



## MINUTES

July 28, 2020

### Regular Meeting of the Board of Directors

Zoom Meeting – Meeting ID 988 2400 9684

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

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

#### **Staff - Present**

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

#### **Participants:**

Rick Wood, *Financial Services Vendor, CSDA*  
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 Tuesday, July 28, 2020, at 12:06 p.m., by Christopher Loh, President.
2. **Pledge of Allegiance** – Director Brown
3. **Amendments to The Agenda** – None
4. **Public Comment** – None
5. **Presentations** – None
6. **Consent Agenda** - It was **MOVED** by Director Brown, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

**Roll Call Vote: Ayes:** Loh, Brown, Loft, Doria

**Nays:** None

**Absent:** Hiepler

7. **Action Items**

**A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District disbursements, financial reports, and monthly investment report for period ending May 31, 2020.

It was **MOVED** by Director Brown, **SECONDED** by Director Loft, and **MOTION PASSED** that the Board of Directors approve the District Disbursements, financial reports, and monthly investment report for period ending May 31, 2020.

**Roll Call Vote - Aye:** Loh, Brown, Loft, Hiepler, Doria

**Nays:** None

**Absent:** None

**B. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District disbursements, financial reports, and monthly investment report for period ending June 30, 2020.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the District disbursements, financial reports, and monthly investment report for period ending June 30, 2020.

**Roll Call Vote - Aye:** Loh, Brown, Loft, Hiepler, Doria

**Nays:** None

**Absent:** None

**8. Chief Executive Officer Report**

CEO Kara Ralston reported that the District continues to move forward with reopening preparations for programs and services appropriate for COVID-19 formatting requirements, including the Adult Day Center, Care Management, Transportation, Elder Legal Services, some support groups and some classes in virtual mode. In the meantime, adult day care activity packets continue to be mailed weekly.

Health Promotion Coach, Luis Morales III, while working with a sight challenged client discovered his client was having difficulty setting up his computer. Luis talked the client through the setup over the phone, and then connected with the client via computer to confirm. The success of this conversation spurred the thoughts of others who might be in the same predicament of needing help, thus the Digital Bridge and Zoom Room programs were developed. Digital Bridge offers free, one-on-one telephone assistance or in-person visits to help gain general use of technology and some common applications such as Face Time, Zoom meetings, and medical telehealth calls. District Resource Specialists have also been trained to assist clients with making telehealth appointments. The Zoom Room Program offers a confidential setting at the District, equipped to facilitate Zoom meetings, medical provider/appointment calls, family connections calls, and more.

The Transportation Department has finished the new van wraps displaying the District's new logo, and is receiving nothing but great comments.

**9. Board President's Report**

President, Christopher Loh inquired if Adult Day Activities could be conducted on the Zoom Meeting platform and questioned if any other District Programs could be converted to a digital format. CEO Ralston replied that it's difficult for the ADC clients/families, but several other services are scheduled for a virtual platform.

**10. Board Members Comments and/or Reports**

Director Doria discussed the Reserve Report which was presented at the Finance and Investment Committee meeting. It was discussed and agreed that the wording in the report be changed from Undesignated Reserves to Designated Reserves.

Director Loft inquired if the District could partner with "City Scene" to advertise current programs and services.

11. Having no further business this meeting was adjourned at 1:38 p.m.



Richard Loft  
Clerk of the Board

