



Regular Board of Directors Meeting
3615 E Las Posas Road, Suite 161
Camarillo, CA 93010
Tuesday, June, 11, 2019
12:00 p.m.



2019 Board Meeting Calendar

January 22, 2019, 12:00 p.m.

February 26, 2019, 12:00 p.m.

March 26, 2019, 12:00 p.m.

April 23, 2019, 12:00 p.m.

May 28, 2019, 12:00 p.m.

June 11, 2019, 12:00 p.m. (Budget)

June 25, 2019, 12:00 p.m. (If Needed)

July 23, 2019, 12:00 p.m.

August – Dark

September 24, 2019, 12:00 p.m.

October 22, 2019, 12:00 p.m.

November - Dark

December 10, 2019, 8:30 a.m. (Board Work Study)



AGENDA - June 11, 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, MD, 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
Renee Murphy, Accounting Manager
Karen Valentine, Clerk to the Board

Participants

Rick Wood, CSDA Financial Services
Shalene Hayman, Hayman Consulting

1. CALL TO ORDER/ROLL CALL

2. PLEDGE OF ALLEGIANCE – Director Doria

3. AMENDMENTS TO THE AGENDA

Requests to change the order of the agenda, delete, add any agenda item(s), or to remove any consent agenda items for discussion.

4. 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.

5. PRESENTATIONS – None

6. 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 Chairperson may request a motion to approve as presented.

A. Approve the Minutes of the Regular Board Meeting of May 28, 2019.
(Please see Section 6-A)

B. Approve the Minutes of the Executive Committee Meeting of June 5, 2019.
(Please see Section 6-B)

Suggested Motion: Vote to approve Consent Calendar as presented.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Loft _____ Hiepler _____ Doria _____

7. DISCUSSION/CONSIDERATION/ACTION:

Presentation/ Review/ Discussion/ Action - It is the recommendation of Administration that the Board of Directors approve the Fiscal Year 2019/2020 Operating and Capital budgets. (Second reading may be waived.) **(Please see Section 7)**

Suggested Motion: Vote to approve Fiscal Year 2019/2020 Operating and Capital budgets.

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

8. CLOSED SESSION

- A. Pursuant to California Government Code 54957(b)(1) – Chief Executive Officer, Performance Evaluation.
- B. Labor Negotiation – The Board will conduct a closed session, pursuant to Government Code section 54957.6, regarding labor negotiations with non-represented employee, the Chief Executive Officer. Designated Representatives for the Board are Directors Brown and Hiepler.

9. RECONVENE FROM CLOSED SESSION

10. ANNOUNCEMENT OF CLOSED SESSION - Pursuant to Government Code §54957.1 – The legislative body of any local agency shall publicly report any reportable action taken in closed session and the vote or abstention on that action of every member present.

- A.
- B.

11. DISCUSSION/CONSIDERATION/ACTION:

Discussion/Action – It is the recommendation of Administration that the June 25, 2019 Board of Directors meeting be waived if the Operating and Capital budgets for fiscal year 2019/2020 are approved on the first reading, June 11, 2019. **(See Section 11)**

Suggested Motion: Vote to waive the June 25, 2019 Board of Directors Meeting.

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

12. CEO REPORT

13. **BOARD PRESIDENT'S REPORT**

14. **FUTURE MEETING AND EVENTS**

Board of Directors Meetings

• Full Board:	Tuesday, June 25, 2019, 12:00 p.m. 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.
• August 2019 - Dark	
• Executive Committee: Loh, Brown	September 17, 2019, 12:00 p.m.
• Full Board	September 24, 2019, 12:00 p.m.

Upcoming Community Events

• State of the Chamber Spanish Hills Country Club Camarillo Chamber of Commerce	Thursday, June 20, 2019 11:30 a.m. to 1:30 p.m.
• State of the County Courtyard by Marriott 600 E Esplanade Drive, Oxnard, CA	Thursday, August 1, 2019 11:30 a.m. – 1:30 p.m.
• Ventura County Medical Resource Foundation Fainer/Tauber Community Awards	Thursday, August 8, 2019 5:30 p.m. to 9:15 p.m. Lloyd Butler Estate

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, June 7, 2019, on or before 4:00 p.m.



SECTION 6

CONSENT AGENDA

**SECTION 6-A
APPROVAL OF MINUTES OF
THE REGULAR BOARD MEETING OF MAY 28, 2019.**

JUNE 11, 2019



MINUTES

May 28, 2019

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

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:

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, May 28, 2019, at 12:01 p.m., by Christopher Loh, Board President.
 2. **Roll Call**
 3. **Pledge of Allegiance** – Director Hiepler
 4. **Amendments to The Agenda** – No amendments to the agenda.
 5. **Public Comment** – None
 6. **Presentations** –
 - Renee Murphy, Accounting Manager, was honored for 20 years of service to the District.
 - Monica Teverbaugh, Community Education Manager, was honored for 15 years of service to the District.
 - Sharon Stone, Care Coordinator, was recognized for achieving certification by RCI in the REACH program
 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.
Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria
 8. No items were pulled from the Consent Agenda.

9. DISCUSSION / ACTION

A. Review/ Discussion/ Action – Consideration, discussion, and staff recommendation for approval of District Disbursements, financial reports, and monthly investment report for period ending April 30, 2019.

It was **MOVED** by Director Brown, **SECONDED** by Director Hiepler and **MOTION PASSED** that the Board of Directors approve District disbursements, financial reports, and monthly investment report, for period ending April 30, 2019.

Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria

B. Consideration, discussion, and staff recommendation for approval of the Quarterly Investment Report, period ending March 31, 2019.

It was **MOVED** by Director Loh, **SECONDED** by Director Brown and **MOTION PASSED** that the Board of Directors approve the Quarterly Investment Report, period ending March 31, 2019.

Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria

C. Consideration, discussion, and recommendation for approval of District Resolution 19-04, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

It was **MOVED** by Director Brown, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve District Resolution 19-04, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria

D. Consideration, discussion, and staff recommendation for approval to dispose of surplus property and equipment as recommended by staff in Attachment A, dated May 28, 2019, pursuant to District Policy 1130.

It was **MOVED** by Director Loh, **SECONDED** by Director Brown, and **MOTION PASSED** that the Board of Directors approve to dispose of surplus property and equipment as described in Attachment A, dated May 28, 2019.

Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria

E. Consideration, discussion, with the Finance Committee’s recommendation for approval of revision to the District’s Investment Policy, Section 5, Subsection 5.5, Section 6, and Section 7, per CA Government Code 53646 and 53607.

It was **MOVED** by Director Brown, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve the revisions to the District’s Investment Policy, Section 5, Subsection 5.5, Section 6, and Section 7.

Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria

F. Consideration, discussion, and staff recommendation for approval of revision to District Policy 1130, Surplus Property Policy. The Board discussed changing the wording of section 1130.1 to read; “The term surplus property shall mean any fixed asset with a basis value at or over \$7500.00, other than real property, that is no longer needed or useable by the District.”

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve revising District Policy 1130, Surplus Property Policy, section 1130.1 to read: “The term surplus property shall mean any fixed asset with a basis value at or over \$7500.00, other than real property, that is no longer needed or useable by the District.”

Vote: Aye- Loh, Brown, Loft, Hiepler Nays – None Absent - Doria

9. **Chief Executive Officer Report** – CEO Ralston introduced Lynette Harvey, Clinical Services Director, who presented information on the final results of the Gold Coast Foundation’s Community Health Investments Grant. The Camarillo Health Care District received \$150,000 to link seniors and people with disabilities to support services after being discharged from skilled nursing facilities. The Community Health Investments grant helped the District connect 85 clients and more than 100 caregivers with appropriate health services. District Health Coaches were able to identify and close gaps in care which in turn allowed clients to engage in taking better care of their own health needs.

CEO Ralston presented the following Program Reports for April 2019:

- Adult Day Program (Dept 2) continues to show an increase in enrollment and revenues.
- Community Education, Volunteers & Facilities (Dept 5) reported 657 hours of service contributed by volunteers in a variety of District programs during April 2019. Healthy Attitudes Magazine and “Repeat Clients” remain the top leading sources of advertising District programs and services.
- Senior Nutrition Program (Dept 6) served 2582 total meals in April 2019, and has provided over 333,124 meals since its inception in April of 2005. The Senior Nutrition Program is partially funded by grants from the Ventura County Area Agency on Aging (VCAAA) and the City of Camarillo.
- The District has received confirmation from VCAAA regarding funding for the Senior Support Line and the Caregiver Center.
- The CSDA General Manager Leadership Summit will be held the end of June.

10. **Board President Report** - President Loh discussed the formation of an Ad Hoc Liaison Committee. It was agreed by the Board that Board Vice President Brown and Director Doria will serve on this Ad Hoc Committee. It was suggested that the first meeting be held on June 21, 2019.

11. Having no further business, this meeting was adjourned at 1:34 p.m.



SECTION 6

CONSENT AGENDA

**SECTION 6-B
APPROVAL OF MINUTES OF
THE EXECUTIVE COMMITTEE MEETING OF JUNE 5, 2019.**

JUNE 11, 2019



MINUTES

June 5, 2019

Executive/Agenda Building Committee Meeting

Camarillo Health Care District Board of Directors
3615 E Las Posas Road, Board Room, Camarillo, CA 93010

Board Members Present:

Christopher Loh, MD, President
Rod Brown, MBA, Vice President

Staff Present:

Kara Ralston, Chief Executive Officer
Karen Valentine, Clerk to the Board

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1. **Call to Order** – The Executive Committee Meeting was called to order by President, Christopher Loh, at 12:02 p.m.
 2. **Public Comment** – No Public Comment
 3. Reviewed the proposed Agenda for the June 11, 2019 Board of Directors Meeting.
 4. Reviewed the Consent Agenda and attachments for the June 11, 2019, Board of Directors Meeting.
 5. **Reviewed Action Items**
 - A. Reviewed preliminary operating and capital budgets for the 2019-2020 fiscal year.
 - B. Reviewed the process for waiving the June 25, 2019 Board of Directors Meeting. President Loh requested this item be moved on the June 11, 2019 Agenda to follow the two closed sessions.
 6. Next Executive Committee Meeting is scheduled for Tuesday July 16, 2019, at 12:00 p.m.
 7. Meeting adjourned at 1:10 p.m.

Christopher Loh
President



SECTION 7

DISCUSSION/CONSIDERATION/ACTION

SECTION 7

**PRESENTATION/ REVIEW/ DISCUSSION/ ACTION - IT IS THE
RECOMMENDATION OF ADMINISTRATION THAT
THE BOARD OF DIRECTORS APPROVE THE FISCAL YEAR 2019/2020
OPERATING AND CAPITAL BUDGETS.
(SECOND READING MAY BE WAIVED.)**

JUNE 11, 2019

Camarillo Health Care District
Statements of Activities
Consolidated Compare Prior Year to Proposed Year

	<u>2018-19</u> <u>Budget</u>	<u>2019-20</u> <u>Proposed</u> <u>Budget</u>	<u>Variance</u> <u>Fav/(Unfav)</u>	<u>Percent</u> <u>Change</u>
REVENUES				
Tax revenue	\$ 2,687,954	\$2,741,713	\$ 53,759	2.0%
Program and facilities revenue	413,862	426,373	\$ 12,511	2.9%
Grants and agency funding	320,777	385,409	\$ 64,632	16.8%
Donations and sponsorship	11,700	5,300	\$ (6,400)	-120.8%
Investment and interest income	177,000	193,000	\$ 16,000	8.3%
Other income	11,758	6,210	\$ (5,548)	-89.3%
Total Revenues	<u>3,623,051</u>	<u>3,758,005</u>	<u>134,954</u>	<u>3.6%</u>
EXPENSES				
Personnel cost				
Wages and salaries	1,687,042	1,700,559	13,517	0.8%
Payroll taxes and benefits	719,704	886,821	167,117	18.8%
Total personnel cost	<u>2,406,746</u>	<u>2,587,380</u>	<u>180,634</u>	<u>7.0%</u>
Other expenses				
Contractors Fees	298,934	252,378	(46,556)	-18.4%
Legal/Professional Fees	50,000	60,000	10,000	16.7%
Facilities and related	228,556	242,787	14,231	5.9%
Depreciation	144,637	135,319	(9,318)	-6.9%
Program related expense	74,918	90,846	15,928	17.5%
Advertising and promotion	117,298	109,555	(7,743)	-7.1%
Supplies and office expense	83,860	88,307	4,447	5.0%
Board and staff	112,444	101,595	(10,849)	-10.7%
Community partnerships	2,500	4,000	1,500	37.5%
Interest	16,875	12,930	(3,945)	-30.5%
Combined other expenses	5,240	7,425	2,185	29.4%
Total other expenses	<u>1,135,262</u>	<u>1,105,142</u>	<u>(30,120)</u>	<u>-2.7%</u>
Total expenses	<u>3,542,008</u>	<u>3,692,521</u>	<u>150,513</u>	<u>4.08%</u>
Net results	<u>\$ 81,041</u>	<u>\$ 65,484</u>	<u>\$ (15,557)</u>	<u>-23.8%</u>

CAMARILLO HEALTH CARE DISTRICT
Proposed Operating Budget
Fiscal Year 2019-20

Account Name	Adopted Budget 2018-19	Forecasted Results 2018-19	Proposed Budget 2019-20
Revenue			
Tax Revenue	\$ 2,687,954	\$2,699,000	\$ 2,741,713
Community Education Fees	27,080	29,876	41,954
Transportation Fees	27,000	24,922	24,000
Transport Fees ADC	15,000	15,862	18,000
Health Screening Fees	500	180	500
Lifeline Fees	57,360	51,053	51,144
Sr Nutrition Home Delivered	26,100	24,105	26,100
Sr Nutrition Congregate	1,516	1,392	1,516
Contract-PICF-Falls	23,488	30,149	34,606
Contract-PICF-Anthem	-	-	3,000
Contract-PICF-Blue Shield	15,047	5,281	10,762
Contract-VCAAAA-Evidence Based	15,600	9,132	15,600
Contract-HSAG	2,000	60	-
Contract-Gold Coast TOC	-	8,225	10,000
ADC Fees	219,988	195,328	222,120
Johns Hopkins University	1,920	960	-
Grant-VCAAAA-Caregiver Resources	30,000	61,825	36,750
Grant-Gold Coast Vet Found Caregiver	-	-	44,100
Donations-Scholarship	5,400	3,480	2,500
Sr Nutrition Sponsors	5,600	800	1,000
Healthy Attitude Advertising	5,000	4,300	5,000
Interest Income	27,000	48,175	50,000
Facility Use Rental	28,222	26,826	30,722
Facility Use Lease	6,096	5,172	5,317
Donations-General	700	1,301	1,800
Fischer Fund Distribution	150,000	142,876	143,000
Grant-VCAAAA-Senior Nutrition	73,750	93,905	84,375
Grant-Rupe Foundation REACH	11,667	29,000	29,167
City of Cam SNP HDM	37,000	37,000	44,500
Grant-Dignity Cognitive Impaired	32,805	32,805	14,216
Grant-Dignity Health Soc Innov	25,000	25,000	-
Grant-VCAAAA-SS Line	50,000	50,000	50,000
Grant-SCAN-Comm Constituents	2,500	4,375	8,333
Other Income	11,758	36,265	6,210
Total Revenue	\$ 3,623,051	3,698,629	\$ 3,758,005

Expenditures

Salaries	\$ 1,687,042	\$ 1,320,000	\$ 1,700,559
Payroll Taxes	\$ 129,059	115,945	\$ 130,093
Benefits-PERS-Health	\$ 223,800	174,396	\$ 222,720
Benefits-PERS-Retirement	\$ 121,032	100,479	\$ 126,449
Benefits - Workers Comp	\$ 38,868	28,982	\$ 40,690
Benefits - Life/ADD/Annuity	\$ 28,511	27,408	\$ 29,672
Benefits - OPEB	\$ 125,979	136,976	\$ 242,042
PERS Retirement UAL	\$ 52,456	70,585	\$ 95,155
Audit Fees	\$ 21,500	24,573	\$ 21,500
Partnership Initiatives	\$ 2,500	2,500	\$ 4,000
Legal Fees	\$ 50,000	59,219	\$ 60,000
Contractors/Consultants	\$ 275,210	225,096	\$ 228,603
Instructor Agreement Fees	\$ 10,189	16,262	\$ 20,027

CAMARILLO HEALTH CARE DISTRICT
Proposed Operating Budget
Fiscal Year 2019-20

Account Name	Adopted Budget 2018-19	Forecasted Results 2018-19	Proposed Budget 2019-20
Community/Staff Outreach	\$ 13,410	8,364	\$ 13,376
Dues/Subscriptions	\$ 33,058	29,993	\$ 34,774
Cont Ed/Outreach - Board	\$ 28,616	17,049	\$ 28,348
Continuing Education - Staff	\$ 53,128	38,240	\$ 61,647
Trustee Stipends	\$ 13,200	6,840	\$ 11,600
Election Costs	\$ 17,500	1,038	\$ -
LAFCO Assessment	\$ 2,224	2,167	\$ 2,275
Mileage	\$ 24,882	18,437	\$ 27,800
Program Materials/Activities	\$ 19,647	17,075	\$ 19,887
Gas & Oil	\$ 10,000	10,880	\$ 10,865
Fleet Maintenance	\$ 10,200	13,336	\$ 12,267
Minor Equipment	\$ 19,313	48,756	\$ 17,319
Supplies	\$ 10,940	16,204	\$ 15,203
Postage	\$ 39,862	35,797	\$ 38,330
Advertising & Promotion	\$ 36,629	18,516	\$ 26,678
Refunds	\$ 1,650	2,654	\$ 2,510
Printing	\$ 67,261	75,699	\$ 69,501
Repairs & Maintenance	\$ 50,525	38,479	\$ 47,690
Association Fees	\$ 57,360	56,029	\$ 58,915
Insurance	\$ 15,540	15,753	\$ 33,053
Storage Rent/Equipment Lease	\$ 28,550	29,855	\$ 29,581
Telephone	\$ 24,570	19,924	\$ 23,531
Utilities	\$ 32,698	28,309	\$ 32,698
Licenses & Fees	\$ 3,590	4,320	\$ 4,915
Bank and Credit Card Charges	\$ 16,875	15,435	\$ 12,930
Depreciation Expense & Loss on Assets	144,637	145,671	135,319
Total Operating Expenditures	\$ 3,542,011	\$ 3,017,244	\$ 3,692,521
NET RESULTS	\$ 81,041	\$ 681,385	\$ 65,484



Camarillo
HEALTH
CARE DISTRICT

Proposed Operating & Capital Budget FY 2019-2020

2019-2020

Board of Directors

<i>President</i>	Christopher Loh, MD
<i>Vice President</i>	Rod Brown, MBA
<i>Clerk of the Board</i>	Richard Loft, MD
<i>Director</i>	Mark Hiepler, Esq.
<i>Director</i>	Tom Doria, MD

MISSION

The mission of the Camarillo Health Care District is to be a highly respected, preferred partner in Ventura County's continuum of health care by providing valuable, effective, measurable and integrated community-based health services that optimize health and wellness.

Guiding Principles

- Valuing public trust through transparency and integrity in governance
- Acknowledging the value of resources through accountable stewardship and visionary development of funding opportunities
- Engaging in Patient-Centered Care to tailor client services base on individual goals, preferences and values
- Improving patient outcomes, reducing costs, and improving quality of care across a continuum of providers
- Building core competencies and a knowledge base of emerging research, programs, technologies, policies and initiatives that improve health outcomes in the community, by recruiting, training and retaining a professional workforce
- Recognizing and honoring the significant contribution and sacrifice of family caregivers by providing excellence in education, training and support



Payroll & Labor Costs

Benefits

- Some required by law
- Some affected by factors over which there is minimal or no control
- Some have been strategically developed to recruit/retain excellent staff

Associated Expense Line Items

- *Workers Compensation*
- *Payroll Taxes*
- *PERS: Health & Retirement*
- *Life/ADD*
- *OPEB (Other Post Employment Benefits)*

Programs & Services

Programs & Services

- Fee for Service
- Contracts
- Grants

Associated Expenses & Line Items

- *Advertising & Promotion*
- *Bank/Credit Card Changes*
- *Contractors*
- *Community Support*
- *Community/Staff Relations*
- *Continuing Education*
- *Dues/Subscriptions*
- *Educator Costs*
- *Fleet Maintenance*
- *Gas & Oil*
- *Legal/Professional*
- *Mileage*
- *Minor Equipment Printing*
- *Postage*
- *Program Materials & Activities*
- *Refunds*
- *Supplies*
- *Tax, Licenses & Fees*

Policy & Oversight

Accountability

- Education
- Legislation
- Association
- Transparency

Associated Expenses & Line Items

- *Continuing Education – Board*
- *LAFCo Dues*
- *Trustee Stipends*
- *Election Costs*
- *Professional Association Memberships*
- *Director and Officer Insurance*

Risk Management

Legal & Fiduciary Responsibilities

- External Audit & Actuarial Valuations
- Insurance Coverage
- Legal Services

Associated Expenses & Line Items

- *Auditor Fees*
- *Consultants/Contractors*
- *Insurance*
- *Legal Fees*

Facilities

- Fully-owned assets
- 13,200 square feet in Dos Caminos Plaza

Associated Expenses & Line Items

- Association Fees
- Insurance
- Rental/Lease
- Repairs & Maintenance
- Utilities
- Telephone

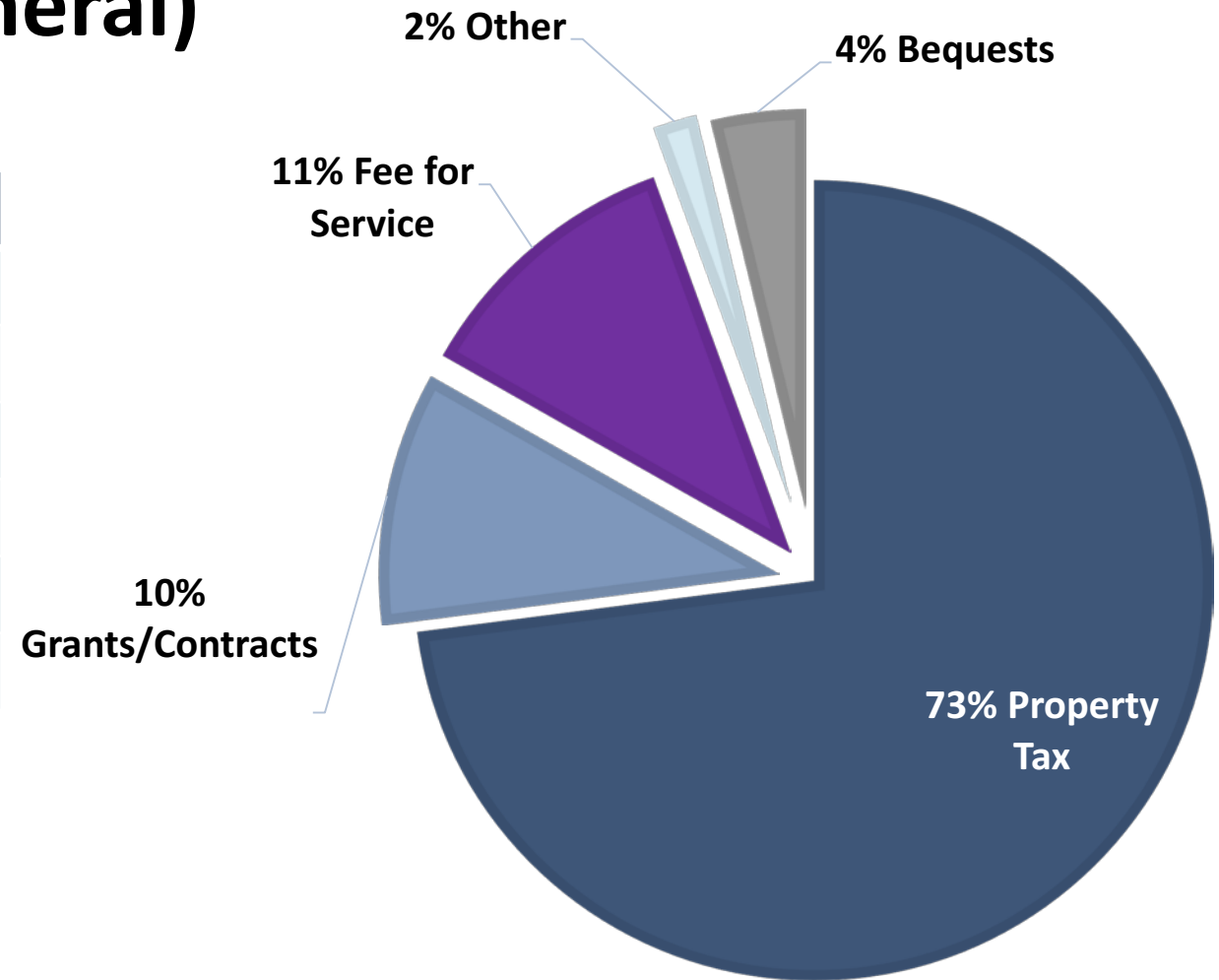
Departments

This table represents the department names assigned for the purpose of clarity in accounting, reporting and discussion. Through the years departments have changed, discontinued or merged, creating numerical gaps.

Department Number	Department Name	Building
Dept 1	Administration	F
Dept 2	Adult Day Center	E
Dept 4	Lifeline Services	E
Dept 5	Facilities & Community Education	E
Dept 6	Senior Nutrition Program	G
Dept 7	Support Services	<i>--allocated services--</i>
Dept 8	Caregiver Center	H
Dept 9	Transportation Services	E
Dept 11	Care Management Services	G

Revenue Categories (general)

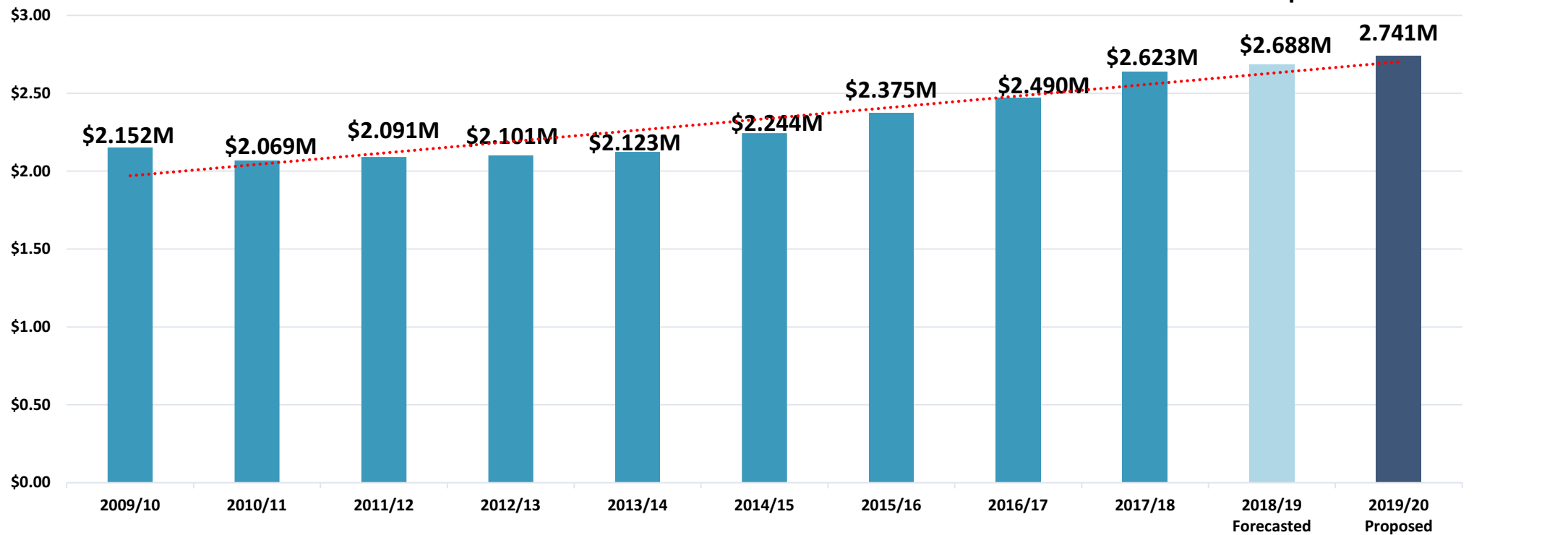
Category	Amount
Property Tax Receipts	\$2,741,713
Fee for Service	\$426,373
Grants & Contracts	\$385,409
Fischer Bequest	\$143,000
Other/Misc	\$61,510
TOTAL	\$3,758,005



Property Tax Receipts

Historical Perspective

Tax Receipts shown in millions

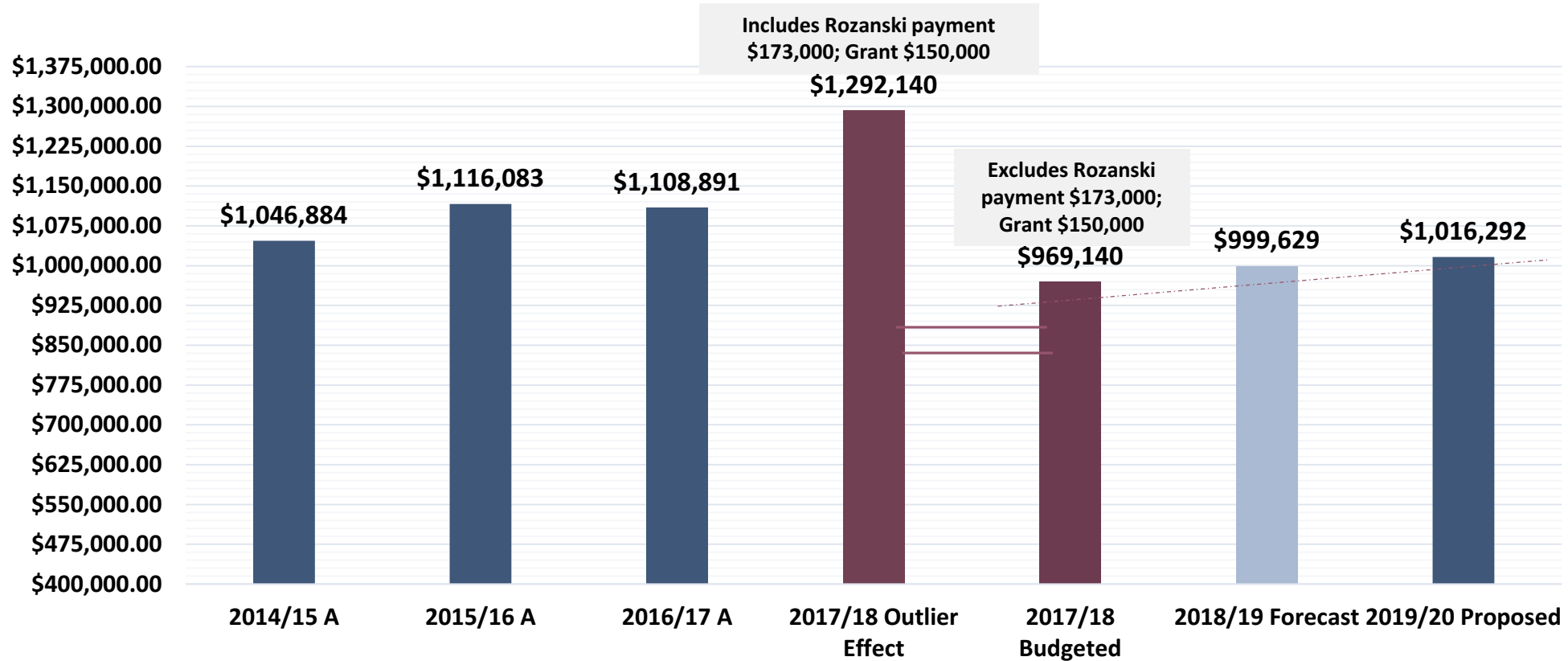


Property Tax Receipts

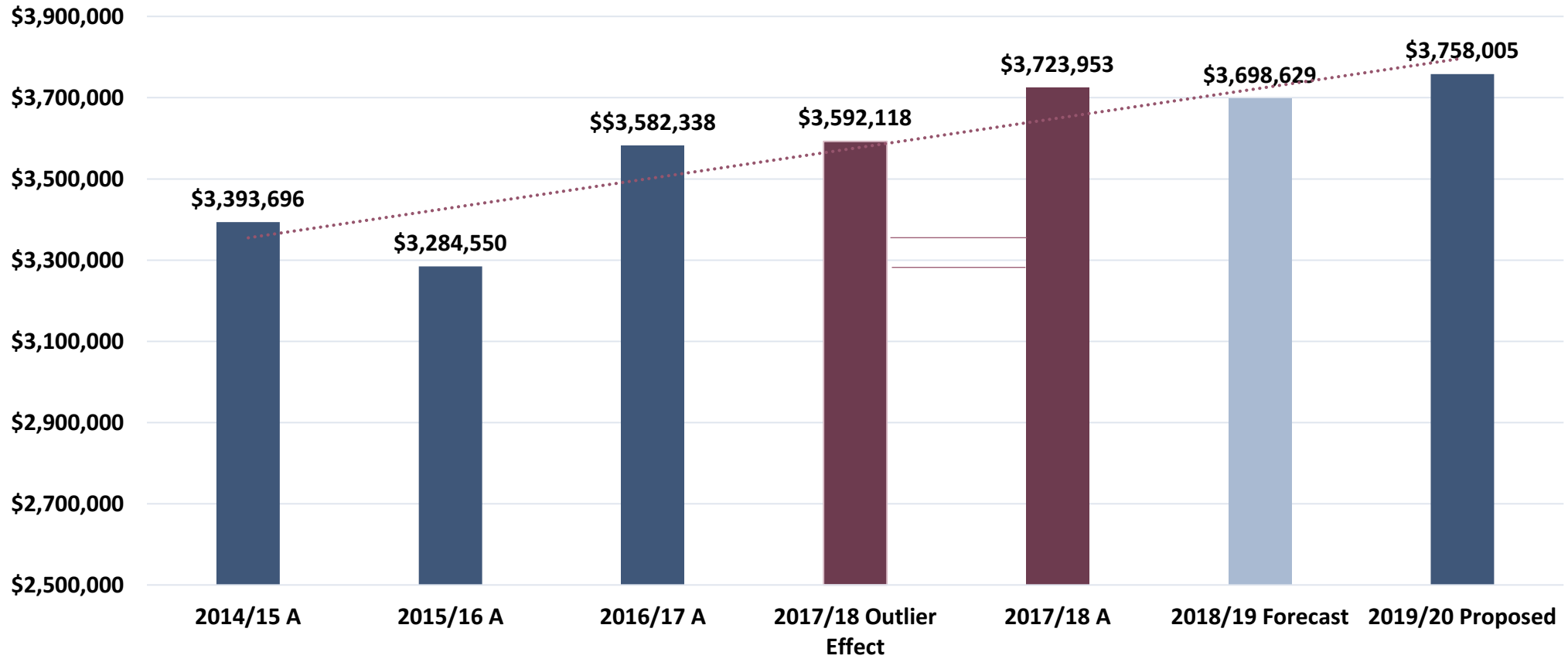
Performance: Budget to Actual, 3-Yr View

	Fiscal Year 2018-19			Fiscal Year 2017-18			Fiscal Year 2016-17		
	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget
Jul	61,741.35	61,741.35	2.30%	87,113.09	87,113.09	3.42%	38,000.73	38,000.73	1.54%
Aug	0.00	61,741.35	2.3%	0.00	87,113.09	3.42%	7,666.02	45,666.75	1.85%
Sep	8,238.70	69,980.05	2.60%	7,246.26	94,359.35	3.71%	18,067.97	63,734.72	2.58%
Oct	4,395.04	74,375.09	2.77%	5,385.54	99,744.89	3.92%	4,391.92	68,126.64	2.76%
Nov	43,547.41	117,922.50	4.39%	37,862.26	137,607.15	5.40%	2,768.74	70,895.38	2.87%
Dec	1,388,029.33	1,505,951.83	56.03%	1,367,602.27	1,505,209.42	59.12%	1,323,393.51	1,394,288.89	56.40%
Jan	31,535.81	1,537,487.64	57.20%	33,931.21	1,539,140.63	60.45%	30,813.92	1,425,102.81	57.65%
Feb	2,914.00	1,540,401.64	57.31%	7.97	1,539,148.60	60.45%	61.58	1,425,164.39	57.65%
Mar	6,793.32	1,547,194.96	57.56%	8,148.02	1,547,296.62	60.77%	5,319.05	1,430,483.44	57.87%
Apr	1,045,441.36	2,592,636.32	96.45%	1,002,367.19	2,549,663.81	100.14%	952,682.64	2,383,166.08	96.41%
May	104,693.54	2,697,329.86	100.35%	22,720.81	2,572,384.62	101.03%	62,838.37	2,446,004.45	98.95%
Jun				70,142.79	2,642,527.41	103.78%	2,893.20	2,448,897.65	99.07%
	Budget	2,687,954.00		Budget	2,546,160.00		Budget	2,472,000.00	
Over (Under) Budget		9,375.86			96,367			(23,102)	

Non-Property Tax Revenue



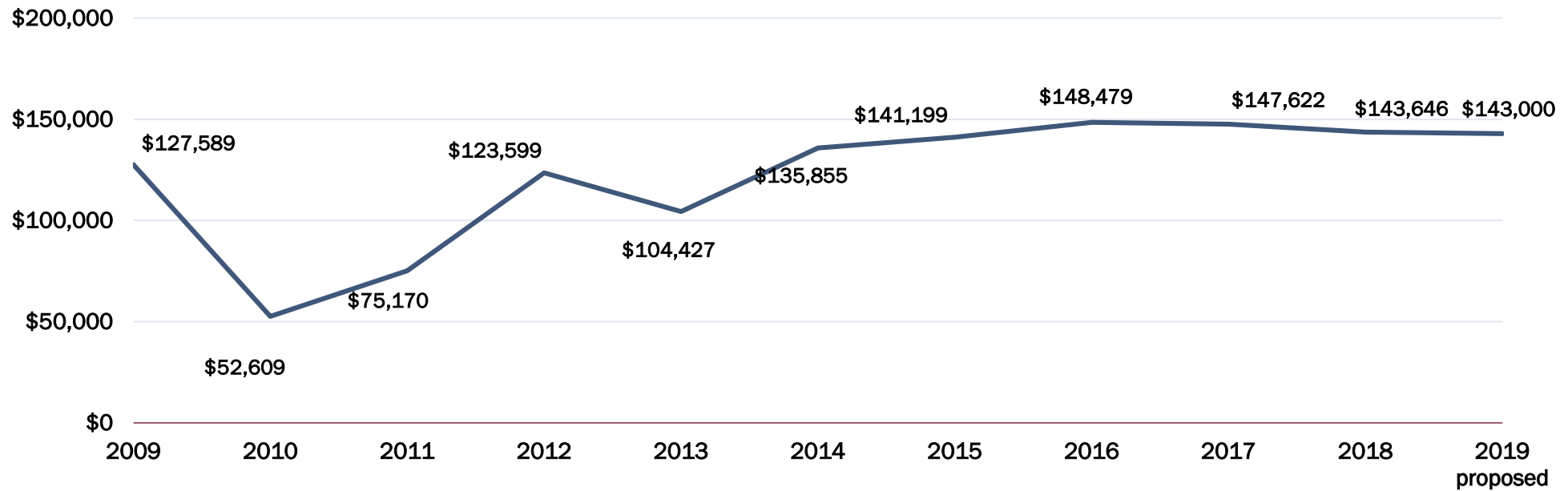
Total Revenue, All Types



Russell Fischer Fund Distribution

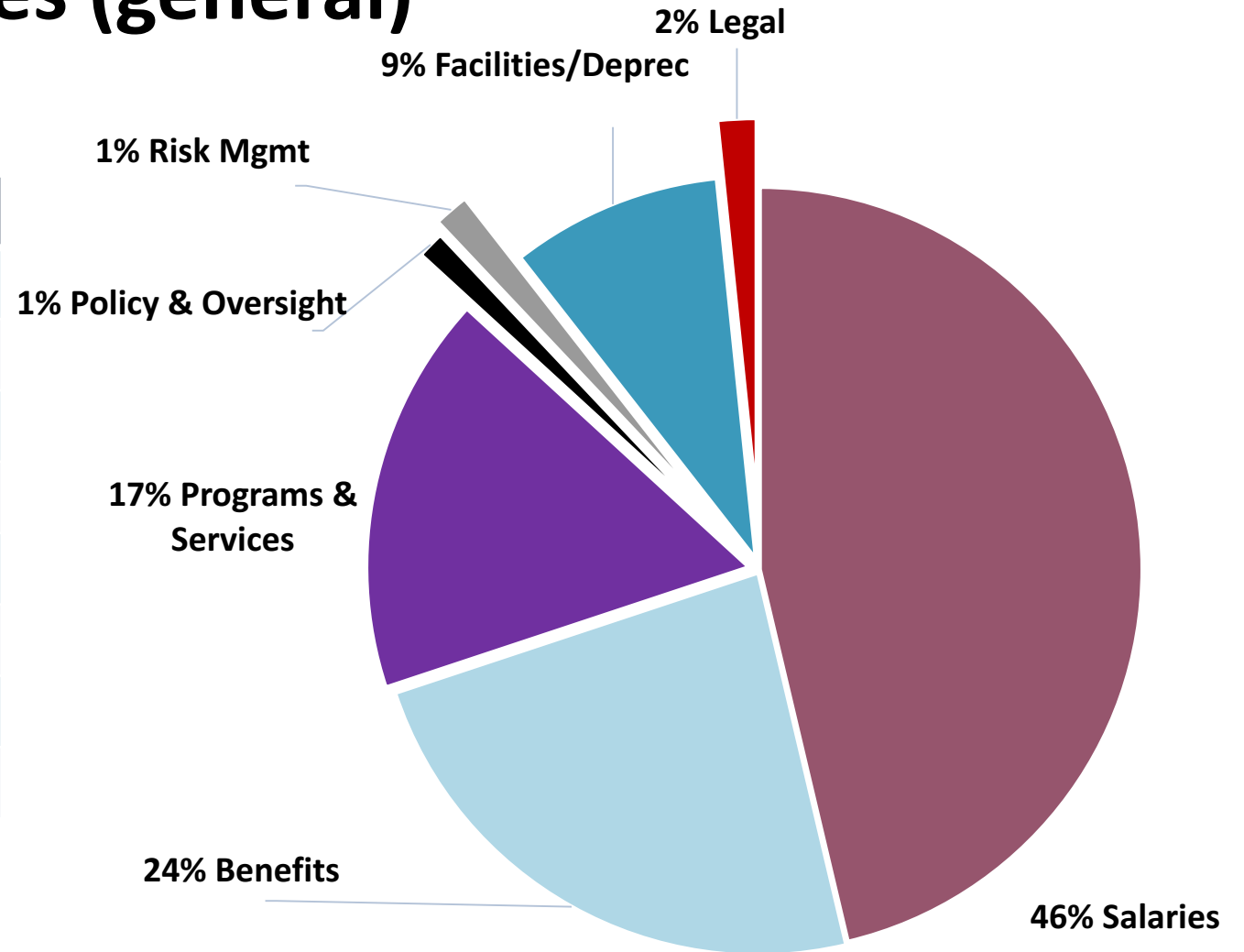
Transportation Services

\$1,200,195 since initial distribution



Expenditure Categories (general)

Category	Amount
Salary	\$1,700,559
Benefit/OPEB/PERS	\$866,821
Program/Service	\$620,634
Facilities/Deprec	\$327,734
Risk Mgmt	\$54,553
Legal	\$60,000
Policy/Oversight	\$42,223
TOTAL	\$3,692,521



Workforce

As a service agency, the District’s largest expense and most valuable asset is its workforce. One of the Guiding Principles states that we will *“Build(ing) core competencies and a knowledge base of emerging research, programs, technologies, policies and initiatives that improve health outcomes in the community, by recruiting, training and retaining a professional workforce”*. The current and proposed positions offer the District an intentional approach to continued success in innovation and excellence in service.

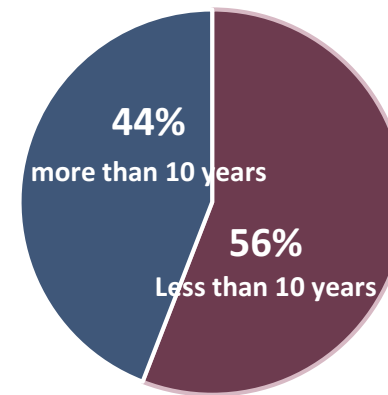
Current

Tenure	# of EEs
0-5 years	16
6-10 years	3
11-15 years	8
Greater than 15 years	5
TOTAL	32

Hrs/wk	# of EEs
40 hrs/wk	19
39-30 hrs/wk	5
Less than 30 hrs/wk	8

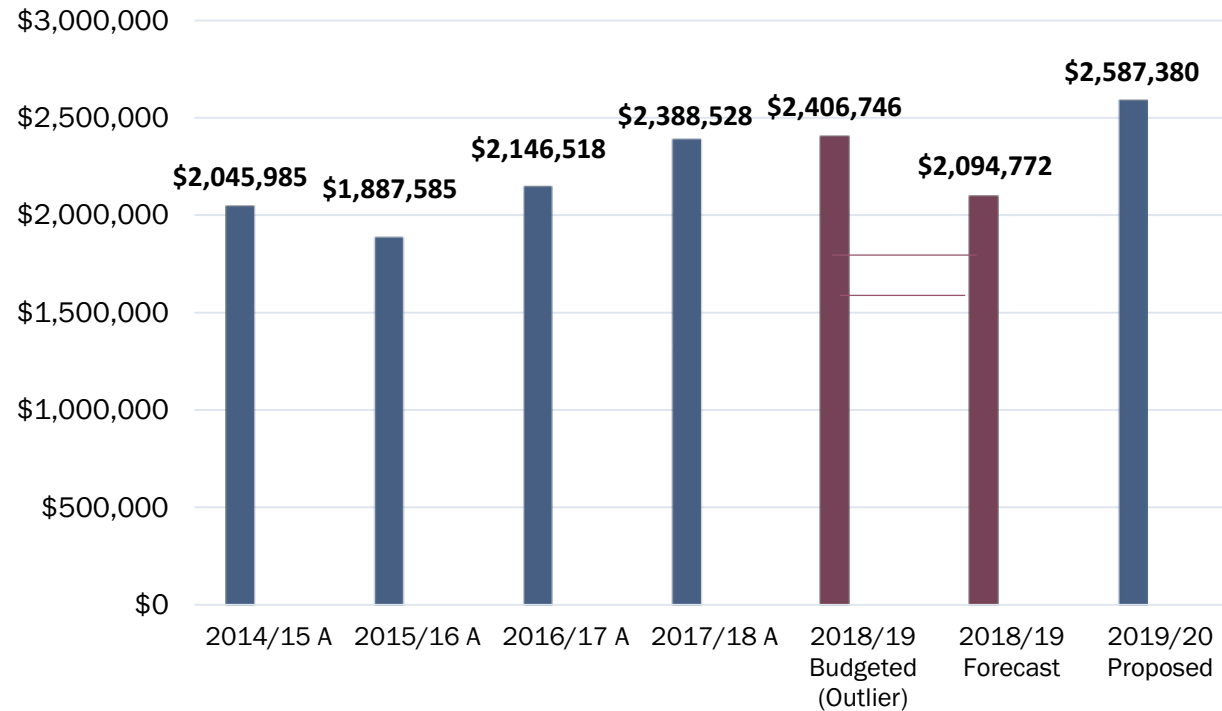
Proposed

The proposed payroll budget and corresponding labor costs line items reflect the current status plus 4 positions that are not yet filled or will be posted at a later date, and represent a total workforce of 36 employees.

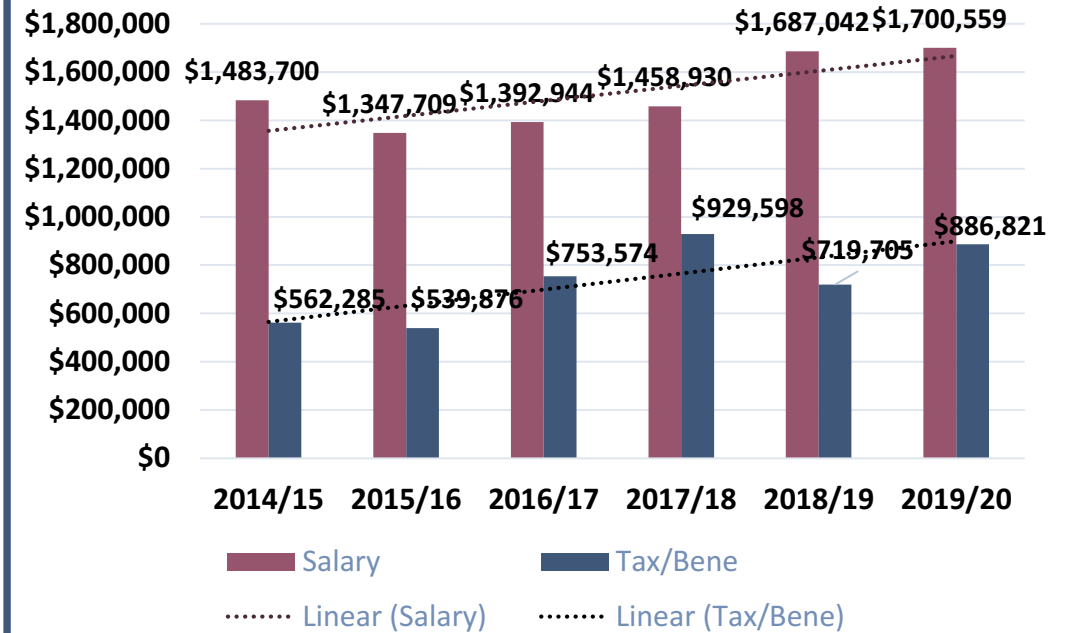


Labor Costs

Total Labor Costs: Salary + Benefits

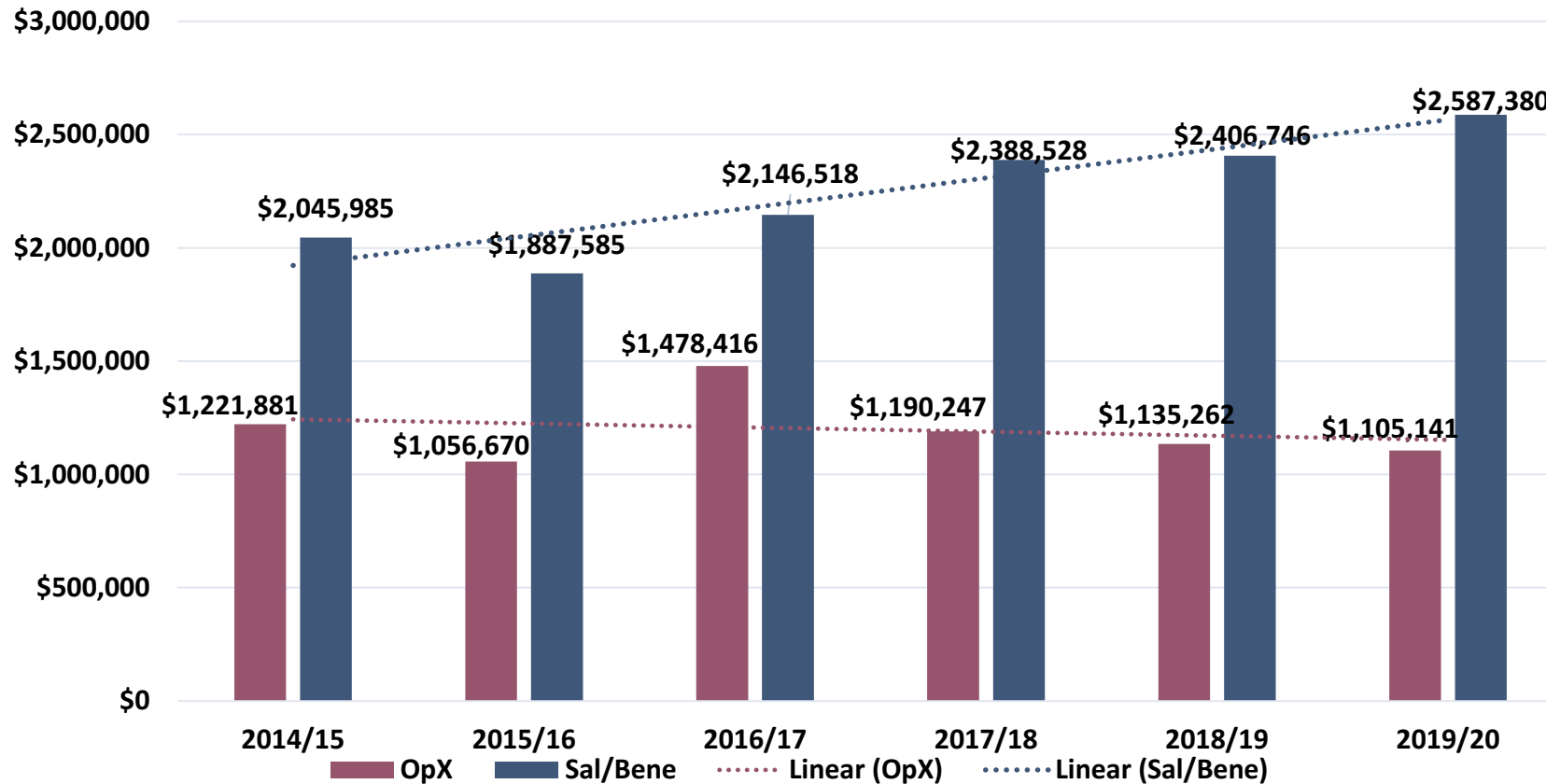


Total Labor Costs: Salary to Benefits Comparison

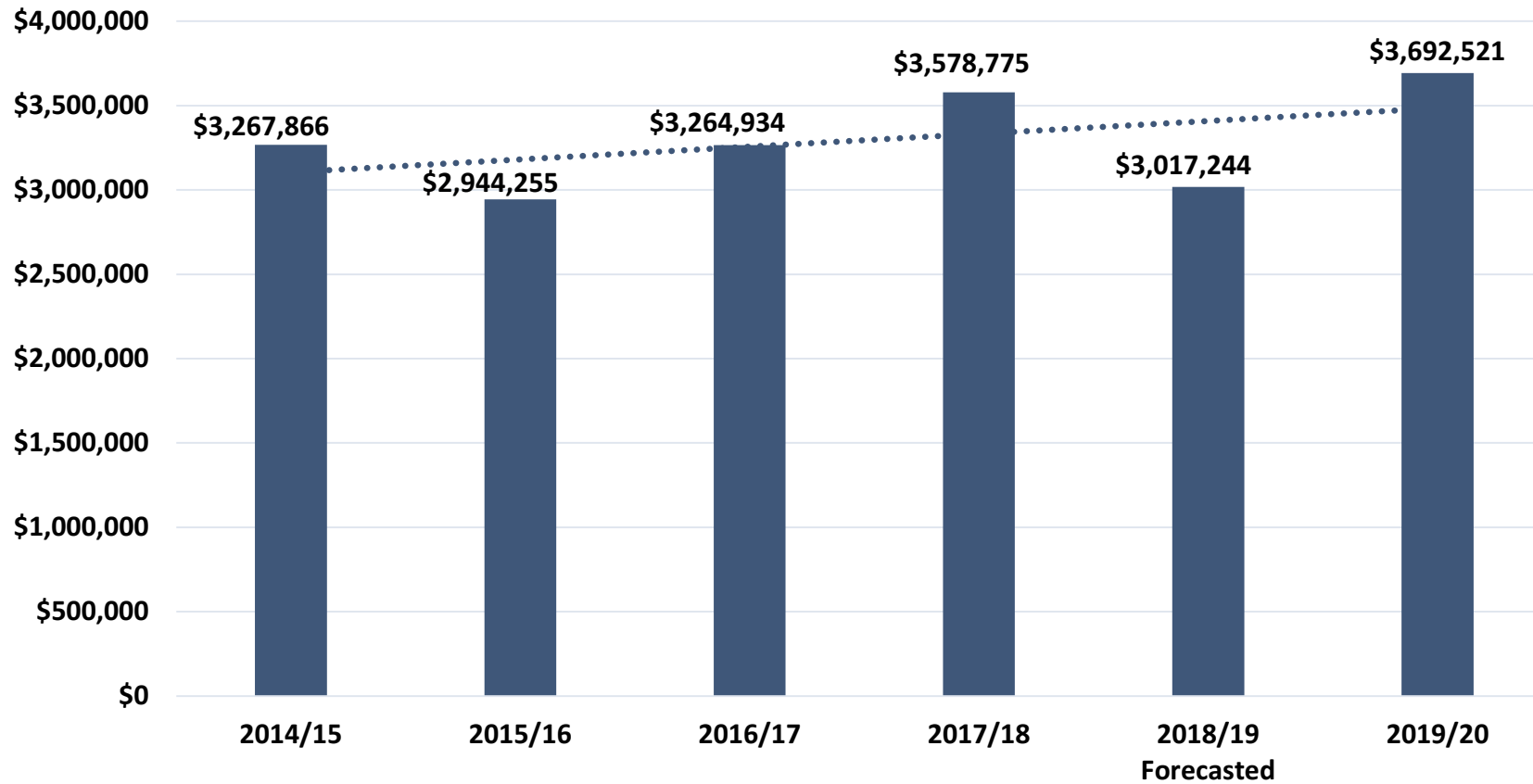


Expenditures:

Operating & Labor Cost Comparison



Total Expenditures



Operating Budget, Consolidated: *Proposed*

FY 2019/20

Revenues	Amount
Property Tax Rev	\$2,741,713
Fee for Service	\$426,373
Grants & Contracts	\$385,409
Bequests	\$143,000
Other	<u>\$61,510</u>
TOTAL REVENUE	\$3,758,005

Expenses	Amount
Salaries/Ben/OPEB	\$2,587,380
Programs/Services	\$620,634
Facilities/Depreciation	\$327,734
Risk Management	\$54,553
Legal	\$60,000
Policy/Oversight	<u>\$42,223</u>
TOTAL EXPENSE	\$3,692,524*

Total Consolidated	
Revenue	\$3,758,005
Total Expenses	\$3,692,521*
NET POSITION	\$65,484

*rounding +/- \$3.00

Capital Budget: *Proposed*

FY 2019/20

Department	Description	Quantity	Unit price	Amt not to exceed
Facilities	HVAC Rooftop unit #6; Install approx. 1983; 20 yr X; Adult Day Center	1	\$6,500	\$6,500
Facilities	Dividing Wall Custom folding wall/room divider; Sequoia 1 & 2; current equipment installed 2001	1	\$10,000	\$10,000
Facilities	Audio/Visual equipment; Sequoia 1; Magnolia; current equipment installed 2008	2 rooms	\$5,000	\$10,000
Transportation	Small Fleet Vehicle; lift-equipped	1	\$35,000	\$35,000
			<i>Sub-total</i>	\$61,500
			<i>Contingency</i>	\$3,500
			TOTAL	\$65,000



SECTION 8

CLOSED SESSION

**SECTION 8-A
PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957(B)(1) –
CHIEF EXECUTIVE OFFICER, PERFORMANCE EVALUATION.**

JUNE 11, 2019



SECTION 8

CLOSED SESSION

SECTION 8-B

LABOR NEGOTIATION – THE BOARD WILL CONDUCT A CLOSED SESSION, PURSUANT TO GOVERNMENT CODE SECTION 54957.6, REGARDING LABOR NEGOTIATIONS WITH NON-REPRESENTED EMPLOYEE, THE CHIEF EXECUTIVE OFFICER. DESIGNATED REPRESENTATIVES FOR THE BOARD ARE DIRECTORS BROWN AND HIEPLER.

JUNE 11, 2019



SECTION 9

RECONVENE FROM CLOSED SESSION

JUNE 11, 2019



SECTION 10

**ANNOUNCEMENT OF CLOSED
GOVERNMENT CODE §54957.1**

JUNE 11, 2019



SECTION 11

DISCUSSION/CONSIDERATION/ACTION

SECTION 11

**DISCUSSION/ACTION – IT IS THE RECOMMENDATION OF
ADMINISTRATION THAT THE JUNE 25, 2019 BOARD OF DIRECTORS
MEETING BE WAIVED IF THE OPERATING AND CAPITAL BUDGETS FOR
FISCAL YEAR 2019/2020 ARE APPROVED ON
THE FIRST READING, JUNE 11, 2019.**

JUNE 11, 2019



SECTION 12

CHIEF EXECUTIVE OFFICER REPORT

JUNE 11, 2019

Karen Valentine

From: Karen Valentine
Sent: Thursday, June 6, 2019 1:39 PM
To: Karen Valentine
Subject: FW: Respite Care

Sent: Tuesday, June 4, 2019 11:35 AM
To: Rosemary Perez <rosemaryp@camhealth.com>
Subject: Respite Care

Hello Rosemary,

I want to take this opportunity to thank you and the Camarillo Health Care District for the 20 hours of in home respite care offered to me last month. It was truly a wonderful thing, and I am so grateful for the time off. I utilized every minute of it and the caregivers were all first rate! I felt very comfortable leaving my husband in their care while I was away. Please pass my appreciation to all involved in this wonderful program.

Sincerely,

Janet [REDACTED]
805 [REDACTED]



SECTION 13

BOARD PRESIDENT REPORT

JUNE 11, 2019