



Agenda – April 23, 2019 – 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

Christopher Loh, M.D., President
Rod Brown, MBA, Vice President
Richard Loft, MD, Clerk of the Board
Mark Hiepler, Esq., Director
Tom Doria, MD, Director

Staff

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

Participants

Rick Wood, *CDSA Financial Services*
Shalene Hayman, *Hayman Consulting*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE – Director Brown**
4. **DELETIONS/CORRECTIONS TO THE POSTED AGENDA**
5. **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.
6. **PRESENTATIONS**
7. **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 President may request a motion to approve as presented.
 - A. Approval of the Minutes of the Regular Board Meeting of March 26,2019.
(Please see Section 7-A)

- B. Approval of the Minutes of the Executive Committee Meeting of April 16, 2019.
(Please see Section 7-B)

Suggested Motion: Motion to approve Consent Agenda as presented.

Motion _____ Second _____ Abstain _____ Pass _____
Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

8. **DISCUSSION AND ACTION OF CONSENT AGENDA ITEMS PULLED, IF NECESSARY**

9. **CONTINUED BUSINESS (FOR ACTION)**

- A. **Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Policy Number 1160, Legislative Advocacy Policy. The purpose of this policy is to guide Camarillo Health Care District officials and staff in considering legislative or regulatory proposals that are likely to have an impact on the District, and to allow for a timely response to important legislative issues. **(Please see Section 9-A)**

Suggested Motion: Motion to approve District Policy 1160, Legislative Advocacy Policy.

Motion _____ Second _____ Abstain _____ Pass _____
Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

- B. **Review/ Discussion/ Action** - Consideration, discussion, and recommendation for approval of District Resolution 19-02, contingent upon approval of Item 9.A, amending District By-Laws, Article VI, Section 2, Standing Committees of the Board, sub-section (a) to read:

- (a) Executive Committee, shall consist of the following two (2) members of the Board of Directors: The President and Vice President, or their designee. The function of this committee is to review policies and procedures, serve as the personnel committee, **serve as the legislative advocacy committee**, and make recommendations to the Board of Directors. **(Please see Section 9-B)**

Suggested Motion: Motion to approve District Resolution 19-02, amendment to District By-Laws, Article VI, Section 2, Standing Committees of the Board, amending subsection (a) to read:

Executive Committee, shall consist of the following two (2) members of the Board of Directors: The President and Vice President, or their designee. The function of this committee is to review policies and procedures, serve as the personnel committee, **serve as the legislative advocacy committee**, and make recommendations to the Board of Directors.

Motion _____ Second _____ Abstain _____ Pass _____
Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

10. ITEMS FOR BOARD ACTION: Consideration, Discussion, and Decision:

A. Review/ Discussion/ Action - Consideration, discussion, and staff recommendation for approval of District disbursements, financial reports, and monthly investment report for the period ending March 31, 2019. **(Please see Section 10-A)**

Suggested Motion: Motion to approve District disbursements, financial reports, and monthly investment report for the period ending March 31, 2019.

Motion _____ Second _____ Abstain _____ Pass _____
Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

B. Review / Discussion/ Action – Consideration, discussion, and staff recommendation for approval of the engagement letter from Fanning & Karrh for the June 30, 2019 financial audit. **(Please see Section 10-B)**

Suggested Motion: Motion to approve engagement letter from Fanning & Karrh for the June 30, 2019 financial audit.

Motion _____ Second _____ Abstain _____ Pass _____
Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

C. Review / Discussion/ Action – Consideration, discussion, and staff recommendation for approval of revision of District Policy 1080, contingent upon approval of Items 9.A and 9.B, Committees of the Board of Directors, Section 1080.6, sub-section 1080.6.1 and 1080.6.2 to read: **(Please See Section 10-C)**

1080.6.1 Executive Committee: shall consist of the following two (2) members of the Board of Directors: President and Vice President, or their designee. The function of this committee is to review policies and procedures, serve as the personnel committee, serve as the legislative advocacy committee, participate in agenda building, and make recommendations to the full Board of Directors.

1080.6.2 Finance/Investment Committee: shall consist of two (2) members of the Board of Directors; may also include up to (2) non-board members at the discretion and appointment of the full Board. Non-Board committee members may serve a one (1) year term, but may be reappointed at the discretion of the Board.

The function of this committee is to review the financial **and investment** operations and policies of the District **in an effort** to maintain financial stability **for of** the Camarillo Health Care District. The committee shall review policy changes suggested by the Chief Executive Officer, who will develop with staff any deletions, amendments and/or changes in financial practices. The committee reviews and determines **a any** course of action regarding investment decisions per the District's Investment Policy.

Suggested Motion: Motion to approve revisions to District Policy 1080, Section 1080.6, sub-sections 1080.6.1 and 1080.6.2, contingent upon approval of Items 9.A and 9.B.

Motion _____ Second _____ Abstain _____ Pass _____
 Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

D. Review/ Discussion/ Action - Consideration, discussion, and staff recommendation for approval of District Resolution 19-03, Declaring May 2019 as Older Americans Month.
(Please see Section 10-D)

Suggested Motion: Motion to approve District Resolution 19-03, Declaring May 2019 as Older Americans Month.

Motion _____ Second _____ Abstain _____ Pass _____
 Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

- 11. **CHIEF EXECUTIVE OFFICER REPORT**
- 12. **BOARD PRESIDENT REPORT**
- 13. **BOARD MEMBERS COMMENTS AND/OR REPORTS**
- 14. **FUTURE MEETING AND EVENTS**

Board of Directors Meetings		
•	Executive Committee: Loh, Brown	Friday, May 17, 2019, 12:00 p.m.
•	Full Board:	Tuesday, May 28, 2019, 12:00 p.m.
•	Executive Committee: Loh, Brown	Tuesday, June 4, 2019, 12:00 p.m.
•	Full Board:	Tuesday, June 11, 2019, 12:00 p.m.
•	Full Board:	Tuesday, June 25, 2019, 12:00 p.m. Budget Presentation – First Reading Budget Presentation – Second Reading May be waived and meeting cancelled if budget is approved following the first reading.
•	Executive Committee: Loh, Brown	Tuesday, July 16, 2019, 12:00 p.m.
•	Finance/Investment: Doria, Hiepler	Tuesday, July 23, 2019, 11:00 a.m.
•	Full Board:	Tuesday, July 23, 2019, 12:00 p.m.

Upcoming Community Meetings & Events	
• Volunteer Appreciation Event	Wednesday, April 24, 12:00pm-2:00pm, District
• Business and Legislators Forum Spanish Hills Country Club Camarillo Chamber of Commerce	Thursday, May 16, 2019 11:30 a.m. – 1:30 p.m.
• Special Districts Legislative Days Sacramento Convention Center	May 21-22, 2019 California Special Districts Association
• State of the Chamber Luncheon Las Posas Country Club	Thursday, June 20, 2019 11:30 a.m. – 1:30 p.m.

15. **ADJOURNMENT** - This meeting of the Camarillo Health Care District Board of Directors 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, April 19, 2019, on or before 4:00 p.m.