

Fallbrook Regional HEALTH DISTRICT

MINUTES REGULAR BOARD MEETING Wednesday, May 13, 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: Directors Howard Salmon, Bill Leach, Barbara Mroz, Kate Schwartz-Frates, and Jennifer Jeffries.

Executive Director Rachel Mason; Legal Counsel Jeffrey Scott; Accountant Susan Woodward and staff members Linda Bannerman, Mireya Banuelos, Wendy Lyon, and Pamela Knox

B. APPROVAL OF THE AGENDA

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

Motion carried: By unanimous roll call vote. 5-0

C. PUBLIC COMMENTS

None

D. CONSENT ITEMS

D1. Approval of March 2020 Financial Statements

D2. Minutes of April 1, 2020 Finance Committee Meeting

D3. Minutes of April 8, 2020 Regular Board Meeting

D4. Minutes of April 15, 2020 Strategic Planning Committee Meeting

D5. Minutes of April 17, 2020 Facilities Committee Meeting

Action: It was moved by Director Jeffries, seconded by Director Mroz to approve the Consent Items as presented.

Motion approved: By unanimous roll call vote. 5-0

E. REPORTS/POSSIBLE ACTION

E1. Finance Committee – Directors Jeffries and Mroz

Finance Committee Chair Jeffries presented the Finance Committee report and reviewed the financial statements through March 2020 noting that the sale of the building at 617 E. Alvarado is included in that month. The sale resulted in a gain of \$269,242. The down payment was received from escrow on April 1, so that amount of \$158,000 is reported as a Receivable from Escrow. The Note Receivable for \$487,500 bears interest at 4% the first year. Interest only payments begin May 1, 2020 and will be reflected in that month. Additionally, the CyberGrant software purchased in January for \$10,915 was moved from the Community Health Contract account to Dues and Subscriptions. (See attached report for detailed financial data.)

Recommendation: That the board approve the transfer of \$48,000.00 from the Community Investment Fund account to reimburse the Operating account.

Action- It was moved by Director Mroz, seconded by Director Leach to approve the transfer of \$48,000 from the Community Investment Fund to the Operating account.

Motion carried by roll call vote as follows: 4-0

Director Jeffries	Aye
Director Salmon	Aye
Director Leach	Aye
Director Mroz	Aye
Director Schwartz-Frates	Not available due to lost connection

- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz
 Committee member Mroz commented that our website is updated daily with the latest COVID-19 updates.
 Committee Chair Schwartz-Frates recognized that FRHD had received the Public Health Champion award from S.D. County's Live Well program in April. She reviewed the many updates available on the District's website. To assist the Food Pantry, FRHD processed more than 20,000 lbs. of produce from large and small local growers. The Food Pantry is now asking that donations be provided directly to them as they are now able to process the donations. As of May 1, the County is requiring face coverings in public. As of Friday, May 8, San Diego is moving into Stage 2 of Reopening. Approximately 70% of food businesses are open for takeout only. The District has received face shield masks from Carbon, funded by a grant through Adidas. The District is distributing face shields and masks to non-profit organizations we help to fund and offering these to the community as well. (190 masks and 266 face shields have been donated to date to our community partners and healthcare providers.) The District is also supporting Census efforts in the community. Lastly, Director Schwartz-Frates said May is Mental Health Month. See attached report.
- E3. Facilities Committee – Directors Leach and Mroz
 Committee Chair Leach reported there had been discussion regarding potential uses for the E. Mission Road property. At the E. Mission property, trees fell due to rain and other trees are at risk. An assessment is in process to dispose of trees that fell and to consider appropriate action for those at risk. There was also discussion regarding a security system at the E. Mission Rd. property.
 Director Mroz said when considering the amount of money to be issued to CHC grant recipients, it is important to keep in mind funds needed to develop and open the E. Mission Rd. property.
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
Recommendation: That the board use the document "Strategic Plan Development for Use of FRHD Resources" as a guide for designing a timeline and process for board conversations and decisions relative to a framework for use of District funds.
 Committee member Jeffries was asked to provide the report. She said a Special Meeting of the Board of Directors is scheduled for June 5, 2020 to consider the findings from Catalyst regarding the use of the property on E. Mission Road and discuss decisions relative to a framework for use of District funds. A Finance Committee meeting is also scheduled in the afternoon on June 5th.
Action: It was moved by Director Jeffries, seconded by Director Mroz to approve the use of the "Strategic Plan Development for Use of FRHD Resources" as a guide for designing a timeline and process for board conversations and decisions relative to a framework for use of District funds.
Motion carried by unanimous roll call vote. 5-0 (Director Schwartz-Frates was reconnected to the meeting)

- E5. Executive Director – Rachel Mason
Rachel Mason provided an update regarding the Community Health Contract grant applications. She said 23 organizations submitted a total of 34 grant applications. Board members are currently scoring the applications which are due to Rachel on Friday. She noted that staff member Tracy Rosalee worked daily each work week to process the produce donations (more than 20,000 lbs.) for the Fallbrook Food Panty. In addition, FRHD received an award for Winter 2020 from Streamline (provider of the District website) for the most “image-inary in a crisis” (most images posted during the pandemic). Linda Bannerman and Mireya Banuelos are responsible for the District’s website. See attached for the remainder of the Executive Director’s report.
- E6. General Counsel – Jeffrey Scott
Counsel Jeffrey Scott said the state legislature is just returning to the Capitol and experiencing the restrictions resulting from the pandemic. Social distancing presents a real challenge for the legislators and the legislative process. New bills will be related to COVID-19 issues. Committee rooms are too small to accomplish the work needing to be done, with some restrictions on the public attending hearings. There is discussion of use of the Memorial Auditorium for Assembly meetings. The State of California budget prior to the pandemic had a \$6 billion surplus, and now has a \$54 billion deficit. See attached General Counsel report.

F. DISCUSSION/POSSIBLE ACTION ITEMS

- F1. Consideration of Resolution No. 432 – Annual Statement of Investment Policy for Fiscal Year 2020-2021
Counsel Scott said every year this type of resolution is considered by the Board of Directors as it sets forth the current investment standards, ethics, credit risks and permissible investments determined by the Board. It is an annual requirement and counsel recommended approval by the Board.
Action: It was moved by Director Jeffries, seconded by Director Mroz to approve Resolution No. 432 as presented.
Motion carried by unanimous roll call vote. (5-0)
- F2. Consideration of continued FRHD financial support (\$30,140) to essential nonprofit service partners to assist with COVID-19 efforts.
Executive Director Rachel Mason said last month the Board had approved additional funding for five Community Health Contract recipients providing essential services during the pandemic. Each organization was asked to provide a report on how the funding was used. There was coordination of effort among the organizations providing, among other services, food security, mental health support and personal protective equipment. Each organization said the need continues and Ms. Mason recommended approval of the support for an additional month.
Action: It was moved by Director Schwartz-Frates, seconded by Director Leach to approve financial support in the amount of \$30,140 to essential nonprofit services partners to assist with COVID-19 efforts for an additional month.
Motion carried by unanimous roll call vote. (5-0)
- F3. Update on MedPlus Urgent Care Clinic
Chairman Salmon said Dr. Skeoch had a schedule conflict and could not join the meeting tonight. Executive Director Mason reviewed what Dr. Skeoch had provided as follows:
- Telemedicine services are in use (approximately 10% of patients)
 - Advertising telemedicine services (banners, flyers, social media, and ads) in English and Spanish
 - Open 10am – 6:00 pm weekdays and 10 am – 2:00 pm weekends/holidays

- Applied to CMS and received \$3,800.00 and the SBA Treasury stimulus receiving \$5,000. Not deemed eligible for the paycheck protection program. Dr. Skeoch is researching the pros and cons of creating a non-profit status for the Urgent Care.
- In process of updating the building.

Discussion ensued. Board members were pleased he pursued and received alternative funding. Counsel said it is encouraging he is exploring a non-profit status. In addition, Chairman Salmon asked the Executive Director to encourage Dr. Skeoch to attend next month's meeting.

G. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS

- G1. Other Director/Staff discussion items
- G1a. Item(s) for future board agendas
MedPlus Urgent Care
Budget Considerations for 2020-21
Further discussion regarding use of volunteers and the need for childcare services
- G1b. Announcements of upcoming events:
- **Facilities Committee meeting – May 15**, 10:30am, Virtual Meeting
 - **POSTPONED Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3rd Wednesday, May 20**, 10:30am-noon, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
 - **Strategic Planning Committee meeting – May 20**, 5:00pm, Virtual Meeting
 - **Memorial Day, May 25 – District Holiday**
 - **Gov't and Public Engagement Committee meeting – May 29**, 10:30am, Virtual Meeting
 - **Finance Committee meeting – 1st Wednesday, June 3**, 4:30pm, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
 - **POSTPONED Woman of Wellness – 1st Thursday, June 4**, 6:00 – 7:30pm, Fallbrook Library
- G2. **Next Regular Board meeting – 2nd Wednesday, June 10**, 6:00pm, Virtual Meeting

The Board adjourned to Closed Session at 7:34 p.m.

H. CLOSED SESSION


- H1. Personnel Matters Pursuant to Government Code Section 54957 – Executive Director
H2. Personnel Matters Pursuant to Government Code Section 54957 – Board Self-Evaluation

I. RETURN TO OPEN SESSION

The Board reconvened into Open Session at 8:11 p.m.
Counsel was directed to take appropriate action concerning the Executive Director evaluation.
The Board took no action regarding the Board evaluation.

J. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:12 p.m.



Howard Salmon, Chairman



Board Secretary/Clerk