



MINUTES

April 26, 2022

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: 860 5959 0099

Board of Directors - Present

Tom Doria, MD, President
Martin T. Daly, Vice President
Mark Hiepler, ESQ, Clerk of the Board
Richard Loft, MD, Director
Christopher Loh, MD, Director

Staff - Present

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

Participants:

Rick Wood, Financial Services Vendor, CSDA
Shalene Hayman, Hayman Consulting

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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, April 26, 2022, at 12:02 p.m., by Martin Daly, Vice President. Tom Doria, President, joined the meeting via Zoom at 12:04 p.m.

2. **Action Item –**

Review/ Discussion/ Action – Consideration, discussion and recommendation for approval of District Resolution 22-08, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from April 26, 2022 through May 25, 2022.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** to approve District Resolution 22-08, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from April 26, 2022 through May 25, 2022.

Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** None **Absent:**

3. **Pledge of Allegiance** – Director Loft
4. **Amendments to The Agenda** – None
5. **Public Comment** – None

6. **Presentations** –

- *Recognition honoring retirement of Monica Teverbaugh's eighteen years of service with the Camarillo Health Care District.*
- *Recognition honoring Richard S. Loft, M.D. for twenty-one years of service on the Board of Directors.*

Director Daly called recess from 12:25 p.m. to 12:40 p.m.

7. **Consent Agenda** – It was **MOVED** by Director Hiepler, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** **Absent:**

8. **Action Items**

A. 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 March 31, 2022.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the District Check Register, Check Register Comparison, financial reports, and monthly Investment and Designated Reserve Report for period ending March 31, 2022.

Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** None **Absent:**

B. Review/ Discussion/ Action – Consideration, discussion and recommendation for approval of District Resolution 22-06, Requesting Consolidation of The Camarillo Health Care District General Election with The Statewide General Election.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** to approve District Resolution 22-06, Requesting Consolidation of The Camarillo Health Care District General Election with The Statewide General Election.

Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** None **Absent:**

C. Review/ Discussion/ Action – Consideration, discussion and recommendation for approval of District Resolution 22-07, declaring May 2022 as Older Americans Month.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Resolution 22-07, declaring May 2022 as Older Americans Month.

Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** None **Absent:**

D. Review/ Discussion/ Action – Consideration, discussion and recommendation for approval of the revised Pay Schedule, showing new minimum and maximum limits for each position by classification, pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** to approve the revised Pay Schedule, reflecting new Minimum and Maximum columns for each Classification; pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** None **Absent:**

E. Review/ Discussion/ Action – Consideration, discussion and recommendation for approval to negotiate and procure up to two fleet vehicles not to exceed \$95,000.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** for approval of CEO or designee to negotiate and procure up to two fleet vehicles not to exceed \$95,000.
Roll Call Vote: Ayes: Doria, Daly, Hiepler, Loft, Loh **Nays:** None **Absent:**

Director Loh stepped out between 1:41 p.m. and 1:44 p.m.

F. Review/ Discussion /Action – Annual review of the District’s By-Laws. There were no recommended changes.

9. CEO Report

- CEO Ralston reported on District programs and services:
 - Long-time benefactor through the Arthur M. Rupe Foundation, Mr. Arthur Rupe, died on April 15, 2022 at 104 years old. His foundation, formed in honor of his wife who battled Alzheimer’s disease, focused on supporting programs and services to address the effects of this disease and to support family caregivers of people with this disease. Over the years, the Arthur M. Rupe Foundation funded more than \$150,000 in grants to the District.
 - The District has received nearly \$15,000 in performance-based dividends from our risk management carrier BETA representing a cost savings on workers comp and liability obligations.
 - Adult Day Center continues to operate at close to fifty percent capacity due to Community Care Licensing continuing their social distancing requirements.
 - Senior Nutrition Program anticipates to mark serving 500,000 meals by end of May 2022. Plans are in order to celebrate this milestone.
 - Introduced Brandie Thomas as the incoming Clerk to the Board. She will graduate in May 2022 with a BS in Health Science.
 - Shared a very nice note from a regular client. He stated “how much he appreciates our work ethic, friendliness, and reliability. He arranges for his relative and he said he knows he can always count on us [to provide transportation].

10. Board President’s Report

Board members expressed their gratitude for Director Loft’s service to the community and District.

11. Board Members Comments

12. Having no further business this meeting was adjourned at 2:08 p.m.



Mark Q. Hiepler, ESQ
Clerk of the Board