



**REGULAR BOARD MEETING**  
**FEBRUARY 22, 2024 - 11:30 AM**

**CAMARILLO HEALTH CARE DISTRICT**  
**3615 E LAS POSAS ROAD, SEQUOIA ROOMS**  
**CAMARILLO, CA 93010**





## **2024 Board Meeting Calendar**

January 25, 2024, 11:30 a.m.

February 22, 2024, 11:30 a.m.

March 28, 2024, 11:30 a.m.

April 25, 2024, 11:30 a.m.

May 23, 2024, 11:30 a.m.

June 6, 2024, 11:30 a.m. (Budget)

June 27, 2024, 11:30 a.m. (Optional)

July - Dark

August 22, 2024, 11:30 a.m.

September 26, 2024, 11:30 a.m.

October 24, 2024, 11:30 a.m.

November 21, 2024, 8:30 a.m.  
(Annual Board Leadership and Education)

December - Dark



**Camarillo Health Care District  
Procedures for Communication With  
The Board of Directors**

Meetings with the Board of Directors are conducted for the purpose of accomplishing District business. As a matter of District policy and state law, meetings shall ordinarily be held in public. Pursuant to state law, the Board of Directors may conduct closed meeting sessions to discuss certain matters which are confidential.

Community involvement in the District is an essential element of an effective health care district.

Communications with the Board of Directors as a unit may be either in writing or by personal appearance at a meeting of the Board.

**Written Communication** – In order that the subject of the communication may be placed on the agenda, it must be requested in correspondence to the Board. Written communication addressed to the Board of Directors should reach the Administration office of the District no later than ten (10) business days prior to the date of the meeting at which the matter concerned is to be discussed.

**Oral Presentations by Members of the Public to the Board of Directors and Requests by the Public to Place a Matter Directly Related to District Business on a Board Agenda** – When an individual or group expects to communicate with the Board of Directors by means of personal appearance at a meeting of the Board or requests that a matter relating to District business be added to the Board’s agenda, the District’s Chief Executive Officer must be notified no later than ten (10) days before the Board meeting at which the matter concerned is to be discussed by the Board and those submitting the request.

Individuals wishing to comment on an agenda item when an item appears on the agenda for discussion or at the designated time for Public Comments, during the Board meeting, shall complete a Speakers Card and submit it to the Clerk of the Board.

It is desirable that when a statement presented to the Board is extensive or is formally requesting consideration of specific items the statement should be written and a copy filed with the Board of Directors.

Public comments at Board Meetings – The Board may receive comments or testimony at regularly scheduled meetings on matters **not on the agenda** which any member of the public may wish to bring before the Board, provided that no action is taken by the Board on such matters at the same meeting at which such testimony is taken.

**In addressing the Board, the following rules of courtesy will be observed:**

- **All remarks will be addressed to the President of the Board.**
- **Individuals will speak on a specific item of concern.**
- **Three (3) minutes will be allowed individuals, or in the case of a group of people speaking on a specific item, ten (10) minutes will be permitted for the presentation.**
- **Members of the Board of Directors reserve the right to waive time limitations.**

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the Board of Directors conducting the meeting may order the meeting room cleared, and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section.

The Board may discuss and take action on any agenda item properly submitted by a member of the public and published in an agenda. The Board President reserves the right to limit discussion and/or defer further deliberations on an agenda topic to a subsequent meeting if additional information is needed to render a decision or appropriate action. Matters involving legal procedure will be referred to Administration for study or further referral.



# AGENDA

## Regular Meeting of the Board of Directors

February 22, 2024 – 11:30 a.m.

Camarillo Health Care District  
3615 E Las Posas Road, Camarillo, CA 93010  
Sequoia Rooms

### Board of Directors

Thomas Doria, MD, President  
Neal Dixon, MD, Vice President  
Paula Feinberg, Clerk of the Board  
Christopher Loh, MD, Director

### Staff

Kara Ralston, Chief Executive Officer  
Sonia Amezcua, Chief Administrative Officer  
Blair Barker, Program Officer  
Brandie Thomas, Clerk to the Board

### Participants

Aleks Giragosian, Esq., *Colantuono Highsmith  
Whatley, PC*

### Participants

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

1. **CALL TO ORDER**
  
2. **ROLL CALL**
  
3. **PLEDGE OF ALLEGIANCE** – Director Loh
  
4. **AMENDMENT(S) TO THE POSTED AGENDA: *Motion to approve*** Agenda as amended.  
  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_  
  
 Doria \_\_\_\_\_ Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_
  
5. **PUBLIC COMMENT – Ca. GC Section 54954.3**  
 The Board reserves this time to hear from the public. Speakers are requested to 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. **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. Meeting Minutes**

Recommendation: Approval of Regular Board Meeting of January 25, 2024. **(Section 6-A)**

**B. Financial Reports**

Recommendation: Approval of financial reports for period ending January 31, 2024. **(Section 6-B)**

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

Doria \_\_\_\_\_ Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_

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

**AGENDA ITEMS-ACTION**

8. **A. Review/ Discussion /Action** - Consideration, discussion, and recommendation for approval of updated Mission Statement, Vision Statement, and Core Values. **(Section 8-A)**

**Motion to approve** Mission Statement, Vision Statement, and Core Values.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

Doria \_\_\_\_\_ Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_

**AGENDA ITEMS-DISCUSSION**

9. **EMERGING OPPORTUNITIES** *GC 54954.2,(a)(1)*

- Discussion and consideration of emerging initiatives based on community need

10. **REPORTS**

- Board President Comments
  - Timeline of CEO Review
- Board Committee Report(s)
  - Health Insurance Premiums Ad Hoc Committee
  - Program & Emerging Opportunities Committee
  - Healthy Camarillo Committee
- Board Member Comments
- Chief Executive Officer Report



**11. FUTURE MEETING AND EVENTS**

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Board of Directors Meetings

<b>Special Meeting: Zone 3 Appointment</b>	<b>March 4, 2024 – 12:30 p.m.</b>
<b>Finance Committee: Loh/Feinberg</b>	<b>March 11, 2024 – 10:00 a.m.</b>
Executive Committee: <b>Doria/Dixon</b>	March 18, 2024 – 12:30 p.m.
Regular Full Board	March 28, 2024 – 11:30 a.m.
Executive Committee: <b>Doria/Dixon</b>	April 15, 2024 – 12:30 p.m.
Finance Committee: <b>Loh/Feinberg</b>	April 25, 2024 – 10:00 a.m.
Regular Full Board	April 25, 2024 – 11:30 a.m.
Executive Committee: <b>Doria/Dixon</b>	May 13, 2024 – 12:30 p.m.
Regular Full Board	May 23, 2024 – 11:30 a.m.

**12. 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 a 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, Brandie Thomas, 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 on [www.camhealth.com](http://www.camhealth.com) and the Camarillo Health Care District Administration Office, on or before, February 19, 2024, at 11:30 a.m.



**SECTION 6**

**CONSENT AGENDA 6-A**

**APPROVAL OF THE MINUTES  
REGULAR BOARD MEETING OF JANUARY 25, 2024**





# MINUTES

January 25, 2024

**Regular Meeting of the Board of Directors**  
Camarillo Health Care District  
3615 E. Las Posas Rd. Camarillo, CA 93010  
Sequoia Rooms

**Board of Directors - Present**

Thomas Doria, MD, President  
Neal Dixon, MD, Vice President  
Paula Feinberg, Clerk of the Board  
Christopher Loh, MD, Director

**Staff - Present**

Kara Ralston, Chief Executive Officer  
Sonia Amezcua, Chief Administrative Officer  
Blair Barker, Program Officer  
Brandie Thomas, Clerk to the Board

**Participants**

Aleks Giragosian, Esq., *Colantuono Highsmith  
Whatley, PC*

**Participants**

Rick Wood, *CSDA Financial Services*  
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 Thursday, January 25, 2024, at 11:34 a.m., by Thomas Doria, President.

2. **Pledge of Allegiance** – Director Feinberg

3. **Amendments to the Agenda** - None

4. **Public Comment** – None

5. **Consent Agenda**

It was **MOVED** by Director Feinberg, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh      **Nays:**      **Absent:**

6. **Public Hearing** – No public comments were presented.

7. **Action Items**

**9-A. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-02, Establishing the Compensation of Directors, increasing the compensation by 5 percent for the calendar year.

It was **MOVED** by Director Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-02, Establishing the Compensation of Directors, increasing the compensation by 5 percent for the calendar year.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:**

**9-B. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-03, Amending District Bylaws, Article III, Section 3, Compensation.

It was **MOVED** by Director Loh, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-03, Amending District Bylaws, Article III, Section 3, Compensation.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:**

**9-C. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval to amend Board Policy Manual, Policy 1060, Directors Compensation.

It was **MOVED** by Director Feinberg, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve to amend Board Policy Manual, Policy 1060, Directors Compensation.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:**

**9-D. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval to amend Board Policy Manual, Policy 1080, Committees of the Board of Directors.

It was **MOVED** by Director Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve to amend Board Policy Manual, Policy 1080, Committees of the Board of Directors.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:**

**9-E. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

It was **MOVED** by Director Loh, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:**

**9-F. Review/Discussion/Action:** Consideration, discussion, and recommendation for approval of updated mission statement.

It was **MOVED** by Director Doria, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve to table this item to the next meeting of February 22, 2024.

**ROLL CALL VOTE:** **Ayes:** Doria, Dixon, Feinberg, Loh **Nays:** **Absent:**

8. **Benefit Programs Available to Board Members**

- CEO Ralston discussed potential Board Policy 1065, making health benefits available to board members.

9. **Emerging Opportunities** GC 54954.2, (a)(1)

- No ideas submitted to discuss.

10. **Reports**

- **Board President Comments**

President Doria announced the following committee assignments:

- Executive Committee: *Doria, Dixon*
  - Finance/Investment Committee: *Loh, Feinberg*
  - Program & Opportunity Committee: *Doria, Feinberg*
  - Healthy Camarillo Committee: *Doria, Dixon*
  - CEO Performance Review Ad Hoc Committee: *Doria, VACANT*
- **Finance/Investment Committee** – Director Loh reported on review of financial reports. Finance Committee will schedule a special meeting to review the financial audit report so it will be ready to bring to the March board meeting.
  - **Health Insurance Premium Ad Hoc Committee** – Study continues and nothing new to report.
  - **Program & Opportunity Committee** – President Doria reported on a recent tour of the district with a family who participates in the Camarillo AYSO VIP Program, which offers services to individuals with physical or mental disabilities. The purpose of the tour was to discuss services the district could provide to members of this community.
  - **Healthy Camarillo Committee** – Nothing to report.
  - **Board Member Comments** – Nothing to report.
  - **CEO Report**
    - CEO Ralston provided an update on the board vacancy process for Zone 3.
    - CEO Ralston updated the board on the pending annual financial audit; Finance Committee will review the 6/30/23 Draft for presentation to the full board at the March 2024 meeting; Auditor Cindy Fanning, of Fanning & Karrh, is retiring and the RFP process has begun.
    - Supervisor Kelly Long, District 3, will tour the District on January 26, 2024 and participate in SMARTfit, BALANCEfit and the VR programs.
    - CEO gave program updates on various services:
      - At halfway through the year, the Senior Nutrition Program has already delivered more than half of allotted meals, showing continued growth in a much-needed program and maintaining a 4,600 avg meal/month delivery schedule.
      - For the first time since the imposed COVID-19 service restrictions, the Adult Day Program has surpassed monthly revenue goals.
      - CEO Ralston commented on a variety of data sets from the social media report, notably, nearly 26,000 page views on the website, and a 42.9% “open” rate on the e-newsletter.
      - The Transportation collaboration with the City of Camarillo has concluded; the goal was to provide 1,100 rides at no charge; the end result was 1,455 rides.
    - CEO Ralston congratulated Blair Barker on her new position as Program Officer.

**11.** Having no further business this meeting was adjourned at 1:20 p.m.

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Thomas Doria, MD  
President



**SECTION 6**

**CONSENT AGENDA 6-B**

**APPROVAL OF DISTRICT FINANCIAL REPORTS  
FOR PERIOD ENDING JANUARY 31, 2024**



6-Feb-24

# Camarillo Health Care District Check Register (Checks and EFTs of All Types)

Sorted by Alphabetically  
January 2024 Checks/EFTs

11:09 AM

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
80683	1/10/2024	ACCESS	Access TLC Caregivers DBA	384.00	V - AAA grant	MO
80661	1/3/2024	AFLAC	Aflac	1,373.46	V - benefits/ins	MO
80702	1/24/2024	AFLAC	Aflac	764.28	V - benefits/ins	MO
80664	1/3/2024	BOLANOS	Alexandra Bolanos	130.11	EE - SNP Mileage	MO
80710	1/31/2024	BOLANOS	Alexandra Bolanos	78.03	EE - SNP Mileage	MO
80662	1/3/2024	AMERICAN	American Automatic Doors, Inc	253.25	V - repair/maintenance	ongoing
80663	1/3/2024	B&BMAIL	B & B Mailing Services	1,814.21	V - Healthy Attitudes bulk mailing	QTRLY
80684	1/10/2024	BAY ALARM	Bay Alarm Company	411.15	V - security vendor	MO
80703	1/24/2024	BETA	Beta Healthcare Group	2,151.43	V - benefits/ins	MO
80711	1/31/2024	BYRD	Byrd Locksmithing, Inc	181.35	V - key supply	MO
80719	1/31/2024	LOH	Christopher Loh, MD	200.00	BOD	MO
80700	1/17/2024	ALVAREZ FIRM	Christopher Patrick Young	1,000.00	V - OARR grant	MO
80685	1/10/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	698.00	V - legal services	MO
80686	1/10/2024	COMFORT	Comfort Keepers dba	336.00	V - VCAAAA grant vendor	MO
80665	1/3/2024	COMMANDER	Commander Powered by Proforma	1,537.73	V - promotional items	MO
80695	1/17/2024	CONEJO AWARD	Conejo Awards Corp	190.91	V - new hire bus cards/badges	MO
80712	1/31/2024	CONEJO AWARD	Conejo Awards Corp	85.80	V - Appointment cards	MO
80666	1/3/2024	DOS CAMINOS	Dos Caminos Plaza	5,962.00	V - COA monthly dues	MO
80716	1/31/2024	DOS CAMINOS	Dos Caminos Plaza	5,962.00	V - COA monthly dues (Feb24)	MO
80669	1/3/2024	LANDE	Erik Lande, Ph.D. Inc	500.00	V - OARR grant vendor	MO
80704	1/24/2024	F M PEARCE	F M Pearce Co, Inc.	1,092.27	V - Qtrly preventive maint	QTRLY
80667	1/3/2024	FANNING	Fanning & Karrh, CPAs	10,000.00	V - audit progress bill	ANNL
80671	1/3/2024	MERCHANT	Frances Merchant	10.00	V - class refund	MO
80687	1/10/2024	FRONTIER	Frontier Communications	235.98	V - cable vendor	MO
80668	1/3/2024	HARTFORD	Hartford Life	1,322.20	V - benefits/ins	MO
80718	1/31/2024	HARTFORD	Hartford Life	1,196.13	V - benefits/ins	MO

80696	1/17/2024	HAYMAN	Hayman Consulting dba	3,040.00	V - financial vendor	MO
80705	1/24/2024	HIRERIGHT	HireRight, LLC	306.60	V - new hire background	MO
80688	1/10/2024	ITS	Integrated Telemanagement Services, Inc	1,215.55	V - telephone vendor	MO
80689	1/10/2024	JTS	JTS Facility Services	2,310.00	V - janitorial vendor	MO
80697	1/17/2024	JTS	JTS Facility Services	40.00	V - janitorial vendor	MO
80670	1/3/2024	LIEBERT	Liebert Cassidy Whitmore	4,715.00	V - legal services	MO
80672	1/3/2024	MERIPLEX/CPI	Meriplex Solutions	4,906.60	V - IT vendor	MO
80673	1/3/2024	METLIFE	MetLife Small Business	794.52	V -benefits/ins	MO
80720	1/31/2024	METLIFE	MetLife Small Business	971.08	V -benefits/ins	MO
80721	1/31/2024	MOVING SR	Moving Seniors Forward	300.00	V	MO
80714	1/31/2024	DIXON	Neal P. Dixon	300.00	BOD	MO
80722	1/31/2024	NICKS WINDOW	Nicolas L. Benitz	300.00	V - window vendor	MO
80713	1/31/2024	CRACCHIOLA	Patricia Cracchiola	65.00	V - class refund	MO
80717	1/31/2024	FEINBERG	Paula-Jeanne Feinberg	200.00	BOD	MO
80701	1/18/2024	PERRY FORD	Perry Ford	34,890.45	V - Purchase fleet vehicle	MO
80690	1/10/2024	PETTY	Petty Cash - Administrat	237.53	V - petty cash reimb	MO
80674	1/3/2024	SAFEWAY	Safeway Inc	219.27	V - ADC food	MO
80698	1/17/2024	SAFEWAY	Safeway Inc	256.16	V - ADC food	MO
80706	1/24/2024	SAFEWAY	Safeway Inc	333.17	V - ADC food	MO
80675	1/3/2024	SO CA EDISON	Southern California Edison	2,206.11	V - utilities	MO
80707	1/24/2024	SO CA EDISON	Southern California Edison	2,084.21	V - utilities	MO
80691	1/10/2024	SO CA GAS	Southern California Gas	718.91	V - utilities	MO
80692	1/10/2024	STAPLES	Staples Business Advantage	847.58	V - office supplies	MO
80676	1/3/2024	STREAMLINE	Streamline	2,988.00	V -webhosting vendor	ANNL
80715	1/31/2024	DORIA	Thomas Doria, MD	300.00	BOD	MO
80680	1/5/2024	TRI COUNTY	Tri County Office Furniture, Inc	643.00	V - office configuration	MO
80681	1/5/2024	TRI COUNTY	Tri County Office Furniture, Inc	2,335.00	V - office configuration	MO
80682	1/5/2024	TRI COUNTY	Tri County Office Furniture, Inc	2,053.00	V - office configuration	MO
80708	1/24/2024	TRI COUNTY	Tri County Office Furniture, Inc	833.00	V - office configuration	MO
80699	1/17/2024	TROPICAL	Tropical Car Wash	500.00	V - fleet maintenance	MO
80693	1/10/2024	UMPQUA	Umpqua Bank	4,872.14	V - credit card	MO
80709	1/24/2024	VALIC	VALIC	1,413.05	V -benefits/ins	MO
80677	1/3/2024	VC STAR	Ventura County Star	1,010.98	V - OARR grant	MO
80678	1/3/2024	VISION	Vision Services Plan	295.34	V -benefits/ins	MO
80723	1/31/2024	VISION	Vision Services Plan	267.26	V -benefits/ins	MO

80694	1/10/2024	VOYAGER	Voyager Fleet Systems Inc	846.72	V - fleet gas	MO
80679	1/3/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO

Report Total  
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 119,501.82  
 =====

Legend of Payment Type	
BOD =	Board of Director
EE =	Employee
V =	Vendor

6-Feb-24

11:09 AM

# Camarillo Health Care District Check Register (Checks and EFTs of All Types)

Sorted by Check Number  
January 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
80661	1/3/2024	AFLAC	Aflac	1,373.46	V - benefits/ins	MO
80662	1/3/2024	AMERICAN	American Automatic Doors, Inc	253.25	V - repair/maintenance	ongoing
80663	1/3/2024	B&BMAIL	B & B Mailing Services	1,814.21	V - Healthy Attitudes bulk mailing	QTRLY
80664	1/3/2024	BOLANOS	Alexandra Bolanos	130.11	EE - SNP Mileage	MO
80665	1/3/2024	COMMANDER	Commander Powered by Proforma	1,537.73	V - promotional items	
80666	1/3/2024	DOS CAMINOS	Dos Caminos Plaza	5,962.00	V - COA monthly dues	MO
80667	1/3/2024	FANNING	Fanning & Karrh, CPAs	10,000.00	V - audit progress bill	ANNL
80668	1/3/2024	HARTFORD	Hartford Life	1,322.20	V - benefits/ins	MO
80669	1/3/2024	LANDE	Erik Lande, Ph.D. Inc	500.00	V - OARR grant vendor	
80670	1/3/2024	LIEBERT	Liebert Cassidy Whitmore	4,715.00	V - legal services	MO
80671	1/3/2024	MERCHANT	Frances Merchant	10.00	V - class refund	
80672	1/3/2024	MERIPLEX/CPI	Meriplex Solutions	4,906.60	V - IT vendor	MO
80673	1/3/2024	METLIFE	MetLife Small Business	794.52	V - benefits/ins	MO
80674	1/3/2024	SAFEWAY	Safeway Inc	219.27	V - ADC food	MO
80675	1/3/2024	SO CA EDISON	Southern California Edison	2,206.11	V - utilities	MO
80676	1/3/2024	STREAMLINE	Streamline	2,988.00	V - webhosting vendor	ANNL
80677	1/3/2024	VC STAR	Ventura County Star	1,010.98	V - OARR grant	
80678	1/3/2024	VISION	Vision Services Plan	295.34	V - benefits/ins	MO
80679	1/3/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO
80680	1/5/2024	TRI COUNTY	Tri County Office Furniture, Inc	643.00	V - office configuration	
80681	1/5/2024	TRI COUNTY	Tri County Office Furniture, Inc	2,335.00	V - office configuration	
80682	1/5/2024	TRI COUNTY	Tri County Office Furniture, Inc	2,053.00	V - office configuration	
80683	1/10/2024	ACCESS	Access TLC Caregivers DBA	384.00	V - AAA grant	MO
80684	1/10/2024	BAY ALARM	Bay Alarm Company	411.15	V - security vendor	MO

80685	1/10/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	698.00	V - legal services	MO
80686	1/10/2024	COMFORT	Comfort Keepers dba	336.00	V - VCAAA grant vendor	MO
80687	1/10/2024	FRONTIER	Frontier Communications	235.98	V - cable vendor	MO
80688	1/10/2024	ITS	Integrated Telemanagement Services, Inc	1,215.55	V - telephone vendor	MO
80689	1/10/2024	JTS	JTS Facility Services	2,310.00	V - janitorial vendor	MO
80690	1/10/2024	PETTY	Petty Cash - Administrat	237.53	V - petty cash reimb	MO
80691	1/10/2024	SO CA GAS	Southern California Gas	718.91	V - utilities	MO
80692	1/10/2024	STAPLES	Staples Business Advantage	847.58	V - office supplies	MO
80693	1/10/2024	UMPQUA	Umpqua Bank	4,872.14	V - credit card	MO
80694	1/10/2024	VOYAGER	Voyager Fleet Systems Inc	846.72	V - fleet gas	MO
80695	1/17/2024	CONEJO AWARD	Conejo Awards Corp	190.91	V - new hire bus cards/badges	MO
80696	1/17/2024	HAYMAN	Hayman Consulting dba	3,040.00	V - financial vendor	MO
80697	1/17/2024	JTS	JTS Facility Services	40.00	V - janitorial vendor	MO
80698	1/17/2024	SAFEWAY	Safeway Inc	256.16	V - ADC food	MO
80699	1/17/2024	TROPICAL	Tropical Car Wash	500.00	V - fleet maintenance	MO
80700	1/17/2024	ALVAREZ FIRM	Christopher Patrick Young	1,000.00	V - OARR grant	MO
80701	1/18/2024	PERRY FORD	Perry Ford	34,890.45	V - Purchase fleet vehicle	
80702	1/24/2024	AFLAC	Aflac	764.28	V - benefits/ins	MO
80703	1/24/2024	BETA	Beta Healthcare Group	2,151.43	V - benefits/ins	MO
80704	1/24/2024	F M PEARCE	F M Pearce Co, Inc.	1,092.27	V - Qtrly preventive maint	QTRLY
80705	1/24/2024	HIRERIGHT	HireRight, LLC	306.60	V - new hire background	
80706	1/24/2024	SAFEWAY	Safeway Inc	333.17	V - ADC food	MO
80707	1/24/2024	SO CA EDISON	Southern California Edison	2,084.21	V - utilities	MO
80708	1/24/2024	TRI COUNTY	Tri County Office Furniture, Inc	833.00	V - office configuration	
80709	1/24/2024	VALIC	VALIC	1,413.05	V - benefits/ins	MO
80710	1/31/2024	BOLANOS	Alexandra Bolanos	78.03	EE - SNP Mileage	
80711	1/31/2024	BYRD	Byrd Locksmithing, Inc	181.35	V - key supply	
80712	1/31/2024	CONEJO AWARD	Conejo Awards Corp	85.80	V - Appointment cards	
80713	1/31/2024	CRACCHIOLA	Patricia Cracchiola	65.00	V - class refund	
80714	1/31/2024	DIXON	Neal P. Dixon	300.00	BOD	MO
80715	1/31/2024	DORIA	Thomas Doria, MD	300.00	BOD	MO
80716	1/31/2024	DOS CAMINOS	Dos Caminos Plaza	5,962.00	V - COA monthly dues (Feb24)	MO
80717	1/31/2024	FEINBERG	Paula-Jeanne Feinberg	200.00	BOD	MO
80718	1/31/2024	HARTFORD	Hartford Life	1,196.13	V - benefits/ins	MO
80719	1/31/2024	LOH	Christopher Loh, MD	200.00	BOD	MO

80720	1/31/2024	METLIFE	MetLife Small Business	971.08	V -benefits/ins	MO
80721	1/31/2024	MOVING SR	Moving Seniors Forward	300.00	V	MO
80722	1/31/2024	NICKS WINDOW	Nicolas L. Benitz	300.00	V - window vendor	MO
80723	1/31/2024	VISION	Vision Services Plan	267.26	V -benefits/ins	MO
				-----		
Report Total				119,501.82		
				=====		

Legend of Payment Type	
BOD =	Board of Director
EE =	Employee
V =	Vendor



## Check Register Monthly Comparison

### FY 2023/24

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)	w/out transfer
\$118,020	\$111,879	\$75,824	\$86,545	\$132,980	\$65,631	\$119,502	\$0	\$0	\$0	\$0	\$0	\$101,483	\$0
<b>YTD Total</b>											<b>\$710,380</b>		

Notes FY 23/24:

- Aug '23 OARR Grant \$48k
- Sept '23 OARR Grant \$20k
- Nov '23 OARR Grant \$43k
- Jan '24 Progress pymt Auditor \$10,000
- Jan '24 Purchase new Ford Escape vehicle \$34,890.45
- Jan '24 Various Cabinets/Wall Panels/Tackboard \$5,031 (50% deposit)

### FY 2022/23

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)	w/out transfer
\$169,824	\$59,053	\$123,545	\$3,146,143	\$96,299	\$71,201	\$2,222,982	\$79,747	\$69,296	\$104,044	\$81,193	\$306,713	\$841,292	\$95,152
<b>YTD Total</b>											<b>\$6,530,040</b>		

Notes FY 22/23:

- Sept '22 Purchased new Ford Escape vehicle \$46,572.46
- Oct '22 Purchased new Ford Escape vehicle \$42,541.59
- Oct '22 Transfer cash to open California Class account \$3,000,000 from LAIF
- Oct '22 Transfer cash to open 3 Five Star accounts \$4,500.00
- Oct '22 Purchase new computer equipment \$9,525.85
- Oct '22 Purchase new AC Units \$13,448.00
- Nov-22 Purchase new AC units Bldg E & G \$22,541
- Nov-22 Purchase new Refrigerator for Sr Meals \$9,813
- Jan '23 Transfer cash to into Five Star Accounts \$2,150,000
- Feb-23 Payment to auditor \$15,000
- Apr-23 Purchase new SmartFit machine \$13,590
- May-23 Plumbing repairs - Bldg E, F \$7,85.00
- May-23 New computer equipment \$13,582.54 (1 Noteook & 12 Optiplex 3000's)
- Jun-23 Insurance policy renewals \$143,975
- Jun-23 Redistricting Fees \$21,000
- Jun-23 Trench repair Admin bldg \$19,700

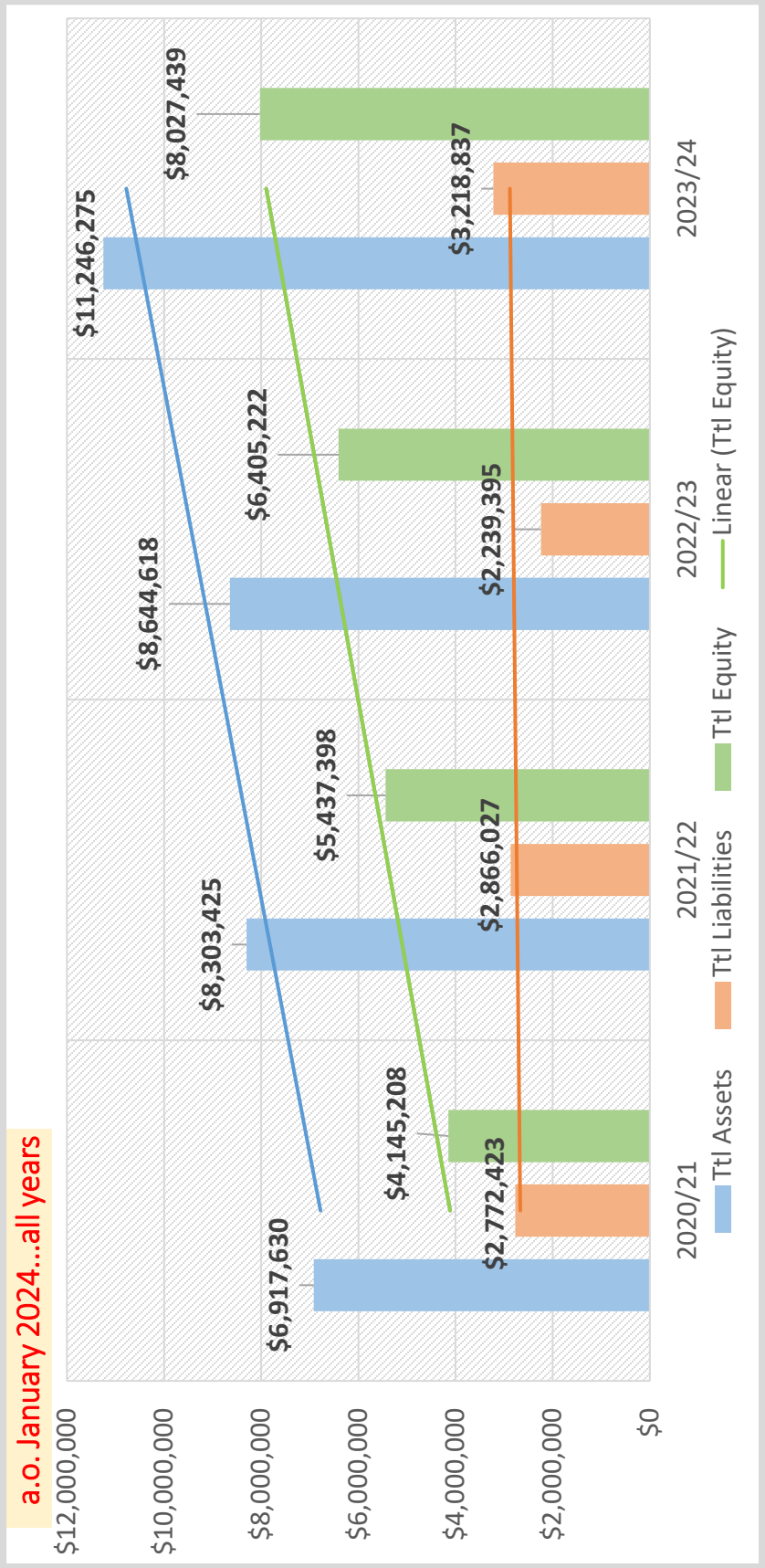
**NOTE: this is a comparison of checks only; does not include expenses such as OPEB accrual, salary/benefit expenses, UAL expense, depreciation; July and Aug of each year may or may not include month prior June expenses.**

# Camarillo Health Care District

## Statement of Net Assets

	January 2024	January 2023	\$ Variance	% Variance
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>CASH ACCOUNTS</b>				
Bank of the West General	0.00	91,874.84	(91,874.84)	-100.0%
Cash in General- Five Star	401,767.56	179,731.73	222,035.83	123.5%
Cash in Money Market-Five Star	2,792,242.53	2,507,516.72	284,725.81	11.4%
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 Drawers- Senior Nutrition	85.00	85.00	0.00	0.0%
California Class	3,712,926.26	2,527,478.86	1,185,447.40	46.9%
Cash-Local Agency Investment	325,136.69	267,055.01	58,081.68	21.7%
Cash - County Treasury Invstmn	6,371.75	5,723.24	648.51	11.3%
Mechanics, Rabo Savings	4,961.52	635,195.65	(630,234.13)	-99.2%
Cash-Restricted-Scholarship	7,183.75	7,253.75	(70.00)	-1.0%
<b>TOTAL CASH ACCOUNTS</b>	<b>7,251,725.06</b>	<b>6,222,964.80</b>	<b>1,028,760.26</b>	<b>16.5%</b>
Accounts Receivable	(932.00)	5,301.00	(6,233.00)	-117.6%
Accrued Interest Receivable	551.59	0.00	551.59	100.0%
City of Cam CDBG CV3 Rec	15,166.69	29,166.69	(14,000.00)	-48.0%
City of Cam Care-A-Van	28,500.00	16,625.00	11,875.00	71.4%
City of Cam CDBG VR	3,500.00	0.00	3,500.00	100.0%
Grant-VCAAA -Sr Nutrition Recl (3C)	27,208.00	34,311.61	(7,103.61)	-20.7%
Grant-VCAAA Caregiver Rec (3E)	12,283.29	10,783.80	1,499.49	13.9%
Grant-VCAAA SS Line Rec (3B)	7,526.00	17,632.97	(10,106.97)	-57.3%
Grant - VCAAA OARR Legal	80,092.12	0.00	80,092.12	100.0%
Grant - CDA Cal Grows	1,525.00	0.00	1,525.00	100.0%
Contract-PICF-Blue Shield	500.00	(20.00)	520.00	2600.0%
Contract-PICF-Falls	2,252.28	5,869.80	(3,617.52)	-61.6%
Due Fr County-Property Tax	334,686.60	71,425.62	263,260.98	368.6%
<b>TOTAL Current Assets</b>	<b>7,764,584.63</b>	<b>6,414,061.29</b>	<b>1,350,523.34</b>	<b>21.1%</b>
<b>Fixed Assets</b>				
Buildings & Improvements	3,188,100.36	3,188,100.36	0.00	0.0%
IS Equip	102,122.40	109,925.62	(7,803.22)	-7.1%
Equipment & Furnishings	261,613.23	257,831.73	3,781.50	1.5%
Transportation Vehicles	343,561.04	308,170.59	35,390.45	11.5%
Accum Depreciation-Buildings	(2,276,414.71)	(2,166,588.85)	(109,825.86)	-5.1%
Accum Depreciation-IS Equip	(100,989.07)	(99,809.85)	(1,179.22)	-1.2%
Accum Depreciation-Equip&Furn	(196,327.77)	(202,122.12)	5,794.35	2.9%
Accum Depreciation-Vehicles	(219,514.84)	(211,733.64)	(7,781.20)	-3.7%
<b>TOTAL Fixed Assets</b>	<b>1,102,150.64</b>	<b>1,183,773.84</b>	<b>(81,623.20)</b>	<b>-6.9%</b>
<b>Other Assets</b>				
Prepaid Insurance	54,418.53	36,462.69	17,955.84	49.2%
Prepaid Workers Comp	(24,486.12)	(15,904.47)	(8,581.65)	-54.0%
Prepaid Other	411.15	0.00	411.15	100.0%

	<i>January 2024</i>	<i>January 2023</i>	<i>\$ Variance</i>	<i>% Variance</i>
Prepaid Postage	121.61	298.21	(176.60)	-59.2%
Pre Paid Rental/Lease	(333.00)	5,019.00	(5,352.00)	-106.6%
Deferred Outflows of Resources GASB 68	1,850,122.00	437,497.00	1,412,625.00	322.9%
Overfunded GASB 75	12,151.00	423,617.00	(411,466.00)	-97.1%
Deferred Outflows of Resources GASB 75	487,135.00	159,793.00	327,342.00	204.9%
<b>TOTAL Other Assets</b>	<b>2,379,540.17</b>	<b>1,046,782.43</b>	<b>1,332,757.74</b>	<b>127.3%</b>
<b>TOTAL ASSETS</b>	<b>11,246,275.44</b>	<b>8,644,617.56</b>	<b>2,601,657.88</b>	<b>30.1%</b>
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Accounts Payable	9,198.32	27,536.72	(18,338.40)	-66.6%
Medical Premium Payable-Emp	480.45	0.00	480.45	100.0%
Accrued Vacation	92,992.35	95,622.24	(2,629.89)	-2.8%
Scholarships-Volunteer Expense	1,595.97	1,595.97	0.00	0.0%
Scholarships-Senior Services	5,587.78	5,657.78	(70.00)	-1.2%
Deferred Revenue	3,637.99	21,499.59	(17,861.60)	-83.1%
<b>TOTAL Current Liabilities</b>	<b>113,492.86</b>	<b>151,912.30</b>	<b>(38,419.44)</b>	<b>-25.3%</b>
<b>Long-Term Liabilities</b>				
Net Pension Liability GASB 68	2,171,170.00	134,490.00	2,036,680.00	1514.4%
Deferred Inflows of Resources GASB 68	161,022.00	878,821.00	(717,799.00)	-81.7%
Deferred Inflows of Resources GASB 75	773,152.00	1,074,172.00	(301,020.00)	-28.0%
<b>TOTAL Long-Term Liabilities</b>	<b>3,105,344.00</b>	<b>2,087,483.00</b>	<b>1,017,861.00</b>	<b>48.8%</b>
<b>TOTAL LIABILITIES</b>	<b>3,218,836.86</b>	<b>2,239,395.30</b>	<b>979,441.56</b>	<b>43.7%</b>
<b>EQUITY</b>				
Designated Reserves	2,999,201.22	2,999,201.22	0.00	0.0%
Retained Earnings	4,033,500.48	2,843,685.40	1,189,815.08	41.8%
Year-to-Date Earnings	994,736.88	562,335.64	432,401.24	76.9%
<b>TOTAL EQUITY</b>	<b>8,027,438.58</b>	<b>6,405,222.26</b>	<b>1,622,216.32</b>	<b>25.3%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,246,275.44</b>	<b>8,644,617.56</b>	<b>2,601,657.88</b>	<b>30.1%</b>



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

**31-Jan-24  
2023 - 2024**

LAIF & CLASS	1/31/2024	Interest Earned	Quick Ratio	Current Ratio
Vehicle Fleet Reserve	80,542	2,453		
Technology Reserve	162,107	4,938		
Project/Special Use Reserve	161,120	4,908		
Capital Improvement Reserve	537,066	16,360		
General Operating Reserve	1,088,378	33,154		
Undesignated - General Operating	2,008,850	61,867		
<b>Total LAIF &amp; CLASS</b>	<b>4,038,063</b>	<b>123,680</b>	<b>116.64</b>	<b>120.46</b>

**Five Star Bank**

General Operating Fund - Five Star	401,768
Payroll - Five Star	0
Money Market Fund - Five Star	25,718
<b>Total Five Star Bank</b>	<b>25,718.09</b>

**Mechanics Bank**

Checking	0	0.00
Savings	4,962	92
<b>Total Savings &amp; CD's</b>	<b>4,962</b>	<b>92.35</b>

**Scholarships & Petty Cash Funds**

<b>Ventura County Treasurer Pool</b>	<b>590</b>
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**Total in interest earning accounts**

<b>Total in interest earning accounts</b>	<b>7,251,725</b>	<b>150,080</b>
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Reserve Funds	6/30/2023		2023		2023/2024		1/31/2024		Annual Funding Goal
	Minimum Target	Balance	Allocated	Interest	Balance	Interest	Balance		
Vehicle Fleet Reserve	75,000	78,089	0	2,453	80,542	0	80,542	5,000	
Technology Reserve	150,000	157,168	0	4,938	162,107	0	162,107	5,000	
Project/Special Use Reserve	150,000	156,212	0	4,908	161,120	0	161,120	5,000	
Capital Improvement Reserve	500,000	520,706	0	16,360	537,066	0	537,066	10,000	
General Operating Reserve	1,941,834	1,055,225	0	33,154	1,088,378	0	1,088,378	100,000	
<b>Reserves &amp; Contingencies</b>	<b>2,816,834</b>	<b>1,967,400</b>	<b>0</b>	<b>61,813</b>	<b>2,029,213</b>	<b>0</b>	<b>2,029,213</b>	<b>125,000</b>	

Per California Government Code Section 53600 et. Seq., specifically 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 California CLASS, LAIF, and 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.

# Camarillo Health Care District

## Statements of Activities

*Year-to-Date Variance, January 2024 - current month, Consolidated by department*

	7 Months Ended January 31, 2024	7 Months Ended January 31, 2024 <i>Budget</i>	Variance <i>Fav/&lt;Unf&gt;</i>	% Var
<b>REVENUE</b>				
Tax Revenue-Admin	2,256,354.60	2,342,806.20	(86,451.60)	-3.7 %
Community Education	6,988.00	10,830.75	(3,842.75)	-35.5 %
Transportation Fees	3,807.50	10,558.31	(6,750.81)	-63.9 %
Transport Fees ADC	17,962.00	15,458.31	2,503.69	16.2 %
Sr Nutrition Home Delivered	19,474.30	18,742.50	731.80	3.9 %
Contract-PICF-Falls	7,035.14	12,674.69	(5,639.55)	-44.5 %
ADC Fees	111,007.00	116,666.69	(5,659.69)	-4.9 %
Grant-VCAAA Caregiver Respite	16,357.53	23,333.31	(6,975.78)	-29.9 %
Grant - AAA OARR Legal	144,840.43	118,968.50	25,871.93	21.7 %
Grant - CDA Cal Grows	7,267.24	31,838.31	(24,571.07)	-77.2 %
Donations-Scholarship	70.00	1,458.31	(1,388.31)	-95.2 %
Sponsorship	0.00	400.00	(400.00)	-100.0 %
Healthy Attitude Advertising	4,000.00	2,000.00	2,000.00	100.0 %
Interest Income	150,080.30	72,916.69	77,163.61	105.8 %
Facility Use Rental	4,496.00	7,746.69	(3,250.69)	-42.0 %
Facility Use-Lease	6,143.25	5,598.25	545.00	9.7 %
Donations	382.00	0.00	382.00	
Fischer Fund Distribution	151,615.42	155,000.00	(3,384.58)	-2.2 %
Grant-VCAAA-Sr Nutrition	93,611.80	108,885.00	(15,273.20)	-14.0 %
Grant -City of Cam-CDBG CV3	29,166.69	29,166.69	0.00	0.0 %
SCAN Grant	2,500.00	0.00	2,500.00	
Grant- City of Cam CDBG VR	3,500.00	3,500.00	0.00	
Grant-VCAAA-SS Line	29,342.02	29,166.69	175.33	0.6 %
Grant-SCAN Community	0.00	1,250.00	(1,250.00)	-100.0 %
<b>TOTAL REVENUE</b>	<b>3,066,001.22</b>	<b>3,118,965.89</b>	<b>(52,964.67)</b>	<b>-1.7 %</b>
	3,066,001.22	3,118,965.89	(52,964.67)	-1.7 %
	3,066,001.22	3,118,965.89	(52,964.67)	-1.7 %
<b>EXPENSES</b>				
Salaries	936,832.29	1,129,043.67	192,211.38	17.0 %
Payroll Taxes	73,031.28	89,619.39	16,588.11	18.5 %
Benefits-PERS-Health	121,617.19	214,666.62	93,049.43	43.3 %
Benefits-PERS-Retirement	78,334.37	95,026.12	16,691.75	17.6 %

	<i>7 Months Ended January 31, 2024</i>	<i>7 Months Ended January 31, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Benefits - Workers Comp	14,379.84	18,224.50	3,844.66	21.1 %
Benefits - Life/ADD	18,864.80	18,632.25	(232.55)	-1.2 %
Benefits-OPEB	45,314.61	38,859.94	(6,454.67)	-16.6 %
PERS Retirement UAL	92,624.00	146,000.00	53,376.00	36.6 %
Audit Fees	10,000.00	24,750.00	14,750.00	59.6 %
Partnershp Initiatives	0.00	1,166.69	1,166.69	100.0 %
Legal Fees	29,914.04	15,000.00	(14,914.04)	-99.4 %
Contractors-Operations	60,873.93	77,860.44	16,986.51	21.8 %
Contractors Facilities	20,848.05	26,502.49	5,654.44	21.3 %
Contractors - Grants (Legal)	57,873.79	86,564.94	28,691.15	33.1 %
Instructor Agreement Fees	2,157.40	2,437.75	280.35	11.5 %
Community/Staff Outreach	5,607.38	8,258.25	2,650.87	32.1 %
Dues/Subscriptions	36,804.91	37,174.75	369.84	1.0 %
Continuing Education-Trustee	16,797.57	9,933.66	(6,863.91)	-69.1 %
Continuing Education-Staff	20,437.15	34,235.81	13,798.66	40.3 %
Board Stipend/Costs	3,900.00	19,674.69	15,774.69	80.2 %
Emerging Community Opportunities	0.00	50,000.00	50,000.00	100.0 %
LAFCO Assessments	2,535.00	2,535.00	0.00	
Mileage	5,070.74	8,811.88	3,741.14	42.5 %
Program Matls/Activities	8,281.73	24,296.44	16,014.71	65.9 %
Gas & Oil	8,995.91	12,600.00	3,604.09	28.6 %
Fleet Maintenance	10,765.79	16,104.69	5,338.90	33.2 %
Minor Equipment	7,044.89	15,809.46	8,764.57	55.4 %
Supplies	10,574.06	8,571.50	(2,002.56)	-23.4 %
Postage	24,482.78	24,698.31	215.53	0.9 %
Advertising & Promotion	9,688.33	20,973.31	11,284.98	53.8 %
Refunds	913.00	758.31	(154.69)	-20.4 %
Printing	66,390.28	68,247.89	1,857.61	2.7 %
Repairs & Maintenance	18,376.89	10,880.99	(7,495.90)	-68.9 %
Association Fees	42,756.86	41,735.19	(1,021.67)	-2.4 %
Insurance	60,193.31	62,113.94	1,920.63	3.1 %
Storage Rent/Equip Lease	5,380.74	5,362.49	(18.25)	-0.3 %
Telephone	15,453.04	14,560.07	(892.97)	-6.1 %
IT Services	39,271.45	39,012.75	(258.70)	-0.7 %
Utilities	25,017.22	24,500.00	(517.22)	-2.1 %
Licenses & Fees	1,237.29	4,101.62	2,864.33	69.8 %
Bank & Credit Card Charges	220.62	700.00	479.38	68.5 %
<b>TOTAL EXPENSES</b>	<b>2,008,862.53</b>	<b>2,550,005.80</b>	<b>541,143.27</b>	<b>21.2 %</b>
<b>OPERATING RESULTS</b>	<b>1,057,138.69</b>	<b>568,960.09</b>	<b>488,178.60</b>	<b>85.8 %</b>
<b>OTHER INCOME &amp; EXPENSE</b>				
Other Income -Administration	4,681.50	350.00	4,331.50	1237.6 %
Depreciation Expense	(67,083.31)	(67,083.31)	0.00	0.0 %
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>(62,401.81)</b>	<b>(66,733.31)</b>	<b>4,331.50</b>	<b>6.5 %</b>

	<i>7 Months Ended January 31, 2024</i>	<i>7 Months Ended January 31, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
AFTER OTHER INCOME & EXPENSE	994,736.88	502,226.78	492,510.10	98.1 %
NET RESULTS	994,736.88	502,226.78	492,510.10	98.1 %



# Camarillo Health Care District

## Statements of Activities

*Year-to-Date Only, January 2024 - current month, January 2023 - 12 months back, Consolidated by department*

	<i>7 Months Ended January 31, 2024</i>	<i>7 Months Ended January 31, 2023</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
<b>REVENUE</b>				
Tax Revenue-Admin	2,256,354.60	1,984,030.75	272,323.85	13.7 %
Community Education	6,988.00	1,607.00	5,381.00	334.8 %
Transportation Fees	3,807.50	8,730.00	(4,922.50)	-56.4 %
Transport Fees ADC	17,962.00	14,460.00	3,502.00	24.2 %
Lifeline Fees	0.00	10,293.00	(10,293.00)	-100.0 %
Sr Nutrition Home Delivered	19,474.30	18,683.54	790.76	4.2 %
Contract-PICF-Falls	7,035.14	14,393.16	(7,358.02)	-51.1 %
ADC Fees	111,007.00	71,087.00	39,920.00	56.2 %
Grant-VCAAAA Caregiver Respite	16,357.53	12,265.07	4,092.46	33.4 %
Grant - AAA OARR Legal	144,840.43	0.00	144,840.43	
Grant - CDA Cal Grows	7,267.24	0.00	7,267.24	
Donations-Scholarship	70.00	370.00	(300.00)	-81.1 %
Sponsorship	0.00	400.00	(400.00)	-100.0 %
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	
Interest Income	150,080.30	49,465.85	100,614.45	203.4 %
Facility Use Rental	4,496.00	4,102.00	394.00	9.6 %
Facility Use-Lease	6,143.25	2,413.75	3,729.50	154.5 %
Donations	382.00	10,050.00	(9,668.00)	-96.2 %
Fischer Fund Distribution	151,615.42	152,015.31	(399.89)	-0.3 %
Grant-VCAAAA-Sr Nutrition	93,611.80	68,715.72	24,896.08	36.2 %
Grant -City of Cam-CDBG CV3	29,166.69	29,166.69	0.00	
Grant - City of Cam Care-A-Van	0.00	16,625.00	(16,625.00)	-100.0 %
SCAN Grant	2,500.00	0.00	2,500.00	
Grant-Rupe Foundation-SHARE	0.00	1,458.31	(1,458.31)	-100.0 %
Grant- City of Cam CDBG VR	3,500.00	0.00	3,500.00	
Grant-VCAAAA-SS Line	29,342.02	17,632.97	11,709.05	66.4 %
Grant-SCAN Community	0.00	4,034.93	(4,034.93)	-100.0 %
<b>TOTAL REVENUE</b>	<b>3,066,001.22</b>	<b>2,496,000.05</b>	<b>570,001.17</b>	<b>22.8 %</b>
	<b>3,066,001.22</b>	<b>2,496,000.05</b>	<b>570,001.17</b>	<b>22.8 %</b>
	<b>3,066,001.22</b>	<b>2,496,000.05</b>	<b>570,001.17</b>	<b>22.8 %</b>
<b>EXPENSES</b>				
Salaries	936,832.29	877,031.68	(59,800.61)	-6.8 %
Payroll Taxes	73,031.28	72,268.71	(762.57)	-1.1 %
Benefits-PERS-Health	121,617.19	102,709.29	(18,907.90)	-18.4 %

	<i>7 Months Ended</i> <i>January 31, 2024</i>	<i>7 Months Ended</i> <i>January 31, 2023</i>	<i>Variance</i> <i>Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Benefits-PERS-Retirement	78,334.37	67,641.03	(10,693.34)	-15.8 %
Benefits - Workers Comp	14,379.84	30,874.32	16,494.48	53.4 %
Benefits - Life/ADD	18,864.80	17,247.15	(1,617.65)	-9.4 %
Benefits-OPEB	45,314.61	41,126.08	(4,188.53)	-10.2 %
PERS Retirement UAL	92,624.00	153,175.00	60,551.00	39.5 %
Audit Fees	10,000.00	5,000.00	(5,000.00)	-100.0 %
Legal Fees	29,914.04	11,593.50	(18,320.54)	-158.0 %
Contractors-Operations	60,873.93	56,612.96	(4,260.97)	-7.5 %
Contractors Facilities	20,848.05	21,661.96	813.91	3.8 %
Contractors - Grants (Legal)	57,873.79	0.00	(57,873.79)	
Instructor Agreement Fees	2,157.40	0.00	(2,157.40)	
Community/Staff Outreach	5,607.38	5,104.01	(503.37)	-9.9 %
Dues/Subscriptions	36,804.91	39,551.02	2,746.11	6.9 %
Continuing Education-Trustee	16,797.57	15,098.46	(1,699.11)	-11.3 %
Continuing Education-Staff	20,437.15	14,371.01	(6,066.14)	-42.2 %
Board Stipend/Costs	3,900.00	2,900.00	(1,000.00)	-34.5 %
LAFCO Assessments	2,535.00	2,413.00	(122.00)	-5.1 %
Mileage	5,070.74	6,213.62	1,142.88	18.4 %
Program Matls/Activities	8,281.73	7,578.56	(703.17)	-9.3 %
Gas & Oil	8,995.91	13,640.83	4,644.92	34.1 %
Fleet Maintenance	10,765.79	9,323.92	(1,441.87)	-15.5 %
Minor Equipment	7,044.89	13,653.82	6,608.93	48.4 %
Supplies	10,574.06	4,647.98	(5,926.08)	-127.5 %
Postage	24,482.78	22,423.85	(2,058.93)	-9.2 %
Advertising & Promotion	9,688.33	5,894.06	(3,794.27)	-64.4 %
Refunds	913.00	120.00	(793.00)	-660.8 %
Printing	66,390.28	63,768.09	(2,622.19)	-4.1 %
Repairs & Maintenance	18,376.89	7,853.44	(10,523.45)	-134.0 %
Association Fees	42,756.86	40,194.00	(2,562.86)	-6.4 %
Insurance	60,193.31	53,719.11	(6,474.20)	-12.1 %
Storage Rent/Equip Lease	5,380.74	5,090.37	(290.37)	-5.7 %
Telephone	15,453.04	14,757.18	(695.86)	-4.7 %
IT Services	39,271.45	37,080.00	(2,191.45)	-5.9 %
Utilities	25,017.22	28,991.37	3,974.15	13.7 %
Licenses & Fees	1,237.29	1,930.16	692.87	35.9 %
Bank & Credit Card Charges	220.62	675.82	455.20	67.4 %
<b>TOTAL EXPENSES</b>	<b>2,008,862.53</b>	<b>1,873,935.36</b>	<b>(134,927.17)</b>	<b>-7.2 %</b>
<b>OPERATING RESULTS</b>	<b>1,057,138.69</b>	<b>622,064.69</b>	<b>435,074.00</b>	<b>69.9 %</b>
<b>OTHER INCOME &amp; EXPENSE</b>				
Other Income -Administration	4,681.50	8,398.03	(3,716.53)	-44.3 %
Depreciation Expense	(67,083.31)	(68,127.08)	1,043.77	1.5 %
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>(62,401.81)</b>	<b>(59,729.05)</b>	<b>(2,672.76)</b>	<b>-4.5 %</b>
<b>AFTER OTHER INCOME &amp; EXPENSE</b>	<b>994,736.88</b>	<b>562,335.64</b>	<b>432,401.24</b>	<b>76.9 %</b>

	<i>7 Months Ended January 31, 2024</i>	<i>7 Months Ended January 31, 2023</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
NET RESULTS	994,736.88	562,335.64	432,401.24	76.9 %

**Camarillo Health Care District**  
**Statements of Activities**

**Year-to-Date Performance, January 2024 - current month, Consolidated  
by department**

	<i>7 Months Ended January 31, 2024</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
<b>REVENUE</b>				
Tax Revenue-Admin	2,256,354.60	3,346,866.00	1,090,511.40	67.4 %
Community Education	6,988.00	18,567.00	11,579.00	37.6 %
Transportation Fees	3,807.50	18,100.00	14,292.50	21.0 %
Transport Fees ADC	17,962.00	26,500.00	8,538.00	67.8 %
Sr Nutrition Home Delivered	19,474.30	32,130.00	12,655.70	60.6 %
Contract-PICF-Falls	7,035.14	21,728.00	14,692.86	32.4 %
ADC Fees	111,007.00	200,000.00	88,993.00	55.5 %
Grant-VCAAA Caregiver Respite	16,357.53	40,000.00	23,642.47	40.9 %
Grant - AAA OARR Legal	144,840.43	203,946.00	59,105.57	71.0 %
Grant - CDA Cal Grows	7,267.24	54,580.00	47,312.76	13.3 %
Donations-Scholarship	70.00	2,500.00	2,430.00	2.8 %
Sponsorship	0.00	800.00	800.00	
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	100.0 %
Interest Income	150,080.30	125,000.00	(25,080.30)	120.1 %
Facility Use Rental	4,496.00	13,280.00	8,784.00	33.9 %
Facility Use-Lease	6,143.25	9,597.00	3,453.75	64.0 %
Donations	382.00	0.00	(382.00)	
Fischer Fund Distribution	151,615.42	155,000.00	3,384.58	97.8 %
Grant-VCAAA-Sr Nutrition	93,611.80	186,660.00	93,048.20	50.2 %
Grant -City of Cam-CDBG CV3	29,166.69	50,000.00	20,833.31	58.3 %
SCAN Grant	2,500.00	0.00	(2,500.00)	
Grant- City of Cam CDBG VR	3,500.00	6,000.00	2,500.00	58.3 %
Grant-VCAAA-SS Line	29,342.02	50,000.00	20,657.98	58.7 %
Grant-SCAN Community	0.00	2,500.00	2,500.00	
<b>TOTAL REVENUE</b>	<b>3,066,001.22</b>	<b>4,567,754.00</b>	<b>1,501,752.78</b>	<b>67.1 %</b>
	3,066,001.22	4,567,754.00	1,501,752.78	67.1 %
	3,066,001.22	4,567,754.00	1,501,752.78	67.1 %
<b>EXPENSES</b>				
Salaries	936,832.29	1,957,009.00	1,020,176.71	47.9 %
Payroll Taxes	73,031.28	153,633.00	80,601.72	47.5 %
Benefits-PERS-Health	121,617.19	368,000.00	246,382.81	33.0 %
Benefits-PERS-Retirement	78,334.37	162,902.00	84,567.63	48.1 %

**7 Months Ended  
January 31, 2024**

		<b>Annual Budget</b>	<b>Unused</b>	<b>% Used</b>
Benefits - Workers Comp	14,379.84	31,242.00	16,862.16	46.0 %
Benefits - Life/ADD	18,864.80	31,941.00	13,076.20	59.1 %
Benefits-OPEB	45,314.61	66,617.00	21,302.39	68.0 %
PERS Retirement UAL	92,624.00	146,000.00	53,376.00	63.4 %
Audit Fees	10,000.00	24,750.00	14,750.00	40.4 %
Partnershp Initiatives	0.00	2,000.00	2,000.00	
Legal Fees	29,914.04	30,000.00	85.96	99.7 %
Contractors-Operations	60,873.93	133,475.00	72,601.07	45.6 %
Contractors Facilities	20,848.05	45,433.00	24,584.95	45.9 %
Contractors - Grants (Legal)	57,873.79	148,397.00	90,523.21	39.0 %
Instructor Agreement Fees	2,157.40	4,179.00	2,021.60	51.6 %
Community/Staff Outreach	5,607.38	14,157.00	8,549.62	39.6 %
Dues/Subscriptions	36,804.91	51,321.00	14,516.09	71.7 %
Continuing Education-Trustee	16,797.57	14,801.00	(1,996.57)	113.5 %
Continuing Education-Staff	20,437.15	58,690.00	38,252.85	34.8 %
Board Stipend/Costs	3,900.00	33,728.00	29,828.00	11.6 %
Emerging Community Opportunities	0.00	100,000.00	100,000.00	
Election Costs	0.00	1,000.00	1,000.00	
LAFCO Assessments	2,535.00	2,535.00	0.00	100.0 %
Mileage	5,070.74	15,106.00	10,035.26	33.6 %
Program Matls/Activities	8,281.73	41,651.00	33,369.27	19.9 %
Gas & Oil	8,995.91	21,600.00	12,604.09	41.6 %
Fleet Maintenance	10,765.79	27,608.00	16,842.21	39.0 %
Minor Equipment	7,044.89	24,359.00	17,314.11	28.9 %
Supplies	10,574.06	14,694.00	4,119.94	72.0 %
Postage	24,482.78	42,340.00	17,857.22	57.8 %
Advertising & Promotion	9,688.33	38,650.00	28,961.67	25.1 %
Refunds	913.00	1,300.00	387.00	70.2 %
Printing	66,390.28	97,639.22	31,248.94	68.0 %
Repairs & Maintenance	18,376.89	17,939.00	(437.89)	102.4 %
Association Fees	42,756.86	71,546.00	28,789.14	59.8 %
Insurance	60,193.31	106,481.00	46,287.69	56.5 %
Storage Rent/Equip Lease	5,380.74	9,193.00	3,812.26	58.5 %
Telephone	15,453.04	24,960.00	9,506.96	61.9 %
IT Services	39,271.45	66,879.00	27,607.55	58.7 %
Utilities	25,017.22	42,000.00	16,982.78	59.6 %
Licenses & Fees	1,237.29	17,550.00	16,312.71	7.1 %
Bank & Credit Card Charges	220.62	1,200.00	979.38	18.4 %
<b>TOTAL EXPENSES</b>	<b>2,008,862.53</b>	<b>4,264,505.22</b>	<b>2,255,642.69</b>	<b>47.1 %</b>
<b>OPERATING RESULTS</b>	<b>1,057,138.69</b>	<b>303,248.78</b>	<b>(753,889.91)</b>	<b>348.6 %</b>
<b>OTHER INCOME &amp; EXPENSE</b>				
Other Income -Administration	4,681.50	9,963.00	5,281.50	47.0 %
Depreciation Expense	(67,083.31)	(115,000.00)	(47,916.69)	58.3 %

	<i>7 Months Ended January 31, 2024</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL OTHER INCOME & EXPENSE	(62,401.81)	(105,037.00)	(42,635.19)	59.4 %
AFTER OTHER INCOME & EXPENSE	994,736.88	198,211.78	(796,525.10)	501.9 %
NET RESULTS	994,736.88	198,211.78	(796,525.10)	501.9 %

Tax Revenue Analysis

A	N	O	P	Q	R	S	T	U	V	W	X	Y
	Fiscal Year 2023-24		% to Budget	Fiscal Year 2022-23		% to Budget	Fiscal Year 21-22		% to Budget	Fiscal Year 2020-21		% to Budget
	\$ Received	YTD		\$ Received	YTD		\$ Received	YTD		\$ Received	YTD	
1	116,408.30	116,408.30	3.67%	65,989.87	65,989.87	2.08%	87,329.27	87,329.27	2.89%	63,219.88	63,219.88	2.31%
2	0.00	116,408.30	3.67%	12,801.31	78,791.18	2.48%	0.00	87,329.27	3.19%	0.00	63,219.88	2.31%
3	0.00	116,408.30	3.67%	16,320.31	95,111.49	2.99%	10,745.16	98,074.43	3.58%	19,159.30	82,379.18	3.00%
4	0.00	116,408.30	3.67%	0.00	95,111.49	2.99%	4,510.32	102,584.75	3.74%	3,588.84	85,968.02	3.14%
5	0.00	116,408.30	3.67%	47,707.46	142,818.95	4.50%	52,882.57	155,467.32	5.67%	44,105.30	130,073.32	4.74%
6	1,766,295.06	1,882,703.36	59.28%	1,655,358.14	1,798,177.09	56.62%	1,674,903.64	1,830,370.96	66.76%	1,474,833.48	1,604,906.80	58.54%
7	155,372.94	2,038,076.30	64.18%	193,223.80	1,991,400.89	62.71%	37,732.82	1,868,103.78	68.14%	159,995.29	1,764,902.09	64.37%
8	0.00	2,038,076.30	64.18%	0.00	1,991,400.89	62.71%	0.00	1,868,103.78	68.14%	0.00	1,764,902.09	64.37%
9	0.00	2,038,076.30	64.18%	667.75	1,992,068.64	62.73%	12,402.60	1,880,506.38	68.59%	5,801.59	1,770,703.68	64.58%
10	0.00	2,038,076.30	64.18%	1,250,890.89	3,242,959.53	102.11%	1,165,534.21	3,046,040.59	111.10%	1,142,745.05	2,913,448.73	106.26%
11	0.00	2,038,076.30	64.18%	85,216.56	3,328,176.09	104.80%	27,987.55	3,074,028.14	112.12%	57,605.09	2,971,053.82	108.36%
12	0.00	2,038,076.30	64.18%	6,960.07	3,335,136.16	105.02%	39,063.68	3,113,091.82	113.55%	2,798.96	2,973,852.78	108.47%
13	Approved Budget			Approved Budget			Approved Budget			Approved Budget		
14	3,346,866.00			3,175,793.00			3,020,034.00			2,741,713.00		
15	(1,308,790)			159,343			26,006.59			232,139.78		
16	Over (Under) Budget											





**SECTION 8**

**BOARD ACTION ITEM 8-A**

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION,  
AND RECOMMENDATION FOR APPROVAL OF MISSION STATEMENT**



## ENABLING ACT

### Principle Enabling Act and Authorizing Statute: Health and Safety Code §32000 – 32492

- Powers § 32121(j): 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 **other health care programs, services, and facilities and activities** at any location within or without the district for the benefit of the district and the people served by the district.

# MISSION STATEMENT

## CURRENT MISSION

- 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.

## REVISION SUGGESTIONS:

1. (To) **build** a strong(er) community through healthy choices.
2. (To) **build** strong communities through healthy choices.
3. (To) **optimize** health and well-being through healthy choices.
4. (To) **optimize** well-being, empower healthy choices, and build a strong community.
5. (To) **optimize** well-being, empower healthy choices, and build strong communities.
6. (To) **optimize** and energize community health through education, empowerment and service.

## MISSION STATEMENT, CONTINUED

### REVISION SUGGESTIONS, continued:

7. (To) **maximize, optimize and energize** community health through community service.
8. (To) **provide** community-based services that encourage and support healthy choices.
9. (To) **provide** accessible services that empower healthy choices and build a strong community.
10. (To) **provide effective, accessible** services that empower healthy choices and build strong communities. (...community wellness services...)
11. (To) **empower, educate and encourage** healthy choices to build healthy communities.
12. (To) **educate, empower and serve**, and thereby build hope and strong communities.
13. (To) **build hope and health** through education, empowerment and service.
14. (To) **build hope and well-being** through education, empowerment and service

## VISION STATEMENT

### CURRENT VISION STATEMENT

- *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.*

### REVISION SUGGESTIONS

- **To transform lives through education, innovation, and inspiration.**

*(selected at the 1/25/24 discussion)*

# CORE VALUES- CURRENT

## 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.

## CORE VALUES- SUGGESTED REVISIONS

### Guiding Principles (as discussed 1/25/24)

- Valuing public trust through transparency, integrity, accountable stewardship and visionary development.
- Building community health and engagement through education, accessible services, and community partnerships and collaborations.
- Providing excellent services that preserve function, independence, and dignity, by recruiting, training, and retaining professional staff and leadership.



## **SECTION 10**

### **REPORTS**



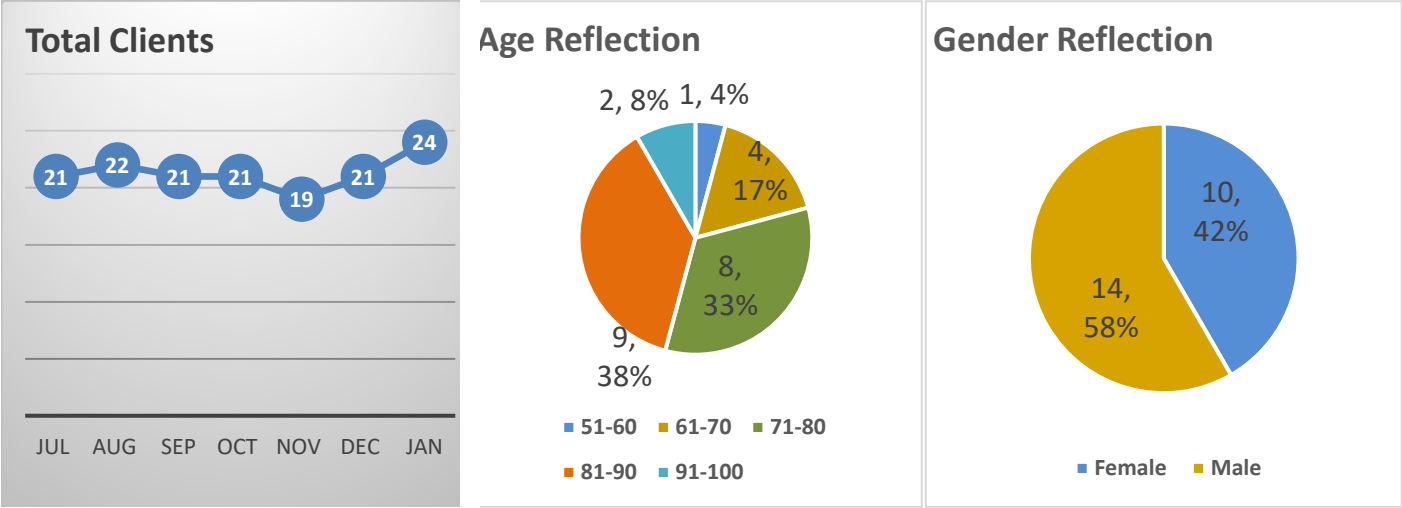
# MEMORANDUM

**DATE:** January 31, 2024  
**TO:** Kara Ralston, Chief Executive Officer  
**FROM:** Mary Ann Ratto, Adult Day Center Director  
**SUBJECT:** *January 2024 Monthly Report*

## PROGRAM DESCRIPTION

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.

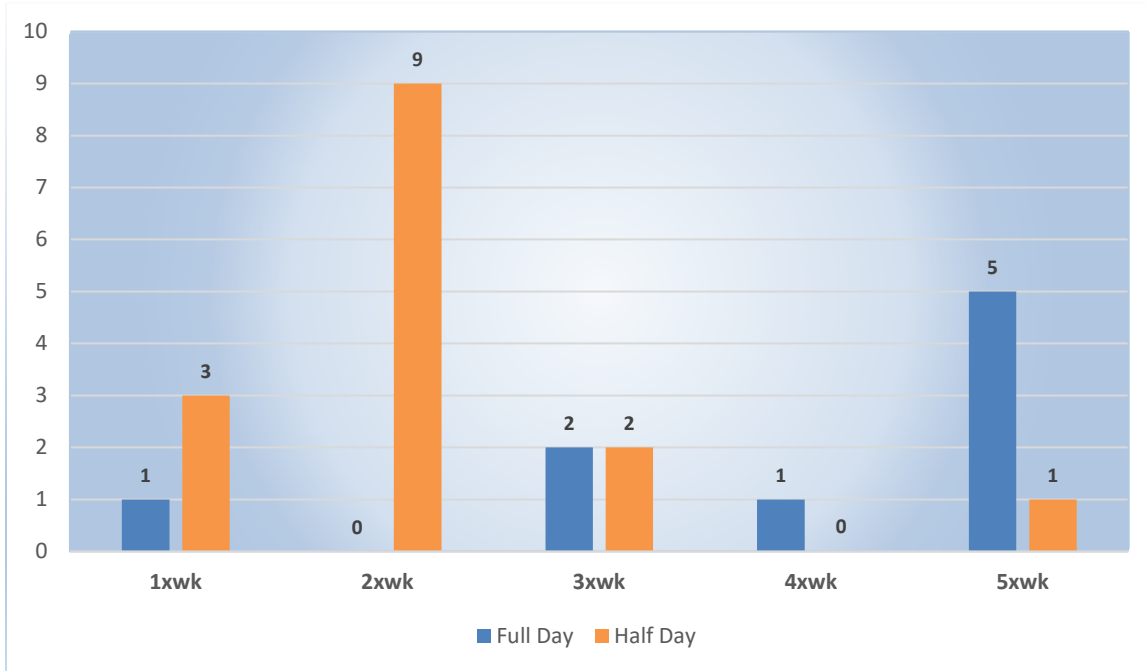
## PROGRAM QUICK VIEW



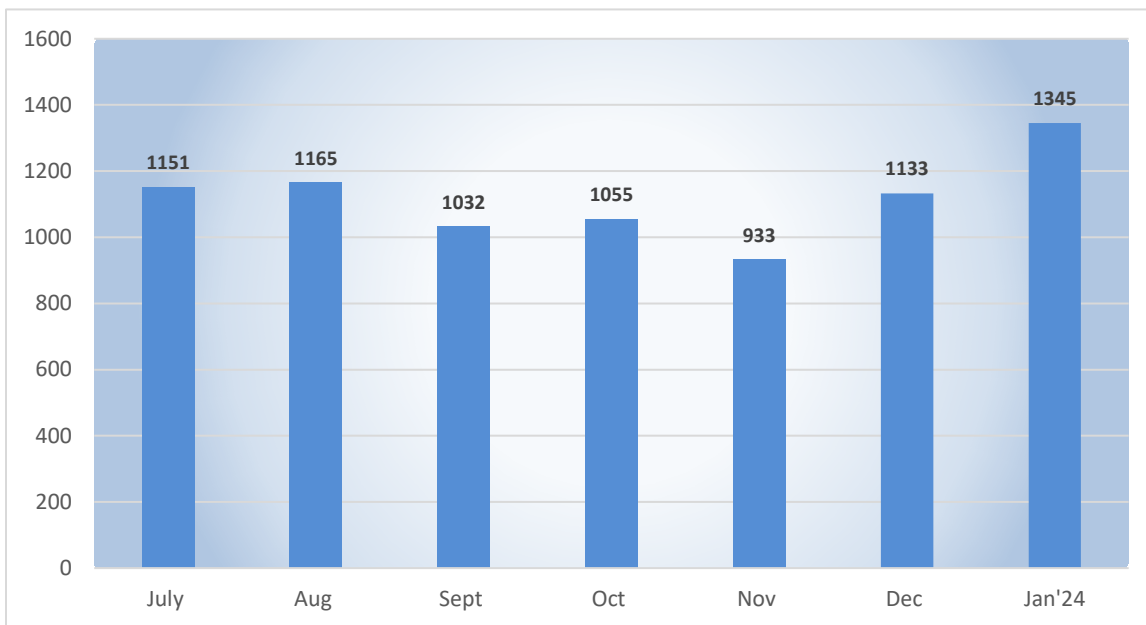
Total Clients: 24  
 Current average age: 80  
 Current oldest: 92 (fe & ma)  
 Current youngest: 60 (fe)

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN'24
<b>Female</b>	10	8	7	8	7	9	10
<b>Male</b>	11	14	14	13	12	12	14

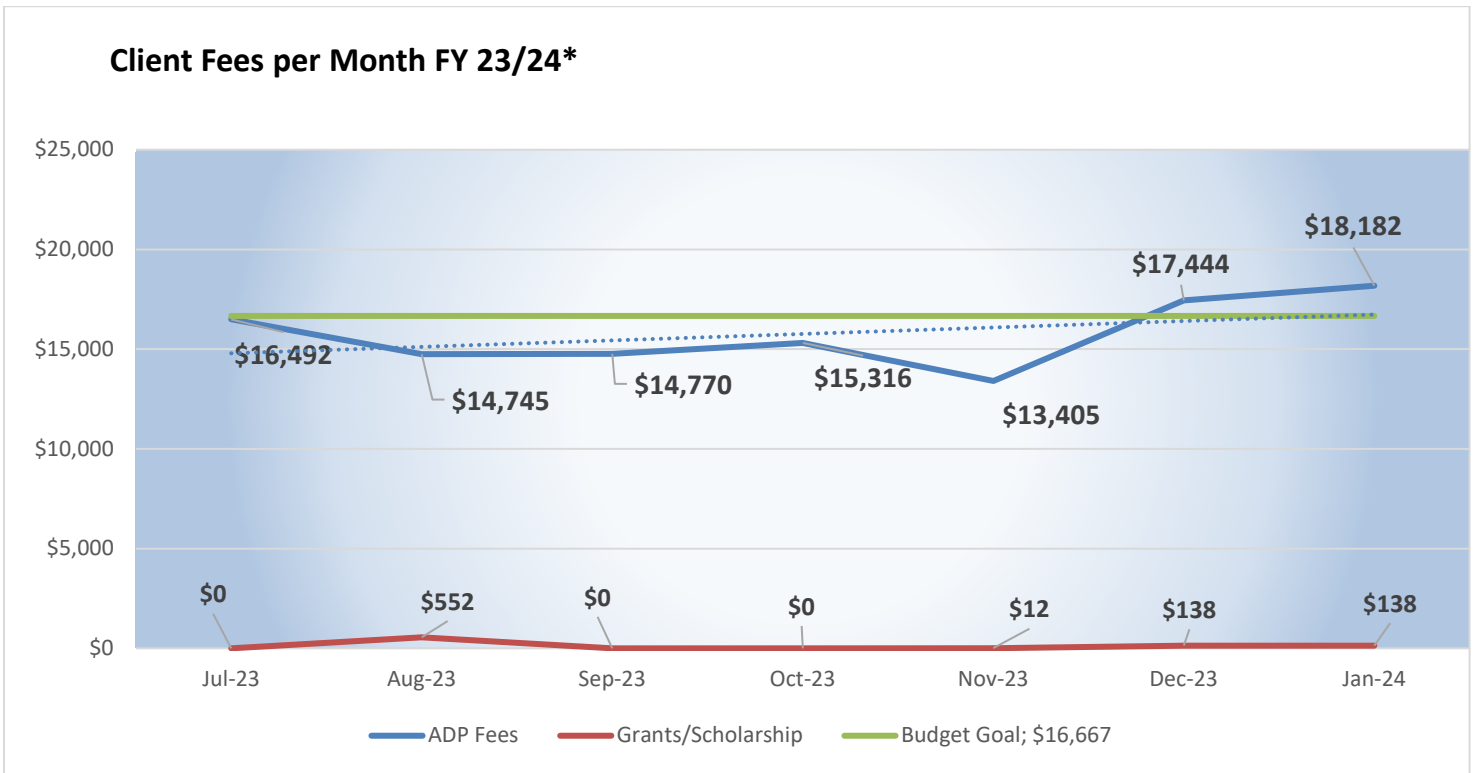
### ATTENDANCE BY # OF DAYS PER WEEK



### # of service hours per week



### Client Fees per Month FY 23/24\*



\*debit/credit margins for refunds; does not include property tax allocation

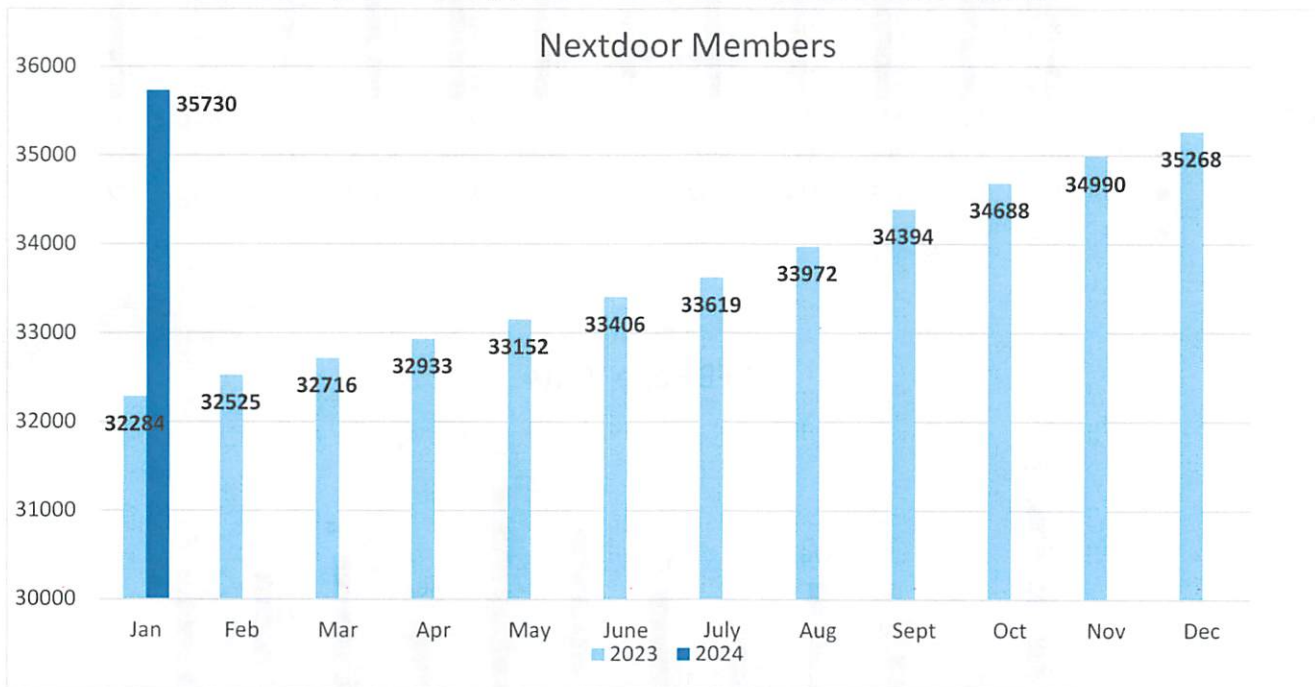
# MEMORANDUM

**DATE:** Feb. 8, 2024  
**TO:** Kara Ralston, CEO  
**FROM:** Michelle Rogers, Community Education & Outreach Manager  
**SUBJECT:** *Monthly Program Report: January 2024*

## PROGRAM DESCRIPTION – Social Media

Community Education & Outreach focuses on developing, producing and facilitating the various educational and outreach platforms of Camarillo Health Care District, including:

- highlight classes, services, programs and departments, and posting consistently
- boost brand awareness by creating original content
- share timely and varied posts to create a dynamic social media portfolio
- curate, like and comment on content that aligns with mission; follow/like local agencies
- maintain a pulse on community conversations to help expand audience
- increase community engagement by asking and answering questions, hosting polls, and sharing our own thought leadership pieces that initiate and inform conversations.



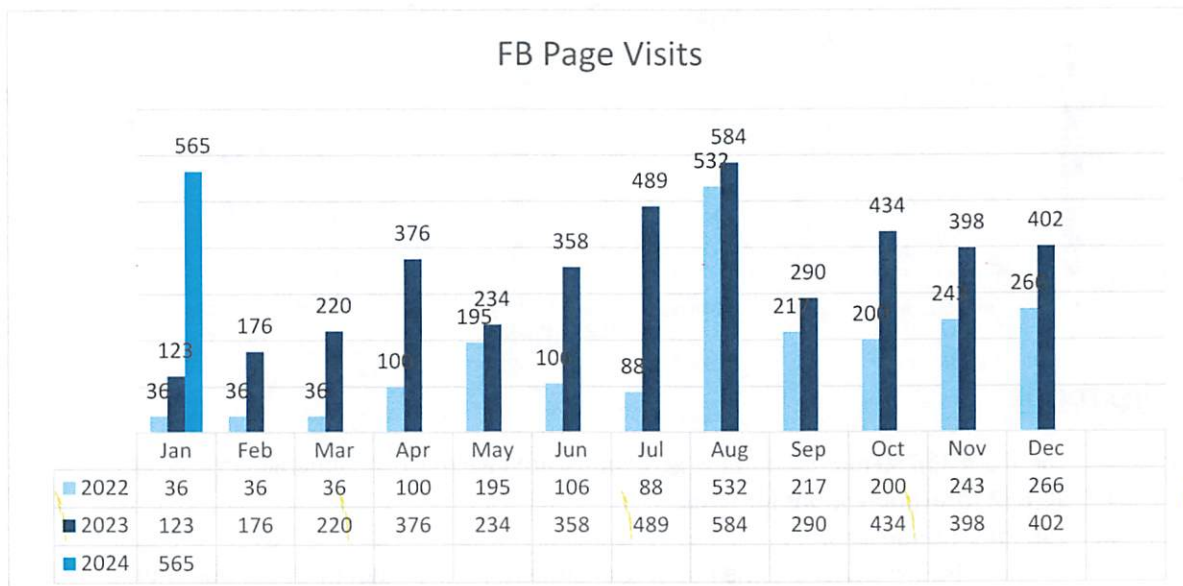
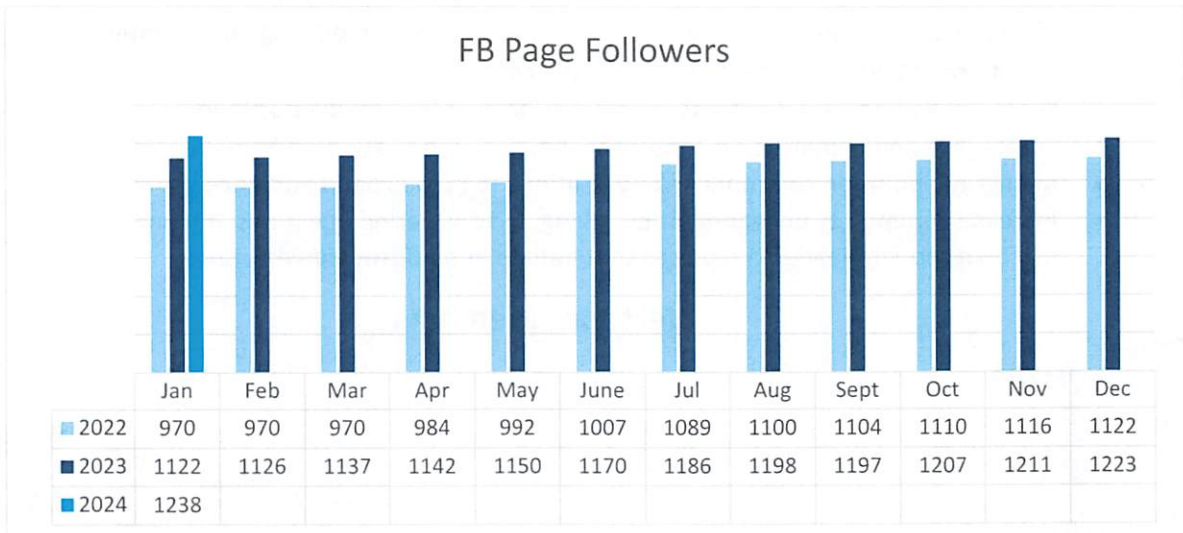
## NEXTDOOR

- There are 35,730 members in the geographic area we reach in Camarillo and Somis.
- 58,652 total impressions for January.
- 156 total interactions.
  - **Impressions** are the number of times a post is seen (may include multiple views by the same people); **Interactions** include likes and comments.
- MOST POPULAR: Care-A-Van Transportation Services; 5,271 impressions.
- 2nd MOST POPULAR: Hiring PT Activity Leader; 2,630 impressions.

## FACEBOOK

40% (473) of FB audience lives in Camarillo; 87% are women age 35-65+.

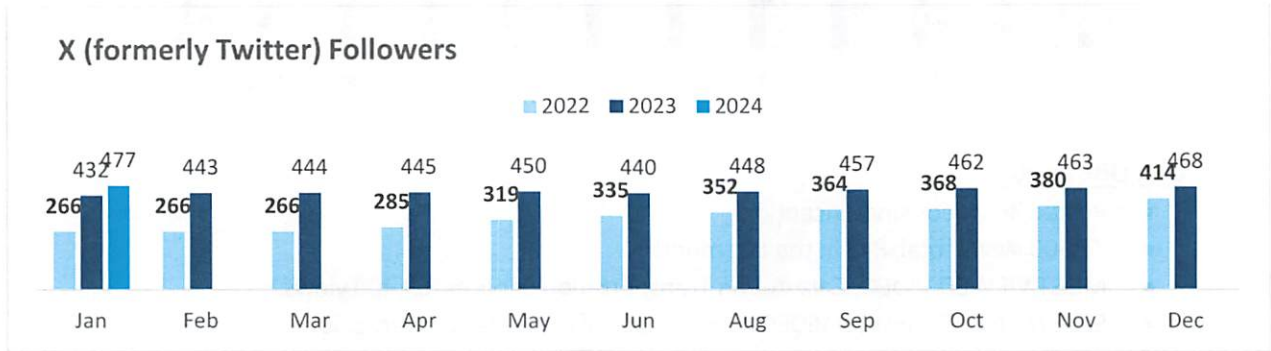
- PAGE VISITS: last 30 days; 565 visits; last 90 days, 1,383.
- HIGHEST REACH: Digital Bridge Program; 820 reaches.
  - **Reach** is the number of people who saw any post at least once.
  - **Impressions** are the number of times a post is seen and may include multiple views of the post by the same people.
- HIGHEST REACTIONS: Ventura County Supervisor Kelly Long's visit; 11 reactions.
- HIGHEST ENGAGEMENT: Fraud/Scam Support and Information Coaching: 24 engagements.
  - **Engagements** are a combination of reactions, likes, comments and shares.



**X (formerly called Twitter)**

There were 40 retweets for the month.

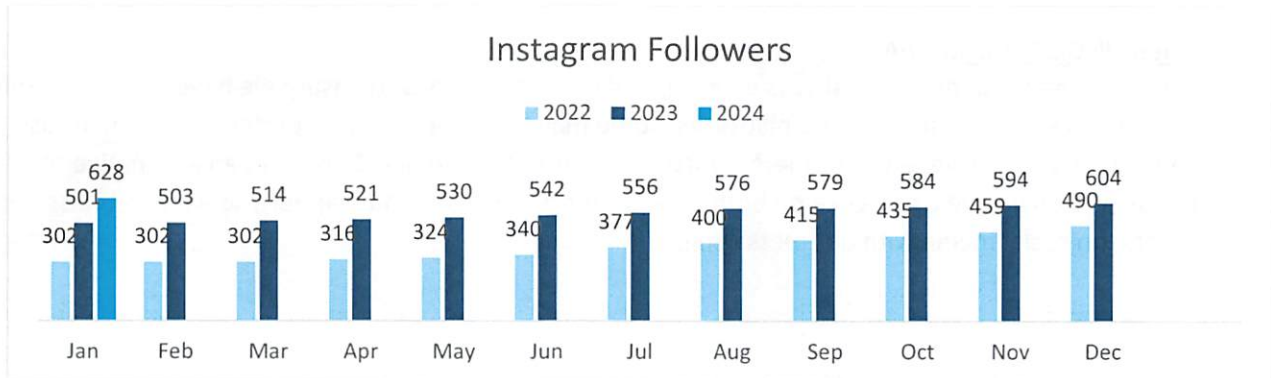
- **Engagements** are clicks, retweets, replies, follows and likes; **Impressions** are the number of times a user saw the tweet; **Engagement rate** is the number of engagements divided by the total number of impressions.
- TOP TWEET: Digital Bridge Program, 120 impressions, 5 engagements and engagement rate of 4.2%.
- HIGHEST ENGAGEMENT: Hiring a part-time activity leader, with an engagement rate of 22.2%.



**INSTAGRAM**

Instagram 90-day reach, 2,900; monthly, 1,200, triple last month’s reach.

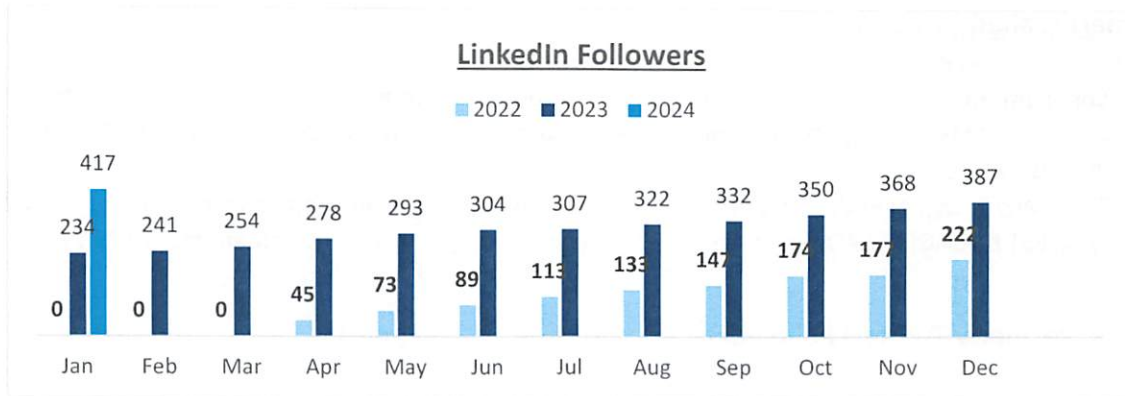
- HIGHEST REACH: Ventura County Supervisor Kelly Long’s visit; 66 people.
- HIGHEST LIKES ON A POST: Ventura County Supervisor Kelly Long’s visit, 5 likes.
- PROFILE VISITS: 58



**LINKEDIN**

- 2,000 post impressions
- MOST IMPRESSIONS: Ventura County Supervisor Kelly Long’s visit; 252 impressions.
- HIGHEST VIEWS: BALANCEfit program; 119 views.
- MOST REACTIONS: Care consultations; 6 reactions.
- Search appearance was up 16.4%, post impressions up 56.7% and unique visitors up 70%.





**YOUTUBE (6/2022)**

- Posted 36 videos since inception.
- 77,500 views total; 848 in the last month
- MOST VIEWED VIDEO: Care-A-Van Transportation Services; 69,400 views.
- SECOND MOST VIEWED VIDEO: Virtual tour of Adult Day Center; 1,500 views.
- LATEST VIDEO: "Do you know your housing rights?" 7 views

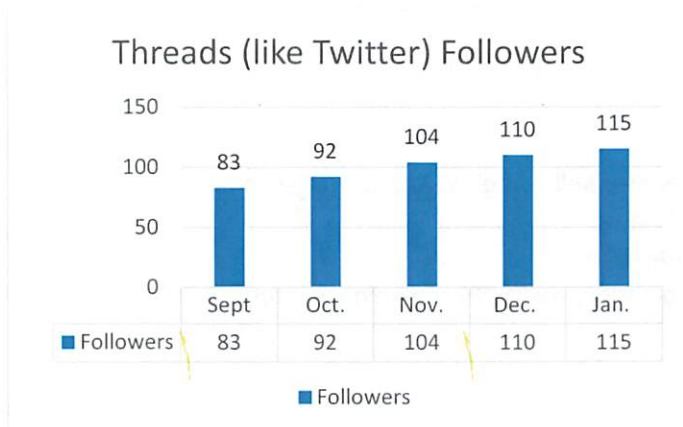
**SOUNDCLOUD (podcast)**

*(SoundCloud is the platform used for the District's podcast which shares health and caregiver journeys, and true, first-person stories about life, love and learning.)*

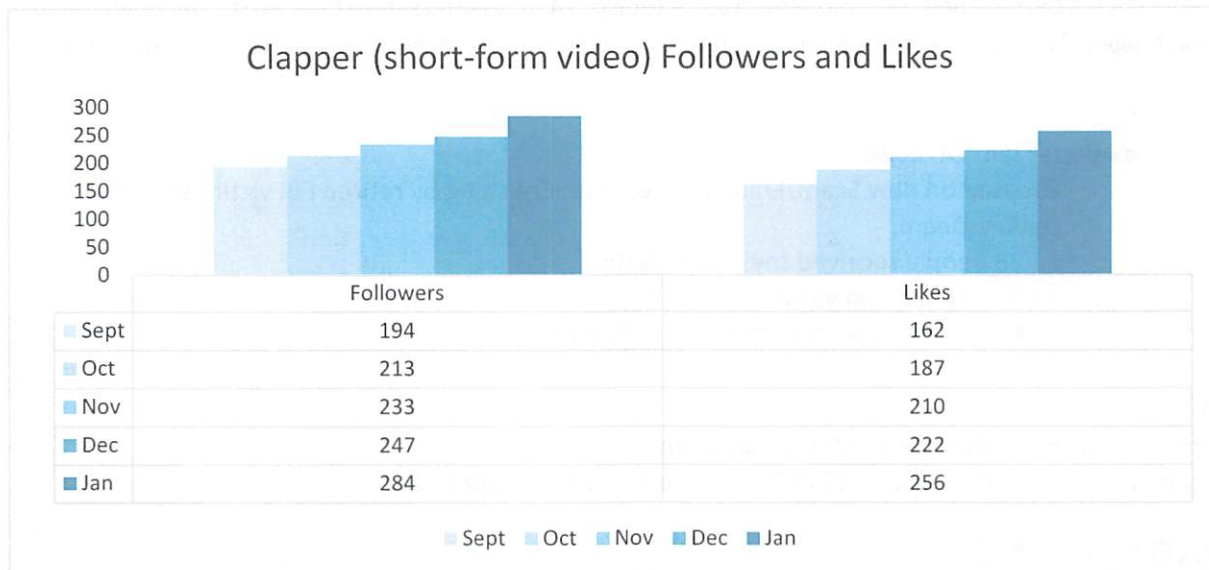
- 9 "Stories from the Heart" podcasts.
- 622 all-time "listens."

**EMERGING SOCIAL MEDIA**

The social media landscape is always evolving and we watch trends to ensure we have a presence where our audience is on their preferred platforms. Some may be on Facebook or prefer Instagram, or use both. Others may have left X (formerly Twitter) for Threads, or joined Clapper as an alternative to TikTok. We now have a presence on both new platforms (Threads and Clapper), so we don't miss anyone on social media with our messaging.

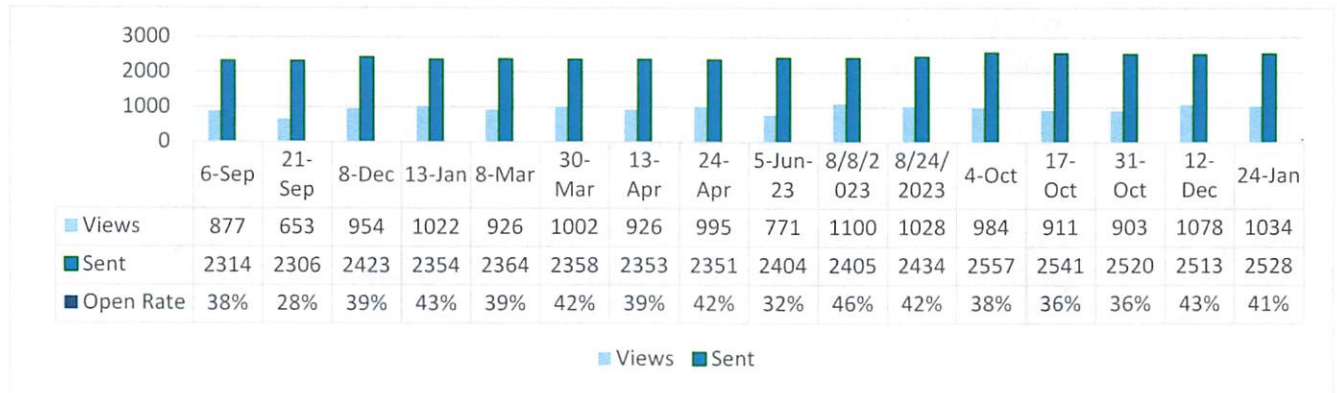


- **THREADS** (7/2023): a Meta (Facebook/Instagram) product offered as an alternative to X, formerly Twitter, with the same functions: post words, photos, videos and links. Debuted in July 2023. Currently, there is no analytics tool.
  - We have shared 27 posts for the month.
  - Nine posts had one or more likes.



- **CLAPPER** (3/2023): an American-owned alternative to TikTok, sharing short videos to communicate messages. It has many of TikTok's features, including filters, effects and music options.
  - We have shared three videos since inception in March featuring our Adventures in VR classes, Digital Bridge appointments and Adult Day Center craft activity and these videos have 7,000 views and 256 likes in total.

**E-Newsletter** (launched June 2, 2022)



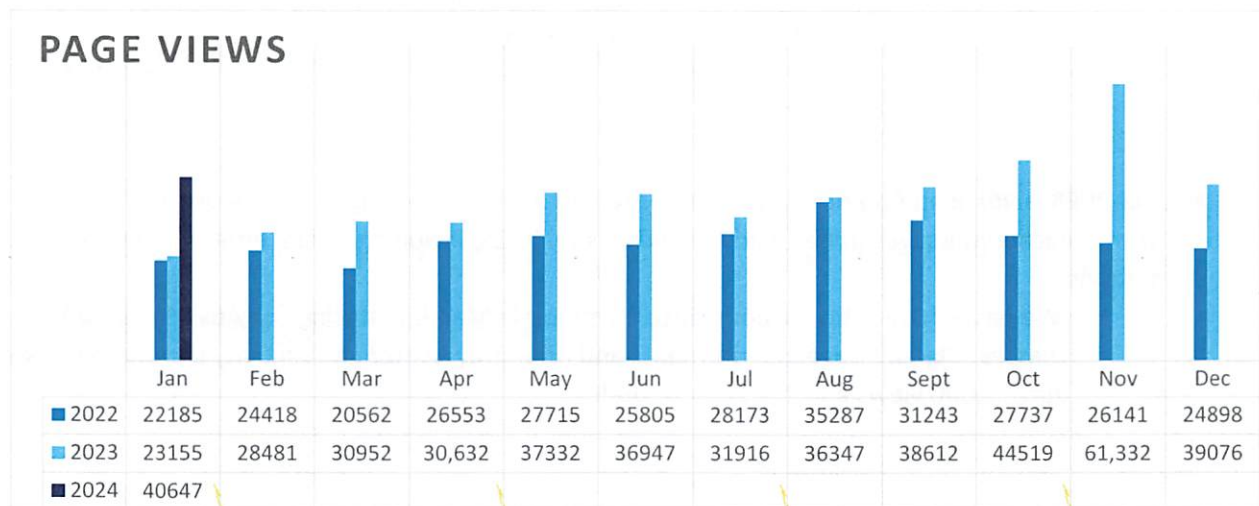
Since the launch of the e-newsletter in June 2022, a total of 24 newsletters have been sent. The open rate has been averaging 38%, which is considered a “top-tier score”; marketing experts say average open rate should be 15-25%.

- **Newsletter Jan. 24, 2024**
  - Focused on new Scam/Fraud Intervention Coaching by retired FBI victim specialist Debbie Deem.
  - 2,528 people received the e-newsletter
  - 1,034 opened and viewed it
  - 41% open rate (average open rate is 15-25%)

**Website**

January: 40,647 views; Average 37,000 views/month.

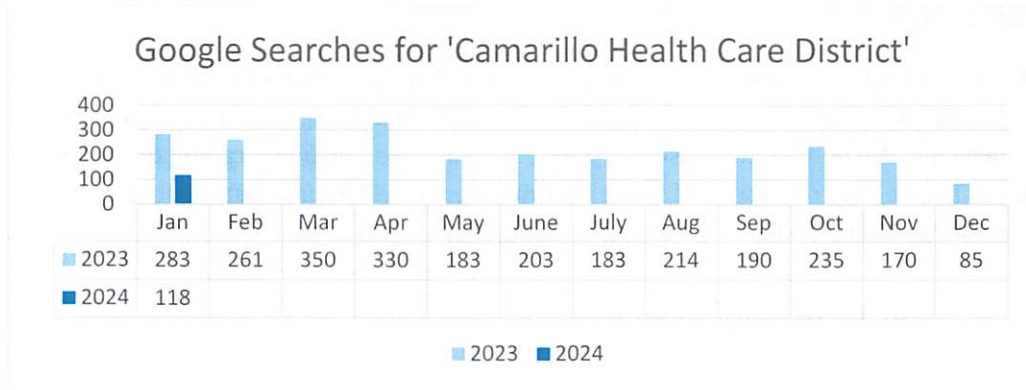
YOY growth: January 2023 shows 17,492 more views than January 2024



## Google Business Profile Report

Eighty people sought directions to our campus via Google (up from 29) and 132 people visited our website from a Google search, up from 78. Forty-six percent (280) are searching on a mobile device and 8 percent used Google Maps. We've had 265 business profile interactions, including calling or seeking directions from Google. The decline represented in the YOY numbers could indicate other search engines (Safari, Firefox, Bing, DuckDuckGo) are gaining in popularity over Google.





#### CURRENT SOCIAL MEDIA AUDIENCE

- Facebook
  - 87% female
  - Most age 35-65+
  - 40% from Camarillo, 7.7% Oxnard, 6.1% Ventura, 5.7% Thousand Oaks.
- Instagram
  - 72% are female
  - Most age 35-65+
  - 23% from Camarillo, 13% from Oxnard, 9% from Ventura, 7% from Thousand Oaks.
- Twitter
  - Doesn't record audience profile data.
- LinkedIn
  - 80% are from the greater LA area
  - 11.4% work in legislative offices, 6.3% in government administration, 6.3% in higher education, 5.5% in nonprofit organizations, 4.3% in wellness and fitness services, 3.1% in civic and social organizations, 2.8% in philanthropic fundraising services, 2.8% in mental health care, 2.8% in hospitals and healthcare and 2% in education and admin programs.

## January 2024 Report

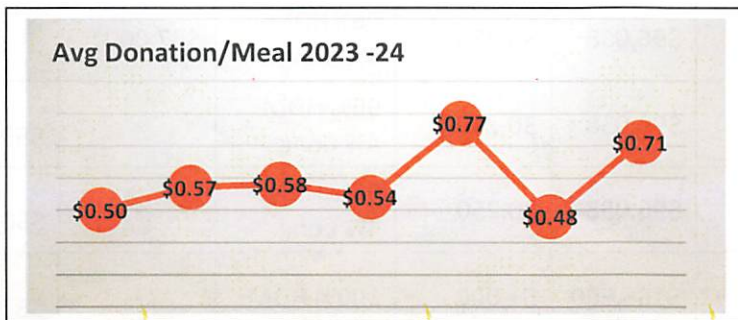
**Date:** February 9, 2024  
**To:** Kara Ralston, CEO  
**From:** Blair Barker, Care Services Director  
 April Colbert, Senior Nutrition Coordinator  
 Monthly Program Report: **January 2024**

The Senior Nutrition Program (SNP) provides supplemental nutrition for Camarillo area residents aged 60 and over through the Ventura County Area Agency on Aging's (VCAAA) nutrition grant program, in efforts 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, dairy and grain products as supervised by VCAAA registered dietician. Up to 5 meals/week are delivered in a bundle once each week.

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 586,000 meals have been delivered.

	Jan 2024	Unduplicated Clients FYTD
<b>New clients</b>	+21	377 *
<b>Disenrolled Clients</b>	-16	
<b>Net Gain</b>	+5	

\*may include clients currently on hold



There is no charge per funding agreement but a \$3.00 per meal donation is suggested by VCAAA.

TOTAL MEALS DELIVERED (cumulative)		VCAAA Funding	VCAAA meals granted	% 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	
FYTD Total meals served July 2021 - June 2022 (HDM + Cong.)	49,689	\$96,058	30,250	96% HDM 4% Cong	-	\$50,000
FYTD Total meals served July 2022 – June 2023 (HDM + Cong.)	52,766	\$96,058	30,250	96% HDM 4% Cong	-	\$50,000
FYTD Total meals served July 2023 – June 2024 (HDM)	32,807	\$186,660	51,000	100% HDM	-	\$50,000
<b>TOTAL cumulative meals</b>	<b>586,893</b>					

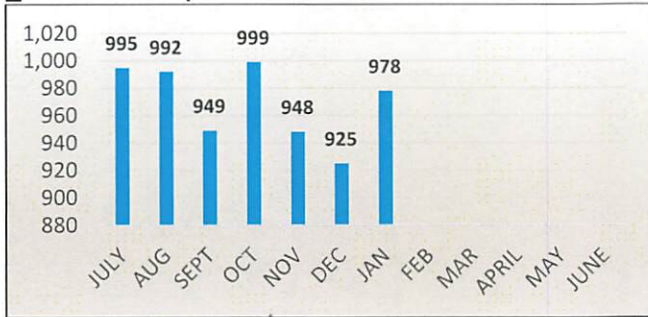
## NEW CLIENTS

Referral Source	# of clients
Friend/Neighbor/Family	5
Acorn	0
Former Congregate Client	0
Website/ Social Media	0
Healthy Attitudes magazine	8
Health Care Provider: APS/Hospital/Doctor/SWrkr	2
VCAAA	0
Previous Client	3
Internal District referral	1
Walk-in	0
Hospice	1
OASIS Catholic charities	0
Project HOPE	1
<b>TOTAL</b>	<b>21</b>

## CANCELLATIONS

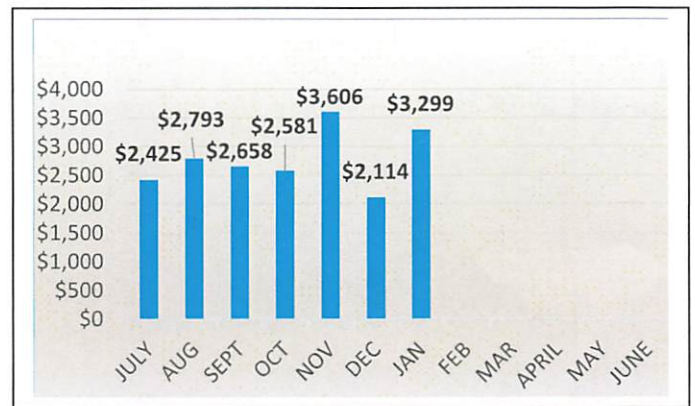
Reason Given	# of clients
No longer requires services	8
Family/Caregiver now providing meals	-
Moved in with family	-
Moved into care facility	-
Moved to alternate program	-
No longer meets criteria	-
Health improved: able to cook	2
Dietary restrictions	2
Relocation out of service area	2
Deceased	2
On hold for extended time	0
<b>TOTAL</b>	<b>16</b>

### Clients Served per Month 2023-24

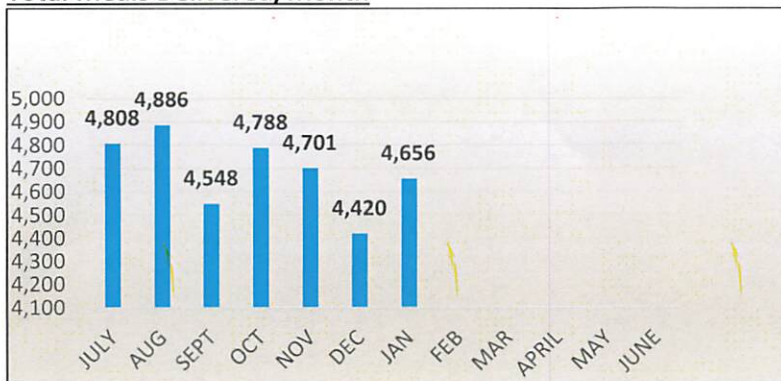


\*client count is duplicated count as clients receive meals each week  
 \*\* Meals served per month change if clients are on hold or meals are returned.

### Donations Rec'd per Month 2023-24



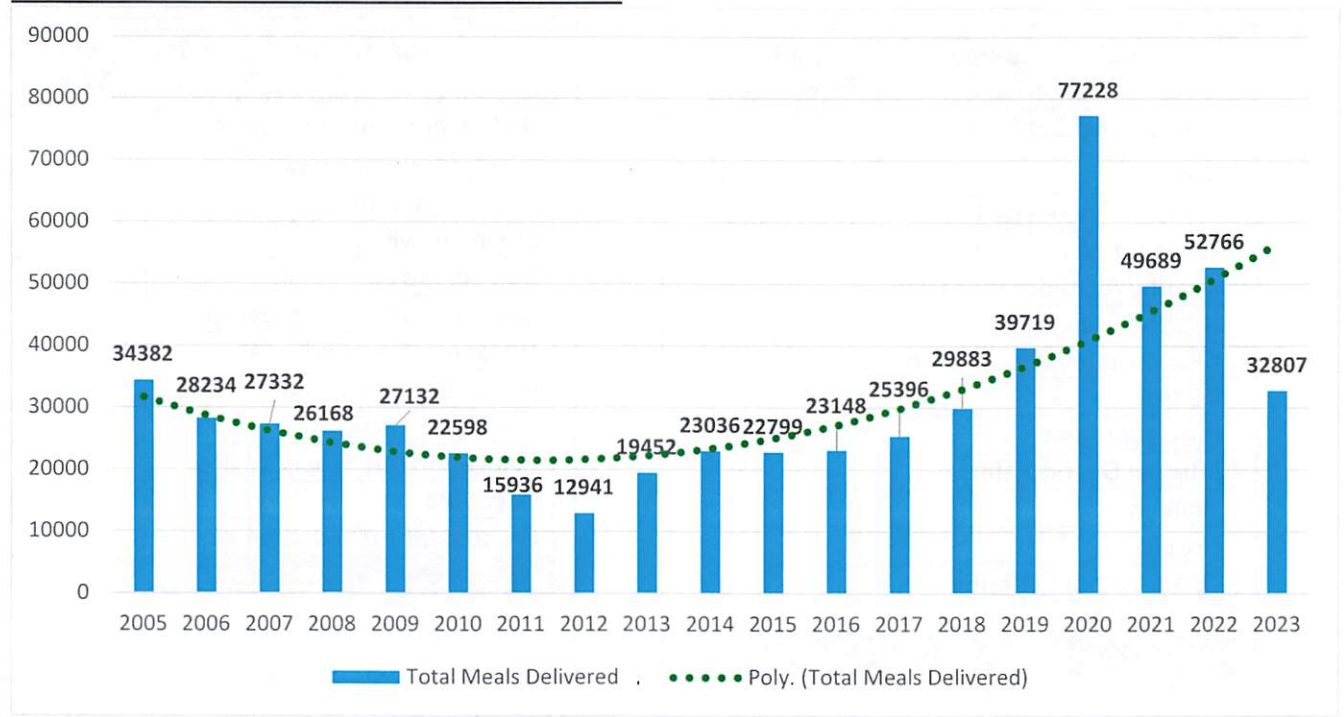
### Total Meals Delivered/Month



\*monthly average 4,686



## Total Meals Delivered: Multi-Year View



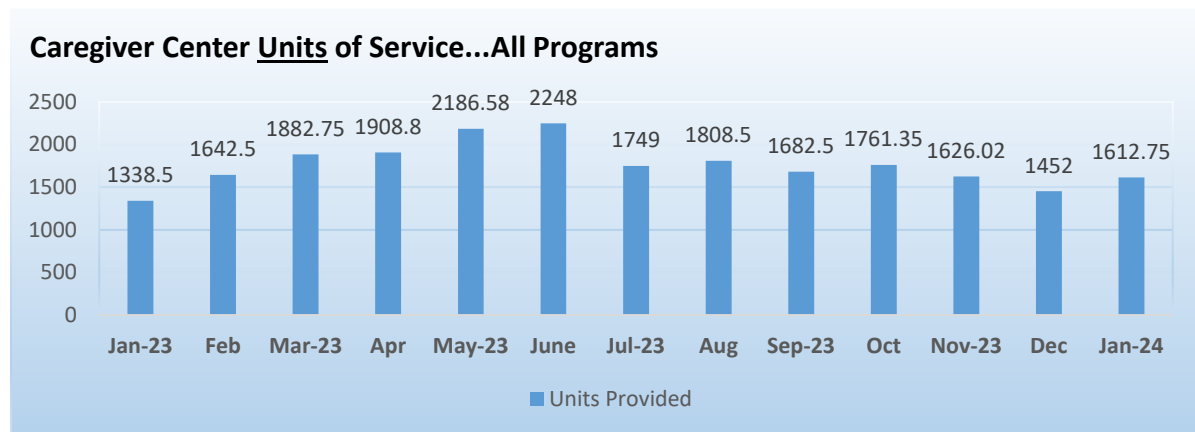
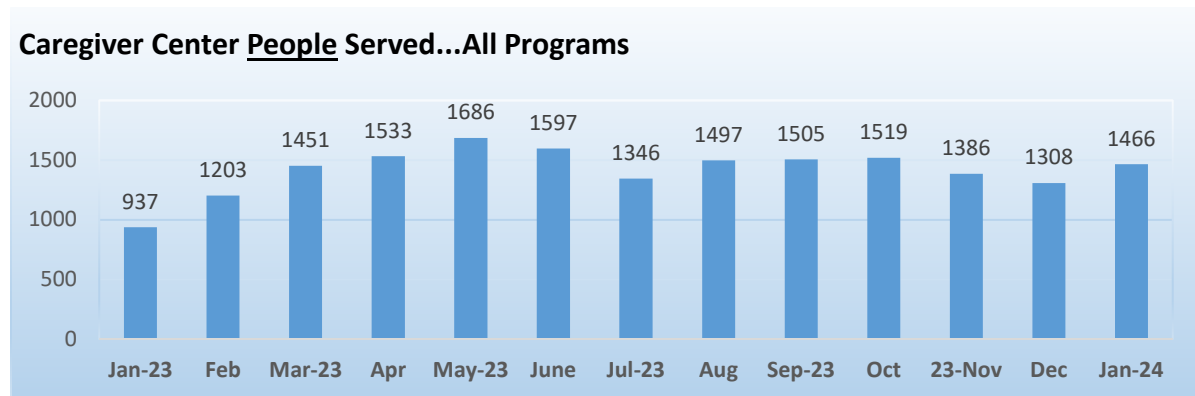
# MEMORANDUM

DATE: February 12, 2024  
TO: Kara Ralston, CEO  
FROM: Blair Barker, MPH, Care Services Director  
Caregiver Center of Ventura County  
RE: January 2024 Monthly Report

## 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, 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	January - Units	January - People
Dealing with Dementia: class	0	0
Dementia Live: class	0	0
Powerful Tools for Caregivers: Virtual Class	8	20
Care Consultation: in-person	5.5	5
Care Consultation: phone	22.25	27
Caregiver Support Group	18	7
Respite: In Home Hours	53.5	4
Respite: ADP Hours	6	1
Home Modifications: Units Installed	0	0
Assistive Devices: Units installed	0	0
Senior Support Line: Peer Counseling	65	50
Senior Support Line: Telephone Reassurance	98.5	75
Caregiver Wellness Screening (Zarit Burden)	0	0
Depression Screening (PHQ-9)	0	0
Client follow-up ( <i>in-person, phone call, email, similar</i> )	313	268
Client Walk-ins	16	16
Resource & Education Request	339	339
Inquiry response: Email/phone reply	301	287
Caregiver Email Outreach	367	367
<b>TOTAL</b>	<b>1,612.75</b>	<b>1,466</b>

### Caregiver Education: Powerful Tools for Caregivers & Dealing with Dementia Programs

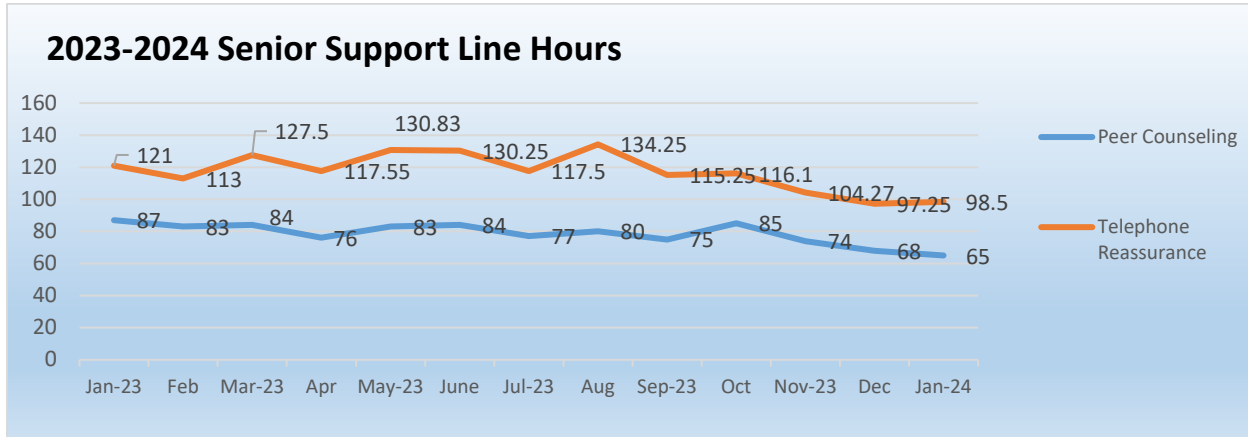
\*There would be a chart below this that represents monthly and FYTD counts of clients (and hours) served by the Center's Caregiver Education program. Partial program funding through the Older Americans Act, Title III E, funding awarded by the VCAAA. A chart will be displayed at a later time.

Caregiver Education	January	FYTD	Annual Contract Goal*	Target % of Contract Goal
Total Client Units*	8	85	113	44%
Clients served	20	43	N/A	N/A
<b>TOTAL</b>	<b>28</b>	<b>128</b>	<b>N/A</b>	<b>N/A</b>

\*This number includes the VCAAA 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. It includes those who attend virtual or in-person classes; as well as classes provided with partner agencies.

## 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.



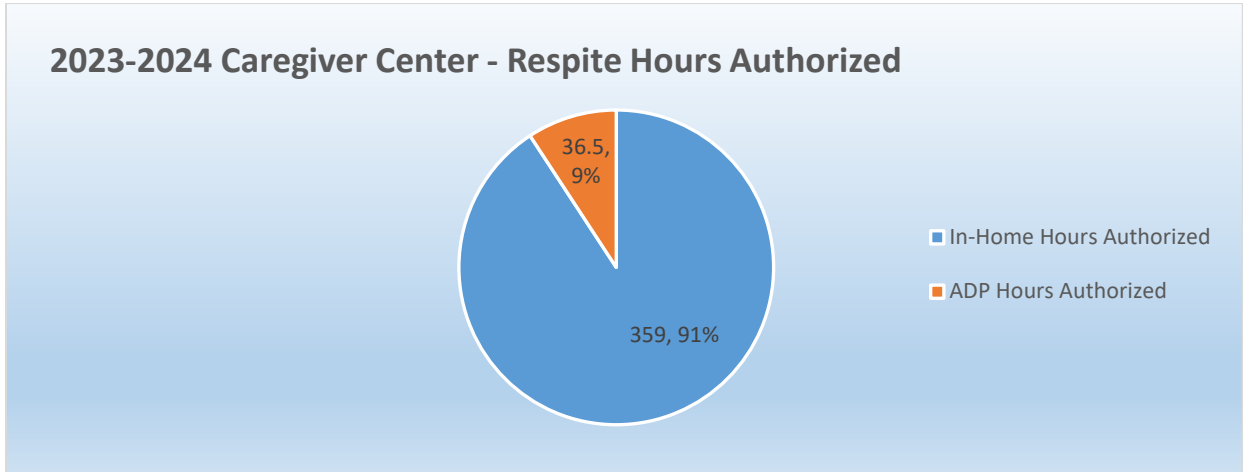
Senior Support Line (Title IIIB)	January	FYTD	Annual Contract Goal	Target % of Contract Goal
Peer Counseling: Hours	65	524	616	51%
Peer Counseling: Persons Served (unduplicated monthly)	50	359	375	57%
Telephone Reassurance: Hours *	98.5	783.12	N/A	N/A
Telephone Reassurance: Contacts	293	2,221	2,236	61%
Telephone Reassurance: Persons Served (unduplicated monthly)	75	484	278	103%
<b>TOTAL</b>	<b>581.5</b>	<b>4,371.12</b>	<b>N/A</b>	<b>N/A</b>

## Respite Hours

This chart and table represent 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 IIIE funding awarded by the VCAAA.

With the COVID-19 emergency orders and capacity restrictions lifted, respite hours in the Adult Day Center grew in June 2023 and will continue to increase over the course of this coming fiscal year (23-24). Many families that received respite in the District's Adult Day Center, shared positive remarks in previous months and noted the difference it made in their loved one's life, including:

- “The scholarship was a huge help to me financially and I’m very grateful that you were able to offer it to us. Roy really looks forward to his Fridays at the Center. It’s nice to see him have a good reason to “clean up” because he has a place to go. Having a place that I feel good about sending Roy to is a great relief to me. It gives me a few hours in my week when I do not have to worry or think about what he is doing. Those few hours help me to relax and make it easier for me to handle this situation. Everyone there is wonderful and very helpful to Roy. I feel very fortunate that I live in Camarillo where they have such wonderful programs. Thank you again for all you do for us.”*



Respite (Older Americans Act Title III E)	January	FYTD	Annual Contract Goal*	Target % of Contract Goal
Respite: In-home (hours)	53.5	359	406	88%
Respite: In-home (people)	4	30	N/A	N/A
Respite: ADP (hours)	6	36.5	489	5%
Respite: ADP (persons served)	1	27	N/A	N/A
<b>TOTAL</b>	<b>64.5</b>	<b>452.5</b>	<b>N/A</b>	

**Home Modifications and Assistive Devices**

This table 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.

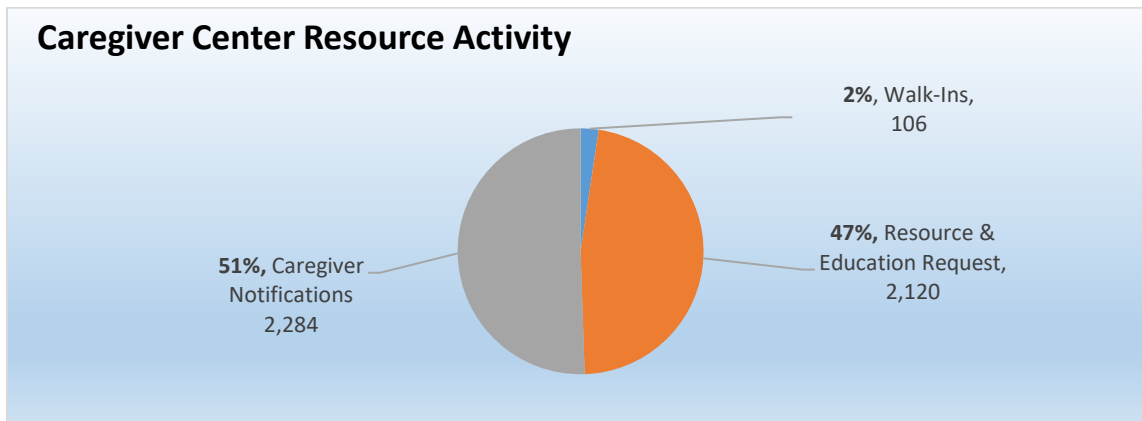
Home Modifications (Title III E)	January	FYTD	Annual Contract Goal	Target % of Contract Goal
Home Modifications: Units installed	0	5	66	8%
Home Modifications: Persons served	0	3	N/A	N/A
Assistive Devices: Units provided	0	1	3	33%
Assistive Devices: Persons served	0	1	N/A	N/A
<b>TOTAL</b>	<b>0</b>	<b>10</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 and professional 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 January, 2024 shown in the data table below.



Caregiver Center Resource Activity	January	FYTD
Client walk-ins	16	106
Resource & Education Request	339	2,120
Caregiver Notification	367	2,284
<b>TOTAL</b>	<b>722</b>	<b>4,510</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

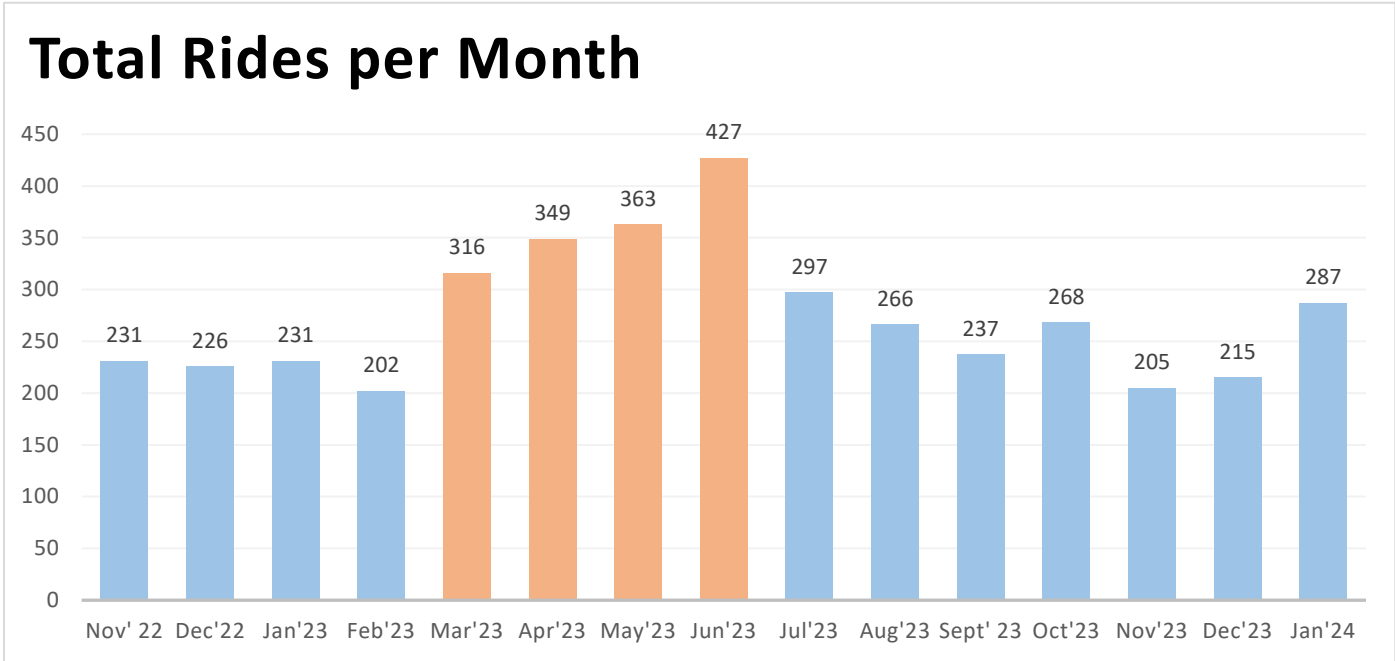
**DATE:** January 31, 2024  
**TO:** Kara Ralston, Chief Executive Officer  
**FROM:** Mary Ann Ratto, Director Adult Day Center  
**SUBJECT:** *January Monthly Report*


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## PROGRAM DESCRIPTION

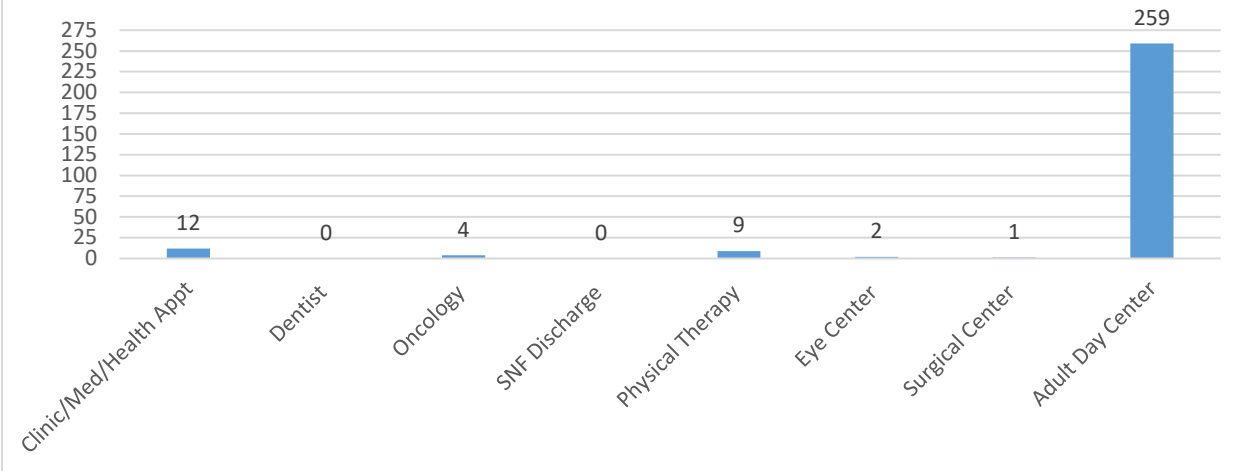
Camarillo Health Care District provides door-through-door transportation for non-emergency medical appointments and other activities of daily living, including to and from District programs, throughout Ventura County. Drivers are trained in CPR and First Aid, and have additional sensitivity training 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.

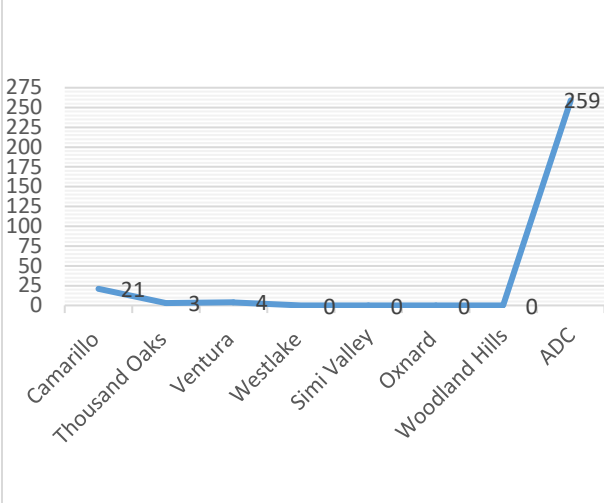


 *In partnership with the City of Camarillo, Care-A-Van transportation services provided free rides to Camarillo residents.*

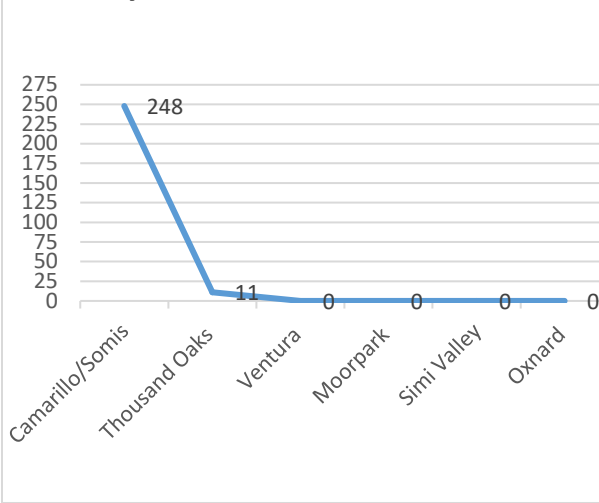
### Cause or Reason for Ride



### Ride Destinations



### Adult Day Ride Destinations





# Highlights

February 2024



**VC  
Supervisor  
Kelly Long  
(D3) visits  
District**



**Supervisor Long experiencing Fall Prevention programs & VR**

# Highlights

February 2024

## Community Comments/Social Media Shoutouts

Supervisor Kelly Long's post


**Supervisor Kelly Long** is at **Camarillo Health Care District**.  
6h · Camarillo · 🌐

I had a great experience at the **Camarillo Health Care District**! Virtual services like BALANCEfit and SMARTfit programs indeed play a crucial role in enhancing community healthcare. Congratulations to Kara Ralston and the team on winning Innovative Program of the Year.  
For those interested, more information can be found at <https://www.camhealth.com/>



Love Comment Send Share

Comment as Camaril... GIF

 **BALANCEfit: Program helps reduce fall risks, improve cognition**  
[camhealth.com](https://www.camhealth.com)

Posted to Subscribers of Camarillo Health Care District

5 · 1,402 Impressions Like 4 Comments Share

Share post

Facebook Copy link Email WhatsApp X More

**Tobey W.** · University Glen · Edited 14h  
The Bee's Knees... Lollapalooza... Cat's Meow... Jim Dandy... All indicative of the quality of this program and it's benefits! Please give it a GO and be prepared to be Amazed! (edited)  
Like Reply Share 1

**Tina D.** · University Glen · 11h  
How wonderful! This will be so helpful for our community!  
Like Reply Share 2

**Tobey W.** · University Glen · 11h  
**Tina** helpful and affordable (free) and plenty of on-site parking!  
Agree Reply Share +1 2

**Tina D.** · University Glen · 11h  
**Tobey** amen!!!  
Like Reply Share 1

Add a comment...

# Highlights

February 2024

## Community Comments/Social Media Shoutouts

8:34

Home Helpers Home Care of Ventura Coun...

Have questions or concerns? Debbie Deem, retired FBI victim specialist, is offering FREE consultations every fourth Wednesday of the month at Camarillo Health Care District. Get support, resources, and learn about protecting yourself from various scams.

Mark your calendars for February through November 2024. To secure your appointment, call 805-388-1952. Can't make an appointment? Drop in between 2 and 3 p.m. on those Wednesdays for support and information.

<https://movingseniorsforward.org/fraud-and-scam-support-available-at-no-charge/>

Knowledge is power! Let's stand together against fraud and scams. Share this post to keep our community safe! [#FraudSupport](#) [#ScamAwareness](#) [#MovingSeniorsForward](#)



### PROTECT SENIORS



Comment as Camarillo He...   

9:14




Kelly Long and 3 others 1 comment

 Like  Comment  Repost

Reactions



Comments Most relevant

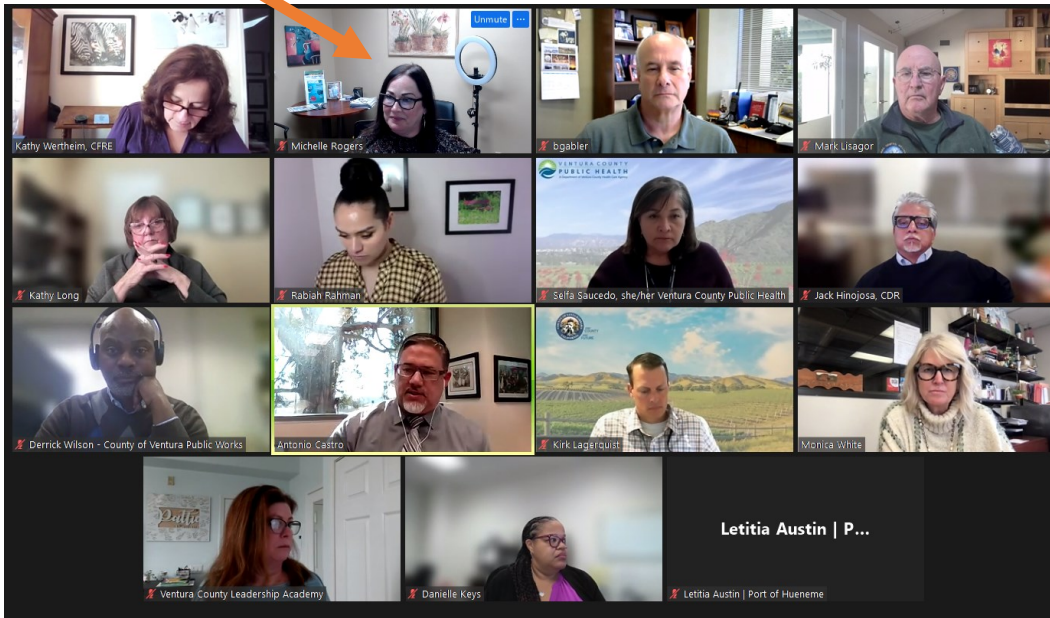
 **SMARTfit Inc.** 2,298 followers 2h ...  
This is such an exciting program  
Like Reply

Responding as Camarillo Health Care District CA @ Post

 Home  My Network  Post  Notifications  Jobs

# Highlights

February 2024



As a recent VCLA graduate, Michelle Rogers, Community Outreach and Education Manager participates in VCLA Strategic Planning meeting.



Michelle, at a Moving Seniors Forward Wellness Fest 2024

# Highlights

February 2024

Making music in Adult Day Center



Dr. J. Millard presenting on osteoporosis and spinal stenosis



CEO enjoys hug from visiting dog



## SECTION 11

### FUTURE MEETINGS AND EVENTS

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#### Board of Directors Meetings

<b>Special Meeting: Zone 3 Appointment</b>	<b>March 4, 2024 – 12:30 p.m.</b>
<b>Finance Committee: Loh/Feinberg</b>	<b>March 11, 2024 – 10:00 a.m.</b>
<b>Executive Committee: Doria/Dixon</b>	March 18, 2024 – 12:30 p.m.
<b>Regular Full Board</b>	March 28, 2024 – 11:30 a.m.
<b>Executive Committee: Doria/Dixon</b>	April 15, 2024 – 12:30 p.m.
<b>Finance Committee: Loh/Feinberg</b>	April 25, 2024 – 10:00 a.m.
<b>Regular Full Board</b>	April 25, 2024 – 11:30 a.m.
<b>Executive Committee: Doria/Dixon</b>	May 13, 2024 – 12:30 p.m.
<b>Regular Full Board</b>	May 23, 2024 – 11:30 a.m.