

AGENDA

July 26, 2016 – 12:00 p.m.

Regular Meeting of the Board of Directors

3615 E. Las Posas Road, Suites 160 & 161, Camarillo, CA 93010

Board of Directors

Rod Brown, MBA, President
Christopher Loh, M.D., Vice President
Mark Hiepler, Esq., Clerk of the Board
Richard Loft, M.D., Director
Scott W. Packham, DDS, Director

Staff

Kara Ralston, Chief Executive Officer
Sue Tatangelo, Chief Resource Officer
Sonia Amezcua, Chief Administrative Officer
Karen Valentine, Clerk to the Board

Participants

Michael Velthoen, Esq.
Ferguson Case Orr Paterson, LLP
David Mitchell, CPA
Mitchell & Associates

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1. **Call to Order/Roll Call**
 2. **Pledge of Allegiance – Director Brown**
 3. **Amendments to the Agenda**
Requests to change the order of the agenda, delete, add any agenda item(s), or to remove any consent agenda items for discussion.
 4. **Public Comment – Ca. GC Section 54954.3;** The Board reserves this time to hear from the public. Please complete a Speaker Card and submit to the Clerk to the Board. Your name will be called in order of the agenda item, or in order of received general topic Speaker Cards. Comments regarding items not on the agenda can be heard only; items on the agenda can be discussed. Three minutes per speaker are available; multiple speakers on the same topic/agenda item will be limited to 20 minutes total.
 5. **Presentations-** None
 6. **Consent Agenda** –Consent Agenda items are considered routine and are acted upon without discussion, with one motion. If discussion is requested, that item(s) will be removed from the Consent Agenda for discussion, and voted on as a separate item. If no discussion is requested, the Board Chairperson may request a motion to approve as presented.
 - A. Approval of District’s disbursements through June 30, 2016.
(Please see Section 6-A)
 - B. Approval of Minutes of the Regular Board Meeting of June 7, 2016.
(Please see Section 6-B)
 - C. Approval of the Minutes of the Executive Committee Meeting of July 19, 2016.
(Please see Section 6-C)

D. Approval of District Resolution 16-09, Honoring Henry L. “Hank” Lacayo, Lifetime Achievement Award. **(Please see Section 6-D)**

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

7. Discussion/Action Items- Consideration, Discussion, and Approval:

A. Consideration, discussion, and recommendation for approval of the District’s response to the 2015-2016 Ventura County Grand Jury Report, Camarillo Congregate Meal Program. **(Please see Section 7-A)**

It is the recommendation of Administration that the Board of Directors approve the District’s formal response to the Findings and Recommendations issued in the 2015-2016 Ventura County Grand Jury Report, Camarillo Congregate Meal Program.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

B. Consideration, discussion, and recommendation for approval of Resolution 16-10, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool. This resolution and Authorized Signatures form are necessary for the District to invest temporarily unexpended funds with Ventura County, in accordance with the provisions of CA Government Code §53684. **(Please see Section 7-B)**

It is the recommendation of Administration that the Board of Directors adopt Resolution 16-10, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

C. Consideration, discussion, and approval of District Policy Number 1085, Conflict of Interest Code. The Political Reform Act, Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes, instructing public officials, governmental employees, and consultants what financial interests must be disclosed on Form 700, providing appropriate transparency as required under the Political Reform Act. **(Please see Section 7-C)**

It is the recommendation of Administration that the Board of Directors adopt District Policy Number 1085, Conflict of Interest Code.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

D. Consideration, discussion, and approval of the biennial review of the District's Conflict of Interest Code. A local agency's conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests (Form 700). To ensure conflict of interest codes remain current, each local agency is required to review its code at least every even numbered year. (Government Code §81000-81016) **(Please see Section 7-D)**

It is the recommendation of Administration that the Board of Directors approve the biennial review of the District's Conflict of Interest Code.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

E. Consideration, discussion, and recommendation for approval of Resolution 16-06, and District Policy Number 1110. This resolution and policy is to establish a Records Retention Schedule, and a Records Retention and Destruction Policy. The purpose of this schedule and policy is to provide guidelines regarding the retention and/or destruction of records for the Camarillo Health Care District; provide for identification, maintenance, safeguarding and destruction of records in the normal course of business; ensure prompt and accurate retrieval of records; and ensure compliance with legal and regulatory requirements. (Government Code §60200 through §60203) **(Please see Section 7-E)**

It is the recommendation of Administration that the Board of Directors adopt Resolution 16-06, and District Policy Number 1110.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

F. Consideration, discussion, and recommendation for approval of Resolution 16-07, and District Policy Number 1120. This resolution and policy will provide the process for the required annual disclosure report of employee and director reimbursements. (Government Code §53065.5) **(Please see Section 7-F)**

It is the recommendation of Administration that the Board of Directors adopt Resolution 16-07, and District Policy Number 1120.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

G. Consideration, discussion, and recommendation for approval of Resolution 16-08, and District Policy Number 1100. The purpose of this resolution and policy is to establish a procedure, in accordance with applicable law, for responding to requests for records and information through the California Public Records Act (CPRA). (Government Code §6250 et seq) **(Please see Section 7-G)**

It is the recommendation of Administration that the Board of Directors adopt Resolution 16-08, and District Policy Number 1100.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

H. It is the intent of the Camarillo Health Care District Board of Directors to maintain a Policy Manual. Contained in this manual shall be a listing of current Camarillo Health Care District (District) Policies. These policies shall be reviewed and approved from time to time. **(Please see section 7-H)**

It is the recommendation of the Executive Committee that the Board of Directors approve the following District Policies:

- Policy 1021 – Purposes
- Policy 1060 – Directors Compensation
- Policy 1070 – Meetings of the Board of Directors

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Hiepler _____ Loft _____ Packham _____

8. Program and Staff Reports – No Board Action Required

A. Chief Executive Officer Report (Please see Section 8-A)

1. Financial Report for period ending June 30, 2016 and Quarterly Review of Investment Report (Please see Section 8-A-1)

9. Board Reports – No Board Action Required

A. President’s Report

B. Board Members’ Interests and Concerns

10. Closed Session –

A. Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)– one case

B. Significant exposure to litigation pursuant to Government Code section 54956.9(d)(4)– one case

C. Conference with Legal Counsel – Existing Litigation, Government Code §54956.9(d)(1), Ferguson vs. Camarillo Health Care, Ventura County Superior Court Case No. 56-2016-00478549-CU-BC-VTA.

11. Reconvene from Closed Session

12. **Announcement of Closed Session** – Pursuant to Government Code §54957.1 – The legislative body of any local agency shall publicly report any reportable action taken in closed session and the vote or abstention on that action of every member present.

A.

B.

C.

13. **Future Meeting and Events**

Board of Directors Meetings

- Executive Committee (**Brown, Loh**) Tuesday, September 20, 2016, 12:00 p.m.
- Full Board: Tuesday, September 27, 2016, 12:00 p.m.
- Executive Committee (**Brown, Loh**) Tuesday, October 18, 2016, 12:00 p.m.
- Finance Committee (**Hiepler, Packham**) Tuesday, October 25, 2016, 11:00 a.m.
- Full Board: Tuesday, October 25, 2016, 12:00 p.m.
- Executive Committee (**Brown, Loh**) Tuesday, November 29, 2016, 12:00 p.m.
- Full Board: Annual Board Work Study Tuesday, December 6, 2016, 8:30 a.m.

Upcoming Community Meetings & Events

- **August 18, 2016, Fainer & Tauber Awards, Lloyd Butler Estate (Mandatory)**
- August 25, 2016, Spirit of Community Partnership Awards: Hank Lacayo to receive Lifetime Achievement Award, on his 85th Birthday
- September 8, 2016, State of the City Address
- October 10-13, 2016, California Special Districts Association, Annual Meeting
- November 3, 2016, Economic Outlook Luncheon 2016

14. **Adjournment** - Having no further business, this meeting is adjourned at _____p.m.

ACTION ITEMS not appearing on the Agenda may be addressed on an emergency basis by a majority vote of the Board of Directors when need for action arises.

ADA compliance statement; In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk to the Board of Directors, Karen Valentine, at (805) 482-9382. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Note: This agenda was posted at the Camarillo Health Care District Administrative Office and on our website, www.camhealth.com, on Friday, July 22, 2016, at 4:00 p.m.