



Camarillo

HEALTH

CARE DISTRICT

**Regular Board Meeting
April 28, 2020, 12:00 PM**

Join Zoom Meeting

<https://zoom.us/j/94859468554?pwd=TDFpWWJvcTAzMjdwSUJ5KzNHh1Nrdz09>

Meeting ID: 948 5946 8554

Password: 535041

One tap mobile

+16699009128,,94859468554# US (San Jose)

+13462487799,,94859468554# US (Houston)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US

+1 301 715 8592 US

Meeting ID: 948 5946 8554

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2020 Board Meeting Calendar

January 28, 2020, 12:00 p.m.

February 25, 2020, 12:00 p.m. - **Cancelled due to COVID-19**

March 24, 2020, 12:00 p.m.

April 28, 2020, 12:00 p.m.

May 26, 2020, 12:00 p.m.

June 9, 2020, 12:00 p.m. (Budget)

June 23, 2020, 12:00 p.m. (If Needed)

July 28, 2020, 12:00 p.m.

August – Dark

September 29, 2020, 12:00 p.m.

October 27, 2020, 12:00 p.m.

November 17, 2020, 8:30 a.m. (Board Work Study)

December - Dark

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Agenda – April 28, 2020 – 12:00 p.m.

Regular Meeting of the Board of Directors - Zoom Meeting

<https://zoom.us/j/94859468554?pwd=TDFpWWJvcTAzMjdwSUJ5KzNHa1Nrdz09>

1 (669) 900 9128 Meeting ID: 948 5946 8554

Password: 535041

Board of Directors

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

Staff

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

Participants

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

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE– Director Doria

4. DELETIONS/CORRECTIONS TO THE POSTED AGENDA

5. PUBLIC COMMENT - Ca. GC Section 54954.3

The Board reserves this time to hear from the public. Please complete a Speaker Card and submit to the Clerk to the Board. Your name will be called in order of the agenda item, or in order of received general topic Speaker Cards. Comments regarding items not on the agenda can be heard only; items on the agenda can be discussed. Three minutes per speaker are available; multiple speakers on the same topic/agenda item will be limited to 20 minutes total.

6. PRESENTATION

7. CONSENT AGENDA

Consent Agenda items are considered routine and are acted upon without discussion, with one motion. If discussion is requested, that item(s) will be removed from the Consent Agenda for discussion, and voted on as a separate item. If no discussion is requested, the Board President may request a motion to approve as presented.

**A. Approval of the Minutes of the Regular Board Meeting of February 25, 2020.
(Please see Section 7-A)**

**B. Approval of the minutes of the Executive Committee Meeting of April 21, 2020.
(Please see Section 7-B)**

Suggested Motion: Motion to approve Consent Agenda as presented.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

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

9. **ITEMS FOR ACTION**

A. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of, District disbursements, financial reports, and monthly investment report for period ending February 29, 2020. **(Please see Section 9-A)**

Suggested Motion: Motion to approve District disbursements, financial reports, and monthly investment report for period ending February 29, 2020.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

B. Review/ Discussion / Action – Consideration, discussion, and recommendation for approval of, District disbursements, financial reports, and monthly investment report for period ending March 31, 2020. **(Please see Section 9-B)**

Suggested Motion: Motion to approve District disbursements, financial reports, and monthly investment report for period ending March 31, 2020.

Motion _____ Second _____ Abstain _____ Pass _____

Loh _____ Brown _____ Loft _____ Hiepler _____ Doria _____

C. Review/ Discussion / Action – Consideration, Discussion, and approval of Resolution 20-02, Amending District Bylaws, Article III, Section 1, Number, Qualification and Terms of Office. Bylaws to be changed as follows: **(See Section 9-C)**

ARTICLE III

DIRECTORS

SECTION 1. NUMBER, QUALIFICATIONS, AND TERMS OF OFFICE

The Board shall consist of five (5) elected Directors. ~~each of whom shall be a registered voter residing in the District, and who shall comply with Section 32110 of the Health and Safety Code, 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 Divisions 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 division in which he or she seeks or holds office. A candidate must be a resident of the division in which he or she seeks office for at least 30 days before the election date. The office of a Board Member elected by division who ceases to maintain his or her legal residence in the division he or she represents shall become vacant unless he or she establishes another residence within the division 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. Each Director shall serve a term of four (4) years pursuant to the appropriate section of the Local Health Care District Law and the Elections Code of the State of California and otherwise comply with all requirements set forth by the Local Health Care District Law.

Suggested Motion: Motion to approve District Resolution 20-02, Amending District Bylaws, Article III, Section 1, Number, Qualification and Terms of Office to reflect changes as stated above.

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

D. Review/ Discussion / Action – Consideration, discussion, and approval of Resolution 20-04, ratifying “Leave Policy for Covid-19 Emergency.” **(Please see Section 9-D)**

Suggested Motion: Motion to ratify District Resolution 20-04, ratifying “Leave Policy for Covid-19 Emergency.”

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

E. Review/ Discussion /Action – Consideration, discussion, and ratification of payment to the Mexican American Legal Defense and Educational Fund (MALDEF). **(Please see Section 9-D)**

Suggested Motion: Motion to ratify payment made to the Mexican American Legal Defense and Educational Fund (MALDEF).

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

F. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of Resolution 20-03, requesting consolidation of the Camarillo Health Care District General District Election with the Statewide General Election. **(Please see Section 9-F)**

Suggested Motion: Motion to approve Resolution 20-03, requesting consolidation of the Camarillo Health Care District General District Election with the Statewide General Election.

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

G. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of the sale of surplus property, vehicle CV17 and/or CV18, in keeping with Surplus Property Policy (Pol 1130). - **(Please see Section 9-G)**

Suggested Motion: Motion to approve approval of sale of surplus property, CV17 and/or CV18, in keeping with the term

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

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

Board of Directors Meetings

• Executive Committee: Loh, Brown	Tuesday, May 12, 2020, 12:00 p.m.
• Full Board:	Tuesday, May 26, 2020, 12:00 p.m.
• Executive Committee: Loh, Brown	Tuesday, June 2, 2020, 12:00 p.m.
• Full Board:	Tuesday, June 9, 2020, 12:00 – Budget Presentation
• Executive Committee: Loh, Brown	Tuesday, June 16, 2020, 12:00 p.m. – Budget Second Reading- If needed
• Full Board:	Tuesday, June 23, 2020, 12:00 p.m. - Budget Second Reading- If needed

Upcoming Community Events

• 2020 Virtual Special District Legislative Days	May 18-22, 2020 – Special live briefing on May 19, 2020.
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- 14. **ADJOURNMENT** - This meeting of the Camarillo Health Care District Board of Directors is adjourned at _____ p.m.

ACTION ITEMS not appearing on the Agenda may be addressed on an emergency basis by a majority vote of the Board of Directors when need for action arises.

ADA compliance statement; In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk to the Board of Directors, Karen Valentine, at (805) 482-9382. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Note: This agenda was posted at the Camarillo Health Care District Administrative Office and on our website, www.camhealth.com on Friday, April 24, 2020, on or before 4:00 p.m.



SECTION 6

PRESENTATION

APRIL 28, 2020

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SECTION 7

CONSENT AGENDA

**SECTION 7-A
APPROVAL OF MINUTES OF
THE REGULAR BOARD MEETING OF FEBRUARY 25, 2020**

APRIL 28, 2020

MINUTES

February 25, 2020

Regular Meeting of the Board of Directors

Moved to Magnolia Room, 3687 Las Posas Road, Camarillo, CA 93010

Board of Directors - Present

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

Staff - Present

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

Participants:

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

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1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Tuesday, February 25, 2020, at 12:03 p.m., by Christopher Loh, President.
 2. **Pledge of Allegiance** – Director Loft
 3. **Amendments to The Agenda** – None
 4. **Public Comment** – None
 5. **Presentations – Time Certain at 12:30 p.m.**
 - Camarillo Health Care District Guild
 6. **Consent Agenda** - It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.
Vote: Ayes: Loh, Brown, Loft, Doria **Nays:** None **Absent:** Hiepler
 7. **Action Items**
 - A. **Review/ Discussion /Action** – Consideration, discussion, and Finance Committee recommendation for approval of District’s financial audit report for fiscal year ending June 30, 2019, prepared by Cindy Fanning, CPA, Fanning & Karrh.

It was **MOVED** by Director Doria, **SECONDED** by Director Brown, and **MOTION PASSED** that the Board of Directors approve the District’s financial audit report for fiscal year ending June 30, 2019.
Vote - Aye: Loh, Brown, Loft, Doria **Nays:** None **Absent:** Hiepler

Presentation (Time Certain at 12:30) – A certificate of appreciation was given to Gerald Olsen as a representative of the Camarillo Health Care District Guild, for their many years of supporting

the District through fundraising and volunteering. The guild has disbanded (only two members remain) with remaining funds donated to the District in support of senior services.

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

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

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

- C. Review/ Discussion/ Action** - Consideration, discussion, and approval of quarterly investment report for period ending December 31, 2019.

It was **MOVED** by Director Loh, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the quarterly investment report for period ending December 31, 2019.

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

- D. Review/ Discussion/ Action** - Consideration, discussion, and approval of the process for completion of Chief Executive Officer’s Performance Evaluation; and appointment of Ad Hoc Committee to oversee the evaluation and present recommendations to the full Board.

It was **MOVED** by Director Brown, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve process for completion of the Chief Executive Officer’s Performance Evaluation, and appoint Director’s Doria and Hiepler to the Ad Hoc Committee to oversee the evaluation and make recommendations to the full Board.

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

8. Chief Executive Officer Report

Chief Executive Officer, Kara Ralston, reported on District programs and services:

Adult Day Center: The Adult Day Center is maintaining the growth it has experienced over the past six months, exceeding monthly budgetary goals; both revenue and enrollment have increased.

Lifeline: The Lifeline program reported 31 “incidents”, also known as calls for help, which resulted in 5 clients being transported to the hospital. “Falls” continue to be the top reason for needing assistance.

Senior Nutrition Services: The Senior Nutrition program served 2,596 total meals during the month of January. The home-delivered program enrolled 15 new clients, and the congregate program enrolled 3 new clients. Since the program’s inception the District has served more than 350,000 meals.

Caregiver Center: The Caregiver Center (Center) provides a comprehensive array of programs and services including REACH, Personalized Care Consultations, Senior Support Line, Caregiver Skill-building, Respite Services, Home Modification Services, Dementia Education Classes, Support Groups, and Caregiver Reminder Contacts.

Blair Craddock, MPH, Care Services Director, reported on the Dementia Live Grant, and the opportunity to work with an intergenerational intern, who will assist Blair in presenting Dementia Live at California State University Channel Islands, and potentially to Adolfo Camarillo High School. The RUPE Foundation which funds the grant was very excited about this intergenerational component which exposes a younger generation to dementia.

9. Board President's Report

Board President, Christopher Loh discussed an article published in the New England Journal of Medicine, "Enabling Healthful Aging for All", written by Victor J. Dzau, M.D., Sharon K. Inouye, M.D., M.P.H., John W. Rowe, M.D., Elizabeth Finkelmann, M.P.P., and Tadataka Yamada, M.D. "Recognizing that aging presents a defining challenge for this century, the National Academy of Medicine is launching a Healthy Longevity Global Grand Challenge, an international effort directed at improving health, productivity, and quality of life for older people."

- 10.** Having no further business this meeting was adjourned at 1:25 p.m.

Richard Loft
Clerk of the Board



SECTION 7

CONSENT AGENDA

**SECTION 7-B
APPROVAL OF MINUTES OF
THE EXECUTIVE COMMITTEE MEETING OF APRIL 21, 2020.**

APRIL 28, 2020

MINUTES

April 21, 2020

Executive/Agenda Building Committee Meeting

Camarillo Health Care District Board of Directors

<https://global.gotomeeting.com/join/408310829>

+1 (571) 317-3122 - Access Code: 408-310-829

Board Members Present:

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

Staff Present:

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

1. **Call to Order** – The Executive Committee Meeting was called to order by President Christopher Loh, at 12:00 p.m.
2. **Roll Call** – Director Loh, Director Brown
3. **Public Comment** – No Public Comment
4. Reviewed the proposed Agenda for the April 28, 2020 Regular Board of Directors Meeting.
5. **Consent Agenda**
 - Reviewed the Regular Board Meeting Minutes of February 25, 2020.
6. **Action Items**
 - A. Reviewed District disbursements, financial reports, and monthly investment report for period ending February 29, 2020.
 - B. Reviewed District disbursements for period ending March 31, 2020.
 - C. Reviewed District Resolution 20-02, updating District By-Laws to reflect the change to zone elections. CEO Ralston suggested additional minor language changes and removing Attachment A, Zone Map.
 - D. Reviewed District Resolution 20-04, ratifying “Leave Policy for Covid-19 Emergency.”
 - E. Reviewed agenda item to ratify payment to Mexican American Legal Defense and Educational Fund (MALDEF).
 - F. Reviewed District Resolution 20-03, requesting consolidation of the Camarillo Health Care District General District Election with the Statewide General Election.
 - G. Reviewed recommendation for approval of sale of surplus property, CV 17 and CV 18, in keeping with Surplus Property Policy #1130.
8. **CEO Report** – CEO Ralston will discuss the District’s response to the COVID-19 Pandemic.
9. **Board President’s Report** – Reminder to Board Members to complete the CEO Evaluation.
9. **Meeting Adjourned at 12:43 p.m.**

Christopher Loh
President



SECTION 9

ITEMS FOR BOARD ACTION

**SECTION 9-A
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
RECOMMENDATION FOR APPROVAL OF DISTRICT DISBURSEMENTS,
FINANCIAL REPORTS, AND MONTHLY INVESTMENT REPORT
FOR PERIOD ENDING FEBRUARY 29, 2020.**

APRIL 28, 2020

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Check Vendor

(Report period: February 1, 2020 to February 29, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
67978	2/5/2020	ACCESS	Access TLC Caregivers DBA	671.00	V	
67979	2/5/2020	AFLAC	Aflac	990.73	V	
68034	2/26/2020	AFLAC	Aflac	681.06	V	
67980	2/5/2020	ANDERSON B	Bradley Anderson	49.00	F	
68002	2/12/2020	ASSISTED	Assisted Healthcare Services	506.00	V	
67981	2/5/2020	BANYAI	Danette Banyai	528.50	F	
68016	2/18/2020	BETA	Beta Healthcare Group	2,884.75	V	
68017	2/18/2020	BETA WC	Beta Healthcare Group	1,946.00	V	
67982	2/5/2020	C3 INTEL	C3 Intelligence, Inc	7.80	V	
67983	2/5/2020	CHEF LU	Lucinda Houdeshell	661.50	F	
68003	2/12/2020	CMH	CMH Centers for Family Health	45.00	V	
67984	2/5/2020	CO OF VENTUR	Co of Ventura	54.00	V	
67985	2/5/2020	COMFORT	Comfort Keepers dba	352.00	V	
68018	2/18/2020	COMMANDER	Commander Printed Products	1,597.78	V	
68004	2/12/2020	COMMUNITY PR	Community Property Management	80.00	V	
68035	2/26/2020	CPI	CPI Solutions, Inc	1,412.01	V	
68005	2/12/2020	CSDA	CSDA Financial Serv	919.77	V	
68036	2/26/2020	DIAL	Dial Security	1,380.00	V	
68037	2/26/2020	DMV	Dept of Motor Services	5.00	V	
67986	2/5/2020	DOSCAMSTORAG	Dos Caminos Plaza, Inc	50.00	V	
67987	2/5/2020	DULLAM	Shannon Dullam	273.00	F	
68019	2/18/2020	FANNING	Fanning & Karrh, CPAs	5,464.85	V	
68006	2/12/2020	FONSECA	Mariana Fonseca	99.18	EE	
67988	2/5/2020	FREIE	Barbara Freie	567.00	F	
68007	2/12/2020	FRONTIER	Frontier Communications	130.98	V	
67989	2/5/2020	HARTFORD	Hartford Life	1,114.62	V	
68008	2/12/2020	HARVEY	Lynette Harvey	159.20	EE	
68020	2/18/2020	HAYMAN	Hayman Consulting dba	788.50	V	
68009	2/12/2020	HOME REMEDIE	Home Remedies dba	1,200.00	V	
68028	2/19/2020	HUEY	Erin Huey	400.00	F	
68010	2/12/2020	HUFF	Susan Huff	50.00	F	
68038	2/26/2020	INCOME	Income Property Coatings, Inc	420.00	V	
68039	2/26/2020	ITS	Integrated Telemanagement Services, I	889.84	V	
67990	2/5/2020	IVEY	Jane Ivey	63.00	F	
67991	2/5/2020	JONES	Lynn Jones	215.18	EE	
67992	2/5/2020	JORDANO'S	Jordano's Food Service	151.00	V	
67993	2/5/2020	JTS	JTS Facility Services	2,140.00	V	
68011	2/12/2020	KNOX	Carrie Knox	155.00	V	
68021	2/18/2020	KNOX	Carrie Knox	1,225.00	V	
68040	2/26/2020	KNOX	Carrie Knox	95.00	V	
68012	2/12/2020	LEAF	Leaf	2,025.32	V	
68041	2/26/2020	LOH	Christopher Loh, MD	100.00	B	

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Check Vendor

(Report period: February 1, 2020 to February 29, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68033	2/26/2020	n/a		Voided		printer error
68032	2/25/2020	NATIONAL	National Demographics Corporation	22,500.00	V	
68029	2/19/2020	NEWSOM	Eileen Newsom	400.00	F	
67994	2/5/2020	PAREDES	Patricia Paredes	132.36	EE	
67995	2/5/2020	PETERSON	Kathleen Peterson	250.00	F	
68030	2/19/2020	PETERSON	Kathleen Peterson	600.00	F	
68022	2/18/2020	PETTY	Petty Cash - Administrat	Voided		flood damage
68042	2/26/2020	PETTY	Petty Cash - Administrat	395.02		
67996	2/5/2020	ROGERS	Rogers & Partners, Inc	385.00	F	
68023	2/18/2020	SAFEWAY	Safeway Inc	267.76	V	
68043	2/26/2020	SO CA EDISON	Southern California Edison	1,337.19	V	
68013	2/12/2020	SO CA GAS	Southern California Gas	920.80	V	
68024	2/18/2020	STAPLES	Staples Business Advantage	299.00	V	
67997	2/5/2020	STONE	Sharon Stone	80.78	EE	
68044	2/26/2020	TIM'S RELIAB	Timothy Jawork's Reliable Window	166.25	V	
68045	2/26/2020	TNT	TNT Automotive	203.75	V	
67998	2/5/2020	TROPICAL	Tropical Car Wash	260.00	V	
68046	2/26/2020	TROPICAL	Tropical Car Wash	260.00	V	
68031	2/19/2020	TSUGRANES	Nicole Tsugranes	400.00	F	
68025	2/18/2020	UMPQUA	Umpqua Bank	8,629.72	V	
67999	2/5/2020	US POST METR	United States Postal Svc	300.00	V	
68014	2/12/2020	USPOSTMASTER	U.S. Postmaster	240.00	V	
68047	2/26/2020	VALIC	VALIC	1,186.50	V	
68000	2/5/2020	VAUGHN	Carol Vaughn	50.00	F	
68026	2/18/2020	VCHCA	Ventura Co Home Care Assoc	250.00	V	
68027	2/18/2020	VOYAGER	Voyager Fleet Systems Inc	1,230.13	V	
68001	2/5/2020	WONG	Deidre Wong	40.00		class refund
68015	2/12/2020	YOUNG	Jennifer Young	89.44	EE	
				Cash account Total	73,422.27	
				Report Total	73,422.27	

Type: Board (B), Employee (EE), Facilitator (F), Vendor (V)

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Check Register Monthly Comparison

FY 2019/20

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$148,320	\$83,532	\$172,880	\$100,718	\$57,749	\$73,885	\$84,153	\$73,422					\$99,332
YTD Total											\$794,658	

Notes FY 19/20:

July '19 Annual insurances

Sep '19 ADC Construction Loan pmt \$99K #5 of 7

FY 2018/19

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg
\$191,346	\$67,537	\$177,381	\$78,216	\$66,770	\$72,910	\$90,114	\$70,252	\$72,696	\$66,526	\$76,709	\$110,209	\$95,055
YTD Total											\$1,140,665	

Notes FY 18/19:

July '18 Annual insurances, computers project, deposit-Admin furn

Sep '18 ADC Construction Loan pmt \$99K #4 of 7

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
Comparison to Budget for the
Eight Months Ending February 29, 2020**

	Audited Actual 17 - 18	Audited Actual 18 - 19	Current Year- to-Date	Budget to- date	Annual Budget 2019- 20	Y-T-D vs Annual Budget. Target at 8 months is 67%
REVENUES						
Tax revenue	\$ 2,622,977	\$ 2,704,736	\$ 1,965,938	\$ 1,827,809	\$ 2,741,713	71.70%
Program and facilities revenue	364,026	379,498	281,102	285,582	426,373	65.93%
Grants and agency funding	520,445	396,091	231,666	274,178	385,409	60.11%
Community Support and sponsorship	10,148	6,129	7,764	3,533	5,300	146.49%
Investment and interest income	178,365	203,813	175,693	168,033	193,000	91.03%
Other income	219,157	65,723	22,826	4,140	6,210	367.57%
Total Revenues	\$ 3,915,118	\$ 3,755,991	\$ 2,684,989	\$ 2,563,275	3,758,005	71.45%
EXPENSES						
Personnel cost						
Wages and salaries	1,458,930	1,489,950	1,034,488	1,133,706	1,700,559	60.83%
Payroll taxes	116,185	114,970	87,053	86,728	130,093	66.92%
Benefits	395,795	300,746	233,827	279,687	419,531	55.74%
OPEB	367,024	15,216	28,568	161,361	242,042	11.80%
Retirement UAL	50,594	70,585	91,882	95,155	95,155	96.56%
Total personnel cost	2,388,528	1,991,467	1,475,819	1,756,637	2,587,379	57.04%
Other expenses						
Contractors and professional fees	420,682	305,056	201,868	216,177	312,378	64.62%
Facilities and related	251,617	261,817	169,958	161,859	242,788	70.00%
Depreciation	156,337	150,842	90,213	90,212	135,318	66.67%
Program related expense	81,180	89,948	59,273	60,564	90,846	65.25%
Advertising and promotion	98,188	97,206	70,333	78,144	109,555	64.20%

Eight Months Ending February 29, 2020

	Audited Actual 17 - 18	Audited Actual 18 - 19	Current Year- to-Date	Budget to- date	Annual Budget 2019- 20	Y-T-D vs Annual Budget. Target at 8 months is 67%
Supplies and office expense	53,232	52,003	24,910	35,689	53,533	46.53%
Dues and subscriptions	30,733	28,665	31,087	28,761	34,774	89.40%
Board and staff	68,808	55,080	42,804	67,730	101,595	42.13%
Community partnerships	1,000	-	-	4,000	4,000	0.00%
Combined other expenses	28,469	27,809	14,241	12,903	20,355	69.96%
Total other expenses	1,190,247	1,068,426	704,686	756,039	1,105,142	63.76%
Operations Net	336,342	696,097	504,485	50,599	65,484	770.39%
Adjustments						
Total expenses	3,578,775	3,059,894	2,180,505	2,512,676	3,692,521	59.05%
Net position after adjustments	\$ 336,342	\$ 696,097	\$ 504,485	\$ 50,599	\$ 65,484	770.39%

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Camarillo Health Care District
Statements of Net Assets
as of February 2020

ASSETS	Feb 29, 2020		Feb 28, 2019			
Current Assets:						
Cash and Checking Accounts	\$	204,972	\$	234,854	(29,882.00)	-12.7%
Investment Accounts		3,824,692		3,331,445	493,247.00	14.8%
Tax, Grants and Accounts Receivable		489,372		475,802	13,570.00	2.9%
Total Current Assets		4,519,037		4,042,101	476,936.00	11.8%
Noncurrent Assets:						
Property, plant and equipment - net		1,265,744		1,343,267	(77,523.00)	-5.8%
IS equipment - net		23,268		27,407	(4,139.00)	-15.1%
Transportation vehicles - net		11,278		33,615	(22,337.00)	-66.4%
Prepays		13,559		15,236	(1,677.00)	-11.0%
Total Noncurrent Assets		1,313,849		1,419,526	(105,677.00)	-7.4%
Deferred Outflows of Res GASB 68		490,486		490,144	342.00	0.1%
Deferred Outflows of Res GASB 75		73,897		500,000	(426,103.00)	-85.2%
Total Assets	\$	6,397,269	\$	6,451,771	(54,502.00)	-0.8%
LIABILITIES AND NET ASSETS						
Current Liabilities:						
Accounts Payable	\$	33,379	\$	35,514	(2,135.00)	-6.0%
Construction Loan 2020		92,014		88,688	3,326.00	3.8%
Employment costs		80,549		100,935	(20,386.00)	-20.2%
Scholarships		4,753		6,447	(1,694.00)	-26.3%
Deferred Revenue		-		45,833	(45,833.00)	-100.0%
Total Current Liabilities		210,694		277,417	(66,723.00)	-24.1%
Noncurrent Liabilities						
Construction Loan to 2021		95,464		187,478	(92,014.00)	-49.1%
Net Pension Liability GASB 68		1,423,420		1,449,034	(25,614.00)	-1.8%
Accrued OPEB liability GASB 75		420,524		1,746,599	(1,326,075.00)	-75.9%
Deferred Inflows of Res GASB 68		202,655		211,794	(9,139.00)	-4.3%
Deferred Inflows of Res GASB 75		540,826		0	540,826.00	
Total Noncurrent Liabilities		2,682,889		3,594,904	(912,015.00)	-25.4%
Net Assets:						
Unrestricted - prior		2,999,201		1,966,678	1,032,523.00	52.5%
Unrestricted - current		504,485		612,772	(108,287.00)	-17.7%
Total Net Assets		3,503,686		2,579,450	924,236.00	35.8%
Total Liabilities and Net Assets	\$	6,397,269	\$	6,451,771	(54,502.00)	-0.8%

Quick Ratio

	Cash, Checking, Investment		Cash, Checking, Investment
19.13	4,029,665	12.86	3,566,300

Current Ratio

	Current Assets		Current Assets
21.448	4,519,037	14.57	4,042,101

Camarillo Health Care District
Statements of Net Assets
as of February 2020

ASSETS	Feb 29, 2020	Feb 28, 2019	Feb 28, 2018	Feb 28, 2017
Current Assets:				
Cash and Checking Accounts	\$ 204,972	\$ 234,854	\$ 431,866	\$ 213,923
Investment Accounts	3,824,692	3,331,445	2,962,442	2,515,285
Tax, Grants and Accounts Receivable	489,372	475,802	460,406	465,070
Total Current Assets	\$ 4,519,037	4,042,101	3,854,713	3,194,278
Noncurrent Assets:				
Property, plant and equipment - net	1,265,744	1,343,267	1,430,628	1,553,376
IS equipment - net	23,268	27,407	9,443	19,730
Transportation vehicles - net	11,278	33,615	59,989	86,363
Prepays	13,559	15,236	5,158	15,665
Total Noncurrent Assets	1,313,849	1,419,526	1,505,219	1,675,133
Deferred Outflows of Res GASB 68	490,486	490,144	264,803	264,803
Deferred Outflows of Res GASB 75	73,897	500,000	-	-
Total Assets	\$ 6,397,269	\$ 6,451,771	\$ 5,624,735	\$ 5,134,214
LIABILITIES AND NET ASSETS				
Current Liabilities:				
Accounts Payable	\$ 33,379	\$ 35,514	\$ 35,386	\$ 37,265
Construction Loan 2020	92,014	88,688	85,482	82,393
Employment costs	80,549	100,935	97,500	91,354
Scholarships	4,753	6,447	5,196	7,868
Deferred Revenue	-	45,833	16,867	9,983
Total Current Liabilities	210,694	277,417	240,430	228,863

**Camarillo Health Care District
Statements of Net Assets
as of February 2020**

	Feb 29, 2020	Feb 28, 2019	Feb 28, 2018	Feb 28, 2017
Noncurrent Liabilities				
Construction Loan to 2021	95,464	187,478	276,166	361,648
Net Pension Liability GASB 68	1,423,420	1,449,034	821,635	821,635
Accrued OPEB Liability GASB 75	420,524	1,746,599	518,618	312,395
Deferred Inflows of Res GASB 68	202,655	211,794	450,825	450,825
Deferred Inflows of Res GASB 75	540,826	-	-	-
Total Noncurrent Liabilities	2,682,889	3,594,904	2,067,243	1,946,503
Net Assets:				
Unrestricted - prior	2,999,201	1,966,678	2,717,682	2,535,771
Unrestricted - current	504,485	612,772	609,380	423,077
Total Net Assets	3,503,686	2,579,450	3,327,062	2,958,848
Total Liabilities and Net Assets	\$ 6,397,269	\$ 6,451,771	\$ 5,634,735	\$ 5,134,214

Quick Ratio (Cash, Checking & Investment Accounts divided by Total Current Liabilities) 19.13 12.86 14.12 11.93

Current Ratio (Total Current Assets divided by Total Current Liabilities) 21.45 14.57 16.03 13.96

Quick Ratio - measures the dollar amount of liquid assets available for each dollar of current liabilities. Thus a quick ratio of 1.5 means that a company has \$1.50 of liquid assets available to cover each \$1 of current liabilities.

Current Ratio - shows how many times over the firm can pay its current debt obligations based on its assets.

Camarillo Health Care District
Report to the Board
For the Month Ending February 29, 2020

	Notes	Balance as of 1/31/20	Interest Rate at 2/29/20	Interest Earned	Deposits	Withdrawals	Transfers	Current Balance 2/29/20	% of Total Restricted/ Non-Restricted
Restricted Cash Accounts									
Funds - Restricted Scholarship	1	\$ 4,873	n/a	n/a		(120)		\$ 4,753	100.0%
Total Restricted Cash		\$ 4,873		\$ -				\$ 4,753	100%
Non-Restricted Cash Accounts and Investments									
Local Agency Investment Fund (LAIF)	2,3	\$ 3,388,546	2.29%					\$ 3,388,546	84.2%
Bank of the West General	3,4,5	363,230	n/a	n/a	66,372	(230,537)		199,065	4.9%
Mechanics Bus. Savings/Rabobank	6	148,999	0.05%	6	1,355	-		150,360	3.7%
Mechanics Bus. Checking/Rabobank		280,693	0.02%	4	-	-		280,697	7.0%
Ventura County Treasurer Pool	7	5,089	2.57%			-		5,089	0.1%
Petty and Cash Drawer Accounts		1,155	n/a	n/a				1,155	0.0%
I Unrestricted Cash and Investments		\$ 4,187,712		\$ 10				\$ 4,024,912	100%
Total Cash and Investments		\$ 4,192,585		\$ 10				\$ 4,029,664	
								Change during month	\$ (162,920)

1. \$120 was withdrawn from **Scholarship** funds for one ADC client
2. there was no activity this month in **LAIF**
3. there were no transfers made this month in or out of **LAIF**
4. \$66,372 was deposited into **Bank of the West General** account
5. \$230,537 was withdrawn from **Bank of the West General** account to pay monthly payables
6. \$1,355 was deposited in **Mechanics Business Savings**; this is the cash deposits account
7. there was no activity this month in **VC Treasurer Pool**

Note: a pass-through, zero balance account at Bank of the West is maintained for payroll transfers utilizing funds from the **Bank of the West General** account

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 9

ITEMS FOR BOARD ACTION

**SECTION 9-B
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
RECOMMENDATION FOR APPROVAL OF DISTRICT DISBURSEMENTS,
FINANCIAL REPORTS, AND MONTHLY INVESTMENT REPORT
FOR PERIOD ENDING MARCH 31, 2020.**

APRIL 28, 2020

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Check Vendor

(Report period: March 1, 2020 to March 31, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
68048	3/4/2020	ACCESS	Access TLC Caregivers DBA	973.50	V	
68098	3/24/2020	ACORN	Acorn Newspapers	310.00	V	
68061	3/11/2020	ACQUA	Acqua Clear, Inc	578.18	V	QTLY
68049	3/4/2020	AGE-U-CATE	Age-u-Cate Training Institute	295.00	V	
68062	3/11/2020	ANDERSON	Anderson Refrigeration dba	125.00	V	QTLY
68082	3/18/2020	ASSISTED	Assisted Healthcare Services	506.00	V	
68099	3/24/2020	BETA	Beta Healthcare Group	2,884.75	V	MO
68100	3/24/2020	BETA WC	Beta Healthcare Group	1,946.00	V	MO
68081	3/18/2020	ANDERSON B	Bradley Anderson	70.00	F	
68050	3/4/2020	C3 INTEL	C3 Intelligence, Inc	90.80	V	
68096	3/18/2020	VAUGHN	Carol Vaughn	400.00	F	
68088	3/18/2020	KNOX	Carrie Knox	40.00	V	
68106	3/24/2020	KNOX	Carrie Knox	45.00	V	
68076	3/11/2020	LOH	Christopher Loh, MD	200.00	B	
68064	3/11/2020	CMH	CMH Centers for Family Health	270.00	V	
68085	3/18/2020	COLANTUONO	Colantuono, Highsmith, Whatley, P	175.00	V	
68051	3/4/2020	COMFORT	Comfort Keepers dba	440.00	V	
68101	3/24/2020	CONEJO AWARD	Conejo Awards Corp	107.25	V	
68065	3/11/2020	CPI	CPI Solutions, Inc	4,420.80	V	MO, Feb
68102	3/24/2020	CPI	CPI Solutions, Inc	4,377.60	V	MO, Mar
68066	3/11/2020	CSDA	CSDA Financial Serv	1,540.77	V	MO
68083	3/18/2020	BANYAI	Danette Banyai	651.00	F	
68103	3/24/2020	DIAL	Dial Security	1,748.00	V	MO
68067	3/11/2020	DIGITAL	Digital Deployment, Inc	200.00	V	
68052	3/4/2020	DOS CAMINOS	Dos Caminos Plaza	4,910.78	V	MO
68053	3/4/2020	DOSCAMSTORA	Dos Caminos Plaza, Inc	50.00	V	MO
68091	3/18/2020	NEWSOM	Eileen Newsom	400.00	F	
68070	3/11/2020	FRONTIER	Frontier Communications	130.98	V	MO
68090	3/18/2020	LIT	Harriet Lit	400.00	F	
68054	3/4/2020	HARTFORD	Hartford Life	1,153.73	V	MO
68104	3/24/2020	HAYMAN	Hayman Consulting dba	380.00	V	MO
68071	3/11/2020	HOME REMEDIE	Home Remedies dba	555.00	V	
68072	3/11/2020	HOMEBRIDGE	Homebridge, Inc	200.00	V	
68105	3/24/2020	ITS	Integrated Telemanagement Servic	892.52	V	MO
68087	3/18/2020	IVEY	Jane Ivey	112.00	F	
68073	3/11/2020	JORDANO'S	Jordano's Food Service	469.43	V	
68055	3/4/2020	JTS	JTS Facility Services	2,100.00	V	MO
68074	3/11/2020	KEARNS	Kearns Electric Company	670.55	V	
68089	3/18/2020	LEAF	Leaf	2,025.32	V	MO
68084	3/18/2020	CHEF LU	Lucinda Houdeshell	378.00	F	
68077	3/11/2020	MORALES	Luis Morales III	71.34	EE	
68069	3/11/2020	FONSECA	Mariana Fonseca	116.70	EE	
68056	3/4/2020	METLIFE	MetLife Small Business	1,011.42	V	MO
68057	3/4/2020	PAREDES	Patricia Paredes	153.00	EE	

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Check Vendor

(Report period: March 1, 2020 to March 31, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68075	3/11/2020	LOFT	Richard Loft, MD	100.00	B	
68063	3/11/2020	BROWN	Rodger Brown	400.00	B	
68092	3/18/2020	ROGERS	Rogers & Partners, Inc	231.00	V	
68058	3/4/2020	SAFEWAY	Safeway Inc	265.91	V	
68078	3/11/2020	SAFEWAY	Safeway Inc	216.17	V	
68108	3/24/2020	SERVICEMASTE	ServiceMaster	359.54	V	
68080	3/11/2020	STONE	Sharon Stone	106.31	EE	
68059	3/4/2020	SIMI	Simi Valley Council on Aging	50.00	V	ANN
68079	3/11/2020	SOMIS	Somis Thursday Club	35.00	V	ANN
68093	3/18/2020	SO CA GAS	Southern California Gas	659.62	V	MO
68109	3/24/2020	STAPLES	Staples Business Advantage	1,574.61	V	
68086	3/18/2020	CRADDOCK S	Susan Craddock	400.00	F	
68068	3/11/2020	DORIA	Thomas Doria, MD	100.00	B	
68094	3/18/2020	TNT	TNT Automotive	255.00	V	CV16,17,19 safety
68110	3/24/2020	TNT	TNT Automotive	792.79	V	CV18 batteries
68095	3/18/2020	UMPQUA	Umpqua Bank	8,723.51	V	MO
68111	3/24/2020	US POST METR	United States Postal Svc	300.00	V	
68112	3/24/2020	VALIC	VALIC	1,186.50	V	MO
68060	3/4/2020	VISION	Vision Services Plan	198.31	V	MO
68097	3/18/2020	VOYAGER	Voyager Fleet Systems Inc	1,061.60	V	MO

Cash account Total 55,954.08

Report Total 55,954.08

Type: Board (B), Employee (EE), Facilitator (F), Vendor (V)

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Check Register Monthly Comparison

FY 2019/20

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$148,320	\$83,532	\$172,880	\$100,718	\$57,749	\$73,885	\$84,153	\$73,422	\$55,954				\$94,512
YTD Total											\$850,612	

Notes FY 19/20:

July '19 Annual insurances

Sep '19 ADC Construction Loan pmt \$99K #5 of 7

FY 2018/19

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg
\$191,346	\$67,537	\$177,381	\$78,216	\$66,770	\$72,910	\$90,114	\$70,252	\$72,696	\$66,526	\$76,709	\$110,209	\$95,055
YTD Total											\$1,140,665	

Notes FY 18/19:

July '18 Annual insurances, computers project, deposit-Admin furn

Sep '18 ADC Construction Loan pmt \$99K #4 of 7

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
Comparison to Budget for the
Nine Months Ending March 31, 2020**

	Audited Actual 17 - 18	Audited Actual 18 - 19	Current Year- to-Date	Budget to- date	Annual Budget 2019- 20	Y-T-D vs Annual Budget. Target at 9 months is 75%
REVENUES						
Tax revenue	\$ 2,622,977	\$ 2,704,736	\$ 2,159,882	\$ 2,056,285	\$ 2,741,713	78.78%
Program and facilities revenue	364,026	379,498	302,113	320,780	426,373	70.86%
Grants and agency funding	520,445	396,091	256,219	301,986	385,409	66.48%
Community Support and sponsorship	10,148	6,129	8,164	3,975	5,300	154.04%
Investment and interest income	178,365	203,813	192,475	180,500	193,000	99.73%
Other income	219,157	65,723	23,211	4,658	6,210	373.77%
Total Revenues	\$ 3,915,118	\$ 3,755,991	\$ 2,942,065	\$ 2,868,183	3,758,005	78.29%
EXPENSES						
Personnel cost						
Wages and salaries	1,458,930	1,489,950	1,153,327	1,275,419	1,700,559	67.82%
Payroll taxes	116,185	114,970	96,260	97,570	130,093	73.99%
Benefits	395,795	300,746	264,087	314,648	419,531	62.95%
OPEB	367,024	15,216	32,165	181,531	242,042	13.29%
Retirement UAL	50,594	70,585	91,882	95,155	95,155	96.56%
Total personnel cost	2,388,528	1,991,467	1,637,721	1,964,323	2,587,379	63.30%
Other expenses						
Contractors and professional fees	420,682	305,056	228,926	240,227	312,378	73.28%
Facilities and related	251,617	261,817	226,597	182,091	242,788	93.33%
Depreciation	156,337	150,842	101,489	101,488	135,318	75.00%
Program related expense	81,180	89,948	63,873	68,135	90,846	70.31%
Advertising and promotion	98,188	97,206	71,303	88,995	109,555	65.08%

Nine Months Ending March 31, 2020

	Audited Actual 17 - 18	Audited Actual 18 - 19	Current Year- to-Date	Budget to- date	Annual Budget 2019- 20	Y-T-D vs Annual Budget. Target at 9 months is 75%
Supplies and office expense	53,232	52,003	26,640	40,150	53,533	49.76%
Dues and subscriptions	30,733	28,665	31,467	30,265	34,774	90.49%
Board and staff	68,808	55,080	43,236	76,196	101,595	42.56%
Community partnerships	1,000	-	-	4,000	4,000	0.00%
Combined other expenses	28,469	27,809	15,577	14,516	20,355	76.53%
Total other expenses	1,190,247	1,068,426	809,108	846,063	1,105,142	73.21%
Operations Net	336,342	696,097	495,236	57,797	65,484	756.27%
Adjustments						
Total expenses	3,578,775	3,059,894	2,446,829	2,810,386	3,692,521	66.26%
Net position after adjustments	\$ 336,342	\$ 696,097	\$ 495,236	\$ 57,797	\$ 65,484	756.27%

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Camarillo Health Care District
Statements of Net Assets
as of March 2020

ASSETS	Mar 31, 2020		Mar 31, 2019			
Current Assets:						
Cash and Checking Accounts	\$	453,255	\$	408,114	45,141.00	11.1%
Investment Accounts		3,425,779		2,933,406	492,373.00	16.8%
Tax, Grants and Accounts Receivable		696,639		694,622	2,017.00	0.3%
Total Current Assets		4,575,673		4,036,142	539,531.00	13.4%
Noncurrent Assets:						
Property, plant and equipment - net		1,256,786		1,333,960	(77,174.00)	-5.8%
IS equipment - net		22,643		26,773	(4,130.00)	-15.4%
Transportation vehicles - net		9,584		31,417	(21,833.00)	-69.5%
Prepays		9,157		10,877	(1,720.00)	-15.8%
Total Noncurrent Assets		1,298,170		1,403,027	(104,857.00)	-7.5%
Deferred Outflows of Res GASB 68		490,486		490,144	342.00	0.1%
Deferred Outflows of Res GASB 75		73,897		500,000	(426,103.00)	-85.2%
Total Assets	\$	6,438,226	\$	6,429,313	8,913.00	0.1%
LIABILITIES AND NET ASSETS						
Current Liabilities:						
Accounts Payable	\$	70,897	\$	37,184	33,713.00	90.7%
Construction Loan 2020		88,688		88,688	0.00	0.0%
Employment costs		83,693		107,131	(23,438.00)	-21.9%
Scholarships		5,497		6,157	(660.00)	-10.7%
Deferred Revenue		8,800		41,667	(32,867.00)	-78.9%
Total Current Liabilities		257,575		280,827	(23,252.00)	-8.3%
Noncurrent Liabilities						
Construction Loan to 2021		98,790		187,478	(88,688.00)	-47.3%
Net Pension Liability GASB 68		1,423,420		1,449,034	(25,614.00)	-1.8%
Accrued OPEB liability GASB 75		420,524		1,746,599	(1,326,075.00)	-75.9%
Deferred Inflows of Res GASB 68		202,655		211,794	(9,139.00)	-4.3%
Deferred Inflows of Res GASB 75		540,826		0	540,826.00	
Total Noncurrent Liabilities		2,686,215		3,594,904	(908,689.00)	-25.3%
Net Assets:						
Unrestricted - prior		2,999,201		1,966,678	1,032,523.00	52.5%
Unrestricted - current		495,236		586,904	(91,668.00)	-15.6%
Total Net Assets		3,494,437		2,553,582	940,855.00	36.8%
Total Liabilities and Net Assets	\$	6,438,226	\$	6,429,313	8,913.00	0.1%

Quick Ratio

	Cash, Checking, Investment		Cash, Checking, Investment
15.06	3,879,035	11.90	3,341,521

Current Ratio

	Current Assets		Current Assets
17.764	4,575,673	14.37	4,036,142

Camarillo Health Care District
Statements of Net Assets
as of March 2020

ASSETS	Mar 31, 2020	Mar 31, 2019	Mar 31, 2018	Mar 31, 2017
Current Assets:				
Cash and Checking Accounts	\$ 453,255	\$ 408,114	\$ 190,413	\$ 311,229
Investment Accounts	3,425,779	2,933,406	2,964,748	2,217,365
Tax, Grants and Accounts Receivable	696,639	694,622	593,404	654,932
Total Current Assets	\$ 4,575,673	4,036,142	3,748,565	3,183,527
Noncurrent Assets:				
Property, plant and equipment - net	1,256,786	1,333,960	1,420,564	1,542,818
IS equipment - net	22,643	26,773	24,529	18,803
Transportation vehicles - net	9,584	31,417	57,791	84,165
Prepays	9,157	10,877	11,065	11,650
Total Noncurrent Assets	1,298,170	1,403,027	1,513,950	1,657,435
Deferred Outflows of Res GASB 68	490,486	490,144	431,775	264,803
Deferred Outflows of Res GASB 75	73,897	500,000	990,100	
Total Assets	\$ 6,438,226	\$ 6,429,313	\$ 6,684,389	\$ 5,105,765
LIABILITIES AND NET ASSETS				
Current Liabilities:				
Accounts Payable	\$ 70,897	\$ 37,184	\$ 63,809	\$ 74,824
Construction Loan 2020	88,688	88,688	85,482	82,393
Employment costs	83,693	107,131	103,195	94,724
Scholarships	5,497	6,157	4,404	6,999
Deferred Revenue	8,800	41,667	16,867	9,983
Total Current Liabilities	257,575	280,827	273,757	268,923

Camarillo Health Care District
Statements of Net Assets
as of March 2020

	Mar 31, 2020	Mar 31, 2019	Mar 31, 2018	Mar 31, 2017
Noncurrent Liabilities				
Construction Loan to 2021	98,790	187,478	276,166	361,648
Net Pension Liability GASB 68	1,423,420	1,449,034	1,203,554	821,635
Accrued OPEB Liability GASB 75	420,524	1,746,599	2,551,624	330,317
Deferred Inflows of Res GASB 68	202,655	211,794	309,287	450,825
Deferred Inflows of Res GASB 75	540,826	-	-	-
Total Noncurrent Liabilities	2,686,215	3,594,904	4,340,631	1,964,425
Net Assets:				
Unrestricted - prior	2,999,201	1,966,678	1,531,070	2,535,771
Unrestricted - current	495,236	586,904	538,932	336,645
Total Net Assets	3,494,437	2,553,582	2,070,002	2,872,416
Total Liabilities and Net Assets	\$ 6,438,226	\$ 6,429,313	\$ 6,684,389	\$ 5,105,765

Quick Ratio (Cash, Checking & Investment Accounts divided by Total Current Liabilities) 15.06 11.90 11.53 9.40

Current Ratio (Total Current Assets divided by Total Current Liabilities) 17.76 14.37 13.69 11.84

Quick Ratio - measures the dollar amount of liquid assets available for each dollar of current liabilities. Thus a quick ratio of 1.5 means that a company has \$1.50 of liquid assets available to cover each \$1 of current liabilities.

Current Ratio - shows how many times over the firm can pay its current debt obligations based on its assets.

Camarillo Health Care District
Report to the Board
For the Month Ending March 31, 2020

	Notes	Balance as of 2/29/20	Interest Rate at 3/31/20	Interest Earned	Deposits	Withdrawals	Transfers	Current Balance 3/31/20	% of Total Restricted/ Non-Restricted
Restricted Cash Accounts									
Funds - Restricted Scholarship	1	\$ 4,753	n/a	n/a	744			\$ 5,497	100.0%
Total Restricted Cash		\$ 4,753		\$ -				\$ 5,497	100%
Non-Restricted Cash Accounts and Investments									
Local Agency Investment Fund (LAIF)	2,3	\$ 3,388,546	2.29%				\$ (400,000)	\$ 2,988,546	77.2%
Bank of the West General	3,4,5	199,065	n/a	n/a	59,744	(212,205)	400,000	446,604	11.5%
Mechanics Bus. Savings/Rabobank	6	150,360	0.05%	7	989	(14)		151,342	3.9%
Mechanics Bus. Checking/Rabobank		280,697	0.02%	5	-	-		280,702	7.2%
Ventura County Treasurer Pool	7	5,089	2.13%		100	-		5,189	0.1%
Petty and Cash Drawer Accounts		1,155	n/a	n/a				1,155	0.0%
I Unrestricted Cash and Investments		\$ 4,024,912		\$ 12				\$ 3,873,537	100%
Total Cash and Investments		\$ 4,029,665		\$ 12				\$ 3,879,034	
								Change during month	\$ (150,631)

1. \$744 was donated to **Scholarship** funds
2. \$ interest earned for this quarter in **LAIF**
3. \$400,000 was transferred from **LAIF** to **BOTW** General
4. \$59,744 was deposited into **Bank of the West General** account
5. \$212,205 was withdrawn from **Bank of the West General** account to pay monthly payables
6. \$989 was deposited in **Mechanics Business Savings** and **\$14 was withdrawn for deposit slips**; this is the cash deposits account
7. \$100 interest from December 2019 was received this month in **VC Treasurer Pool**. Interest rate is from December

Note: a pass-through, zero balance account at Bank of the West is maintained for payroll transfers utilizing funds from the **Bank of the West General** account

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 9

ITEMS FOR BOARD ACTION

**SECTION 9-C
REVIEW/ DISCUSSION / ACTION – CONSIDERATION, DISCUSSION, AND
APPROVAL OF RESOLUTION 20-02, AMENDING DISTRICT BYLAWS,
ARTICLE III, SECTION 1, NUMBER, QUALIFICATION AND
TERMS OF OFFICE.**

APRIL 28, 2020



RESOLUTION NO. 20-02

Resolution To Amend District By-laws
Article III, Section 1
Number, Qualifications, and Terms of Office

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

WHEREAS, the Camarillo Health Care District (District) was formed pursuant to the terms of the Local Health Care District Law of the State of California (1945, Chapter 932: Health and Safety Code, Division 23, Sections 32000-32492, of the State of California), to promote public health and general welfare; and

WHEREAS, 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 adopting resolutions establishing policies or rules for the operation of the District and any of its facilities; and

WHEREAS, the District Bylaws may be amended, by resolution, at any regular meeting of the Board of Directors upon the affirmative vote of a majority of the full membership of the Board as defined by California law; and

WHEREAS, Bylaws, Article III, Directors, Section 1, Numbers, Qualifications, and Terms of Office will now read:

ARTICLE III

DIRECTORS

SECTION 1. NUMBER, QUALIFICATIONS, AND TERMS OF OFFICE

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

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.

THEREFORE BE IT RESOLVED, that the Board of Directors of the Camarillo Health Care District does, hereby, adopt District By-laws as amended and attached hereto and considered part of this Resolution, as the official District By-laws of Camarillo Health Care District.

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

Christopher Loh, President
Board of Directors
Camarillo Health Care District

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

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

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

DO HEREBY CERTIFY that the foregoing Resolution 20-02 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 28th day of April 2020 and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

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

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SECTION 9

SECTION 9-C

BY-LAWS

APRIL 28, 2020

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DISTRICT BY-LAWS

Amended April ~~23~~⁸, 20~~19~~²⁰

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, ~~each of whom shall be a registered voter residing in the District, and who shall comply with Section 32110 of the Health and Safety Code. and Wwho shall commending with shall be elected by~~

~~zones- commencing with the District's next regular election in 2020. divisions from the five divisions described on the map attached hereto as Attachment A and incorporated by this reference. The divisions identified in Attachment A may be subsequently reapportioned as provided by State law.~~

~~Commencing with the District's next regular election in 2020 and every four years thereafter, the voters in Divisions 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 Divisions 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 division zone in which he or she seeks or holds office. A candidate must be a resident of the division 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 division zone who ceases to maintain his or her legal residence in the division zone he or she represents shall become vacant unless he or she establishes another residence within the division 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. Each Director shall serve a term of four (4) years pursuant to the appropriate section of the Local Health Care District Law and the Elections Code of the State of California and otherwise comply with all requirements set forth by the Local Health Care District Law.~~

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: ~~the~~ President and Vice President, or their designee.

The function of this committee is to review policies and procedures, serve as the personnel committee, serve as the legislative advocacy committee, and make recommendations to the Board of Directors.

- (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 ~~23rd~~ 28th day of April, 2019~~20~~ at Camarillo, California.

Christopher Loh
President, Board of Directors
Camarillo Health Care District

Attest _____ Dated: _____
Richard Loft
Clerk of the Board, Board of Directors
Camarillo Health Care District

BY-LAWS REVIEW HISTORY

Year of Review	Date of Review	Status
1984	October	Adopted and Approved
1990	March	Amended
1990	October	Amended
1991	June	Amended
1991	December	Amended
1992	December	Amended
1996	February 27	Amended
1998	March 24	Amended
1999	April 27	Amended
2000	August 22	Amended
2001	July 24	Reviewed
2003	June 24	Reviewed
2004	January 27	Reviewed
2004	June 22	Amended
2005	June 28	Amended
2006	August 22	Reviewed
2007	August 22	Reviewed
2008	July 22	Amended
2009	September 15	Reviewed
2010	January 26	Amended
2012	June 12	Reviewed
2013	May 28	Reviewed
2013	August 13	Amended
2014	May 27	Reviewed
2015	January 27	Amended
2015	October 27	Amended
2017	October 24	Amended
2018	October 23	Reviewed
2019	April 23	Amended
<u>2020</u>	<u>April 28</u>	<u>Amended</u>

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 ~~23rd~~28th day of April ~~2019~~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: _____

2513016.1



SECTION 9

ITEMS FOR BOARD ACTION

**SECTION 9-D
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
APPROVAL OF RESOLUTION 20-04, RATIFYING
“LEAVE POLICY FOR COVID-19 EMERGENCY.”**

APRIL 28, 2020

RESOLUTION NO. 20-04

RATIFY LEAVE POLICY FOR COVID-19 EMERGENCY TO COMPLY WITH FAMILIES FIRST CORONA VIRUS RESPONSE ACT (FFCVRA)

*RESOLUTION OF THE BOARD OF DIRECTORS
Camarillo Health Care District
Ventura County, California*

WHEREAS, the Camarillo Health Care District approved Employment Policies Handbook on September 27, 2011; and

WHEREAS, on March 4, 2020 Governor Gavin Newsom declared a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, on March 19, 2020 Governor Gavin Newsom issued Executive Order N-33-20, directing all residents to heed the State public health directives from the California Department of Public Health; and

WHEREAS, the California Department of Public Health ordered “*all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors*”; and

WHEREAS, Executive Order N-33-20 identified necessities such as food, health care and government facilities as critical infrastructure sectors; and

WHEREAS, the Camarillo Health Care District’s services and facilities are included in these critical infrastructure sectors exemptions; and

WHEREAS, California Government Code Title 1, Division 4, Public Officers and Employees (1000-3599), Chapter 8, 3100, describes the Oath or Affirmation of Allegiance for Disaster Service Workers and Public Employees [3100-3109] and Camarillo Health Care District employees are thereby exempted and must report to work, unless unable to for qualified reasons COVID-19 related reasons; and

WHEREAS, that exemption requires temporary revision of existing Camarillo Health Care District leave policies in order to create compliance with the Families First Corona Virus Response Act (FFCVRA);

THEREFORE, BE IT RESOLVED, that the Board of Directors of the Camarillo Health Care District hereby ratifies the temporary policy titled “*Leave Policy for COVID-19 Emergency*”, effective April 1, 2020 until December 31, 2020.

RATIFIED AND SIGNED this 28TH day of APRIL 2020.

Christopher Loh, President
Board of Directors
Camarillo Health Care District

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

STATE OF CALIFORNIA)

County of Ventura) ss

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

DO HEREBY CERTIFY that the foregoing Resolution 20-04 was duly ratified by the Board of Directors of said District at a regular meeting held on the 28th day of April, 2020 and was ratified by the following vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

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

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SECTION 9

ITEMS FOR BOARD ACTION

**SECTION 9-E
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
RATIFICATION OF PAYMENT TO
THE MEXICAN AMERICAN LEGAL DEFENSE AND EDUCATIONAL FUND
(MALDEF).**

APRIL 28, 2020

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SECTION 9

ITEMS FOR BOARD ACTION

SECTION 9-F

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
RECOMMENDATION FOR APPROVAL OF RESOLUTION 20-03, REQUESTING
CONSOLIDATION OF THE CAMARILLO HEALTH CARE DISTRICT GENERAL
DISTRICT ELECTION WITH THE STATEWIDE GENERAL ELECTION.**

APRIL 28, 2020

RESOLUTION NO. 20-03

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*

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 3, 2020; 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 3, 2020 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 3, 2020 ballot:

DIVISION	SEATS OPEN	OFFICE	TERM
Division 1	1	Director	4 Years
Division 2	1	Director	4 Years
Division 3	1	Director	4 Years

ADOPTED this 28th day of April, 2020.

Christopher Loh, MD, President
Board of Directors

Attest: _____
Richard Loft, Clerk of the Board
Board of Directors

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

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

DO HEREBY CERTIFY that the foregoing Resolution 20-03 was duly adopted by the Board of Directors of said District at a regular meeting held on the 28th day of April, 2020 and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

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



SECTION 9

ITEMS FOR BOARD ACTION

SECTION 9-G

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
RECOMMENDATION FOR APPROVAL OF THE SALE OF SURPLUS PROPERTY,
VEHICLE CV17 AND/OR CV18, IN KEEPING WITH SURPLUS PROPERTY
POLICY (POL 1130).**

APRIL 28, 2020

Camarillo Health Care District

POLICY MANUAL

POLICY TITLE: Surplus Property Policy

POLICY NUMBER: 1130

1130.1 Determination of Surplus Property - The term “surplus property” shall mean any fixed asset with a basis value at or over \$7500.00, other than real property, that is no longer needed or useable by the District. The Chief Executive or his/her designee shall at least annually review the District’s equipment and inventory and complete a surplus property form for each item deemed surplus. The Chief Executive Officer or his/her designee shall present a list of surplus property to the Board for its review and approval prior to disposition of the property.

1130.2 Methods of Disposition - The Chief Executive Officer or his/her designee is responsible for the disposition of District surplus property. Once the Board has approved the list of surplus property, the Chief Executive Officer or his/her designee shall determine which of the following methods of disposition to use; the priority for disposition shall be in the order listed below:

1130.2.1 Trade In – Property declared as surplus may be offered as a trade-in for credit toward the acquisition of new property. All trade-in offers will be submitted for the review and approval of the Chief Executive Officer.

1130.2.2 Return to Manufacturer – Surplus property may, when possible, be returned to the manufacturer for buy-back or credit toward the purchase of new property.

1130.2.3 Sale – The District may offer surplus property for sale. All surplus property is for sale “as-is” and “where-is” with no warranty, guarantee, or representation of any kind, expressed or implied, as to the condition, utility, or usability of the property offered for sale.

Appropriate methods of sale are as follows:

1130.2.3.1 Public Auction – Surplus property may be sold at public auction. The District may contract with a professional auctioneer.

1130.2.3.2 Sealed Bids – Sealed bids may be solicited for the sale of surplus property. Surplus property disposed of in this manner shall be sold to the highest responsive bidder.

1130.2.3.3 Negotiated Sale – Surplus property may be sold directly to a purchaser if it is determined that only one known buyer is available or interested in acquiring the property.

1130.2.3.4 Selling for Scrap – Surplus property with a minimal fair market value may be sold as scrap.

1130.3 Donation or Disposal - If the District is unable to sell surplus property after using the methods provided in sections 1 through 3, above, or if the cost of locating a buyer exceeds the estimated sale price of surplus property, the property may be donated to a charitable organization, recycled, destroyed, or disposed of as junk.

1130.4 Proceeds - All sales of surplus property shall be paid to the District by certified check, money order, or in manner agreeable to the Chief Executive Officer. The Chief Executive Officer shall be authorized to sign bills of sale and any other documents evidencing the transfer of title to such surplus property by and on behalf of the District.

1130.5 District Employees and Officers - District employees, directors and officers are prohibited from purchasing surplus property offered for sale by the District.

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SECTION 10

CHIEF EXECUTIVE OFFICER REPORT

APRIL 28, 2020

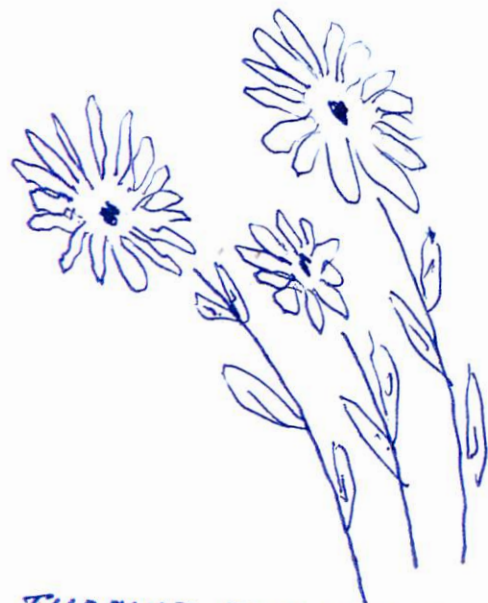
6 MARY ANN, JOE, JANET, MAYRA,
LETICIA, SHERYLL, GWEN
& ALL THE HELPERS &
VOLUNTEERS

I REALLY MISS GOING TO
"SCHOOL" (AS I CALL IT) AND
LOOK FORWARD TO COMING
BACK.

HOPE TO SEE YOU ALL
SOON!

REGARDS,

Bill
S



— AND THANKS FOR ALL THE
GOODIES!



MARY ANN

JANET

LETICIA

MAYRA

SHERYLL

GWEN

AND

CURLEY
(WITH EARS!)

I MISS YOU GUYS TOO!
SUCH A GREAT PHOTO OF CURLEY.

I'M ENJOYING THE POPULAR
MECHANICS MAGAZINE AND ALL
THE OTHER STUFF.

SEE YOU ALL SOON,

REGARDS,

BILL
S



Dear Staff & volunteers at CHCD -
As most of you know, Rick
is in a RCFE now. I cannot take
care of him anymore at home.

I want to thank all of you
for your care, patience and concern.
Rick liked going to CHCD and I can
only hope his new home will
have staff as nice as all of you.

Thank you, Joanne McGuth

OUR
STAFF FRIENDS
FROM
HELEN & DEBBIE
PIERSON
~
~

HELLO ALL! ♡
THANK YOU SO MUCH FOR
OUR CARD & MAGAZINES ♡
WE ARE DOING WELL!!!

Miss-U-ALL
Bee-Well



Helen
and

Debbie PIERSON



HELLO, MARY ANNE.

4-13-20

JUST A QUICK NOTE TO LET YOU KNOW HOW MUCH WE APPRECIATE YOU FOLK! SENDING OUT THE "HOMEWORK". JEANIE TRYS TO DO SEVERAL PICTURES EACH DAY. SHE REALLY ENJOYS COLORING THEM & SEEING THE RESULTS.

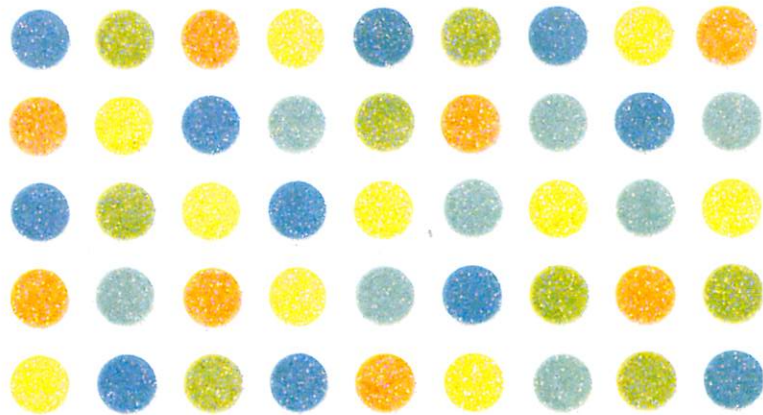
HOPE THINGS GET BACK TO "NORMAL" SOON.

TAKE CARE,

DAVID & JEANIE



Easter *is* here!



Dear Friends,
Hope yours
is happy!

Thank you for your
wonderful programs - Cafe
& Senoi lunch program.
Thanks for all the work
you do
Joan Erickson
You are a great Bunch

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SECTION 11

BOARD PRESIDENT REPORT

APRIL 28, 2020

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SECTION 12

BOARD MEMBERS COMMENTS AND/OR REPORTS

APRIL 28, 2020