



## MINUTES

January 26, 2023

### Regular Meeting of the Board of Directors

Camarillo Health Care District  
3615 E. Las Posas Rd. Camarillo, CA 93010  
Sequoia Rooms  
**Zoom Link**  
Meeting ID: 872 9710 3602

#### **Board of Directors - Present**

Tom Doria, MD, President  
Neal Dixon, MD, Vice President  
Paula Feinberg, Clerk of the Board  
Christopher Loh, MD, Director

#### **Staff - Present**

Kara Ralston, Chief Executive Officer  
Sonia Amezcua, Chief Administrative Officer  
Brandie Thomas, Clerk to the Board

#### **Participants:**

Aleks Giragosian, Esq., *Colantuono Highsmith  
Whatley, PC*

#### **Participants:**

Shalene Hayman, *Hayman Consulting*

1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Thursday, January 26, 2023, at 11:31 a.m., by Tom Doria, President.

2. **Pledge of Allegiance** – Director Feinberg

3. **Action Item**

**Review/ Discussion/ Action** – Consideration, discussion and recommendation for approval of District Resolution 23-01, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from January 26, 2023, through February 24, 2023.

It was **MOVED** by Director Dixon, **SECONDED** by Director Doria, and **MOTION PASSED** to approve District Resolution 23-01, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from January 26, 2023, through February 24, 2023.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

4. **Amendments to The Agenda**

**Review/ Discussion/ Action** – Consideration, discussion and recommendation for approval to amend agenda to move Actions Items 9.G, 9.H, and 9.I forward to first action items.

It was **MOVED** by Director Doria, **SECONDED** by Director Feinberg, and **MOTION PASSED** to amend the agenda moving Actions Items 9.G, 9.H, and 9.I to first action items.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

5. **Public Comment** – None

6. **Consent Agenda** – It was **MOVED** by Director Loh, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.  
**ROLL CALL VOTE: Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

7. **Action Items**

**A. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of revisions to District Travel Policy to incorporate District-owned vehicle use.

It was **MOVED** by Director Doria, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve District Travel Policy to incorporate District-owned vehicle use.  
**ROLL CALL VOTE: Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

**B. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of revisions to Employment Policies Handbook to reference revised District Travel Policy.

It was **MOVED** by Director Doria Loh, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve revisions to Employment Policies Handbook to reference revised District Travel Policy.

**ROLL CALL VOTE: Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

**C. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of revisions to the Bereavement Leave section of the Employment Policies Handbook, in alignment with AB 1949 relating to employer conditions to provide bereavement leave to employees, effective January 1, 2023.

It was **MOVED** by Director Doria, **SECONDED** by Director Dixon, and **MOTION PASSED** to approve revisions to the Bereavement Leave policy of the Employment Policies Handbook.

**ROLL CALL VOTE: Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

**D. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of District Resolution 23-02, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

It was **MOVED** by Director Dixon, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Resolution 23-02, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

**ROLL CALL VOTE: Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

**E. Review/ Discussion /Action** – Consideration, discussion, and approval of District Resolution 23-03, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

It was **MOVED** by Director Loh, **SECONDED** by Director Doria, and **MOTION PASSED** to approve Resolution 23-03, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

**ROLL CALL VOTE: Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:** Kroell

**F. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

**AMENDMENT:** Addition of Fall Prevention Coordinator, pay range of \$18.88-\$30.21, to the Pay Schedule.

It was **MOVED** by Director Dixon, **SECONDED** by Director Doria, and **MOTION PASSED** to approve the revised Pay Schedule, Attachment B, along with the addition of Fall Prevention Coordinator, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

**ROLL CALL VOTE:** Ayes: Doria, Dixon, Feinberg, Loh Nays: Absent: Kroell

**G. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending October 31, 2022.

*Director Loh left the meeting at 12:41 p.m. and returned to the meeting at 12:42 p.m.*

It was **MOVED** by Director Doria, **SECONDED** by Director Feinberg, and **MOTION PASSED** to approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending October 31, 2022.

**ROLL CALL VOTE:** Ayes: Doria, Dixon, Feinberg, Loh Nays: Absent: Kroell

**H. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending November 30, 2022.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending November 30, 2022.

**ROLL CALL VOTE:** Ayes: Doria, Dixon, Feinberg, Loh Nays: Absent: Kroell

**I. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending December 31, 2022.

*Director Loh left the meeting at 1:07 p.m. and returned to the meeting at 1:09 p.m.*

It was **MOVED** by Director Dixon, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending December 31, 2022.

**ROLL CALL VOTE:** Ayes: Doria, Dixon, Feinberg, Loh Nays: Absent: Kroell

*Director Feinberg left the meeting at 1:29 p.m.*

**8. CEO Report**

- Program Director Harvey and Health Promotion Coordinator Gutierrez made presentations regarding client experiences with district services and resources.

*Director Dixon left the meeting at 1:35 p.m.*

9. **Board President's Report**

- President Doria made the following Committee assignments for 2023:
  - Executive Committee: Director Doria-President; Director Dixon-Member
  - Finance/Investment Committee: Director Loh-Chair; Director Feinberg-Member
  - Ad Hoc Committee – CEO Review: Director Doria; Director Kroell

10. **Board Members Comments** – None

11. Having no further business this meeting was adjourned at 1:48 p.m.

  
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Tom Doria, MD  
President