

**FALLBROOK REGIONAL HEALTH DISTRICT
INTERIM DIRECTOR'S REPORT
BY WENDY LYON
MAY 8, 2019**

Banking:

We had a seamless transition from CitiBank to Pacific Western, not even missing a tax apportionment "beat."

LAIF and CalTRUST accounts were updated with the necessary resolution and other documentation required for the new board signatories.

Hosting, Health & Education:

The Cal State San Marcos nurses met here 11 times so far this year.

MahJong classes were held 14 times.

Chair yoga classes took place 18 times.

CCHW met 4 times.

WOW, of course, meets the 1st Thursday each month but was only hosted here in February, and it was nearly standing room only.

In addition, there were:

- 8 Special Board meetings,
- 5 Board meetings, including tonight, plus a workshop on 1/12,
- 5 Finance Committee meetings
- 3 Facilities Committee meetings,
- 3 Strategic Planning Committee meetings, and
- 1 Gov't/PE meeting,

for a total of 26 meetings, all needing agendas, minutes, posting both physically and on the website, room set up, and some even requiring food.

Two Community Health Contract forums were also held and hosted by Mireya, who's Created the 2019-20 Program Schedule, Criteria, and updated the Guidelines. She also updated the Application and created a fillable PDF per the feedback from past and potential applicants

My applause to the staff!

Permitting for Mission Road Property:

J. Whalen & Associates are pursuing the following at the County:

1. Minor Deviation of Major Use Permit;
 - a. Typically, 6-8 weeks processing time
2. Modification of Major Use Permit;
 - a. In the ballpark of 1 year

The supervisor of planning is out until the 14th, so we should have an update at the next Board meeting as to which permitting process we will be pursuing.

Delineated uses for the Mission Road property are under the umbrella of a "Health & Education Center," with the following potential activities:

- Health & Wellness Education/Activities
- Healthy Cooking Classes
- Walking Paths/Par Course
- Community Garden
- Nonprofit Fundraising Events
- Nonprofit Partnering
- Health Screenings
- Summer Camps (Fitness)
- Telemedicine Clinic
- Financial Literacy & Education
- Meditation Garden

Projects:

Roof replacements for all three buildings are in process. The infrared scanning is taking place today. Once the scans are completed, the report and specifications will be drawn up by AD Majellan, hopefully by 5/30/19, and the actual work of replacing the roofs will go out to bid with a 30-day submission/response deadline. Once the bid is awarded, work can begin. If all moves forward in a timely fashion, we would expect the roofs to be completed by the end of August.

The sidewalk project, due as a result of sale of the Elder Street property, went out to bid, and a resolution is before the Board tonight to award the lowest bidder and get that project started.

Property Maintenance & Improvements:

Brandon Road:

- The timer for the exterior lights at Brandon was re-set so the lights come on dawn to dusk.
- No trespassing and No Parking signs were created and ready to be installed.

- A gate to cover the Brandon stairway to prevent homeless from sleeping there is on order. A homeless encampment behind the parking lot hedge was removed.
- The Board meeting room was painted and refreshed to breathe a bit of life into the District.
- A painting estimate for the upstairs was completed. It is being revised and then will be scheduled.
- The exterior lights were reviewed with an electrician and lights bulbs are currently scheduled to be replaced this week.
- The timer for the exterior lights was re-set so that the lights will come on dusk to dawn.

Mission Road:

- Aztec Fire inspected the and made a list of safety repairs needed to be done. The repairs were approved and are being scheduled.
- Repair work was begun on the community hall fascia boards.
- Exterior pole lights at 1636 were replaced with LED's and were placed on light sensors.
- 1636 trash cans are taken out weekly on Monday and returned back on Tuesday.
- The 1636 property is inspected weekly for problem issues and to insure there is no trespassing.

Alvarado Street:

- Asphalt at Med Plus was repaired.

A Sheriff's Arrest Authorization form was filed with the sheriff's office giving them authority to arrest trespassers on all three properties.

All of the above repairs/improvements were completed for less than \$14,265, and that includes the property manager's costs as well.

Proposals:

Proposals for monthly landscape maintenance for the Mission Road property were obtained and one selected.

A proposal for phase one of the Mission Road property landscaping, along with a general design, were approved by Facilities, and a more detailed design is in progress.

A proposal as a potential alternative to becoming a Blue Zone, with the same quantifiable and measurable healthy results, was heard at April's board meeting, and the Fit2BKids 501c(3) has been offered to the District free of charge.

A proposal for leasing out a portion of the Mission Road property is before the Board tonight.

Publications:

RFPs were published for banking, architectural design/drafting, land use consulting, and sidewalk construction, plus the job posting for the executive director position.

Other publications include the 2 mapping forums (English and Spanish), and 2 community health contract forums. We are also in the process of publishing and posting 2 more mapping forums taking place on the 4th Wednesdays of May and June.

We placed an ad in the Fallbrook Area Sourcebook, stating our intention is to provide an array of opportunities to inform, educate and empower our community.

Research:

- Per Strategic Planning Committee: Primary Care Services & Urgent Care Services in Fallbrook, Bonsall, Vista, Oceanside, San Marcos, Escondido, Temecula, Murrieta, and Menifee were evaluated for what services are offered and what types of medical insurance is accepted
- Per Director Schwartz-Frates: Mireya, our Community Health Coordinator is reaching out to contract recipients to obtain Behavioral Health Services Provided in Fallbrook and the Bonsall communities
- Per Strategic Planning Committee: Mireya is also researching alternatives to Blue Zones Project

Savings and Unexpected Funds:

The Mission Road property had a water leak that increased the bill from \$137.75 to \$2790.96. After filling out a Leak Adjustment Request, FPUD gave us a credit of \$3790.36.

Upon deciding the Foundant software was not going to be used for the 2019-20 CHC year, we cancelled our subscription and were advised we'd receive a refund of \$3750. Instead, we received a \$4500 refund.

We will receive a discount on our workers' compensation billing for submitting timely quarterly reporting, and I'm currently getting quotes for the 2019-20 W/C policy.

We received a tax apportionment on 4/30 for \$242,218, putting us just \$127,804 shy of our projected budget figure of \$2,056,376 for the year, and we still have 3 more apportionments due this fiscal year, so it looks like we're on target for that projected amount.

We no longer contract with Galvanized Strategies, saving the district \$6,000/month. The last invoice was for half the month of February and prorated to \$3000.

Thanks to our astute legal counsel who identified 1911 boxes at Iron Mountain that can be destroyed, we should also see a noticeable reduction in that billing each month.

Staff:

I'd like to take this moment to say what a pleasure it's been to work with the staff as their interim director these past 4 months. I have never seen a more dedicated, hardworking, disciplined staff in all my years both as a boss and a businesswoman. They all know what needs to be done, when it needs to be done, and they get an *enormous* amount of work done in the time they have.

As you heard earlier of how many meetings are held each month, with many requiring agendas, board input, legal input, and supporting documentation at the front end, and then minutes, board approval, legal input, and then more agenda items at the back end, it's simply staggering how well it's all done, and even more so that it's done with grace, ease, and a smile.