



## MINUTES

January 25, 2024

### Regular Meeting of the Board of Directors

Camarillo Health Care District  
3615 E. Las Posas Rd. Camarillo, CA 93010  
Sequoia Rooms

#### Board of Directors - Present

Thomas 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  
Blair Barker, Program Officer  
Brandie Thomas, Clerk to the Board

#### Participants

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

#### Participants

Rick Wood, *CSDA Financial Services*  
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 Thursday, January 25, 2024, at 11:34 a.m., by Thomas Doria, President.
  2. **Pledge of Allegiance** – Director Feinberg
  3. **Amendments to the Agenda** - None
  4. **Public Comment** – None
  5. **Consent Agenda**  
  
It was **MOVED** by Director Feinberg, **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:**
  6. **Public Hearing** – No public comments were presented.

**7. Action Items**

**9-A. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-02, Establishing the Compensation of Directors, increasing the compensation by 5 percent for the calendar year.

It was **MOVED** by Director Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-02, Establishing the Compensation of Directors, increasing the compensation by 5 percent for the calendar year.

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

**9-B. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-03, Amending District Bylaws, Article III, Section 3, Compensation.

It was **MOVED** by Director Loh, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-03, Amending District Bylaws, Article III, Section 3, Compensation.

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

**9-C. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval to amend Board Policy Manual, Policy 1060, Directors Compensation.

It was **MOVED** by Director Feinberg, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve to amend Board Policy Manual, Policy 1060, Directors Compensation.

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

**9-D. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval to amend Board Policy Manual, Policy 1080, Committees of the Board of Directors.

It was **MOVED** by Director Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve to amend Board Policy Manual, Policy 1080, Committees of the Board of Directors.

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

**9-E. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

It was **MOVED** by Director Loh, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

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

**9-F. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval of updated mission statement.

It was **MOVED** by Director Doria, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve to table this item to the next meeting of February 22, 2024.

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

8. **Benefit Programs Available to Board Members**

- CEO Ralston discussed potential Board Policy 1065, making health benefits available to board members.

9. **Emerging Opportunities** GC 54954.2, (a)(1)

- No ideas submitted to discuss.

10. **Reports**

- **Board President Comments**

President Doria announced the following committee assignments:

- Executive Committee: *Doria, Dixon*
- Finance/Investment Committee: *Loh, Feinberg*
- Program & Opportunity Committee: *Doria, Feinberg*
- Healthy Camarillo Committee: *Doria, Dixon*
- CEO Performance Review Ad Hoc Committee: *Doria, VACANT*

- **Finance/Investment Committee** – Director Loh reported on review of financial reports. Finance Committee will schedule a special meeting to review the financial audit report so it will be ready to bring to the March board meeting.
- **Health Insurance Premium Ad Hoc Committee** – Study continues and nothing new to report.
- **Program & Opportunity Committee** – President Doria reported on a recent tour of the district with a family who participates in the Camarillo AYSO VIP Program, which offers services to individuals with physical or mental disabilities. The purpose of the tour was to discuss services the district could provide to members of this community.
- **Healthy Camarillo Committee** – Nothing to report.
- **Board Member Comments** – Nothing to report.
- **CEO Report**
  - CEO Ralston provided an update on the board vacancy process for Zone 3.
  - CEO Ralston updated the board on the pending annual financial audit; Finance Committee will review the 6/30/23 Draft for presentation to the full board at the March 2024 meeting; Auditor Cindy Fanning, of Fanning & Karrh, is retiring and the RFP process has begun.
  - Supervisor Kelly Long, District 3, will tour the District on January 26, 2024 and participate in SMARTfit, BALANCEfit and the VR programs.
  - CEO gave program updates on various services:
    - At halfway through the year, the Senior Nutrition Program has already delivered more than half of allotted meals, showing continued growth in a much-needed program and maintaining a 4,600 avg meal/month delivery schedule.
    - For the first time since the imposed COVID-19 service restrictions, the Adult Day Program has surpassed monthly revenue goals.
    - CEO Ralston commented on a variety of data sets from the social media report, notably, nearly 26,000 page views on the website, and a 42.9% “open” rate on the e-newsletter.
    - The Transportation collaboration with the City of Camarillo has concluded; the goal was to provide 1,100 rides at no charge; the end result was 1,455 rides.
  - CEO Ralston congratulated Blair Barker on her new position as Program Officer.

11. Having no further business this meeting was adjourned at 1:20 p.m.



Thomas Doria, MD  
President