



**Regular Board Meeting**  
**3615 E Las Posas Road, Sequoia Rooms**  
**Camarillo, CA 93010**

**Tuesday, April 26, 2022**

**12:00 PM**

**Zoom Link**

**<https://us06web.zoom.us/j/86059590099>**

**Meeting ID: 860 5959 0099**

**One tap mobile**

**+12532158782,,86059590099# US (Tacoma)**

**+13462487799,,86059590099# US (Houston)**

**+1 253 215 8782 US (Tacoma) – Audio Only**

**APRIL 26, 2022**

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## **2022 Board Meeting Calendar**

January 25, 2022, 12:00 p.m.

February 22, 2022, 12:00 p.m.

March 22, 2022, 12:00 p.m.

April 26, 2022, 12:00 p.m.

May 24, 2022, 12:00 p.m.

June 7, 2022, 12:00 p.m. (Budget)

June 28, 2022, 12:00 p.m. (Optional)

July 26, 2022, 12:00 p.m.

August – Dark

September 27, 2022, 12:00 p.m.

October 25, 2022, 12:00 p.m.

November 15, 2022, 8:30 a.m. (Board Work Study)

December - Dark

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## Agenda

April 26, 2022 – 12:00 p.m.

### **Regular Meeting of the Board of Directors**

Camarillo Health Care District

3615 E. Las Posas Rd. Camarillo, CA 93010

Sequoia Rooms

#### **Zoom Link**

<https://us06web.zoom.us/j/86059590099>

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COVID-19 RESPONSE: Meetings are now being conducted pursuant to Government Code section 54953, subdivision (e). To observe and /or participate in the Board meeting you are welcome to join our Zoom Meeting.

#### Board of Directors

Tom Doria, MD, President

Martin Daly, Vice President

Mark Hiepler, Clerk of the Board

Richard Loft, MD, Director

Christopher Loh, MD, Director

#### Staff

Kara Ralston, Chief Executive Officer

Sonia Amezcua, Chief Administrative Officer

Karen Valentine, Clerk to the Board

Brandie Thomas, Executive Assistant

#### Participants

Rick Wood, *CSDA Financial Services*

Shalene Hayman, *Hayman Consulting*

1. CALL TO ORDER

2. ROLL CALL

3. ACTION ITEM

**Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Resolution 22-08, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from April 26, 2022 through May 25, 2022.

**Suggested Motion** – Motion to approve District Resolution 22-08, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from April 26, 2022 through May 25, 2022.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

4. PLEDGE OF ALLEGIANCE– Director Loft

5. DELETIONS/CORRECTIONS TO THE POSTED AGENDA

**6. 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.

- Members of the public can observe or participate in the virtual Meeting during open session by clicking on the following Zoom link to join the virtual meeting:  
<https://us06web.zoom.us/j/86059590099>- Meeting ID: 860 5959 0099  
Or join by telephone: 1 (253) 215-8782 – Meeting ID: 860 5959 0099 (Audio Only)
- Public who cannot participate but want to make a public comment can submit your comment via email by 4:00 p.m. on Monday, April 25, 2022, to the Clerk to the Board at [karenv@camhealth.com](mailto:karenv@camhealth.com). The Clerk to the Board will print your email, distribute copies to all Board Members prior to the meeting, and the Board President or Chief Executive Officer will read the emailed comments aloud during general public comments, or during the specified agenda item. There will be a maximum of three minutes allowed per public comment.

**7. STAFF/COMMUNITY PRESENTATION/ACKNOWLEDGEMENT**

- *Certificate of Recognition honoring the retirement of Monica Teverbaugh, following eighteen years of dedicated service with the Camarillo Health Care District.*
- *Certificate of Recognition honoring the retirement of Richard S. Loft, M.D., following twenty-one years of service on the Board of Directors.*

**8. 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 22, 2022.  
**(Please see Section 8-A)**
- B. Approval of the Minutes of the Executive Committee Meeting of April 19, 2022.  
**(Please see Section 8-B)**

**Suggested Motion:** Motion to approve Consent Agenda as presented.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

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

**10. ACTION ITEMS**

**A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending March 31, 2022.

**(Please see Section 10-A)**

**Suggested Motion:** Motion to approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending March 31, 2022.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

**B. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Resolution 22-06, Requesting Consolidation of The Camarillo Health Care District General District Election with The Statewide General Election. **(Please see Section 10-B)**

**Suggested Motion:** Motion to approve Resolution 22-06, Requesting Consolidation of The Camarillo Health Care District General District Election with The Statewide General Election.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

**C. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Resolution 22-07, declaring May 2022 as Older Americans Month. **(Please see Section 10-C)**

**Suggested Motion:** Motion to approve District Resolution 22-07, declaring May 2022 as Older Americans Month.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

**D. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5. **(Please see Section 10-D)**

**Suggested Motion:** Motion to approve the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

**E. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval to negotiate and procure up to two fleet vehicles not to exceed \$95,000.  
 (Please see Section 10-E)

**Suggested Motion:** Motion to approve negotiation and procurement of two fleet vehicles not to exceed \$95,000.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Doria \_\_\_\_\_ Daly \_\_\_\_\_ Hiepler \_\_\_\_\_ Loft \_\_\_\_\_ Loh \_\_\_\_\_

**F. Review/ Discussion /Action** – Annual review of the District’s By-Laws. Staff recommends no change at this time. (Please see Section 10-F)

**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**

• <b>Executive Committee:</b> Doria/Daly	May 17, 2022, 12:00 p.m.
• <b>Full Board:</b>	May 24, 2022, 12:00 p.m.
• <b>Full Board:</b>	June 7, 2022, 12:00 p.m. – Budget Presentation First Reading
• <b>Executive Committee:</b> Doria/Daly	June 21, 2022, 12:00 p.m. – Budget Presentation Second Reading – If needed – May be cancelled if Budget approved on the First Reading
• <b>Full Board:</b>	June 28, 2022, 12:00 p.m. – Budget Presentation Second Reading – May be cancelled if Budget approved on the First Reading.
• <b>Executive Committee:</b> Doria/Daly	July 19, 2022, 12:00 p.m.
• <b>Finance Committee:</b> Hiepler/Loh	July 26, 2022, 10:30 a.m.
• <b>Full Board:</b>	July 26, 2022, 12:00 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 [www.camhealth.com](http://www.camhealth.com) on Friday, April 22, 2022, on or before 4:00 p.m.





**SECTION 3**

**ITEMS FOR BOARD ACTION**

**SECTION 3**

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF DISTRICT RESOLUTION 22-08,  
AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF  
DIRECTORS FOR A 30-DAY PERIOD,  
FROM APRIL 26, 2022 THROUGH MAY 25, 2022.**

**APRIL 26, 2022**

## RESOLUTION NO. 22-08

### AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS FOR A 30-DAY PERIOD

Resolution of the Board of Directors  
Camarillo Health Care District  
Ventura County, California

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**WHEREAS**, the Camarillo Health Care District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of the Camarillo Health Care District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's Board conduct its business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing; and

**WHEREAS**, such conditions now exist in the District, specifically, the Governor proclaimed a State of Emergency on March 4, 2020 due to COVID-19; and

**WHEREAS**, on June 11, 2021, the State Public Health Officer ordered all individuals to follow the state guidance on face coverings and its website recommends physical distancing; and

**WHEREAS**, the Ventura County Health Officer's website recommends masking and physical distancing; and

**WHEREAS**, as a consequence of the state of emergency and the state and local public health guidance, the Board of Directors does hereby find that the Camarillo Health Care

District shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, members of the public will be able to participate remotely through the digital means listed on the meeting agenda.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**SECTION 1. Recitals.** The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**SECTION 2. Remote Teleconference Meetings.** The Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**SECTION 3. Effective Date of Resolution.** This Resolution shall take effect immediately upon its adoption and shall be effective for the 30 days between April 26, 2022 and May 25, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**SECTION 4: Certification.** The Clerk of the Board shall certify to the passage and adoption of this Resolution and cause it to be maintained in the records of the District.

**ADOPTED, SIGNED, AND APPROVED** this 26th day of April, 2022.

\_\_\_\_\_  
Thomas Doria, MD, President  
Board of Directors  
Camarillo Health Care District

Attest: \_\_\_\_\_  
Mark O. Hiepler, Clerk of the Board  
Board of Directors  
Camarillo Health Care District

STATE OF CALIFORNIA )

COUNTY OF VENTURA ) ss

I, Mark O. Hiepler, Clerk of the Board of Directors of the Camarillo Health Care District

DO HEREBY CERTIFY that the foregoing Resolution No. 22-08 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 26th day of April 2022 by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Mark O. Hiepler, Clerk of the Board  
Board of Directors  
Camarillo Health Care District



**SECTION 5**

**SECTION 5**

**DELETIONS/CORRECTIONS TO THE POSTED AGENDA**

**APRIL 26, 2022**

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## **SECTION 6**

### **PUBLIC COMMENTS - 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.**

**APRIL 26, 2022**

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## **SECTION 7**

### **STAFF/COMMUNITY PRESENTATION/ACKNOWLEDGEMENT**

**APRIL 26, 2022**

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**SECTION 8**

**CONSENT AGENDA**

**SECTION 8-A  
APPROVAL OF MINUTES OF  
THE REGULAR BOARD MEETING OF MARCH 22, 2022**

**APRIL 26, 2022**

**Regular Meeting of the Board of Directors**  
Zoom Meeting – Meeting ID: 811 5805 5417

**Board of Directors - Present**

Tom Doria, MD, President  
Martin T. Daly, Vice President  
Mark Hiepler, ESQ, Clerk of the Board  
Richard Loft, MD, Director  
Christopher Loh, MD, Director

**Participants:**

Rick Wood, *Financial Services Vendor, CSDA*  
Shalene Hayman, *Hayman Consulting*

**Staff - Present**

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

**Participants Continued:**

Cindy Fanning, CPA, *Fanning & Karrh*

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 22, 2022, at 12:06 p.m., by Martin Daly, Vice President.
2. **Pledge of Allegiance** – Director Hiepler
3. **Amendments to The Agenda** – None
4. **Public Comment** – None
5. **Presentations** – None
6. **Consent Agenda** – Director Loh requested that Consent Agenda item 7-B be removed for discussion. It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda minus item 7-B.  
**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:**      **Absent:**
7. Director Loh requested that item 7-B of the Consent Agenda be revised to read Ms. Fanning vs. Miss Karrh.

The Finance/Investment Committee received and reviewed the draft statement of the Financial Audit Report ending June 30, 2021. The draft was presented by Cindy Fanning, CPA, Fanning & Karrh. Ms. ~~Karrh~~ Fanning stated that since this is an unqualified (clean) audit, there were no findings that would require a management letter from the auditing firm, and any findings from the previous year are resolved.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Consent Agenda item 7-B be approved as amended.

**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:**      **Absent:**

## 8. Action Items

**A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval by the Finance/Investment Committee for approval of the Financial Audit Report for year ending June 30 2021, prepared and presented by Cindy Fanning, CPA, Fanning & Karrh. Ms. Fanning indicated this was an unmodified and unqualified audit.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Loft, and **MOTION PASSED** that the Board of Directors approve the Financial Audit Report for year ending June 30, 2021.

**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:** None      **Absent:**

**B. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending February 28, 2022.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve the District Check Register, Check Register Comparison, financial reports, and monthly Investment and Designated Reserve Report for period ending February 28, 2022.

**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:** None      **Absent:**

**C. Review/ Discussion/ Action** – Consideration, discussion and recommendation for approval of District Resolution 22-05, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from March 25, 2022 through April 23, 2022.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** to approve District Resolution 22-05, Re-Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from March 25, 2022 through April 23, 2022.

**Roll Call Vote: Ayes:** Doria, Daly, Hiepler, Loft, Loh      **Nays:** None      **Absent:**

## 9. CEO Report

- CEO Ralston reported on District programs and services:
  - Adult Day Care continues to operate at close to fifty percent capacity due to Community Care Licensing continuing their social distancing requirements.
  - Senior nutrition program is currently serving 350 unduplicated clients. As federal and other COVID programming sunsets or moves back to “normal”, total meals per month will show a slight decline. One example of that is going back to only five meals per client per week versus the COVID programming of allowing seven meals per client per week. Although total number of clients stays the same, the meal count could decline. There remains no indication of when/whether the congregate programs will restart.
  - The District continues to receive clients for the HUR balance machine. Data indicates great results and anecdotal comments from clients reinforce the interest and effectiveness. We continue to cross-train more staff in order to hold more appointments.
- The District has hired five new team members who will be starting work within the next few weeks.
- The District has received payment in the amount of \$95,000 for the insurance claim filed for revenue loss and business interruption caused by to COVID-19.

- The District continues looking into the purchase of two smaller vehicles to improve efficiencies and reduce expenses.

*Director Hiepler Left the meeting at 1:20.*

**10. Board President's Report**

President Doria requested management look at what additional services the District can offer to directly benefit the community.

**11. Board Members Comments**

Director Loh suggested management give a ten-minute presentation on the District's efforts and services as they relate to Dementia and Alzheimer's disease.

- 11.** Having no further business this meeting was adjourned at 1:41 p.m.

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Mark O. Hiepler, ESQ  
Clerk of the Board



**SECTION 8**

**ITEMS FOR BOARD ACTION**

**SECTION 8-B  
APPROVAL OF THE MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF  
APRIL 19, 2022**

**APRIL 26, 2022**

## MINUTES

April 19, 2022

**Camarillo Health Care District Board of Directors  
Executive/Agenda Building Committee Meeting  
ZOOM MEETING  
Meeting ID: 859 1413 4562**

**Board Members Present:**

Thomas Doria, MD, President  
Martin T. Daly, Vice President

**Staff Present:**

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

- 
1. Call to Order – The Executive Committee Meeting was called to order by President Thomas Doria, at 12:02 p.m.
  2. Roll Call – Doria, Daly
  3. **Public Comment** - None
  4. Reviewed the proposed Agenda for the Regular Board Meeting scheduled for April 26, 2022.
  5. **Consent Agenda**
    - A. Reviewed the Minutes of the Regular Board Meeting of March 22, 2022.
  6. **Action Items**
    - A. Reviewed District Check Register and Check Register Comparison for period ending March 31, 2022.
    - B. Reviewed District Resolution 22-06, Requesting Consolidation of The Camarillo Health Care District General District Election with The Statewide General Election.
    - C. Reviewed District Resolution 22-07, Declaring May 2022 as Older Americans Month.
    - D. Reviewed District Pay Schedule.
    - E. Discussed procuring two new fleet vehicles.
    - F. Reviewed process for annual review of District Bylaws.
  7. **CEO Report** – CEO Ralston recommended the Board adopt Resolution Authorizing Remote Teleconference Meetings for a thirty-day period, April 26, 2022 through May 25, 2022.
  8. **Board President’s Report** – President Doria requested that Vice-President Daly chair the April meeting.
  9. Next Executive Committee Meeting will be held on May 17, 2022.
  10. Meeting Adjourned at 12:51 p.m.

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Thomas Doria  
President





**SECTION 9**

**SECTION 9**

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

**APRIL 26, 2022**

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**SECTION 10**

**ITEMS FOR BOARD ACTION**

**SECTION 10-A  
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF DISTRICT CHECK REGISTER, CHECK  
REGISTER COMPARISON, FINANCIAL REPORTS, AND MONTHLY  
INVESTMENT AND DESIGNATED RESERVE REPORT FOR  
PERIOD ENDING MARCH 31, 2022.**

**APRIL 26, 2022**

# Camarillo Health Care District

## Check Register (Checks and EFTs of All Types)

Sorted by Alphabetically  
March 2022 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
69335	3/16/2022	ACCESS	Access TLC Caregivers DBA	1,344.00	V	MO
69319	3/9/2022	ACQUA	Acqua Clear, Inc	636.10	V	MO
69320	3/9/2022	AFLAC	Aflac	750.38	V	MO
69321	3/9/2022	BOLANOS	Alexandra Bolanos	102.41	EE	
69353	3/31/2022	BOLANOS	Alexandra Bolanos	207.31	EE	
69306	3/2/2022	BETA	Beta Healthcare Group	2,556.64	V	MO
69307	3/2/2022	BETA WC	Beta Healthcare Group	2,445.00	V	MO
69323	3/9/2022	CSDA	CA Special Districts Assoc	220.00	V	MO
69339	3/16/2022	KNOX	Carrie Knox	1,200.00	V	
69327	3/9/2022	KRAMER	Casey Kramer	68.40	EE	
69313	3/2/2022	LOH	Christopher Loh, MD	100.00	BOD	
69351	3/23/2022	LOH	Christopher Loh, MD	200.00	BOD	
69322	3/9/2022	CMH	CMH Centers for Family Health	115.00	V	MO
69336	3/16/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,951.50	V	ONGOING
69349	3/23/2022	CPI	CPI Solutions, Inc	4,698.10	V	MO
69310	3/2/2022	DOS CAMINOS	Dos Caminos Plaza	5,353.92	V	MO
69355	3/31/2022	FANNING	Fanning & Karrh, CPAs	7,830.58	V	ANNUAL
69324	3/9/2022	FRONTIER	Frontier Communications	130.98	V	MO
69312	3/2/2022	HARTFORD	Hartford Life	954.62	V	MO
69338	3/16/2022	HAYMAN	Hayman Consulting dba	3,458.00	V	MO
69325	3/9/2022	ITS	Integrated Telemanagement Services, Inc	1,006.64	V	MO
69358	3/31/2022	SUTTON	Joy Sutton	10.00	V	
69326	3/9/2022	JTS	JTS Facility Services	2,310.00	V	MO
69311	3/2/2022	FORBES	Julie Forbes	60.00	V	
69328	3/9/2022	LEAF	Leaf	2,025.32	V	MO
69331	3/9/2022	SUAREZ	Leslie Suarez	63.47	EE	
69308	3/2/2022	DALY	Martin T. Daly	200.00	BOD	
69350	3/23/2022	DALY	Martin T. Daly	200.00	BOD	
69314	3/2/2022	METLIFE	MetLife Small Business	529.68	V	MO
69317	3/2/2022	TEVERBAUGH	Monica Teverbaugh	68.38	EE	
69359	3/31/2022	TEVERBAUGH	Monica Teverbaugh	109.81	EE	
69345	3/16/2022	TSUGRANES	Nicole Tsugranes	100.00	V	
69329	3/9/2022	NUNN	Nunn Better, Inc	2,495.00	V	
69342	3/16/2022	PETTY	Petty Cash - Administrat	239.68	V	MO
69340	3/16/2022	LOFT	Richard Loft, MD	100.00	BOD	
69356	3/31/2022	LOFT	Richard Loft, MD	100.00	BOD	
69341	3/16/2022	NESEL	Rita Nesel	60.00	V	
69330	3/9/2022	SAFEWAY	Safeway Inc	48.14	V	
69337	3/16/2022	DANDEKAR	Smita Dandekar	100.00	V	
69316	3/2/2022	SO CA EDISON	Southern California Edison	2,888.94	V	MO
69357	3/31/2022	SO CA EDISON	Southern California Edison	2,160.52	V	MO
69343	3/16/2022	SO CA GAS	Southern California Gas	774.99	V	MO

69344	3/16/2022	STAPLES	Staples Business Advantage	320.68	V	MO
69315	3/2/2022	SHEETS	Sylvia Sheets	10.00	V	
69309	3/2/2022	DORIA	Thomas Doria, MD	100.00	BOD	
69354	3/31/2022	DORIA	Thomas Doria, MD	200.00	BOD	
69352	3/23/2022	THOMAS	Thomas Family Window Cleaning LLC	268.88	V	
69332	3/9/2022	TROPICAL	Tropical Car Wash	208.00	V	MO
69360	3/31/2022	TROPICAL	Tropical Car Wash	208.00	V	MO
69333	3/9/2022	USPOSTMASTER	U.S. Postmaster	265.00	V	MO
69347	3/16/2022	USPOSTMASTER	U.S. Postmaster	7,820.60	V	QTRLY
69346	3/16/2022	UMPQUA	Umpqua Bank	5,780.35	V	MO
69348	3/16/2022	VALIC	VALIC	1,269.56	V	MO
69318	3/2/2022	VISION	Vision Services Plan	239.18	V	MO
69334	3/9/2022	VOYAGER	Voyager Fleet Systems Inc	1,522.86	V	MO

Report Total

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\$69,186.62  
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# Camarillo Health Care District

## Check Register (Checks and EFTs of All Types)

Sorted by Check Number  
March 2022 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
69306	3/2/2022	BETA	Beta Healthcare Group	2,556.64	V	MO
69307	3/2/2022	BETA WC	Beta Healthcare Group	2,445.00	V	MO
69308	3/2/2022	DALY	Martin T. Daly	200.00	BOD	
69309	3/2/2022	DORIA	Thomas Doria, MD	100.00	BOD	
69310	3/2/2022	DOS CAMINOS	Dos Caminos Plaza	5,353.92	V	MO
69311	3/2/2022	FORBES	Julie Forbes	60.00	V	
69312	3/2/2022	HARTFORD	Hartford Life	954.62	V	MO
69313	3/2/2022	LOH	Christopher Loh, MD	100.00	BOD	
69314	3/2/2022	METLIFE	MetLife Small Business	529.68	V	MO
69315	3/2/2022	SHEETS	Sylvia Sheets	10.00	V	
69316	3/2/2022	SO CA EDISON	Southern California Edison	2,888.94	V	MO
69317	3/2/2022	TEVERBAUGH	Monica Teverbaugh	68.38	EE	
69318	3/2/2022	VISION	Vision Services Plan	239.18	V	MO
69319	3/9/2022	ACQUA	Acqua Clear, Inc	636.10	V	MO
69320	3/9/2022	AFLAC	Aflac	750.38	V	MO
69321	3/9/2022	BOLANOS	Alexandra Bolanos	102.41	EE	
69322	3/9/2022	CMH	CMH Centers for Family Health	115.00	V	MO
69323	3/9/2022	CSDA	CA Special Districts Assoc	220.00	V	MO
69324	3/9/2022	FRONTIER	Frontier Communications	130.98	V	MO
69325	3/9/2022	ITS	Integrated Telemanagement Services, Inc	1,006.64	V	MO
69326	3/9/2022	JTS	JTS Facility Services	2,310.00	V	MO
69327	3/9/2022	KRAMER	Casey Kramer	68.40	EE	
69328	3/9/2022	LEAF	Leaf	2,025.32	V	MO
69329	3/9/2022	NUNN	Nunn Better, Inc	2,495.00	V	
69330	3/9/2022	SAFEWAY	Safeway Inc	48.14	V	
69331	3/9/2022	SUAREZ	Leslie Suarez	63.47	EE	
69332	3/9/2022	TROPICAL	Tropical Car Wash	208.00	V	MO
69333	3/9/2022	USPOSTMASTER	U.S. Postmaster	265.00	V	MO
69334	3/9/2022	VOYAGER	Voyager Fleet Systems Inc	1,522.86	V	MO
69335	3/16/2022	ACCESS	Access TLC Caregivers DBA	1,344.00	V	MO
69336	3/16/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,951.50	V	ONGOING
69337	3/16/2022	DANDEKAR	Smita Dandekar	100.00	V	
69338	3/16/2022	HAYMAN	Hayman Consulting dba	3,458.00	V	MO
69339	3/16/2022	KNOX	Carrie Knox	1,200.00	V	
69340	3/16/2022	LOFT	Richard Loft, MD	100.00	BOD	
69341	3/16/2022	NESEL	Rita Nesel	60.00	V	
69342	3/16/2022	PETTY	Petty Cash - Administrat	239.68	V	MO
69343	3/16/2022	SO CA GAS	Southern California Gas	774.99	V	MO
69344	3/16/2022	STAPLES	Staples Business Advantage	320.68	V	MO
69345	3/16/2022	TSUGRANES	Nicole Tsugranes	100.00	V	
69346	3/16/2022	UMPQUA	Umpqua Bank	5,780.35	V	MO
69347	3/16/2022	USPOSTMASTER	U.S. Postmaster	7,820.60	V	QTRLY

69348	3/16/2022	VALIC	VALIC	1,269.56	V	MO
69349	3/23/2022	CPI	CPI Solutions, Inc	4,698.10	V	MO
69350	3/23/2022	DALY	Martin T. Daly	200.00	BOD	
69351	3/23/2022	LOH	Christopher Loh, MD	200.00	BOD	
69352	3/23/2022	THOMAS	Thomas Family Window Cleaning LLC	268.88	V	
69353	3/31/2022	BOLANOS	Alexandra Bolanos	207.31	EE	
69354	3/31/2022	DORIA	Thomas Doria, MD	200.00	BOD	
69355	3/31/2022	FANNING	Fanning & Karrh, CPAs	7,830.58	V	ANNUAL
69356	3/31/2022	LOFT	Richard Loft, MD	100.00	BOD	
69357	3/31/2022	SO CA EDISON	Southern California Edison	2,160.52	V	MO
69358	3/31/2022	SUTTON	Joy Sutton	10.00	V	
69359	3/31/2022	TEVERBAUGH	Monica Teverbaugh	109.81	EE	
69360	3/31/2022	TROPICAL	Tropical Car Wash	208.00	V	MO

Report Total -----  
\$69,186.62  
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## Check Register Monthly Comparison

### FY 2021/22

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	<i>Mo. Avg (varies through year as amts added)</i>	
\$188,410	\$55,759	\$162,111	\$80,903	\$72,497	\$354,833	\$50,684	\$81,261	\$69,187	\$0	\$0	\$0	\$123,961	\$90,627
<b>YTD Total</b>											<b>\$1,115,645</b>		

w/out tranfer

Notes FY 21/22:

- July '21 Annual Insurance Invoices increased by \$28k
- Sept '21 Final loan payment of \$99,044
- Sept '21 New HVAC unit for Build H \$11,720
- Oct '21 Construction Costs for HUR window and SNP relocation \$9,018
- Nov '21 New Flooring Cedar room Bldg E \$16,167
- Dec '21 Move relief funds of \$300k from Mechanics cking to savings
- Feb '22 RUPE Grant payment \$7,548
- Feb '22 Healthy Attitudes will have 4 issues in 21/22 vs 3 in 20/21 - Additional cost of \$10-13k
- Mar '22 Nunn Better Plumbing \$2,495 multiple locations

### FY 2020/21

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	<i>Mo. Avg (varies through year as amts added)</i>
\$155,740	\$47,551	\$147,667	\$88,955	\$48,137	\$57,225	\$54,157	\$41,754	\$61,960	\$41,358	\$62,024	\$79,772	\$78,127
<b>YTD Total</b>											<b>\$886,300</b>	

Notes FY 20/21:

- July '20 Annual insurances
- Sep '20 ADC Construction Loan pmt \$99K #6 of 7
- Mar 21 - N-95 Masks for ADC
- May '21 Plumbing services - 4 Water Heaters & maintenance
- Jun '21 Senso Balance Machine 1/2 dep \$7,561 (Capital)

**NOTE: this is a comparison of checks only; does not include expenses such as OPEB accrual, salary/benefit expenses, UAL expense, depreciation; July and Aug of each year may or may not include month prior June expenses.**



# Camarillo Health Care District

## Statements of Activities

*Year-to-Date Variance, March 2022 - current month, Consolidated by department*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	2,498,050.19	2,265,025.50	233,024.69	10.3 %
Community Education	1,275.00	13,665.06	(12,390.06)	-90.7 %
Transportation Fees	13,185.00	8,512.47	4,672.53	54.9 %
Transport Fees ADC	12,567.50	17,100.00	(4,532.50)	-26.5 %
Health Screening Fees	0.00	150.03	(150.03)	-100.0 %
Counseling	0.00	3,750.03	(3,750.03)	-100.0 %
Lifeline Fees	21,752.00	20,664.00	1,088.00	5.3 %
Sr Nutrition Home Delivered	23,711.86	12,750.03	10,961.83	86.0 %
Contract-PICF-Falls	6,533.68	14,249.97	(7,716.29)	-54.1 %
Contract-PICF Anthem	0.00	1,035.00	(1,035.00)	-100.0 %
Contract-PICF-Blue Shield	0.00	2,175.03	(2,175.03)	-100.0 %
Contract-VCAAA-Evid Base	2,800.00	8,100.00	(5,300.00)	-65.4 %
ADC Fees	96,340.00	203,040.00	(106,700.00)	-52.6 %
Grant-VCAAA Caregiver Respite	19,859.93	27,562.50	(7,702.57)	-27.9 %
GRant - COVID Relief Fund	330,000.00	0.00	330,000.00	
Contract-Caregiver Navigation Project	6,400.00	10,406.25	(4,006.25)	-38.5 %
Donations-Scholarship	10.00	1,874.97	(1,864.97)	-99.5 %
Sponsorship	600.00	900.00	(300.00)	-33.3 %
Healthy Attitude Advertising	4,000.00	4,750.00	(750.00)	-15.8 %
Interest Income	8,593.69	10,535.00	(1,941.31)	-18.4 %
Facility Use Rental	4,288.00	3,750.03	537.97	14.3 %
Facility Use-Lease	5,138.65	4,777.47	361.18	7.6 %
Donations	700.00	1,499.94	(799.94)	-53.3 %
Fischer Fund Distribution	148,780.75	145,000.00	3,780.75	2.6 %
Grant-VCAAA-Sr Nutrition	68,485.20	72,043.47	(3,558.27)	-4.9 %
City of Cam SNP HDM	0.00	27,749.97	(27,749.97)	-100.0 %
City of Camarillo-CDBG CV3	37,500.03	37,500.03	0.00	0.0 %
Grant-Rupe Found Vet Caregiver	8,873.75	0.00	8,873.75	
Support Services Offset	235,977.01	280,252.75	(44,275.74)	-15.8 %
Grant-VCAAA-SS Line	36,370.24	37,500.03	(1,129.79)	-3.0 %
Grant-SCAN Community	9,641.00	8,663.22	977.78	11.3 %
<b>TOTAL REVENUE</b>	<b>3,601,433.48</b>	<b>3,244,982.75</b>	<b>356,450.73</b>	<b>11.0 %</b>
	<b>3,601,433.48</b>	<b>3,244,982.75</b>	<b>356,450.73</b>	<b>11.0 %</b>

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
	3,601,433.48	3,244,982.75	356,450.73	11.0 %
<b>EXPENSES</b>				
Salaries	972,671.08	1,235,187.72	262,516.64	21.3 %
Payroll Taxes	78,116.46	97,800.75	19,684.29	20.1 %
Benefits-PERS-Health	115,865.38	202,634.10	86,768.72	42.8 %
Benefits-PERS-Retirement	76,350.66	98,327.16	21,976.50	22.4 %
Benefits - Workers Comp	21,538.81	28,692.72	7,153.91	24.9 %
Benefits - Life/ADD	19,942.61	22,916.34	2,973.73	13.0 %
Benefits-OPEB	45,364.89	44,350.56	(1,014.33)	-2.3 %
PERS Retirement UAL	131,240.00	136,000.00	4,760.00	3.5 %
Audit Fees	22,830.58	23,000.00	169.42	0.7 %
Partnershp Initiatives	0.00	1,500.03	1,500.03	100.0 %
Legal Fees	21,612.00	22,500.00	888.00	3.9 %
Contractors/Consultants	124,819.68	212,676.03	87,856.35	41.3 %
Support Services	235,977.01	280,252.03	44,275.02	15.8 %
Instructor Agreement Fees	0.00	9,749.97	9,749.97	100.0 %
Community/Staff Outreach	2,739.84	10,670.13	7,930.29	74.3 %
Dues/Subscriptions	28,350.27	36,086.23	7,735.96	21.4 %
Continuing Education-Trustee	17,183.36	22,452.03	5,268.67	23.5 %
Continuing Education-Staff	6,964.81	22,113.63	15,148.82	68.5 %
Trustee Stipends	4,400.00	7,425.00	3,025.00	40.7 %
LAFCO Assessments	2,447.00	2,424.00	(23.00)	-0.9 %
Mileage	8,580.73	21,717.00	13,136.27	60.5 %
Program Matls/Activities	6,539.47	23,366.25	16,826.78	72.0 %
Gas & Oil	14,444.48	11,250.00	(3,194.48)	-28.4 %
Fleet Maintenance	3,175.30	15,000.03	11,824.73	78.8 %
Minor Equipment	10,724.13	12,771.72	2,047.59	16.0 %
Supplies	7,381.17	16,499.34	9,118.17	55.3 %
Postage	29,686.17	29,056.41	(629.76)	-2.2 %
Advertising & Promotion	6,134.17	18,749.97	12,615.80	67.3 %
Refunds	1,162.00	1,882.53	720.53	38.3 %
Printing	39,278.53	55,431.09	16,152.56	29.1 %
Repairs & Maintenance	37,750.96	37,167.84	(583.12)	-1.6 %
Association Fees	49,029.60	48,207.87	(821.73)	-1.7 %
Insurance	71,688.13	110,496.78	38,808.65	35.1 %
Storage Rent/Equip Lease	21,775.67	21,016.44	(759.23)	-3.6 %
Telephone	16,746.10	16,470.00	(276.10)	-1.7 %
Utilities	27,081.01	19,841.94	(7,239.07)	-36.5 %
Licenses & Fees	12,912.55	6,897.06	(6,015.49)	-87.2 %
Bank & Credit Card Charges	1,601.01	6,374.97	4,773.96	74.9 %
<b>TOTAL EXPENSES</b>	<b>2,294,105.62</b>	<b>2,988,955.67</b>	<b>694,850.05</b>	<b>23.2 %</b>
<b>OPERATING RESULTS</b>	<b>1,307,327.86</b>	<b>256,027.08</b>	<b>1,051,300.78</b>	<b>410.6 %</b>

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
<b>OTHER INCOME &amp; EXPENSE</b>				
Other Income -Admin	110,348.43	18,459.50	91,888.93	497.8 %
Depreciation Expense	(87,591.96)	(93,749.31)	6,157.35	6.6 %
Interest Expense	(894.96)	(5,424.75)	4,529.79	83.5 %
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>21,861.51</b>	<b>(80,714.56)</b>	<b>102,576.07</b>	<b>127.1 %</b>
<b>AFTER OTHER INCOME &amp; EXPENSE</b>	<b>1,329,189.37</b>	<b>175,312.52</b>	<b>1,153,876.85</b>	<b>658.2 %</b>
<b>NET RESULTS</b>	<b>1,329,189.37</b>	<b>175,312.52</b>	<b>1,153,876.85</b>	<b>658.2 %</b>

# Camarillo Health Care District

## Statements of Activities

*Year-to-Date Only, March 2022 - current month, March 2021 - 12 months back, Consolidated by department*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2021</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
<b>REVENUE</b>				
Tax Revenue-Admin	2,498,050.19	2,229,662.23	268,387.96	12.0 %
Community Education	1,275.00	0.00	1,275.00	
Transportation Fees	13,185.00	5,455.00	7,730.00	141.7 %
Transport Fees ADC	12,567.50	3,158.00	9,409.50	298.0 %
Lifeline Fees	21,752.00	25,296.00	(3,544.00)	-14.0 %
Sr Nutrition Home Delivered	23,711.86	29,993.26	(6,281.40)	-20.9 %
Sr Nutrition Congregate	0.00	40.00	(40.00)	-100.0 %
Contract-PICF-Falls	6,533.68	2,595.68	3,938.00	151.7 %
Contract-PICF Anthem	0.00	7,524.00	(7,524.00)	-100.0 %
Contract-PICF-Blue Shield	0.00	3,044.00	(3,044.00)	-100.0 %
Contract-VCAAA-Evid Base	2,800.00	1,520.00	1,280.00	84.2 %
ADC Fees	96,340.00	23,349.00	72,991.00	312.6 %
Contract-J Hopkins Univ	0.00	240.00	(240.00)	-100.0 %
Grant-VCAAA Caregiver Respite	19,859.93	22,154.76	(2,294.83)	-10.4 %
GRant - COVID Relief Fund	330,000.00	0.00	330,000.00	
Contract-Caregiver Navigation Project	6,400.00	10,600.00	(4,200.00)	-39.6 %
Donations-Scholarship	10.00	0.00	10.00	
Sponsorship	600.00	850.00	(250.00)	-29.4 %
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	
Interest Income	8,593.69	11,936.74	(3,343.05)	-28.0 %
Facility Use Rental	4,288.00	2,430.00	1,858.00	76.5 %
Facility Use-Lease	5,138.65	4,050.00	1,088.65	26.9 %
Donations	700.00	18,950.00	(18,250.00)	-96.3 %
Fischer Fund Distribution	148,780.75	143,708.49	5,072.26	3.5 %
Grant-VCAAA-Sr Nutrition	68,485.20	71,166.07	(2,680.87)	-3.8 %
City of Cam SNP HDM	0.00	27,750.06	(27,750.06)	-100.0 %
City of Camarillo-CDBG CV3	37,500.03	0.00	37,500.03	
Grant-Rupe Found Vet Caregiver	8,873.75	30,000.06	(21,126.31)	-70.4 %
Support Services Offset	235,977.01	195,450.44	40,526.57	20.7 %
Grant-VCAAA-SS Line	36,370.24	36,320.24	50.00	0.1 %
Grant-SCAN Community	9,641.00	1,500.00	8,141.00	542.7 %
<b>TOTAL REVENUE</b>	<b>3,601,433.48</b>	<b>2,912,744.03</b>	<b>688,689.45</b>	<b>23.6 %</b>
	3,601,433.48	2,912,744.03	688,689.45	23.6 %
	3,601,433.48	2,912,744.03	688,689.45	23.6 %

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2021</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
<b>EXPENSES</b>				
Salaries	972,671.08	977,001.14	4,330.06	0.4 %
Payroll Taxes	78,116.46	78,392.08	275.62	0.4 %
Benefits-PERS-Health	115,865.38	128,014.25	12,148.87	9.5 %
Benefits-PERS-Retirement	76,350.66	79,254.63	2,903.97	3.7 %
Benefits - Workers Comp	21,538.81	31,665.44	10,126.63	32.0 %
Benefits - Life/ADD	19,942.61	20,006.46	63.85	0.3 %
Benefits-OPEB	45,364.89	41,515.47	(3,849.42)	-9.3 %
PERS Retirement UAL	131,240.00	108,121.00	(23,119.00)	-21.4 %
Audit Fees	22,830.58	22,310.50	(520.08)	-2.3 %
Legal Fees	21,612.00	15,858.00	(5,754.00)	-36.3 %
Contractors/Consultants	124,819.68	118,311.28	(6,508.40)	-5.5 %
Support Services	235,977.01	195,450.44	(40,526.57)	-20.7 %
Community/Staff Outreach	2,739.84	478.16	(2,261.68)	-473.0 %
Dues/Subscriptions	28,350.27	22,961.10	(5,389.17)	-23.5 %
Continuing Education-Trustee	17,183.36	15,825.30	(1,358.06)	-8.6 %
Continuing Education-Staff	6,964.81	5,369.66	(1,595.15)	-29.7 %
Trustee Stipends	4,400.00	5,700.00	1,300.00	22.8 %
Election Costs	0.00	1,537.68	1,537.68	100.0 %
LAFCO Assessments	2,447.00	2,534.00	87.00	3.4 %
Mileage	8,580.73	9,121.17	540.44	5.9 %
Program Matls/Activities	6,539.47	2,531.25	(4,008.22)	-158.3 %
Gas & Oil	14,444.48	3,601.76	(10,842.72)	-301.0 %
Fleet Maintenance	3,175.30	3,469.39	294.09	8.5 %
Minor Equipment	10,724.13	4,728.60	(5,995.53)	-126.8 %
Supplies	7,381.17	11,167.21	3,786.04	33.9 %
Postage	29,686.17	27,997.75	(1,688.42)	-6.0 %
Advertising & Promotion	6,134.17	3,333.56	(2,800.61)	-84.0 %
Refunds	1,162.00	1,015.00	(147.00)	-14.5 %
Printing	39,278.53	19,062.58	(20,215.95)	-106.1 %
Repairs & Maintenance	37,750.96	23,272.90	(14,478.06)	-62.2 %
Association Fees	49,029.60	46,351.80	(2,677.80)	-5.8 %
Insurance	71,688.13	57,633.13	(14,055.00)	-24.4 %
Storage Rent/Equip Lease	21,775.67	20,548.19	(1,227.48)	-6.0 %
Telephone	16,746.10	17,766.36	1,020.26	5.7 %
Utilities	27,081.01	20,938.19	(6,142.82)	-29.3 %
Licenses & Fees	12,912.55	6,133.88	(6,778.67)	-110.5 %
Bank & Credit Card Charges	1,601.01	7,523.32	5,922.31	78.7 %
<b>TOTAL EXPENSES</b>	<b>2,294,105.62</b>	<b>2,156,502.63</b>	<b>(137,602.99)</b>	<b>-6.4 %</b>
<b>OPERATING RESULTS</b>	<b>1,307,327.86</b>	<b>756,241.40</b>	<b>551,086.46</b>	<b>72.9 %</b>
<b>OTHER INCOME &amp; EXPENSE</b>				
Other Income -Admin	110,348.43	33,943.48	76,404.95	225.1 %
Depreciation Expense	(87,591.96)	(87,328.89)	(263.07)	-0.3 %
Interest Expense	(894.96)	0.00	(894.96)	
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>21,861.51</b>	<b>(53,385.41)</b>	<b>75,246.92</b>	<b>141.0 %</b>

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2021</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
AFTER OTHER INCOME & EXPENSE	1,329,189.37	702,855.99	626,333.38	89.1 %
NET RESULTS	1,329,189.37	702,855.99	626,333.38	89.1 %

# Camarillo Health Care District

## Statements of Activities

*Year-to-Date Performance, March 2022 - current month, Consolidated by department*

	<i>9 Months Ended March 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
<b>REVENUE</b>				
Tax Revenue-Admin	2,498,050.19	3,020,034.00	521,983.81	82.7 %
Community Education	1,275.00	18,220.00	16,945.00	7.0 %
Transportation Fees	13,185.00	11,350.00	(1,835.00)	116.2 %
Transport Fees ADC	12,567.50	22,800.00	10,232.50	55.1 %
Health Screening Fees	0.00	200.00	200.00	
Counseling	0.00	5,000.00	5,000.00	
Lifeline Fees	21,752.00	27,552.00	5,800.00	78.9 %
Sr Nutrition Home Delivered	23,711.86	17,000.00	(6,711.86)	139.5 %
Contract-PICF-Falls	6,533.68	19,000.00	12,466.32	34.4 %
Contract-PICF Anthem	0.00	1,380.00	1,380.00	
Contract-PICF-Blue Shield	0.00	2,900.00	2,900.00	
Contract-VCAAA-Evid Base	2,800.00	10,800.00	8,000.00	25.9 %
ADC Fees	96,340.00	270,720.00	174,380.00	35.6 %
Grant-VCAAA Caregiver Respite	19,859.93	36,750.00	16,890.07	54.0 %
GRant - COVID Relief Fund	330,000.00	0.00	(330,000.00)	
Contract-Caregiver Navigation Project	6,400.00	13,875.00	7,475.00	46.1 %
Donations-Scholarship	10.00	2,500.00	2,490.00	0.4 %
Sponsorship	600.00	1,200.00	600.00	50.0 %
Healthy Attitude Advertising	4,000.00	5,000.00	1,000.00	80.0 %
Interest Income	8,593.69	25,000.00	16,406.31	34.4 %
Facility Use Rental	4,288.00	5,000.00	712.00	85.8 %
Facility Use-Lease	5,138.65	6,370.00	1,231.35	80.7 %
Donations	700.00	2,000.00	1,300.00	35.0 %
Fischer Fund Distribution	148,780.75	145,000.00	(3,780.75)	102.6 %
Grant-VCAAA-Sr Nutrition	68,485.20	96,058.00	27,572.80	71.3 %
City of Cam SNP HDM	0.00	37,000.00	37,000.00	
City of Camarillo-CDBG CV3	37,500.03	50,000.00	12,499.97	75.0 %
Grant-Rupe Found Vet Caregiver	8,873.75	0.00	(8,873.75)	
Support Services Offset	235,977.01	328,337.00	92,359.99	71.9 %
Grant-VCAAA-SS Line	36,370.24	50,000.00	13,629.76	72.7 %
Grant-SCAN Community	9,641.00	11,551.00	1,910.00	83.5 %
<b>TOTAL REVENUE</b>	<b>3,601,433.48</b>	<b>4,242,597.00</b>	<b>641,163.52</b>	<b>84.9 %</b>
	3,601,433.48	4,242,597.00	641,163.52	84.9 %

	<i>9 Months Ended March 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
	3,601,433.48	4,242,597.00	641,163.52	84.9 %
<b>EXPENSES</b>				
Salaries	972,671.08	1,646,917.00	674,245.92	59.1 %
Payroll Taxes	78,116.46	130,401.00	52,284.54	59.9 %
Benefits-PERS-Health	115,865.38	270,179.00	154,313.62	42.9 %
Benefits-PERS-Retirement	76,350.66	131,103.00	54,752.34	58.2 %
Benefits - Workers Comp	21,538.81	38,257.00	16,718.19	56.3 %
Benefits - Life/ADD	19,942.61	30,555.00	10,612.39	65.3 %
Benefits-OPEB	45,364.89	59,134.00	13,769.11	76.7 %
PERS Retirement UAL	131,240.00	136,000.00	4,760.00	96.5 %
Audit Fees	22,830.58	23,000.00	169.42	99.3 %
Partnershp Initiatives	0.00	2,000.00	2,000.00	
Legal Fees	21,612.00	30,000.00	8,388.00	72.0 %
Contractors/Consultants	124,819.68	283,568.00	158,748.32	44.0 %
Support Services	235,977.01	328,336.00	92,358.99	71.9 %
Instructor Agreement Fees	0.00	13,000.00	13,000.00	
Community/Staff Outreach	2,739.84	14,227.00	11,487.16	19.3 %
Dues/Subscriptions	28,350.27	44,631.00	16,280.73	63.5 %
Continuing Education-Trustee	17,183.36	29,936.00	12,752.64	57.4 %
Continuing Education-Staff	6,964.81	29,485.00	22,520.19	23.6 %
Trustee Stipends	4,400.00	9,900.00	5,500.00	44.4 %
LAFCO Assessments	2,447.00	2,424.00	(23.00)	100.9 %
Mileage	8,580.73	28,956.00	20,375.27	29.6 %
Program Matls/Activities	6,539.47	31,155.00	24,615.53	21.0 %
Gas & Oil	14,444.48	15,000.00	555.52	96.3 %
Fleet Maintenance	3,175.30	20,000.00	16,824.70	15.9 %
Minor Equipment	10,724.13	17,029.00	6,304.87	63.0 %
Supplies	7,381.17	21,999.00	14,617.83	33.6 %
Postage	29,686.17	38,742.00	9,055.83	76.6 %
Advertising & Promotion	6,134.17	25,000.00	18,865.83	24.5 %
Refunds	1,162.00	2,510.00	1,348.00	46.3 %
Printing	39,278.53	73,908.00	34,629.47	53.1 %
Repairs & Maintenance	37,750.96	49,557.00	11,806.04	76.2 %
Association Fees	49,029.60	64,277.00	15,247.40	76.3 %
Insurance	71,688.13	147,329.00	75,640.87	48.7 %
Storage Rent/Equip Lease	21,775.67	28,022.00	6,246.33	77.7 %
Telephone	16,746.10	21,960.00	5,213.90	76.3 %
Utilities	27,081.01	26,456.00	(625.01)	102.4 %
Licenses & Fees	12,912.55	10,214.00	(2,698.55)	126.4 %
Bank & Credit Card Charges	1,601.01	8,500.00	6,898.99	18.8 %
<b>TOTAL EXPENSES</b>	<b>2,294,105.62</b>	<b>3,883,667.00</b>	<b>1,589,561.38</b>	<b>59.1 %</b>
<b>OPERATING RESULTS</b>	<b>1,307,327.86</b>	<b>358,930.00</b>	<b>(948,397.86)</b>	<b>364.2 %</b>



	<i>9 Months Ended March 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
<b>OTHER INCOME &amp; EXPENSE</b>				
Other Income -Admin	110,348.43	19,082.00	(91,266.43)	578.3 %
Depreciation Expense	(87,591.96)	(124,999.00)	(37,407.04)	70.1 %
Interest Expense	(894.96)	(7,233.00)	(6,338.04)	12.4 %
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>21,861.51</b>	<b>(113,150.00)</b>	<b>(135,011.51)</b>	<b>-19.3 %</b>
<b>AFTER OTHER INCOME &amp; EXPENSE</b>	<b>1,329,189.37</b>	<b>245,780.00</b>	<b>(1,083,409.37)</b>	<b>540.8 %</b>
<b>NET RESULTS</b>	<b>1,329,189.37</b>	<b>245,780.00</b>	<b>(1,083,409.37)</b>	<b>540.8 %</b>



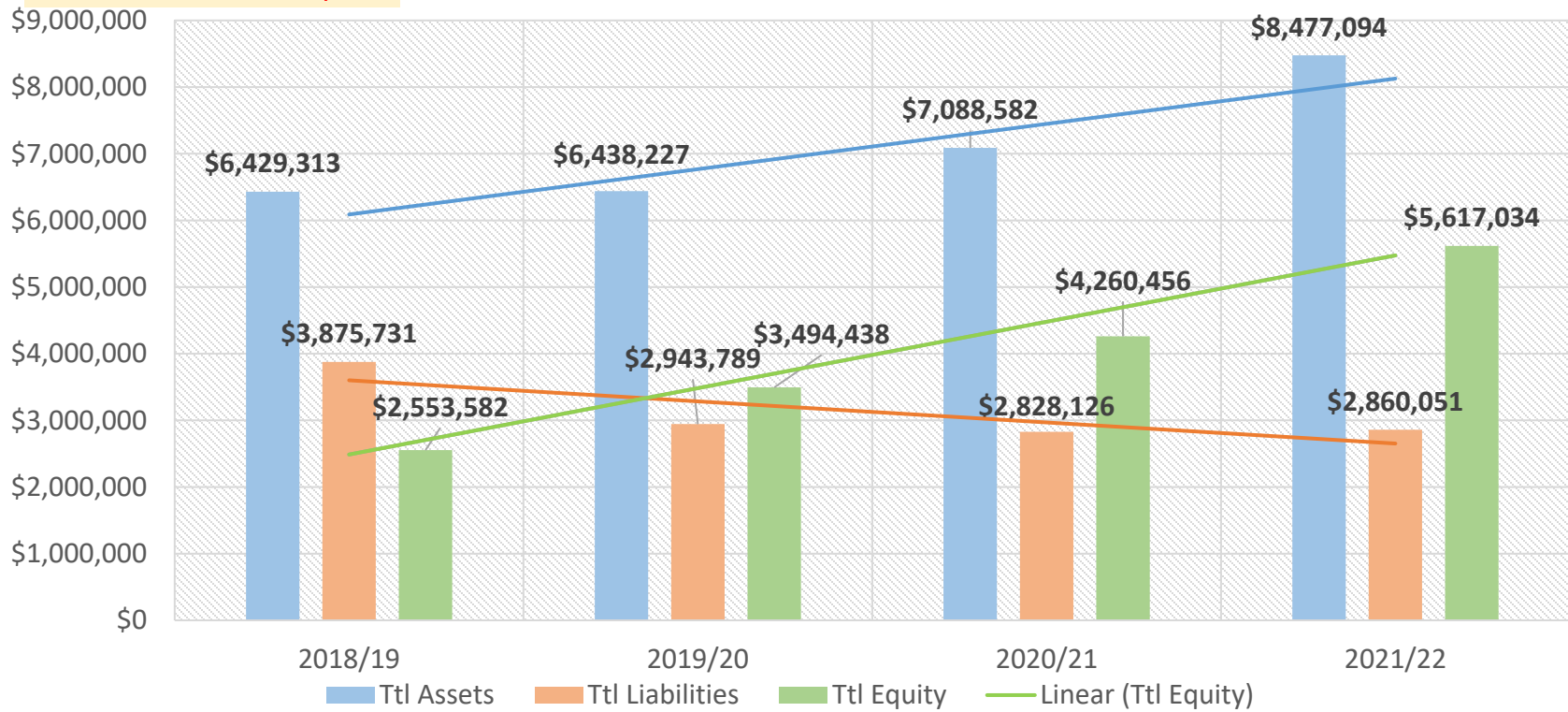
# Camarillo Health Care District

## Statement of Net Assets

	<u>March 2022</u>	<u>March 2021</u>	<u>\$</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>CASH ACCOUNTS</b>				
Bank of the West General	1,361,910.60	251,811.35	1,110,099.25	440.8%
Petty Cash-Administration	1,000.00	1,000.00	0.00	0.0%
Cash Drawer-Community Educ	50.00	50.00	0.00	0.0%
Cash Drawer-Transportation	20.00	20.00	0.00	0.0%
Cash Drawers- Senior Nutrition	85.00	85.00	0.00	0.0%
Cash-Local Agency Investment	4,042,089.93	4,029,924.86	12,165.07	0.3%
Cash - County Treasury Invstmn	5,636.18	5,501.14	135.04	2.5%
Mechanics, Rabo Savings	626,277.25	161,433.28	464,843.97	287.9%
Mechanics, Rabo Checking	0.00	280,649.79	(280,649.79)	-100.0%
Cash-Restricted-Scholarship	7,623.75	6,448.75	1,175.00	18.2%
<b>TOTAL CASH ACCOUNTS</b>	<b>6,044,692.71</b>	<b>4,736,924.17</b>	<b>1,307,768.54</b>	<b>27.6%</b>
Accounts Receivable	4,270.00	(790.00)	5,060.00	640.5%
Employee Advance	0.00	835.32	(835.32)	-100.0%
Accrued Interest Receivable	3,185.27	51.84	3,133.43	6044.4%
City of Cam-SNP HDM Rcbl	0.00	27,750.06	(27,750.06)	-100.0%
City of Cam CDBG CV3 Rec	37,500.03	0.00	37,500.03	100.0%
Grant-VCAAA -Sr Nutrition Rcbl	14,718.88	8,219.93	6,498.95	79.1%
Grant-VCAAA Caregiver Rcbl	4,959.04	5,098.47	(139.43)	-2.7%
Contract-Caregiver Navigation Project	3,200.00	0.00	3,200.00	100.0%
Grant-VCAAA SS Line Rcbl	7,526.72	7,526.72	0.00	0.0%
Johns Hopkins ADS Rec	240.00	240.00	0.00	0.0%
Contract-PICF-Blue Shield	0.00	3,057.00	(3,057.00)	-100.0%
Contract-PICF Anthem	2,270.00	8,214.00	(5,944.00)	-72.4%
Contract-PICF-Falls	2,042.20	380.00	1,662.20	437.4%
Contract-AAA-Evidence Based	0.00	760.00	(760.00)	-100.0%
Due Fr County-Property Tax	704,873.08	519,631.39	185,241.69	35.6%
<b>TOTAL Current Assets</b>	<b>6,829,477.93</b>	<b>5,317,898.90</b>	<b>1,511,579.03</b>	<b>28.4%</b>
<b>Fixed Assets</b>				
Buildings & Improvements	3,143,469.55	3,136,670.55	6,799.00	0.2%
IS Equip	102,122.40	102,122.40	0.00	0.0%
Equipment & Furnishings	246,331.73	254,911.58	(8,579.85)	-3.4%
Transportation Vehicles	214,214.37	214,214.37	0.00	0.0%
Accum Depreciation-Buildings	(2,087,067.30)	(2,023,758.83)	(63,308.47)	-3.1%
Accum Depreciation-IS Equip	(94,354.05)	(87,081.02)	(7,273.03)	-8.4%
Accum Depreciation-Equip&Furn	(192,707.00)	(206,430.36)	13,723.36	6.6%
Accum Depreciation-Vehicles	(211,080.84)	(210,297.55)	(783.29)	-0.4%
<b>TOTAL Fixed Assets</b>	<b>1,120,928.86</b>	<b>1,180,351.14</b>	<b>(59,422.28)</b>	<b>-5.0%</b>
<b>Other Assets</b>				
Prepaid Insurance	21,888.28	12,393.77	9,494.51	76.6%
Prepaid Workers Comp	(2,158.00)	160.92	(2,318.92)	-1441.0%

	<i>March 2022</i>	<i>March 2021</i>	<i>\$ Variance</i>	<i>% Variance</i>
Prepaid Postage	435.14	660.47	(225.33)	-34.1%
Pre Paid Rental/Lease	3,753.00	2,835.00	918.00	32.4%
Deferred Outflows of Resources GASB 68	472,711.00	494,934.17	(22,223.17)	-4.5%
Deferred Outflows of Resources GASB 75	30,058.00	79,348.00	(49,290.00)	-62.1%
<b>TOTAL Other Assets</b>	<b>526,687.42</b>	<b>590,332.33</b>	<b>(63,644.91)</b>	<b>-10.8%</b>
<b>TOTAL ASSETS</b>	<b>8,477,094.21</b>	<b>7,088,582.37</b>	<b>1,388,511.84</b>	<b>19.6%</b>
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Accounts Payable	33,907.56	18,517.37	15,390.19	83.1%
Accued Expenses	289.24	0.00	289.24	100.0%
Medical Premium Payable-Emp	0.00	461.26	(461.26)	-100.0%
Accrued Vacation	98,336.11	83,211.72	15,124.39	18.2%
Accrued Interest Expenses	0.00	4,835.63	(4,835.63)	-100.0%
Scholarships-Volunteer Expense	1,595.97	1,595.97	0.00	0.0%
Scholarships-Senior Services	6,027.78	4,852.78	1,175.00	24.2%
Deferred Revenue	30,126.17	75,999.92	(45,873.75)	-60.4%
<b>TOTAL Current Liabilities</b>	<b>170,282.83</b>	<b>189,474.65</b>	<b>(19,191.82)</b>	<b>-10.1%</b>
<b>Long-Term Liabilities</b>				
Construction Loan to 2021	0.00	95,464.29	(95,464.29)	-100.0%
Net Pension Liability GASB 68	1,773,279.00	1,596,760.50	176,518.50	11.1%
Accrued OPEB Liability GASB 75	469,896.00	326,777.00	143,119.00	43.8%
Deferred Inflows of Resources GASB 68	122,106.00	186,989.00	(64,883.00)	-34.7%
Deferred Inflows of Resources GASB 75	324,496.00	432,661.00	(108,165.00)	-25.0%
<b>TOTAL Long-Term Liabilities</b>	<b>2,689,777.00</b>	<b>2,638,651.79</b>	<b>51,125.21</b>	<b>1.9%</b>
<b>TOTAL LIABILITIES</b>	<b>2,860,059.83</b>	<b>2,828,126.44</b>	<b>31,933.39</b>	<b>1.1%</b>
<b>EQUITY</b>				
Designated Reserves	2,999,201.22	2,999,201.22	0.00	0.0%
Retained Earnings	1,288,643.79	558,398.72	730,245.07	130.8%
Year-to-Date Earnings	1,329,189.37	702,855.99	626,333.38	89.1%
<b>TOTAL EQUITY</b>	<b>5,617,034.38</b>	<b>4,260,455.93</b>	<b>1,356,578.45</b>	<b>31.8%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,477,094.21</b>	<b>7,088,582.37</b>	<b>1,388,511.84</b>	<b>19.6%</b>

a.o. March 2022...all years



**Camarillo Health Care District  
Investment & Reserves Report**

**31-Mar-22**

**2021 - 2022**

<b>LAIF</b>	<b>3/31/2022</b>	<b>Interest Earned</b>
Vehicle Fleet Reserve	75,611	149
Technology Reserve	152,148	300
Project/Special Use Reserve	151,222	298
Capital Improvement Reserve	504,072	993
General Operating Reserve	1,021,515	2,012
Undesignated - General Operating	2,137,522	4,217
<b>Total LAIF</b>	<b>4,042,090</b>	<b>7,969</b>

<b>Quick Ratio</b>	<b>Current Ratio</b>
<b>35.50</b>	<b>40.11</b>

**Bank of the West**

General Operating Fund	1,361,911	0.00
<b>Total Bank of the West</b>	<b>1,361,911</b>	<b>0.00</b>

**Mechanics Bank**

Checking	0	0.00
Savings	626,277	124.15
<b>Total Savings &amp; CD's</b>	<b>626,277</b>	<b>124.15</b>

**Scholarships & Petty Cash Funds**

	<b>8,779</b>	
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**Ventura County Treasurer Pool**

	<b>5,636</b>	<b>500.18</b>
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**Total in interest earning accounts**

	<b>6,044,693</b>	<b>8,593.69</b>
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<b>Reserve Funds</b>	<b>Minimum Target</b>	<b>6/30/2021 Balance</b>	<b>2021 Allocated</b>	<b>2021/2022 Interest</b>	<b>3/31/2022 Balance</b>	<b>Annual Funding Goal</b>
Vehicle Fleet Reserve	75,000	75,462	0	149	75,611	5,000
Technology Reserve	150,000	151,848	0	300	152,148	5,000
Project/Special Use Reserve	150,000	150,924	0	298	151,222	5,000
Capital Improvement Reserve	500,000	503,079	0	993	504,072	10,000
General Operating Reserve	1,941,834	1,019,503	0	2,012	1,021,515	100,000
<b>Reserves &amp; Contingencies</b>	<b>2,816,834</b>	<b>1,900,816</b>	<b>0</b>	<b>3,752</b>	<b>1,904,568</b>	<b>125,000</b>

Per California Government Code Section 53600 et. Seq., specifically section 53646 and section 53607, the attached investment report details all investment related activity in the current period. Camarillo Health Care District's (CHCD) investable funds are currently invested in LAIF and with the Ventura County Treasurer's investment pool, and their individual investment transactions are not reportable under the Government code. That said, CHCD's investment policy has taken a prudent investment course, in compliance with the "Prudent Investor's Policy" designed to protect public funds.



**SECTION 10**

**ITEMS FOR BOARD ACTION**

**SECTION 10-B  
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF DISTRICT RESOLUTION 22-06,  
REQUESTING CONSOLIDATION OF THE CAMARILLO HEALTH CARE DISTRICT  
GENERAL DISTRICT ELECTION WITH THE STATEWIDE  
GENERAL ELECTION.**

**APRIL 26, 2022**



## **RESOLUTION NO. 22-06**

### **REQUESTING CONSOLIDATION OF THE CAMARILLO HEALTH CARE DISTRICT GENERAL DISTRICT ELECTION WITH THE STATEWIDE GENERAL ELECTION**

#### ***Resolution of the Board of Directors Camarillo Health Care District Ventura County, California***

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**WHEREAS**, an election shall be conducted for the Camarillo Health Care District pursuant to the Uniform District Election Law commencing with Section 10500 of the Elections Code every two years for the purpose of electing Board Members; and

**WHEREAS**, a statewide general election will be held within the County of Ventura on the same day;

**WHEREAS**, pursuant to Section 10400 et seq. of the Election Code, said election may be consolidated with other elections to be held on the same day; and

**WHEREAS**, whenever an election called by a district, city, or other political subdivision for the submission of a question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for the statewide election, the district, city, or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and copy with the elections official, a resolution of its governing board that requests that the Camarillo Health Care District election be consolidated with the statewide election, and acknowledges that the consolidated election will be conducted in the manner prescribed in Section 10418.

**WHEREAS**, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election.

**WHEREAS**, various district, county, state and other political subdivision elections may be or have been called to be held on November 8, 2022; and

**WHEREAS**, the names of the candidates to appear upon the ballot where district, city, or other political subdivision offices are to be filled shall be filed with the county elections official no later than 81 days prior to the election.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the Camarillo Health Care District as follows:

1. Whenever an election is to be held on the same day as a statewide election, a special election, or an election held pursuant to Section 1302 or 1303, the election may be



consolidated with the statewide or special election, or the election held pursuant to Section 1302 or 1303, as applicable. If consolidated, the consolidated election shall be held and conducted, election boards appointed, voting precincts designated, candidates nominated, ballots printed, polls opened and closed, voter challenges determined, ballots counted and returned, returns canvassed, results declared, certificates of election issued, recounts conducted, election contests presented, and all other proceedings incidental to and connected with the election shall be regulated and done in accordance with the provisions of law regulating the statewide or special election, or the election held pursuant to Section 1302 or 1303, as applicable.

2. The precincts used at the consolidation election shall be those used for the statewide, special, or regularly scheduled election and, where necessary, the county elections official may adjust precinct lines to coincide with the boundaries of the particular jurisdiction.

**BE IT FURTHER RESOLVED AND ORDERED THAT THE** governing body of the Camarillo Health Care District hereby orders an election be called and consolidated with any and all elections also called to be held on November 8, 2022 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Camarillo Health Care District, and requests the Ventura County Board of Supervisors to order such consolidation under current Elections Code Section 10401 and 10403; and

**BE IT FURTHER RESOLVED AND ORDERED** pursuant to Election Code Section 10002 that said governing body hereby requests the Board of Supervisors to permit the Ventura County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

**BE IT FURTHER RESOLVED AND ORDERED** that after a General District Board Member Election ending in a tie vote as defined in Elections Code 15651, the winner will be determined by lot and the District shall immediately notify the candidates who received the tie votes of the time and place where lots shall be cast to determine the winner; and

**BE IT FURTHER RESOLVED AND ORDERED** that the Ventura County Elections Department conduct the election for the following Divisions on the November 8, 2022 ballot:

DIVISION	SEATS OPEN	OFFICE	TERM
Division 4	1	Director	4 Years
Division 5	1	Director	4 Years

**ADOPTED** this 26th day of April, 2022.

\_\_\_\_\_  
Tom Doria, MD, President  
Board of Directors

Attest: \_\_\_\_\_  
Mark Hiepler, Esq., Clerk of the Board  
Board of Directors

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

**I, Mark Hiepler**, Clerk of the Board of Directors of the Camarillo Health Care District

**DO HEREBY CERTIFY** that the foregoing Resolution 22-06 was duly adopted by the Board of Directors of said District at a regular meeting held on the 26th day of April, 2022 and it was adopted by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Mark Hiepler, Esq., Clerk of the Board  
Board of Directors  
Camarillo Health Care District



**SECTION 10**

**ITEMS FOR BOARD ACTION**

**SECTION 10-C  
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF DISTRICT RESOLUTION 22-07,  
DECLARING MAY 2022 AS OLDER AMERICANS MONTH.**

**APRIL 26, 2022**



## RESOLUTION NO. 22-07

### DECLARING MAY 2022 - OLDER AMERICANS MONTH

*Resolution of The Board of Directors  
Camarillo Health Care District  
Ventura County, California*

---

## Older Americans Month 2022

### A Proclamation

**Whereas**, throughout the United States, it is recognized that a growing number of older Americans' skills, talents and diverse life experiences continue to enrich our communities; and

**Whereas**, Camarillo Health Care District is committed to strengthening our communities by connecting with and supporting older adults, their families and caregivers, and acknowledging their many valuable contributions to society; and

**Whereas**, Camarillo Health Care District recognizes our need to create a community that provides the services and supports older Americans need to thrive and live independently for as long as possible; and

**Whereas**, Camarillo Health Care District recognizes the importance of bringing together all generations and engaging in activities that promote physical, mental, and emotional well-being for the benefit of all; and

**Whereas**, Camarillo Health Care District enhances the lives of older Americans in our communities by promoting home-based and community-based health disease prevention and health promotion services that support quality, independent living; and

**Now, therefore**, the Board of Directors of Camarillo Health Care District does hereby proclaim May 2022 to be Older Americans Month. We urge every resident to recognize the contributions of our older citizens, help to create an inclusive society, and join efforts to support older Americans' choices about how they age in their communities.

**ADOPTED, SIGNED AND APPROVED** this 26th day of April 2022.

\_\_\_\_\_  
Thomas Doria, MD, President  
Board of Directors

Attest: \_\_\_\_\_  
Mark Hiepler, Esq., Clerk of the Board  
Board of Directors

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, **Mark Hiepler**, Clerk of the Board of Directors of the Camarillo Health Care District

**DO HEREBY CERTIFY** that the foregoing Resolution 22-07 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 26th day of May 2022, and was adopted by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Mark Hiepler, Esq., Clerk of the Board  
Board of Directors  
Camarillo Health Care District

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## **SECTION 10**

### **ITEMS FOR BOARD ACTION**

**SECTION 10-D  
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF THE REVISED PAY SCHEDULE,  
ATTACHMENT B, DETERMINING THE AMOUNT OF COMPENSATION  
EARNABLE PURSUANT TO CALIFORNIA CODE OF REGULATIONS (CCR)  
TITLE 2, SECTION 570.5.**

**APRIL 26, 2022**

**Camarillo Health Care District**  
**Pay Schedule-presented April 26, 2022**

Classification	Time Base	Minimum	Maximum	0.079 Minimum increase	7.90% Maximum increase	New Minimum	New Maximum
<b>Officers</b>							
Chief Executive Officer	Annual	\$ 151,840.00	\$ 224,952.00	\$ 11,995.36	\$ 17,771.21	\$ 163,835.36	\$ 242,723.21
Chief Administrative Officer	Annual	\$ 82,880.00	\$ 143,388.00	\$ 6,547.52	\$ 11,327.65	\$ 89,427.52	\$ 154,715.65
Chief Operations Officer	Annual	\$ 82,880.00	\$ 143,388.00	\$ 6,547.52	\$ 11,327.65	\$ 89,427.52	\$ 154,715.65
Clinical Services Officer	Annual	\$ 82,880.00	\$ 143,388.00	\$ 6,547.52	\$ 11,327.65	\$ 89,427.52	\$ 154,715.65
<b>Directors</b>							
Program & Operations Director	Annual	\$ 70,000.00	\$ 140,270.00	\$ 5,530.00	\$ 11,081.33	\$ 75,530.00	\$ 151,351.33
Clinical Services Director	Annual	\$ 70,000.00	\$ 130,000.00	\$ 5,530.00	\$ 10,270.00	\$ 75,530.00	\$ 140,270.00
Care Services Director	Annual	\$ 70,000.00	\$ 130,000.00	\$ 5,530.00	\$ 10,270.00	\$ 75,530.00	\$ 140,270.00
Community Outreach Director	Annual	\$ 70,000.00	\$ 130,000.00	\$ 5,530.00	\$ 10,270.00	\$ 75,530.00	\$ 140,270.00
Adult Day Center Director	Annual	\$ 70,000.00	\$ 130,000.00	\$ 5,530.00	\$ 10,270.00	\$ 75,530.00	\$ 140,270.00
Finance Director	Hourly	\$ 33.65	\$ 62.50	\$ 2.66	\$ 4.94	\$ 36.31	\$ 67.44
<b>Managers</b>							
Clinical Services Manager	Annual	\$ 66,560.00	\$ 89,440.00	\$ 5,258.24	\$ 7,065.76	\$ 71,818.24	\$ 96,505.76
Community Outreach and Educ	Annual	\$ 66,560.00	\$ 89,440.00	\$ 5,258.24	\$ 7,065.76	\$ 71,818.24	\$ 96,505.76
Health Promotion Manager	Annual	\$ 66,560.00	\$ 89,440.00	\$ 5,258.24	\$ 7,065.76	\$ 71,818.24	\$ 96,505.76
Accounting Manager	Hourly	\$ 20.00	\$ 33.50	\$ 1.58	\$ 2.65	\$ 21.58	\$ 36.15
Adult Day Center Manager	Hourly	\$ 20.00	\$ 33.50	\$ 1.58	\$ 2.65	\$ 21.58	\$ 36.15
<del>Community Education Manage</del>	Hourly	\$ 20.00	\$ 33.50	\$ 1.58	\$ 2.65	\$ 21.58	\$ 36.15
Office Manager	Hourly	\$ 20.00	\$ 33.50	\$ 1.58	\$ 2.65	\$ 21.58	\$ 36.15
<b>Coordinators</b>							
Care Coordinator	Hourly	\$ 19.00	\$ 35.00	\$ 1.50	\$ 2.77	\$ 20.50	\$ 37.77
Health Promotion Coordinator	Hourly	\$ 19.00	\$ 35.00	\$ 1.50	\$ 2.77	\$ 20.50	\$ 37.77
Social Services Coordinator	Hourly	\$ 19.00	\$ 35.00	\$ 1.50	\$ 2.77	\$ 20.50	\$ 37.77
Adult Day Center Coordinator	Hourly	\$ 17.50	\$ 28.00	\$ 1.38	\$ 2.21	\$ 18.88	\$ 30.21
Community Services Coordinator	Hourly	\$ 17.50	\$ 28.00	\$ 1.38	\$ 2.21	\$ 18.88	\$ 30.21
Office Coordinator	Hourly	\$ 17.50	\$ 28.00	\$ 1.38	\$ 2.21	\$ 18.88	\$ 30.21
Senior Nutrition Coordinator	Hourly	\$ 17.50	\$ 28.00	\$ 1.38	\$ 2.21	\$ 18.88	\$ 30.21
Transportation Coordinator	Hourly	\$ 17.50	\$ 28.00	\$ 1.38	\$ 2.21	\$ 18.88	\$ 30.21
<b>Assistants &amp; all other positions</b>							
Accounting Assistant	Hourly	\$ 17.00	\$ 27.16	\$ 1.34	\$ 2.15	\$ 18.34	\$ 29.31
Administrative Assistant, HR	Hourly	\$ 17.00	\$ 27.16	\$ 1.34	\$ 2.15	\$ 18.34	\$ 29.31
Executive Assistant	Hourly	\$ 17.00	\$ 27.16	\$ 1.34	\$ 2.15	\$ 18.34	\$ 29.31
Health Promotion Coach	Hourly	\$ 17.00	\$ 27.16	\$ 1.34	\$ 2.15	\$ 18.34	\$ 29.31
Driver	Hourly	\$ 16.50	\$ 25.00	\$ 1.30	\$ 1.98	\$ 17.80	\$ 26.98
Driver (On-Call)	Hourly	\$ 16.50	\$ 25.00	\$ 1.30	\$ 1.98	\$ 17.80	\$ 26.98
Activity Leader II	Hourly	\$ 15.50	\$ 22.50	\$ 1.22	\$ 1.78	\$ 16.72	\$ 24.28
Activity Leader I	Hourly	\$ 15.00	\$ 22.00	\$ 1.19	\$ 1.74	\$ 16.19	\$ 23.74
Activity Leader I (On-Call)	Hourly	\$ 15.00	\$ 22.00	\$ 1.19	\$ 1.74	\$ 16.19	\$ 23.74
Administrative Assistant	Hourly	\$ 15.00	\$ 22.00	\$ 1.19	\$ 1.74	\$ 16.19	\$ 23.74
Resource Specialist	Hourly	\$ 15.00	\$ 22.00	\$ 1.19	\$ 1.74	\$ 16.19	\$ 23.74
Senior Nutrition Assistant	Hourly	\$ 15.00	\$ 22.00	\$ 1.19	\$ 1.74	\$ 16.19	\$ 23.74





**SECTION 10**

**ITEMS FOR BOARD ACTION**

**SECTION 10-E**

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL TO NEGOTIATE AND PROCURE UP  
TO TWO FLEET VEHICLES NOT TO EXCEED \$95,000.**

**APRIL 26, 2022**

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**SECTION 10**

**ITEMS FOR BOARD ACTION**

**SECTION 10-F  
REVIEW/ DISCUSSION /ACTION – ANNUAL REVIEW OF THE DISTRICT’S BY-  
LAWS. STAFF FINDS NO CHANGES AT THIS TIME.**

**APRIL 26, 2022**

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# DISTRICT BY-LAWS

Reviewed April 27, 2021

**CAMARILLO HEALTH CARE DISTRICT  
3639 E. LAS POSAS ROAD, CAMARILLO, CA 93010  
805-388-1952**

**CAMARILLO HEALTH CARE DISTRICT BY-LAWS  
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## VISION, MISSION, AND GUIDING PRINCIPLES

**Vision:** Ventura County is a model healthy community with seamless access to high quality health and community-based services that optimize well-being, empower healthy lifestyles, and build strong communities.

**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 based 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.



# CAMARILLO HEALTH CARE DISTRICT BY-LAWS

## PREAMBLE

### SECTION 1. NAME

The name of this organization shall be the Camarillo Health Care District (hereinafter "the District"), organized as the Pleasant Valley Hospital District in November 1969, pursuant to the terms of the Local Health Care District Law of the State of California (Statutes 1945, Chapter 932; Health and Safety Code, Division 23, Sections 32000-32492, of the State of California), to promote the public health and general welfare. This organization shall be fully empowered to receive and administer funds for the attainment of these objectives, in accordance with the purposes and powers set forth in the Local Health Care District Law of the State of California.

## ARTICLE I

### OFFICES

#### SECTION 1. OFFICES

The principal office for the transaction of business of the District is hereby fixed at 3639 East Las Posas Road, Suite 117, Camarillo, Ventura County, California 93010. Branch offices may at any time be established by the Board of Directors at any place or places within the geographical boundaries of the District, when necessary to conduct the business of the District.

#### SECTION 2. TITLE TO PROPERTY

The title to all property of the District shall be vested in the District, and the signatures of the President and Clerk of the Board, or other person specifically authorized at any meeting of the Directors, shall constitute the proper authority for the purchase or sale of property, or for the investment or other disposal of trust funds which are subject to the control of the District.

## ARTICLE II

### PURPOSES AND SCOPE

#### SECTION 1. SCOPE OF BY-LAWS

These By-laws shall be known as the “District By-laws” and shall govern the District, its Board of Directors, and any affiliated and subordinate organizations, groups, or legislative bodies.

The Board of Directors may in accordance with law delegate certain powers to affiliated and subordinate organizations, groups or legislative bodies, such powers to be exercised in accordance with the respective by-laws of such entities. The by-laws of such subordinate organizations, groups or legislative bodies shall not conflict with these District By-laws or any statute of the State of California. All powers and functions not expressly delegated to such entities are to be considered residual powers vested in the Board of Directors of this District.

In the event the District By-laws are in conflict with any statute of the State of California governing this District, such statute shall prevail.

#### SECTION 2. PURPOSES

The purposes of this District shall include, but not necessarily be limited to the following:

- (a) To ensure for the provision of quality health and wellness related services to meet the needs of District residents, in accordance with the Vision, Mission, and Guiding Principles Statement contained at the beginning of these District By-laws and regardless of race, religion, national origin, disability and gender.
- (b) To exercise those powers and duties granted to local health care districts by the State of California Health & Safety Code Sections 32000-32492, and other applicable provisions of law, which include:
  - (1) To establish, maintain and operate, or provide assistance in the operation of, free clinics, diagnostic and testing centers, health

education programs, wellness and preventive programs, and rehabilitation, necessary for the maintenance of good physical and mental health in the communities served by the District;

- (2) To carry out activities through one or more corporations, joint ventures, or partnerships for the benefit of the health care district;
- (3) To establish, maintain and operate, or provide assistance in the operation of, one or more health facilities or health services including, but not limited to, outpatient programs, services and facilities, retirement programs, services and facilities, chemical dependency programs, services and facilities, or health care programs, services and facilities, and activities at any location within or outside of the District for the benefit of the District and the people served by the District; and
- (4) To exercise those powers and duties of a local health care district pursuant to the Local Health Care District Law.

**SECTION 3.            DISPOSITION OF SURPLUS**

Should the operation of the District result in a surplus of revenue over expenses during any particular period, the use of such surplus shall be determined by the Board of Directors for a public purpose consistent with Local Health Care District Law, other State laws, and these District By-laws.

**ARTICLE III**

**DIRECTORS**

**SECTION 1.            NUMBER, QUALIFICATIONS, AND TERMS OF OFFICE**

The Board shall consist of five (5) elected Directors, who shall be elected by zones Commencing with the District's next regular election in 2020.

Commencing with the District's next regular election in 2020 and every four years thereafter, the voters in Zones 1, 2, and 3 will elect a member of the Board of Directors for a four-year term. Commencing with the District's next regular election in 2022 and every four years thereafter, the voters in Zones 4 and 5 will elect a member of the Board of Directors for a four-year term.

Commencing with the District's next regular election in 2020, each member of, and any candidate for, the Board of Directors must reside in, and be a registered voter of, the zone in which he or she seeks or holds office. A candidate must be a resident of the zone in which he or she seeks office for at least 30 days before the election date. The office of a Board Member elected by zone who ceases to maintain his or her legal residence in the zone he or she represents shall become vacant unless he or she establishes another residence within the zone within 30 days after the termination of his or her previous residency. The Board shall fill any vacancy pursuant to Health & Safety Code section 32100.01 and the appointed Director shall hold office for the unexpired term.

## **SECTION 2.            POWERS AND DUTIES**

The Board of Directors shall have and exercise all the powers of the District, as set forth in Chapter 2, Article 2, of the Local Health Care District Law, and other provisions of State law, including, but not limited to the following:

- (a) To attend all regular Board meetings, as well as special meetings as required.
- (b) To participate on committee(s), as assigned.
- (c) To employ a Chief Executive Officer (CEO), and to define the powers and duties of said CEO.
- (d) To adopt resolutions establishing policies or rules for the operation of the District and any of its facilities. Such resolutions shall be kept in a separate book or file and shall be available for inspection at all times.
- (e) Ensure that Board policy is carried out by the CEO.
- (f) To carry out the provisions of the District By-laws and the Local Health Care District Law.

**SECTION 3.                    COMPENSATION**

The members of the Board of Directors may receive one hundred dollars (\$100) per District meeting attended, not to exceed five (5) meetings per month, defined as regular Board meetings, special Board meetings, and Board standing committee meetings. Each member of the Board of Directors shall be allowed his or her travel and incidental expenses incurred in the performance of official business of the District, as approved by the Board.

Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings, or in making any trips on official business of the Board, when so authorized. This shall include, but not be limited to, seminars, meetings, meals and traveling expenses associated with official District business. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of the vehicle usage.

Members of the Board of Directors shall receive the current meeting stipend for attendance/representation at the regular meetings of the Ventura County Special District Association and the Dos Caminos Plaza Association, in keeping with the District's fiduciary responsibility regarding legislative advocacy and plant/facilities management. This meeting stipend counts toward the maximum of five meetings per month.

**ARTICLE IV**

**MEETINGS OF DIRECTORS**

**SECTION 1.                    REGULAR BOARD MEETINGS**

A minimum of ten (10) regular Board meetings per year shall be held at a time and place to be fixed by resolution. The Board may, from time to time, by resolution, change the time and place of such meetings.

**SECTION 2.                    SPECIAL BOARD MEETINGS**

Special Board meetings may be called by the President or three (3) Directors, and notice of the holding of such meetings shall be received by each member of the Board of Directors at least twenty-four (24) hours before the meeting in the manner required by law.

**SECTION 3.                    BOARD STANDING COMMITTEE MEETINGS**

Standing Committees of the Board are established by the Board, and committee members shall be appointed by the President of the Board of Directors. Meetings are called on an as needed basis, by the Committee Chairperson, Chief Executive Officer, or a majority of the Committee. Each committee shall consist of at least two (2) Board members and other members, as deemed necessary. For more information on Committees, refer to Article VI, Committees, of these District By-laws.

**SECTION 4.                    QUORUM**

A majority of a legislative body (Board or Standing Committee) shall constitute a quorum for the transaction of any business of the District.

**SECTION 5.                    ADJOURNMENT OF MEETINGS**

The legislative body of the District may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting, the Clerk to the Board may declare the meeting adjourned to a stated time and place and he/she shall cause written notice of the adjournment to be given in the same manner as provided in Government Code Section 54956 for special meetings, unless such notice is waived as provided for special meetings. A copy of the order or notice of the adjournment shall be conspicuously posted on or near the door of the place where the regular, adjourned regular, special or adjourned special was held within 24 hours after the time of adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned regular meeting is a regular meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meeting by ordinance, resolution, by-law or other rule.

**SECTION 6.                    PUBLIC MEETINGS**

All meetings of the Board of Directors, whether regular, special, Standing Committee or adjourned, shall be open to the public. However, the foregoing shall not be construed to prevent the Board from holding closed sessions to consider the appointment, employment, performance evaluation, discipline or dismissal of a public

employee, or to hear complaints or charges brought against such officer or employee, to consult with legal counsel concerning litigation to which the District is, or may be, a party, or as otherwise authorized by law.

**SECTION 7.                    ATTENDANCE AT MEETINGS**

Notwithstanding any other provisions herein, the office of any Director shall become vacant if he or she ceases to discharge the duties of Director for a period of three (3) consecutive months, except when prevented by sickness or when absent from the state with the permission required by law. A Director's unexcused absence from three (3) consecutive regular meetings shall be prima facie evidence that the Director has abandoned his or her office.

**SECTION 8.                    GOVERNING LAW**

All meetings of the Board and any legislative bodies of the District shall be governed by the provisions of the Ralph M. Brown Act, Government Code Section 54950 et seq., and applicable provisions of the Local Health Care District Law.

**ARTICLE V**

**OFFICERS**

**SECTION 1.                    OFFICERS**

The officers of the Board of Directors shall be a President, Vice President, Clerk of the Board, and any other officer the Board may appoint.

**SECTION 2.                    ELECTION OF OFFICERS**

The officers of the Board of Directors may serve terms of one (1) year and may be elected for additional terms. Reorganization of the Board should take place at the last meeting of the calendar year.

**SECTION 3.                    PRESIDENT**

The President, or member of the Board acting as such:

- (a) Shall preside over all meetings of the Board of Directors.
- (b) Shall sign all contracts and conveyances and all other instruments which have been authorized by the Board of Directors, except where the Board has specifically authorized another person to sign such contracts, conveyances or other instruments.
- (c) Shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

**SECTION 4.            VICE PRESIDENT**

If, at any time, the President shall be unable to act, the Vice President shall take the President's place and perform the President's duties. If the Vice President shall also be unable to act, the Board may appoint some other member of the Board to do so, and such person shall be vested with all the functions and duties of President until such time as the President or Vice President shall be able to assume such functions and duties.

**SECTION 5.            CLERK OF THE BOARD**

Clerk of the Board shall keep, or cause to be kept, accurate and complete minutes of all meetings, and perform such other duties as ordinarily pertain to this office.

**ARTICLE VI**

**COMMITTEES**

**SECTION 1.            GENERAL PROVISIONS**

Committees of the Board shall be as specified in Article VI, Section 2. Appointment of committee members shall be the responsibility of the President with the concurrence of the Board. Appointment of non-board members to committees shall be permitted at the discretion of the Board.



All non-board members appointed to committees shall serve thereon without voting rights unless otherwise provided herein. Committee activity shall only be advisory to the Board. No committee of the Board shall have the power or authority to commit the Board or the District in any manner. Committee members shall serve until replaced.

Notwithstanding any other provisions herein, if a committee member is absent from three (3) consecutive meetings of the committee, the President may declare that a vacancy exists on the committee. Each committee meeting shall have an agenda and shall submit minutes of its meetings to the Board. The President may appoint a chairperson to each committee. All committees shall meet at the call of their chairperson or the Chief Executive Officer, and shall comply with all applicable provisions of the Ralph M. Brown Act.

## SECTION 2. STANDING COMMITTEES OF THE BOARD

Standing Committees of the Board shall be appointed, as set forth below, and such committees shall continue in existence until discharged by specific action by the Board of Directors. Standing Committees shall meet on an as needed basis and may be called by the Committee Chairperson, Chief Executive Officer, or a majority of the Committee. The Board President shall appoint and publicly announce the members of the Standing Committees for the ensuing year; this shall be done no later than at the Board's regular meeting in January.

- (a) 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, and make recommendations to the Board of Directors.

- (b) Finance/Investment Committee, shall consist of two (2) members of the Board of Directors.

The function of this committee is to review the financial and investment operations and policies of the District to maintain financial stability of

the Camarillo Health Care District. The committee shall review any 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 any course of action regarding investment decisions (per the District's Investment Policy).

**SECTION 3. AD HOC COMMITTEES OF THE BOARD**

The President, with the concurrence of the Board, may appoint Ad Hoc committees for the investigation, study and review of specific matters for reports and recommendations to the Board. Ad Hoc committees stand discharged upon completion of the assigned task.

**ARTICLE VII**

**CHIEF EXECUTIVE OFFICER**

**SECTION 1. RESPONSIBILITIES OF CHIEF EXECUTIVE OFFICER**

The Board shall select and appoint a Chief Executive Officer who shall be its representative in the management of the District. The Chief Executive Officer shall be given the authority and responsibility to operate the District in all its activities and departments, subject to policies as may be issued by the Board and applicable law. The Chief Executive Officer shall act as the duly authorized representative of the Board in all matters in which the Board has not formally designated some other person to so act.

**SECTION 2. POWERS AND DUTIES**

The authority and responsibility of the Chief Executive Officer shall include:

- (a) Carrying out all policies established by the Board and advising the Board with respect to formation of these policies;
- (b) Preparing an annual budget showing the expected revenue and expenditures;

- (c) Selecting, employing, managing and discharging employees and developing and maintaining personnel policies and practices for the District;
- (d) Maintaining physical properties in good and safe state of repair and operating condition.
- (e) Supervising business affairs to ensure that funds are collected and expended to the best possible advantage. The CEO shall have purchasing powers, for any unbudgeted items, not to exceed, in aggregate, 1% of the annual budget;
- (f) Attending all meetings of the Board and serving on committees thereof. In the absence of the Chief Executive Officer, a designated staff member will attend. The Chief Executive Officer (or his/her designee) shall be an ex-officio member of all committees of the Board;
- (g) Serving as the liaison and channel of communications with the Board;
- (h) Representing the District in its relationships with other health and community organizations;
- (i) Positioning the District to effectively and appropriately manage crisis situations, including closure of the District following any federal, state, county, municipal, local or District incident involving or including a natural disaster, facilities disaster, an information crisis, a human tragedy, a human resource issue, or days of mourning, celebration, and/or recognition; and
- (j) Performing other duties that may be necessary.

## ARTICLE VIII

### EX-OFFICIO

Persons serving under these District By-laws as ex-officio members of a committee shall not be counted in determining the existence of a quorum and shall have no voting privileges.

ARTICLE IX

INDEMNIFICATION OF OFFICERS,  
DIRECTORS AND EMPLOYEES

To the fullest extent permitted by law, the District shall indemnify and hold harmless its Directors, officers, and employees with respect to acts or omissions made by them in the course of their official duties or employment by the District against all expenses, judgments, fines, settlements and other amounts, including, but not limited to attorney's fees, actually and reasonably incurred in any proceeding to which such persons shall be parties or shall be threatened to be made parties. Notwithstanding the foregoing, and except as may otherwise be required by law, the District shall have no obligation to indemnify or hold harmless any officer, Director or employee of the District unless at the time of such claim there shall be in force a policy of insurance providing the District with reimbursement with respect to such claim.

ARTICLE X

AMENDMENT


The District By-laws may be amended, by resolution, at any regular meeting of the Board upon the affirmative vote of a majority of the full membership of the Board as defined by California law.

ARTICLE XI


SEAL

The Board shall have the power to adopt a formal seal and to alter it.

ADOPTED, SIGNED AND APPROVED this 28th day of April, 2020 at Camarillo, California.



Christopher Loh  
President, Board of Directors  
Camarillo Health Care District

Attest 

Richard Loft  
Clerk of the Board, Board of Directors  
Camarillo Health Care District

Dated: 28 April - 2020

CERTIFICATE OF PRESIDENT OF  
CAMARILLO HEALTH CARE DISTRICT

I, Christopher Loh, do certify as follows:

1. That I am duly elected and acting as President of the Camarillo Health Care District, a California Healthcare District.
2. That the by-laws to which this Certificate is attached comprising pages 1 to 14, inclusive, constitute the By-laws of the Camarillo Health Care District as duly adopted and as amended from time to time.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 28th day of April 2020.



Christopher Loh  
President, Board of Directors  
Camarillo Health Care District

Attest:



Richard Loft  
Clerk of the Board of Directors  
Camarillo Health Care District

Dated: 28 - April - 2020

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**SECTION 11**

**CHIEF EXECUTIVE OFFICER REPORT**

**APRIL 26, 2022**

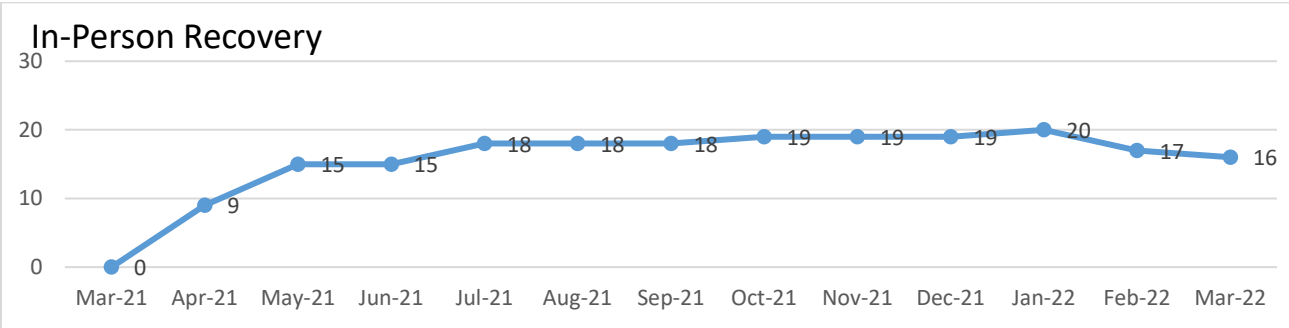
# MEMORANDUM

**DATE:** March 31, 2022  
**TO:** Kara Ralston, Chief Executive Officer  
**FROM:** Mary Ann Ratto, Adult Day Center Director  
**SUBJECT:** *March 2022 Monthly Report*

## PROGRAM DESCRIPTION

For the past 38 years (since 1983), Camarillo Health Care District has operated a state-licensed Adult Day Center for adults (age 18 and over) with cognitive impairment and other special needs. With intentional thoughts, the Adult Day Center provides a compassionate and dynamic environment where persons with functional and cognitive disabilities can participate in meaningful activities, allowing them to remain as independent as possible with dignity, respect, and honor. Participants enjoy a variety of scheduled activities modified and designed to promote self-esteem, endurance, and engagement. Customized schedules are available full day, half day, multiple or single days in a week, with transportation options.

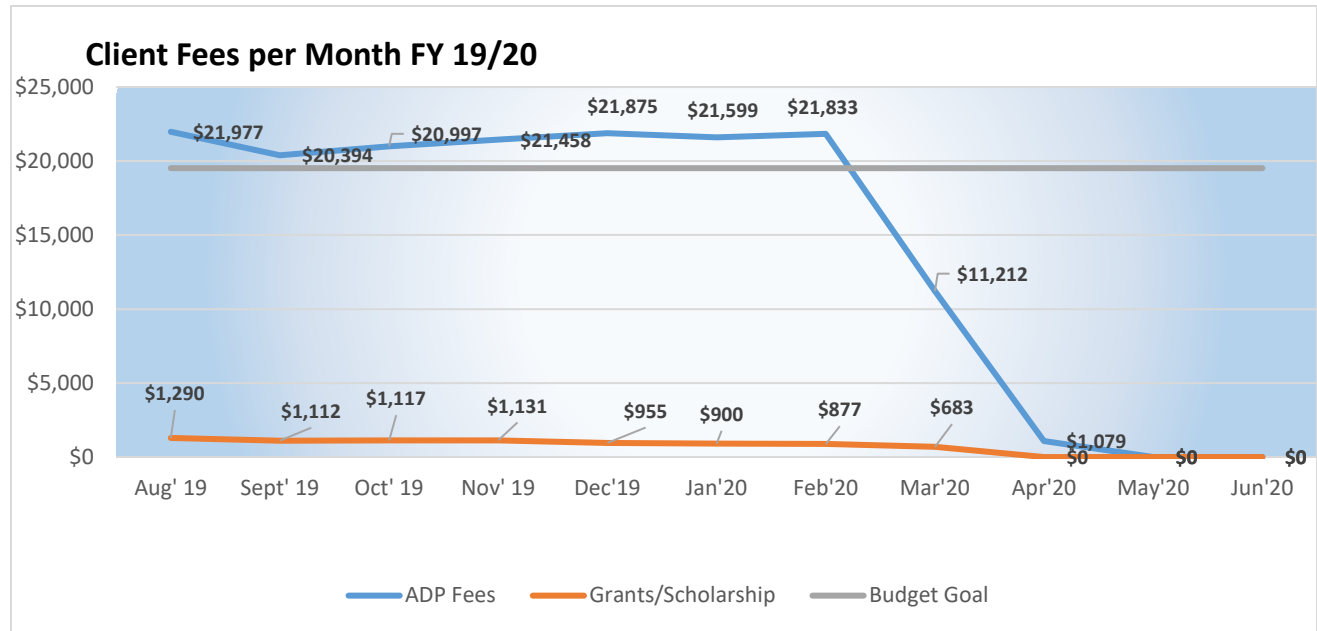
*The subsequent charts reflect recovery efforts since reopening in April 2021. Operating under capacity restrictions, with full and afternoon half day offering at 6:1 ratio.*



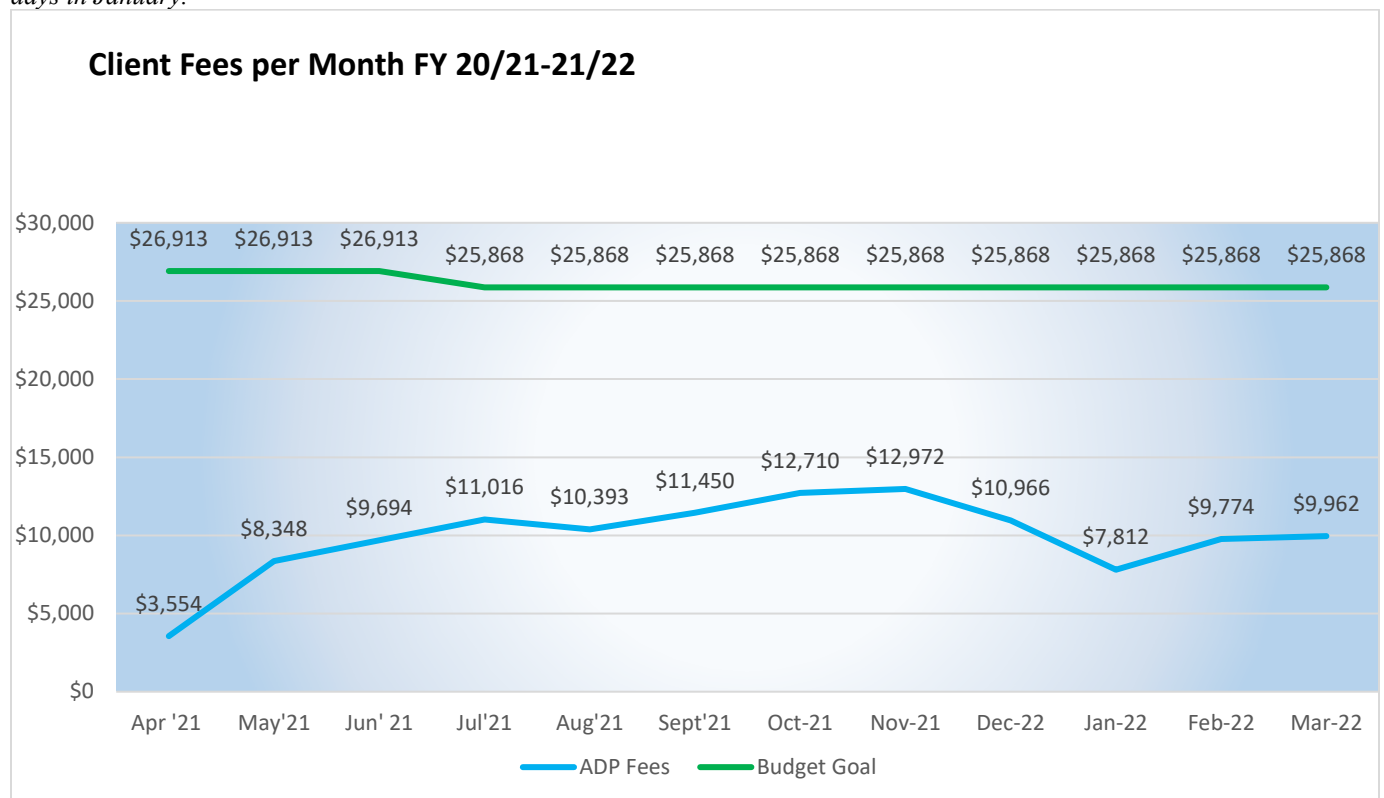
	March 2022	April 2022
<b>Enrollment at start of new month</b>	16	12
<b>New Enrollment</b>	2	4
<b>Leave of Absence (LOA)</b>	0	1
<b>Disenrollment</b>	5	0
<b>Total Enrollment at close of month</b>	13	

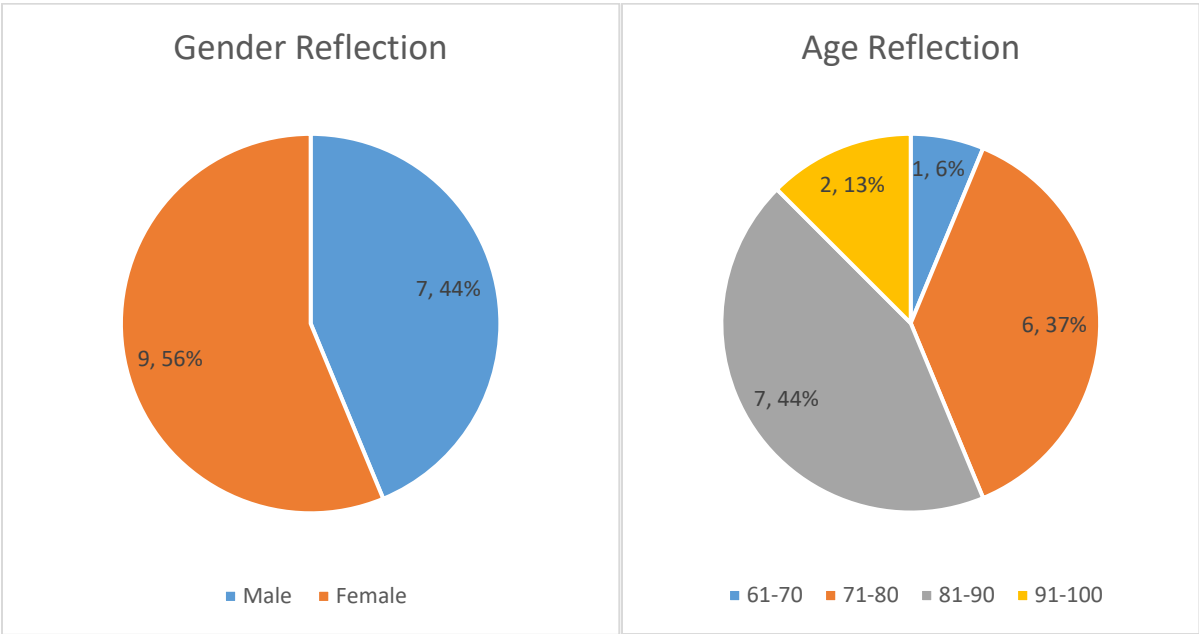


The following revenue charts reflect the success of the ADC, prior to the March 13, 2020 temporary suspension and the recovery efforts since reopening the ADC from September 8, 2020 through December 4, 2020 and April 19, 2021.



This chart reflects a dip in revenue during the months of December and January. Due to circumstances caused by the surge in Omicron cases, the center temporarily suspended in-person services for two days in December and six days in January.





Total Clients: 16  
Current average age: 81  
Current oldest: 92 (ma)  
Current youngest: 65 (fe)

## MEMORANDUM

**Date:** April 1, 2022  
**To:** Kara Ralston, CEO  
**From:** Blair Barker, Care Services Director  
**Subject:** March 2022 Board Report

### Program Description

Lifeline is an easy-to-use, in-home personal response service to ensure rapid response and assistance whenever needed...24 hours a day, 365 days a year.

### Program Overview

- 2 units was installed
- 6 units were removed
- 274 total Lifeline subscribers

Description	March 2022	February 2022	Monthly Variance	March 2021	Yearly Variance	Fiscal YTD
Total Subscribers	274	277	-3	348	-74	274
Total Units Removed with extra buttons (including transfers out to SSI programs)	6	9	-3	9	-3	71
Total Number of Installations with extra buttons	2	1	+1	2	0	14
Net Installations	-4	-8	+4	-7	-11	-50
In District/Out of District	1/1	1/0	0/1	1/1	0/0	11/3

All numbers on chart are from Philips Lifeline Carepartnersconnect web page

### Deactivations in March totaled 11 Clients

The average length of stay for those deactivating in March was 6.76 years. The national average is 2 years and 7 months.

### Lifeline Operational Calls

In total, including other miscellaneous activity, Lifeline Central answered or responded to 131 calls from District subscribers in March.

	March 2022	February 2022	Monthly Variance	March 2021	Yearly Variance	Fiscal YTD
Accidental Button Pushes (No EMS called)	59	58	+1	80	-21	622
Client Tests Performed	58	41	+17	93	-35	635
Incidents	10	14	-4	29	-19	130
Service Calls	0	0	0	15	-15	26
Welcome/Information Calls	4	2	+2	3	+1	201
<b>Total</b>	131	121	-10	220	-89	1,433

**Detailed Incident Report:** In March, Lifeline reported 10 calls for help from CHCD subscribers. Out of the 10 calls, 2 people were transported to a local hospital which represented 20% of button-help calls. EMS was called to the scene for a total of 7 times for the month of March representing about 70% of all incidents. Overall, falls were the number one reason (40%) for needing assistance.

## March 2022 Report

**Date:** April 8, 2022  
**To:** Kara Ralston, CEO  
**From:** Blair Barker, Care Services Director  
 Mayra Tapia, Senior Nutrition Coordinator  
 Monthly Program Report: **March 2022**

The Senior Nutrition Program (SNP) provides supplemental nutrition for residents age 60 and over at either the congregate meal site or by home delivery, to enhance physical, mental and emotional well-being.

**Home Delivered Meals (HDM)** are delivered to homebound seniors who are unable to procure or prepare their own meals, and include fresh fruit and vegetables, dairy and grain products as supervised by VCAAA registered dietician. Up to 5 meals/week are delivered in a bundle once each week. **During COVID-19 restrictions, clients include seniors not normally home-bound, and non-senior disabled who are abiding by Stay-at-Home orders. As of August 11, 2021, all recipients may now only receive up to 5 meals/week, with some exceptions made (low-income, high nutrition risk, no other means to obtain food, etc.) (which is why the total meal count for this month decreased from previous months).**

**Congregate Meals (aka Apple-A-Day Café)** are normally served at the District congregate (Cong) site on the third Thursday of each month. **During COVID-19 restrictions,** congregate clients may instead choose to pick up a frozen meal at the District once a month.

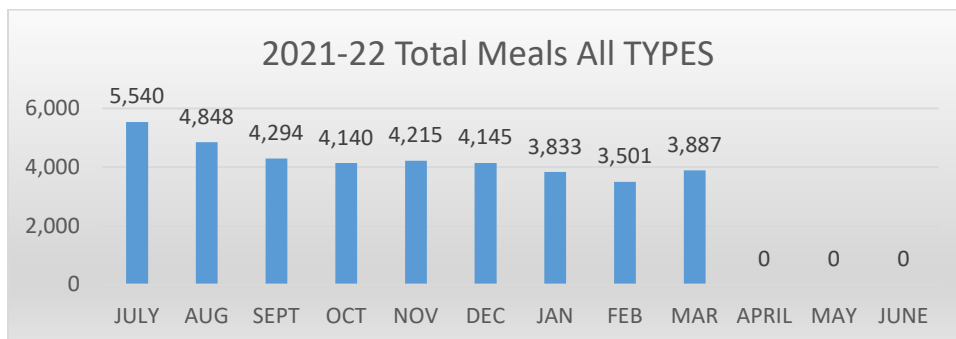
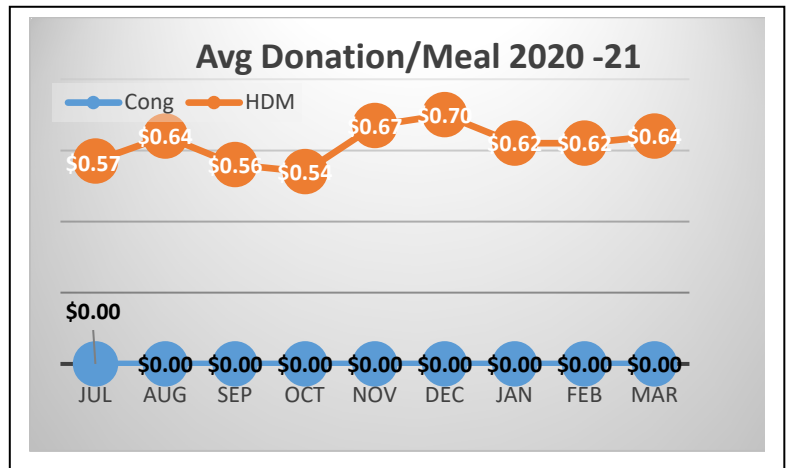
*The SNP is also partially funded by the Older Americans Act, through the Ventura County Area Agency on Aging (VCAAA), VCAAA Foundation, and the City of Camarillo. There is no charge per funding agreement but a \$3.00 per meal donation by attendees is suggested as required by the VCAAA.*

### At-a-Glance

	March 2022	Unduplicated Clients FYTD
<b>New HDM clients</b>	15 -5 disenroll 10 net gain	365 *
<b>New Cong. clients</b>	0	0**

\*includes HDM Clients currently on hold as well as 3 non- seniors funded by VCAAA Foundation.

\*\*Due to COVID19, Cong clients shifted to HDM



## Program History

The District began administrating the operational arm of the Senior Nutrition Program in April 2005, under grant funding from the Ventura County Area Agency on Aging (VCAAA). In FY 2006/07, the City of Camarillo approved funding support for the Home Delivered portion of the Senior Nutrition. VCAAA manages the food procurement part of the program, while the District provides the operational and logistical support of implementation. Since the District's participation in this program, more than 3,000 people have received more than 490,000 meals, averaging over 29,000 meals/year.

TOTAL MEALS SERVED (cumulative)		VCAAA Funding	VCAAA meals allowed	% program split	City Funding (HDM only)	City CBDG CV3 Funding (HDM only)
Program began April 1, 2005		\$27,602				
Total meals served FY 2005-2006	34,382	\$52,099				
Total meals served FY 2006-2007	28,234	\$84,468			\$32,000	
Total meals served FY 2007-2008	27,332	\$79,978			\$32,000	
Total meals served FY 2008-2009	26,168	\$82,424			\$35,000	
Total meals served FY 2009-2010	27,132	\$82,259			\$37,000	
Total meals served FY 2010-2011	22,598	\$84,166	25,700	62% HDM 38% Cong	\$37,000	
Total meals served FY 2011-2012	15,936	\$69,536	23,710	62% HDM 38% Cong	\$37,000	
Total meals served FY 2012-2013	12,941	\$60,800	20,075	96% HDM 4% Cong	\$37,000	
Total meals served FY 2013-2014	19,452	\$52,572	18,600	97% HDM 3% Cong	\$37,000	
Total meals served FY 2014-2015- (HDM+C)	23,036	\$52,572	20,460	97% HDM 3% Cong	\$37,000	
Total meals served FY 2015-2016 (HDM+C)	22,799	\$55,942	20,460	97% HDM 3% Cong	\$37,000	
Total meals served FY 2016-2017 (HDM+C+ ARCH)	23,148	\$69,660	22,320	93%HDM 7% Cong	\$37,000	
Total meals served FY 2017-2018 (HDM+C+ARCH)	25,396	\$69,375	22,500	97%HDM 3% Cong	\$37,000	
Total meals served FY 2018-2019 (HDM+C)	29,883	\$73,750	24,000	98% HDM 2% Cong	\$37,000	
Total meals served FY 2019-2020 (HDM+C)	39,719	\$84,375	27,500	96%HDM 4% Cong	\$37,000 + \$7500	
Total meals served July 2020- June 2021 (HDM+Cong.)	77,228	\$96,058	30,250	96%HDM 4% Cong	\$37,000	
<b>FYTD Total meals served July 2021- March 2022 (HDM+Cong.)</b>	<b>38,403*</b>	<b>\$96,058</b>	<b>30,250</b>	<b>96% HDM 4% Cong</b>	<b>\$37,000</b>	<b>\$50,000</b>
<b>TOTAL cumulative meals served since program inception; all- meal types; commenced April 2005</b>	<b>493,787</b>					

\*includes meals for (3) <60 disabled clients funded by the VCAAA Foundation

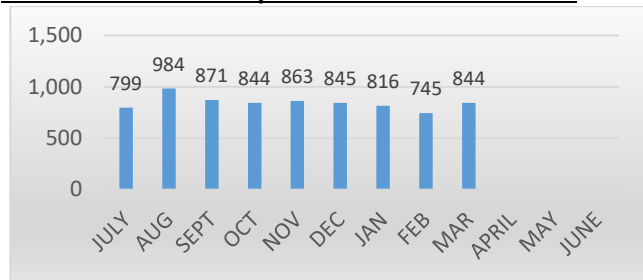
### HDM Referral Sources

Referral Source March 2022	HDM	Cong
Friend/Neighbor/Family	4	0
Former Congregate Client	0	0
Website/Online Search	0	0
Healthy Attitudes magazine	6	0
Health care provider – APS/ Hospital/Doctor/Social Worker	5	0
VCAA referral	0	0
Previous Client	0	0
Internal District referral	0	0
Walk-in	0	0
Hospice	0	0
OASIS Catholic charities	0	0
<b>TOTAL</b>	<b>15</b>	<b>0</b>

### HDM Cancellations

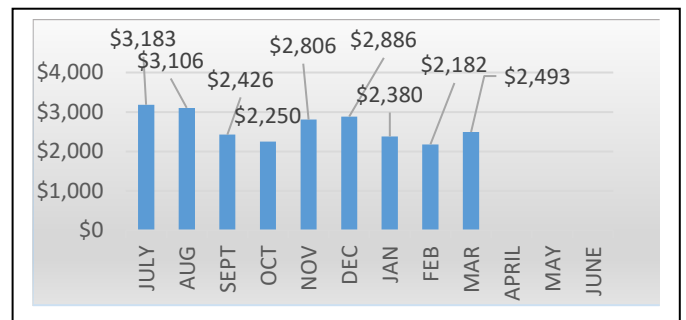
Reason Stated	March 2022
No longer requires services	3
Family/Caregiver now providing meals	0
Moved in with Family	0
Moved into Care Facility	1
Moved to alternate Program	0
No longer meets criteria	0
Health has improved - able to cook	0
Dietary restrictions	0
Relocation out of service area	0
Deceased	1
On hold for extended time	0
<b>TOTAL</b>	<b>5</b>

**HDM: Clients Served per Month 2021-22**

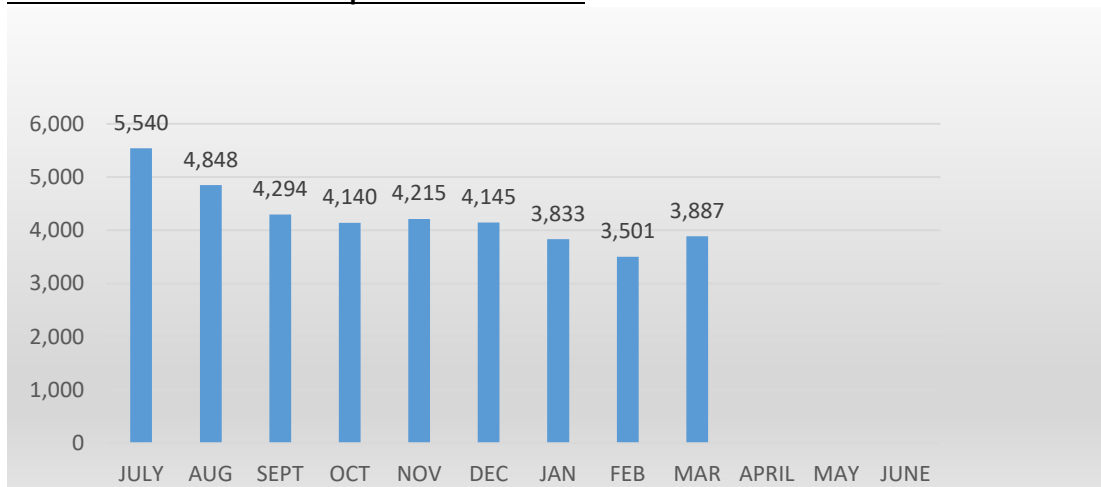


\*client count is duplicated count as clients receive meals each week

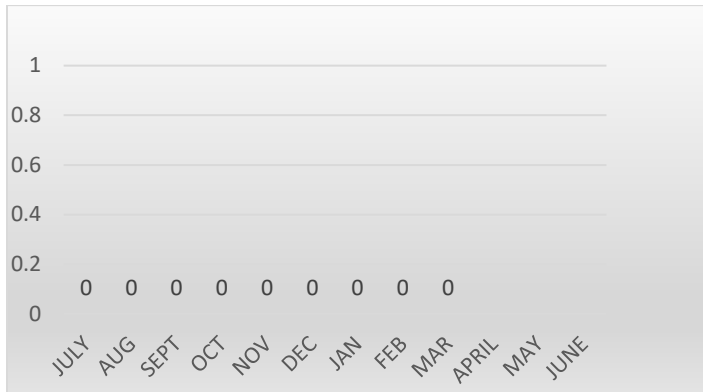
**HDM: Donations Rec'd per Month 2021-22**



**HDM: Total Meals Provided per Month 2021-22**



**CONGREGATE: Meals Provided per Month 2021-22**



**CONGREGATE: Donations Received per Month 2021-22**



*\*\*Congregate remains as a frozen pick-up option due to COVID-19 restrictions. For July 2021, there were no clients who opted for a pickup. Many past congregare clients are currently being served under the HDM program.*

# MEMORANDUM

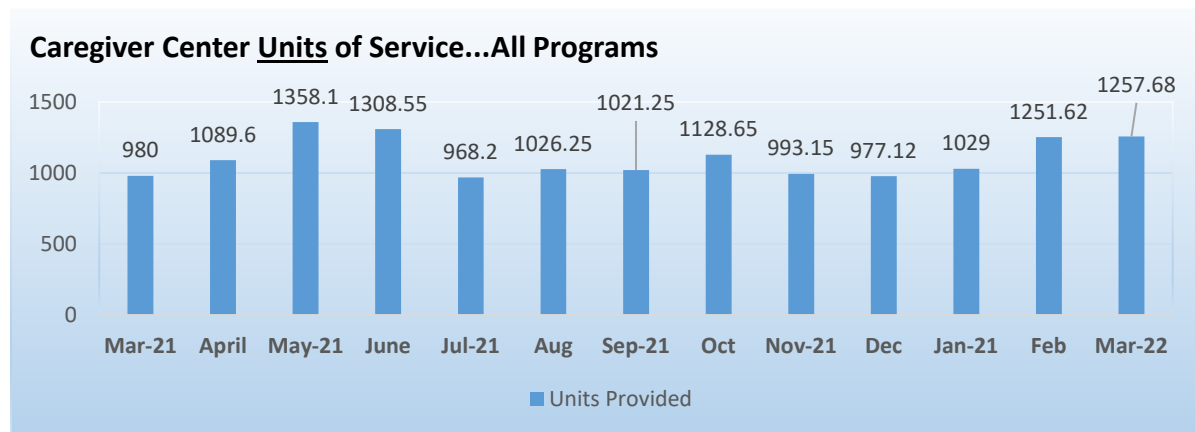
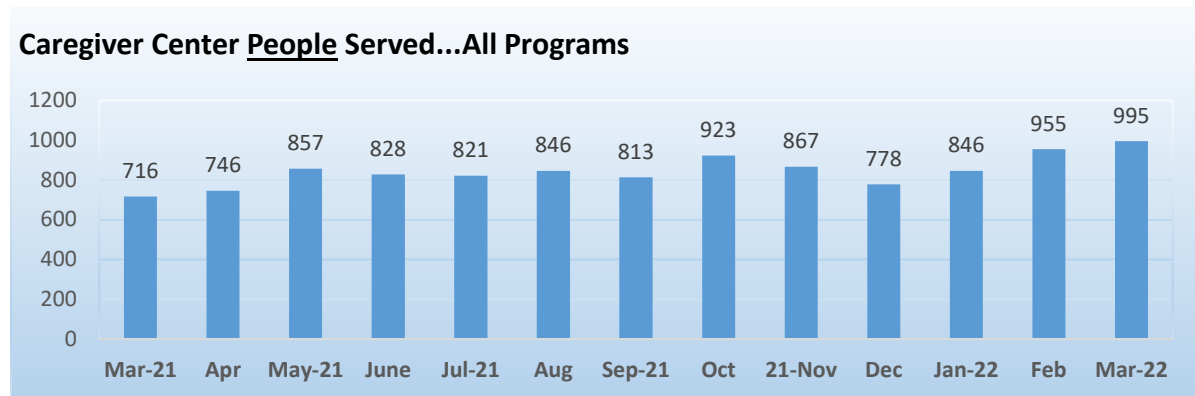
DATE: April 14, 2022  
TO: Kara Ralston, CEO  
FROM: Blair Barker, MPH, Care Services Director  
Caregiver Center of Ventura County  
RE: March 2022 Monthly Report

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## PROGRAM DESCRIPTION

The goal of the Caregiver Center of Ventura County (Center) is to decrease the impact of caregiver burden and empower people to better health. This is accomplished through strategic partnerships with medical and community-based providers for the delivery of caregiver education and training, access to resources, and increased quality of life outcomes. The Caregiver Center has a comprehensive array of programs and services including Powerful Tools for Caregivers, REACH, Personalized Care Consultations, Senior Support Line, Caregiver Skill-building, Respite Services, Home Modification Services, Dementia Education Classes, Support Groups, Walk-in Inquiry, and Caregiver Reminder Contacts.

## Overview of Units of Service Provided

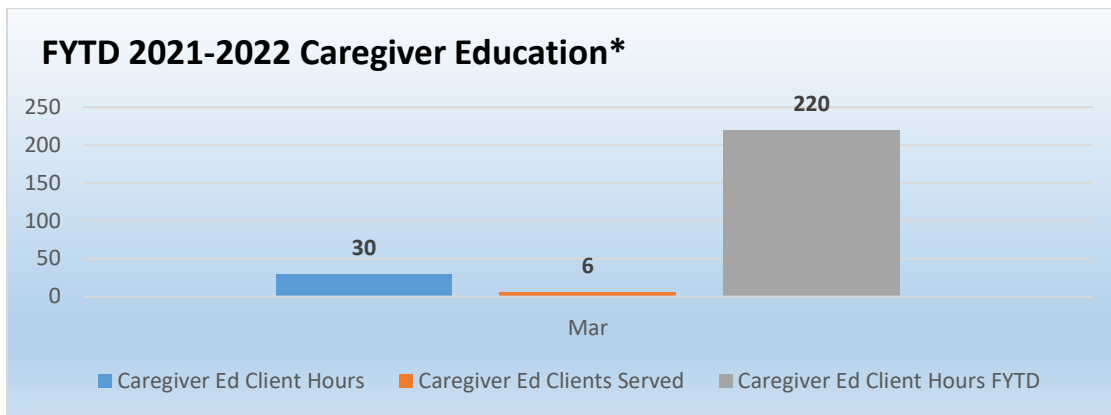




Program	March - Units	March - People
Dealing with Dementia: class	0	0
Dementia Live: class	7	7
Powerful Tools for Caregivers: Virtual Class	30	6
Care Consultation: in-person	2.5	2
Care Consultation: phone	26	31
Caregiver Support Group	16.5	10
Respite: In Home Hours	67.5	6
Respite: ADP Hours	0	0
Home Modifications: Units Installed	4	2
Assistive Devices: Units installed	0	0
Senior Support Line: Peer Counseling	84	69
Senior Support Line: Telephone Reassurance	145.18	78
Caregiver Wellness Screening (Zarit Burden)	0	0
Depression Screening (PHQ-9)	0	0
Client follow-up ( <i>in-person, phone call, email, similar</i> )	136	94
Client Walk-ins	20	20
Resource & Education Request	489	465
Inquiry response: Email/phone reply	133	108
Caregiver Email Outreach	97	97
<b>TOTAL</b>	<b>1,257.68</b>	<b>995</b>

\*REACH was removed from the chart above because the program is on hold (for re-design; by RCI).

### Caregiver Education: Powerful Tools for Caregivers Program



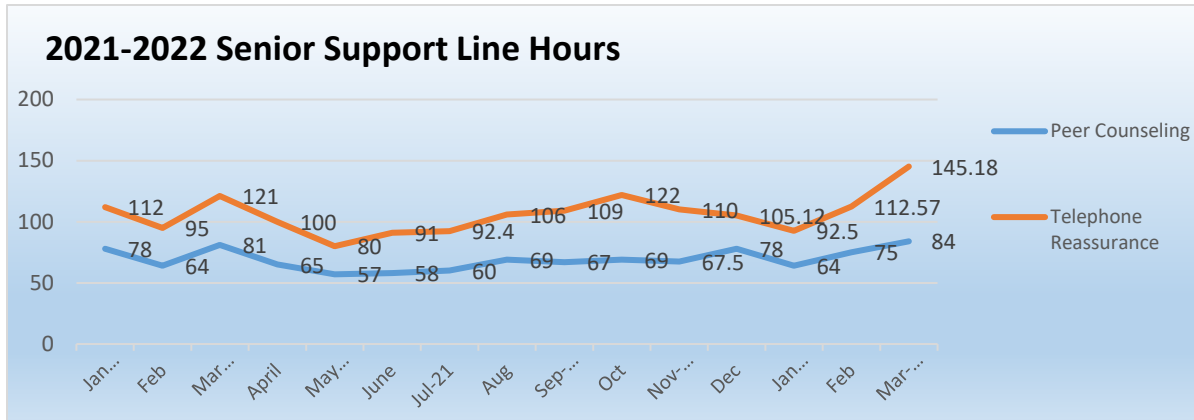
Caregiver Education	March	FYTD	Annual Contract Goal	Target 75% of FY
Total Client Units*	30	220	113	63%
Clients served	6	45	N/A	N/A
<b>TOTAL</b>	<b>36</b>	<b>265</b>	<b>N/A</b>	<b>N/A</b>

\*This number includes the VCAA Caregiver Education grant funded programs (Title III E) Powerful Tools for Caregivers class sessions (virtual and in-person class series). This chart represents counts of clients served as well as the hours provided by the Center through the Powerful Tools for Caregivers programs.

\*REACH was removed from the chart above because the program is on hold (for re-design; by RCI).

**Senior Support Line**

This chart represents measures of Senior Support Line (SSL) activities, either peer counseling or telephonic reassurance. Partially Funded Program through Older Americans Act federal funding, SSL is a toll-free reassurance and socialization program for Ventura County residents aged 60 and older, providing emotional and social support to reduce risks of isolation, socialization, wellness and safety checks, and connections to community resources.



Senior Support Line (Title IIIB)	March	FYTD	Annual Contract Goal	Target 75% of FY
Peer Counseling: Hours	84	577.5	616	103%
Peer Counseling: Persons Served (unduplicated monthly)	69	525	375	130%
Telephone Reassurance: Hours *	145.18	994.77	N/A	N/A
Telephone Reassurance: Contacts	422	2,926	2,236	140%
Telephone Reassurance: Persons Served (unduplicated monthly)	78	684	278	246%
<b>TOTAL</b>	<b>798.18</b>	<b>5,707.27</b>	<b>N/A</b>	<b>N/A</b>

**Respite Hours**

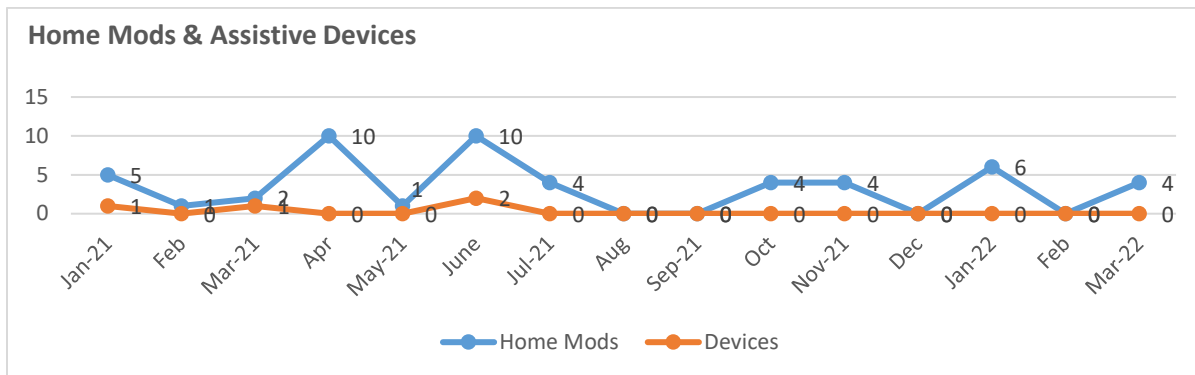
This chart represents measures of Respite hours and clients served by those hours, either in-home and/or at the Adult Day Center. The District periodically receives funding for in-home respite and adult day center respite through Older Americans Act, Title III E funding awarded by the VCAAA.

Due to COVID-19 fluctuations, respite hours in the Adult Day Center have yet to be used yet in this fiscal year. The VCAAA understands the impact of COVID-19 on the performance of this funding.

Respite (Older Americans Act Title III E)	March	FYTD	Annual Contract Goal	Target 75% of FY
Respite: In-home (hours)	67.5	389	471	<b>39%</b>
Respite: In-home (people)	6	30	N/A	N/A
Respite: ADP (hours)	0	0	556	<b>0%</b>
Respite: ADP (persons served)	0	0	N/A	N/A
<b>TOTAL</b>	<b>73.5</b>	<b>419</b>	<b>N/A</b>	

**Home Modifications and Assistive Devices**

This chart reflects the number of home modifications (anything that requires a bolt, screw, etc.) and assistive devices (no installation required) that have been authorized. The District periodically receives funding for Home Modifications and Assistive Devices through Older Americans Act, Title III E funding awarded by the VCAAA.



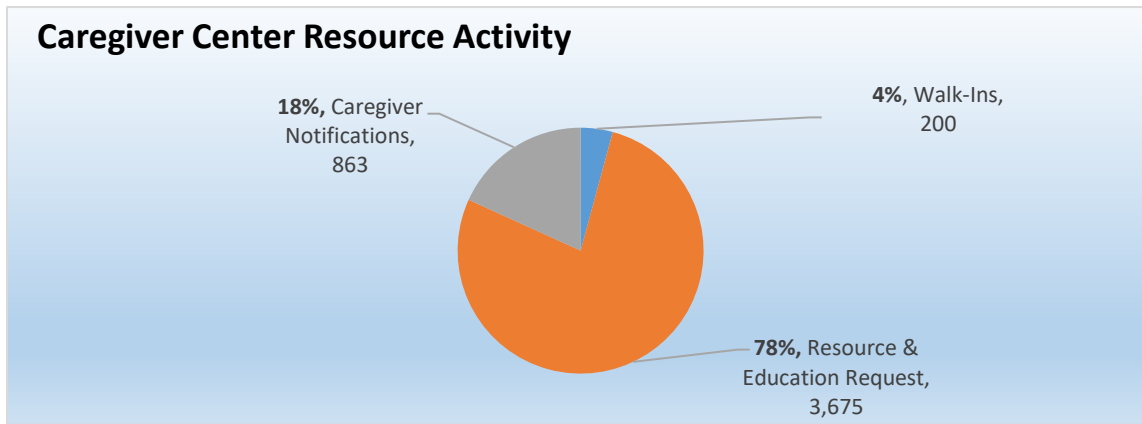
Home Modifications (Title III E)	March	FYTD	Annual Contract Goal	Target of FY 75%
Home Modifications: Units installed	4	22	66	<b>33%</b>
Home Modifications: Persons served	2	10	N/A	N/A
Assistive Devices: Units provided	0	0	3	<b>0%</b>
Assistive Devices: Persons served	0	0	N/A	N/A
<b>TOTAL</b>	<b>6</b>	<b>32</b>	<b>N/A</b>	

**Dementia Friendly Caregiver Engagement Project**

Outside of the pandemic, there would be a chart below this that represents monthly and FYTD counts of clients and organizations served by the Center’s dementia education programs. Grant funding was previously provided by the Arthur N. Rupe Foundation to expand dementia specialty programs and services to family and professional caregivers. These programs and services are an integral of the Dementia Friendly Ventura County initiative (led by the VCAAA). While the District has not been able to train professionals due to previous COVID-19 restrictions, the District has been providing in-person and virtual workshops to family caregivers (numbers reflected in chart and tables, pages 1-2).

**Caregiver Center Resource Activity**

This chart represents Resource Specialist activity for the fiscal year, with March 2022 shown in the data table below.



Caregiver Center Resource Activity	March	FYTD
Client walk-ins	20	200
Resource & Education Request	489	3,675
Caregiver Notification	97	863
<b>TOTAL</b>	<b>606</b>	<b>4,717</b>

The innovative dementia-specialty work accomplished in the Caregiver Center positions the District as a preferred provider to secure contracts and grant awards. The Center’s work contributes to the District’s strategic plan initiatives by providing evidence-based dementia training to caregivers to increase skillsets and education needed to provide quality care for their care partner and protect their own health.

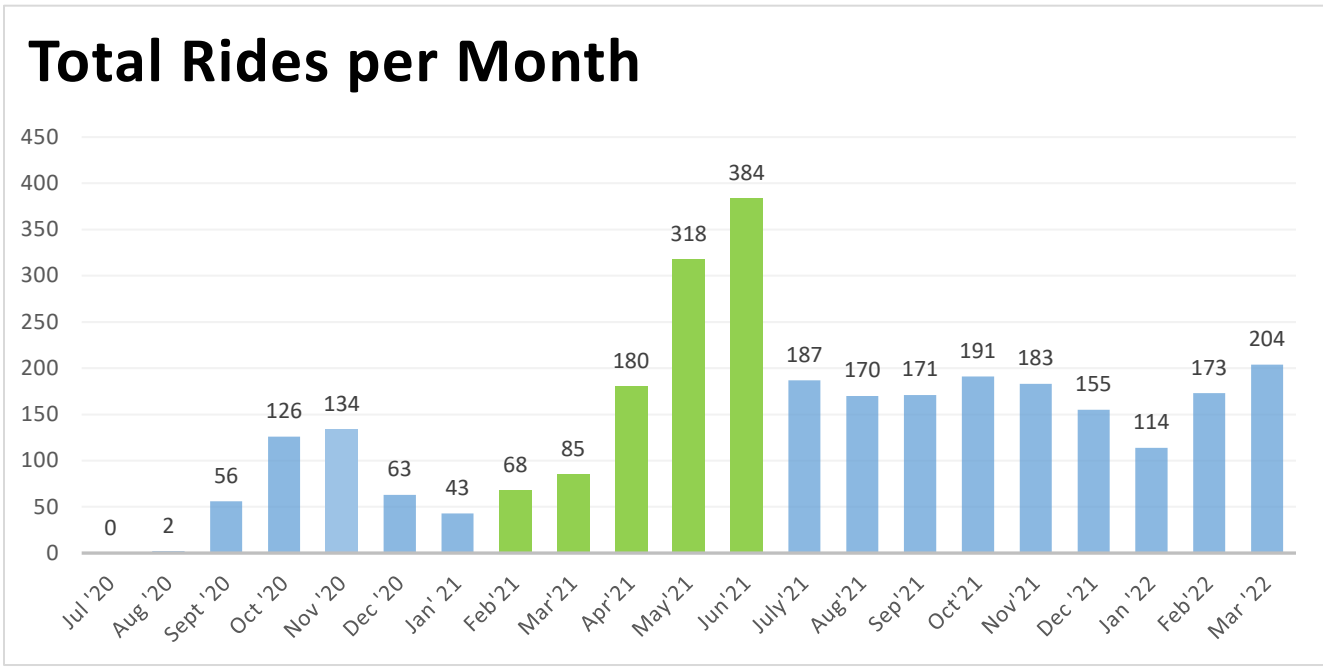
# MEMORANDUM

**DATE:** December 31, 2021  
**TO:** Kara Ralston, Chief Executive Officer  
**FROM:** Tanvir Walele, Transportation Coordinator  
**SUBJECT:** *December Monthly Report*

## PROGRAM DESCRIPTION

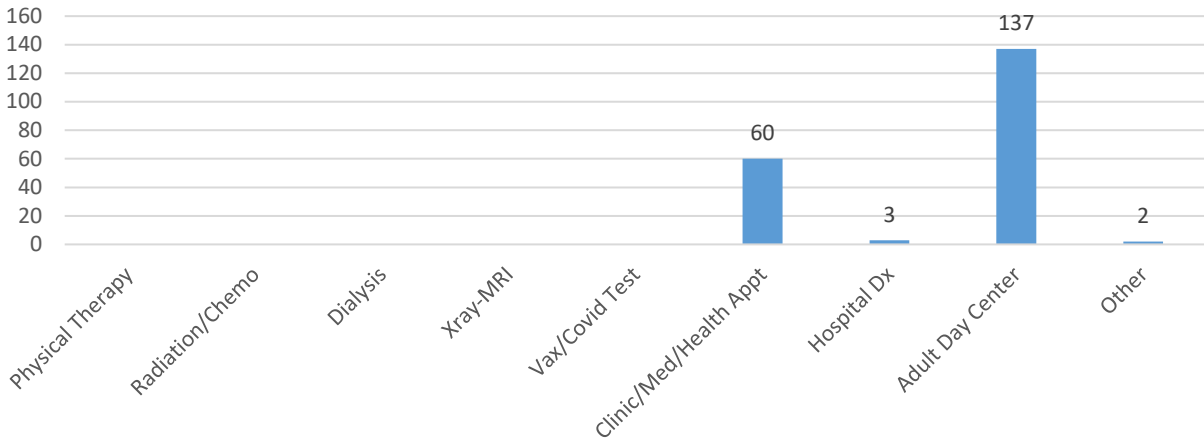
Camarillo Health Care District provides door-through-door transportation for non-emergency medical appointments and other activities of daily living, including to and from District programs, throughout Ventura County. Drivers are trained in CPR and First Aid, and have additional sensitivity training in transporting frail, elderly cognitively challenged and mobility-challenged riders. Vehicles are equipped with hydraulic lifts to accommodate wheelchair clients, oxygen canisters, and other assistive mobility devices.

Rides originate in the service area and can be provided to destinations throughout Ventura County, and to Kaiser in Woodland Hills. Transportation services remain available with proper capacity, safety and spread mitigation limits.

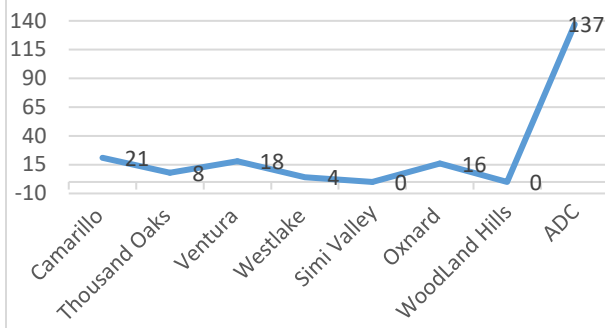


*In partnership with the City of Camarillo, Care-A-Van transportation services provided free rides to Camarillo residents from February 25, 2021-June 30, 2021.*

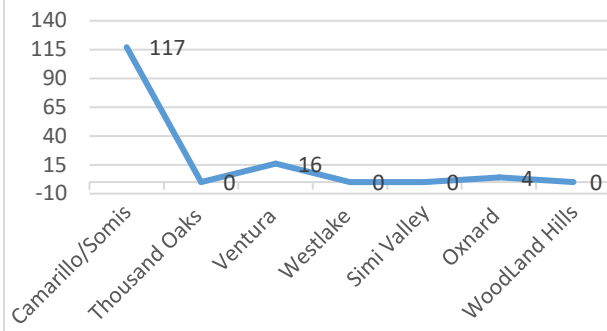
### Cause or Reason for Ride



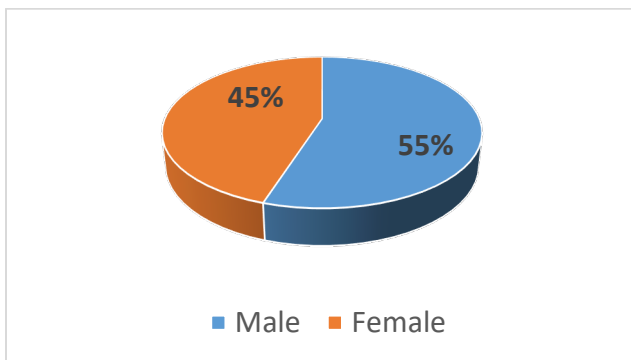
### Ride Destinations



### Adult Day Ride Destinations



### Gender Reflection





**SECTION 12**

**BOARD PRESIDENT REPORT**

**APRIL 26, 2022**

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**SECTION 13**

**BOARD MEMBERS COMMENTS AND/OR REPORTS**

**APRIL 26, 2022**

## **FUTURE MEETING AND EVENTS**

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<b><u>Board of Directors Meetings</u></b>	
• <b>Executive Committee:</b> Doria/Daly	May 17, 2022, 12:00 p.m.
• <b>Full Board:</b>	May 24, 2022, 12:00 p.m.
• <b>Full Board:</b>	June 7, 2022, 12:00 p.m. – Budget Presentation First Reading
• <b>Executive Committee:</b> Doria/Daly	June 21, 2022, 12:00 p.m. – Budget Presentation Second Reading – If needed – May be cancelled if Budget approved on the First Reading
• <b>Full Board:</b>	June 28, 2022, 12:00 p.m. – Budget Presentation Second Reading – May be cancelled if Budget approved on the First Reading.
• <b>Executive Committee:</b> Doria/Daly	July 19, 2022, 12:00 p.m.
• <b>Finance Committee:</b> Hiepler/Loh	July 26, 2022, 10:30 a.m.
• <b>Full Board:</b>	July 26, 2022, 12:00 p.m.

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**APRIL 26, 2022**