

MINUTES

July 26, 2016

Regular Meeting of the Board of Directors

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

Board of Directors - Present

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 - Present

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

Participants - Present

David Mitchell, CPA, Mitchell & Associates
Michael Velthoen, Esq., Ferguson Case Orr
Paterson, LLP – Arrived 12:45 p.m.

1. **Call To Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Tuesday, July 26, 2016, at 12:00 p.m., by Rod Brown, President.
2. **Pledge of Allegiance** - Director Brown
3. **Amendments To The Agenda** – Director Brown requested that Agenda Items 10-B, 10-C, 10-A, 11, and 12, be moved to follow Agenda Item 7B.
4. **Public Comment**
5. **Presentations – None**
6. **Consent Agenda** - It was **MOVED** by Director Loft, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda.

Consent Agenda

Director Brown:	Aye
Director Loh:	Aye
Director Hiepler:	Aye
Director Loft:	Aye
Director Packham:	Aye

7. Discussion/Action Items -

A. It was **MOVED** by Director Hiepler, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve the District's formal response to the 2015-2016 Ventura County Grand Jury Report, Camarillo Congregate Meal Program.

District Response to Grand Jury Report

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Aye
Director Loft: Aye
Director Packham: Aye

B. It was **MOVED** by Director Loft, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors adopt Resolution 16-10, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

Adopt Resolution 16-10

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Aye
Director Loft: Aye
Director Packham: Aye

10. Closed Session – 12:14 p.m.

- B.** Significant exposure to litigation pursuant to Government Code §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.
- A.** Significant exposure to litigation pursuant to Government Code §54956.9(d)(2) – one case.

11. Reconvened from Closed Session – 1:26 p.m.

12. Announcement of Closed Session –

- B. The legislative body of the Camarillo Health Care District, pursuant to Government Code 54956.9(d)(4) has authorized the initiation of litigation, which details will be available to the public upon request once filed.
Aye – Brown, Loh, Loft, Packham No – Hiepler
- 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. – No reportable Action.
- A. Significant exposure to litigation pursuant to Government Code §54956.9(d)(2) – one case. No reportable action.

Director Hiepler left the meeting at 1:29.

7. **Discussion/Action Items -**

- C. Consideration, discussion, and approval of District Policy Number 1085, Conflict of Interest Code.

It was **MOVED** by Director Loft, **SECONDED** by Director Brown and **MOTION PASSED** that the Board of Directors approve District Policy Number 1085, Conflict of Interest Code.

Vote on District Policy Number 1085

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Absent
Director Loft: Aye
Director Packham: Aye

- D. Biennial Review of the District’s Conflict of Interest Code.

It was **MOVED** by Director Loft, **SECONDED** by Director Packham, and **MOTION PASSED** that the Board of Directors approve the Biennial Review of the District’s Conflict of Interest Code.

Biennial Review of Conflict of Interest Code

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Absent
Director Loft: Aye
Director Packham: Aye

- E. Consideration, discussion, and recommendation for adoption of Resolution 16-06, and District Policy Number 1110, a Records Retention Schedule, and a Records Retention and Destruction Policy.

It was **MOVED** by Director Loft, **SECONDED** by Director Loh, and **MOTION PASSED** to adopt Resolution 16-06, a Records Retention Schedule, and a Records Retention and Destruction Policy, and the approval of District Policy 1110, a Records Retention and Destruction Policy.

Adoption of Resolution 16-06, and Approval of Policy Number 1110

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Absent
Director Loft: Aye
Director Packham: Aye

- F. Consideration, discussion and recommendation for adoption of Resolution 16-07, and District Policy Number 1120, Annual Disclosure Report of Employee and Director Reimbursements, per Government Code 53065.5.

It was **MOVED** by Director Loft, **SECONDED** by Director Loh, and **MOTION PASSED** to adopt Resolution 16-07, and approve District Policy Number 1120, Annual Disclosure Report of Employee and Director Reimbursements, per Government Code 53065.5.

Adoption of Resolution 16-07, and Approval of Policy Number 1120

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Absent
Director Loft: Aye
Director Packham: Aye

- G. Consideration, discussion, and recommendation for adoption of Resolution 16-08, and approval of District Policy Number 1100, Public Record Request Policy.

It was **MOVED** by Director Packham, **SECONDED** by Director Loh, and **MOTION PASSED** to adopt Resolution 16-08, and approve Policy Number 1100, Public Records Request Policy.

**Adoption of Resolution 16-08, and
Approval of Policy Number 1100**

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Absent
Director Loft: Aye
Director Packham: Aye

- H. It is the intent of the Camarillo Health Care District Board of Directors to maintain a Policy Manual. The Executive Committee recommends that approval of the following District Policies.

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

It was **MOVED** by Director Packham, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Policies 1021, 1060, and 1070.

**Approval of District Policies 1021, 1060,
and 1070.**

Director Brown: Aye
Director Loh: Aye
Director Hiepler: Absent
Director Loft: Aye
Director Packham: Aye

Director Loh left the meeting at 1:44 p.m.

8. Program and Staff Reports

Chief Executive Officer, Kara Ralston, discussed the District's December Work Study meeting, which will include a facilitator to help update the District's five-year strategic plan, vision, and mission statements.

David Mitchell presented the District's Finance Report. CEO Ralston reviewed the Quarterly Investment Report.

Director Packham left the meeting at 1:57.

9. **Board Reports – None**

13. **Future Meetings**

Board of Directors Meetings

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| • Executive Committee (Brown, Loh) | September 20, 2016, 12:00 p.m. |
| • Full Board: | September 27, 2016, 12:00 p.m. |
| • Executive Committee (Brown, Loh) | October 18, 2016, 12:00 p.m. |
| • Full Board: | October 25, 2016, 12:00 p.m. |
| • Finance Committee (Hiepler, Packham) | October 25, 2016, 11:00 a.m. |
| • Full Board: | November Dark |

Upcoming Community Meetings & Events

- September 8, 2016, State of the City Address
- October 10-13, 2016, California Special Districts Association, Annual Meeting
- November 8, 2016, Election Day

14. Having no further business, this meeting is adjourned at 1:59 p.m.



Mark Hiepler
Clerk of the Board