

**Regular Meeting of the Board of Directors**

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

**Board of Directors - Present**

Christopher Loh, MD, President  
Rodger Brown, MBA, Vice President  
Richard Loft, MD, Clerk of the Board  
Mark Hiepler, ESQ, Director  
Tom Doria, MD, Director

**Staff - Present**

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

**Consultants:**

Mike Velthoen, Esq., Ferguson Case Orr Paterson LLP  
Rick Wood, CSDA Financial Services

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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, March 26, 2019, at 12:04 p.m., by Christopher Loh, Board President.
  2. **Pledge of Allegiance** – Director Brown
  3. **Amendments to The Agenda** – Page 44 was replaced due to a printing problem.
  4. **Public Comment** – None
  5. **Presentations** – Staff members received the following certifications:
    - **Blair Craddock, MPH, Care Services Director**
      - Dementia Live Coach conferred by the Age-U-Cate Training Institute
    - **Sharon Stone, MSW, Care Coordinator**
      - Certificate in Social and Behavioral Research conferred by Johns Hopkins University, Collaborative Institutional Training Initiative
      - Dementia Live Coach conferred by the Age-U-Cate Training Institute
      - Foundation in Aging and Disabilities Certificate conferred by Boston University Center for Aging Disability Education and Research
    - **Veronica Villasenor, BA, Health Promotion Coach**
      - Certification in Chronic Disease Self-Management Program conferred by the Self-Management Resource Center
  6. **Closed Session** – Entered into closed session at 12:11 p.m.

*Director Hiepler arrived at 12:21 p.m.*

- 7. Reconvened from Closed Session at 12:47 p.m.
- 8. Announcement of Closed Session – No reportable action.
- 7. Consent Agenda - It was **MOVED** by Director Brown, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

<u>Vote to Approve Consent Agenda as Presented</u>	
Director Loh	Aye
Director Brown	Aye
Director Loft	Aye
Director Hiepler	Aye
Director Doria	Aye

8. Discussion / Action

A. Consideration, discussion, and staff recommendation for approval of District disbursements, financial reports, and the investment report for the period ending March 31, 2019. *Director Hiepler left the meeting at 1:06 p.m.; Director Hiepler returned to the meeting at 1:24 p.m.*

It was **MOVED** by Director Doria, **SECONDED** by Director Brown, and **MOTION PASSED** that the Board of Directors approve the District disbursements, financial reports, and monthly investment report for the period ending March 31, 2019.

<u>Vote to Approve disbursements, financial reports, and investment report for the period ending March 31, 2019.</u>	
Director Loh:	Aye
Director Brown:	Aye
Director Loft:	Aye
Director Hiepler:	Absent
Director Doria:	Aye

B. Consideration, discussion, and recommendation for approval of District Policy 1160, Legislative Advocacy Policy. The purpose of the policy is to guide 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.

During discussion of the policy procedures, Director Doria suggested that responsibilities of the proposed Legislative Advocacy Committee be included as functions of the existing Executive Committee instead, and that the role of the Executive Committee be redefined in By-laws to include the responsibilities proposed in Legislative Advocacy Policy 1160. It was

recommended to continue this agenda item to the next regularly scheduled board meeting to allow time to make the requested changes to documents.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** to continue consideration of Legislative Advocacy Policy 1160 and consequent amendment to District By-laws, pending suggested changes to both documents, to the next regularly scheduled Board Meeting.

**Vote to continue consideration of Legislative Advocacy Policy 1160 and consequent By-laws amendment to next regularly scheduled Board Meeting.**

Director Loh:	Aye
Director Brown:	Aye
Director Loft:	Aye
Director Hiepler:	Aye
Director Doria:	Aye

**9. Chief Executive Officer Report –**

**CEO Ralston’s report included the following:**

Blair Craddock, Care Services Director, presented information on the \$50,000 Arthur M. Rupe Foundation grant in support of the District’s ***Dementia Friendly Caregiver Engagement Project***. Ms. Craddock presented the goals of the project which include elevating person-centered care, caregiver education, expanding support of Dementia Friendly Ventura County initiative, broaden the reach of District Care Management Program, and encourage and create opportunities for people with dementia and their caregivers to connect with others.

Lynette Harvey, Clinical Services Director, presented Care Management Services client satisfaction survey results for 2017 and 2018. The results showed an increase in program participation as well as an increase in overall satisfaction of services provided.

CEO Ralston presented a revamped program report for Adult Day Services (Dept 2), discussing the complexities involved in providing person-centered care plans (full days, half-days, up to 5 days a week, transportation service included or not, and any variation thereof); discussed gender and age demographics, and outreach efforts.

CEO Ralston discussed the beginning of the official rollout of the District’s new logo and appearance which includes refreshed building and window signage following approval from the Dos Caminos Plaza Association.

CEO Ralston has been appointed to the ACHD Board of Directors and will attend Legislative Days April 8 and 9 in Sacramento.



11. Having no further business, this meeting was adjourned at 2:06 p.m. in honor and loving memory of Director Mark O. Hiepler's father, Rev. Dr. Orville Hiepler.



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Richard Loft  
Clerk of the Board