classes. They specifically wanted water exercise. There was no mention of a community garden as a result of the survey.
 A meeting took place with representatives from HHSA of San Diego to discuss the Live Well program and any others that might be compatible with the development of the 1636 E. Mission Road property. Chuck Matthews indicated they would support our efforts whenever possible. Ms. Banuelos was asked to review community outreach programs and she noted that she is a Fallbrook Chamber of Commerce Ambassador and attends many of their functions on behalf of the District. Woman of Wellness occurs each month as does the Community Collaborative for Health & Wellness. In August the District supported an event at the Fallbrook Family Health Center. In September, the annual free prostate cancer screening takes place.
 Director Jeffries had contacted the schools and reported their responses as follows:
 There were three main priorities identified. 1. Student and family activities to promote physical fitness and good nutritional habits. 2. Family activities to support parents in managing modern day challenges; e.g. use of technology, setting family standards, especially for pre-teens and family group counseling with a focus on common issues that impede educational and social progress (emphasis on prevention). 3. A Spanish language component is necessary to reach all students and families. Vallecitos school in Rainbow asked for vaccination support.
- E3. Facilities Committee – Directors Leach and Mroz
 No report
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
 Chair Howard Salmon said the Strategic Planning Committee had met on August 19 for a single agenda item. Following discussion, a recommendation was made for the Board to pursue proposals to assist FRHD in planning the health and wellness center, directing staff to coordinate potential consultants and gather information for the Board to review, including information regarding the typical range of fees these consultants would likely require.
- E5. Executive Director – Rachel Mason
 Rachel Mason said multiple items of deferred maintenance at the E. Mission Road property and the Brandon Street property have been in process.
 She said the bidding process was used for the re-roofing projects and the sealed bids would be due August 28th.
 Regarding the sidewalk project, it is back on track with the help of Rob Holmes and can begin in late August.
 Community Events include the Open House at Crestwood’s Fallbrook Healing Facility on August 21st.
 Lastly, both the California Special District’s Association (CSDA) and the Association of California Health Districts (ACHD) have their annual meetings scheduled for September and October respectively.
- E6. General Counsel – Jeffrey Scott
 Jeffrey Scott recommended that members of the board attend the ACHD Annual Meeting if possible. He said it is educational and very worthwhile

F. DISCUSSION ITEMS

- F1. Review coordination of director visits to Community Health Contract recipients
Community Health Coordinator Mireya Banuelos had provided to each Director a schedule of visits to the Community Health Contract recipients. She invited them to join her and/or Executive Director Rachel Mason and asked them to let her know which recipients they would like to visit. Director Jeffries mentioned earlier that she attended the event sponsored by the Foundation for Senior Care and attested to the value of seeing first-hand their efforts and services.
- F2. Review engagement of services of a consultant to assist with the development of the wellness facilities and programs
This agenda item had been previously addressed earlier in the meeting.
- F3. North County Fire Protection District (NCFPD) Ambulance Support Grant
Rachel Mason said the District had approved support for the NCFPD ambulance under the JPA with North County Fire Protection District. She said she met with legal counsel and it was determined that this type of support should be categorized under the Community Health Contracts, rather than the JPA. It was moved to the correct category in the revised budget.

G. ACTION ITEMS

- G1. Consideration and Adoption of Resolution No. 427 – Annual Statement of Investment Policy for FY 2019-2020 – 3rd Reading
Jeffrey Scott said in review of this resolution he noted a minor amendment that should be included in the resolution in order to be current with most recent amendments to the Government Code. He said under Section 6, Permissible Investments in the US Treasury bills and notes and the Federal agency obligations investments, the word “maximum” should be added before “5 years” and he recommended a motion to that effect prior to approval.
Action: On motion duly made, seconded and carried by roll call vote, to amend Resolution 427 to include the word “maximum” as described above.
Director Salmon – Aye
Director Jeffries – Aye
Director Schwartz-Frates – Aye
Director Leach – Absent (Teleconference call dropped)
Director Mroz – Absent
- G2. Approval of Revised Fiscal Year 2019-2020 Budget
Director Jeffries said the 2019-2020 Annual Budget had already been approved at the May meeting of the Board of Directors. However, subsequent to that approval some discrepancies were discovered, and she asked Rachel Mason to provide an overview.
Rachel Mason said there were some additional ending year balances to consider, a \$35,000 increase in income that had not been considered and the spreadsheet did not fill all the cells correctly. She said the Finance Committee recommended approval of the revised budget.
Action: On motion duly made, seconded and carried, the Board approved the Revised Fiscal Year 2019-2020 Budget by the following roll call vote.
Director Salmon – Aye
Director Jeffries – Aye
Director Schwartz-Frates – Aye
Director Leach – Absent
Director Mroz - Absent
- G3. Special District Election Ballot – San Diego County Consolidated Redevelopment Oversight Board
Chairman Salmon said LAFCO had sent a ballot for the above referenced board. Discussion ensued.

Action: It was moved, seconded and carried to vote for Bob Ayres of Grossmont Healthcare District by the following roll call vote:

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

H. ITEMS FOR SUBSEQUENT MEETINGS

H1. Other Director/Staff discussion items

H1a. Item(s) for future board agendas

H1b. Announcements of upcoming events:

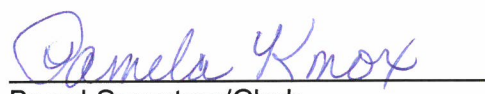
- Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3rd Wednesday, August 21, 10:30am-noon, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
- Strategic Planning Committee meeting – Wednesday, August 21, 5:00pm, Community Room, 138 S. Brandon Rd., Fallbrook
- Finance Committee meeting – 1st Wednesday, September 4, 5:30pm, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
- Woman of Wellness – 1st Thursday, September 5, 6:00 – 7:30pm, Fallbrook Library

H2. Next Regular Board meeting – 2nd Wednesday, September 11, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

I. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:03 p.m.


Howard Salmon, Chair


Board Secretary/Clerk