



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

DECEMBER 15, 2022

REGULAR BOARD MEETING MINUTES

A) OPENING:

- 1) The meeting was called to order at 9:01 am.
- 2) The pledge of allegiance was led by President Montalvo.
- 3) Board of Directors President Cecilia Montalvo was present, along with Director Laurie Mileur and new Director Bruce Mumper. Director Dawn Kulesa was present via Zoom. New Director John Nilon was not present for this meeting. Also present were Director of Operations/Administrator Tim Benes, Director of Finance Linda Hendy and Office Manager Simone Rathbun.
- 4) Motion to adopt a Resolution to allow the board to conduct the board meeting within the AB316 guidelines was presented. Director Mileur motioned to approve, Director Mumper seconded, Board approved 4/0.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

One member of the public was present but had no public comment.

C) CONSENT AGENDA

The minutes from the November 17, 2022, Regular Board Meeting were presented for review and approval. Director Mileur motioned to approve, Director Mumper seconded, Board approved 4/0.

D) REPORTS

- 1) Administrator/Operations Report: Tim Benes presented his report. He highlighted staffing issues and noted that one of our full-time paramedics has accepted another position Highway 1 is still closed due to multiple slides; units cannot go past Ragged Point. President Montalvo discussed response times with the new board members, explaining that we strive to respond to all calls within 10 minutes. If there are exceptions, then these are explained each month in Tim Benes' report. Tim also notified the Board that Cambria Fire Chief Vincent has completed a facility inspection, but the report has not yet been received.
- 2) Financial Review: Linda Hendy provided an overview of the financial reports that she presents each month for the benefit of new board members. Net income for November was \$7,069, which was \$45,781 less than budget. On a fiscal year-to-date basis, the CCHD has a favorable variance to budget of \$14,639. Ms. Hendy advised the Board that the County has changed its process for distributing tax revenue and it is not being received as early this year as it has been in years past. This is purely a timing issue. Expenses in November were \$21,064 favorable to budget, although on a year-to-date basis, expenses are unfavorable to budget by \$27,402. A draft of the 2020-2021 audit was received but has not yet been finalized. Ms. Hendy also reported that all bookkeeping has been brought in-house beginning 1/1/23, which will create a savings for the CCHD.
- 3) Committee Reports

- a) President's Report: President Montalvo thanked Director Kulesa and Director Mumper for committing their time to the Board. Director Mumper recited the Oath of Office and was sworn in as a new Board Member. Director Kulesa recited the Oath of Office and was sworn in as a new Board Member.
- b) Property & Facilities/Facility Project Ad-hoc: Director Mileur stated that the committee met and discussed options for addressing the CCHD's significant facility needs. Planning for short-term corrections will commence once the report from the Fire Chief is received. Director Mileur thanked everyone for their efforts related to the bond measure. She will be meeting with Dawn Addis, John Laird and Bruce Gibson to discuss alternative financing or grant options. There is State legislation pending to lower the approval threshold for general bond financing to 55%, which would be in the district's favor for any possible future measures.
- c) Grants: Director Mileur stated that the recent application for funding of a new ambulance was denied, but they will be re-tuning, refining and resubmitting another application during the next submission period. The committee is to be reformed.

E) REGULAR BUSINESS

1. Swearing in of new board members – New board members were sworn in earlier in the meeting.
2. Election of Officers – Director Mileur was nominated as Vice-President, Director Mumper was nominated as Secretary, and Director Nilon was nominated as Treasurer. Director Mileur motioned to approve all three nominations. Director Mumper seconded. Board approved 4/0.
3. Board Committee assignments – Director Kulesa agreed to Chair the Healthcare Advocacy and Outreach committee. Director Nilon agreed to chair the Finance Committee, and Director Mileur agreed to continue to chair the Facilities Committee and the Grants Committee. Director Mumper motioned to approve; Director Mileur seconded. Board approved 4/0.
4. Fee schedule increase – a proposed rate increase was presented by Ms. Hendy. Staff recommended approval of the new fees, which would then go to the County Board of Supervisors. Director Mumper motioned to approve the fee schedule and Resolution 32-22, This was seconded by Director Mileur. Board approved 4/0.
5. Authorize new bank signers – Resolution 33-22 was presented for removal of previous Board members and addition of new Board members plus Linda Hendy, as bank signers. A motion to approve was made by Director Mileur, which was seconded by Director Mumper. Board approved 4/0.
6. CCHD website – Director Mileur stated that a link will be sent out by Monday that will give Board members the opportunity to review the district's new website and provide feedback. The new website will go live by 12/28/2022.

F) DECLARATION OF FUTURE AGENDA ITEMS

1. Review Fire Marshall's report (when available)
2. Review of 2020-2021 Audit (when available)
3. Discussion of part-time employee wage increases (prior to July 2023)
4. Key Performance Indicator (KPI) report

G) ADJOURNMENT

The meeting was adjourned at 10:10 am.