



REGULAR BOARD MEETING
JANUARY 23, 2025 - 11:30 AM

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



2025 Board Meeting Calendar

January 23, 2025, 11:30 a.m.

February 27, 2025, 11:30 a.m.

March 27, 2025, 11:30 a.m.

April 24, 2025, 11:30 a.m.

May 22, 2025, 11:30 a.m.

June 5, 2025, 11:30 a.m. (Budget)

June 26, 2025, 11:30 a.m. (Optional)

July - Dark

August 21, 2025, 11:30 a.m.

September 18, 2025, 11:30 a.m.

October 23, 2025, 11:30 a.m.

November 20, 2025, 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

January 23, 2025 – 11:30 a.m.

Camarillo Health Care District

3615 E Las Posas Road, Camarillo, CA 93010

Sequoia Rooms

Board of Directors

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

Staff

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

Senior Counsel

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. OATH OF OFFICE CEREMONY

Director Christopher Loh, MD, Zone 1
Director Thomas Doria, MD, Zone 2
Director Lydia Dixon, PhD, Zone 3

5. AMENDMENT(S) TO THE POSTED AGENDA: *Motion to approve* Agenda as amended.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

6. 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.

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. Meeting Minutes

Recommendation: Approval of Regular Board Meeting of November 21, 2024.
(Section 7-A)

B. Financial Reports

Recommendation: Approval of financial reports for period ending November 30, 2024.
(Section 7-B)

C. Financial Reports

Recommendation: Approval of financial reports for period ending December 31, 2024.
(Section 7-C)

D. Finance Policy Annual Review

Recommendation from Finance Committee: Approval of Finance Policy. No Changes.
(Section 7-D)

E. Investment Policy Annual Review

Recommendation from Investment Committee: Approval of Investment Policy. No Changes.
(Section 7-E)

Motion to approve Consent Agenda as presented.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

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

AGENDA ITEMS-ACTION

- 9. A. Review/ Discussion/ Action** – Consideration, discussion, and recommendation for approval of District Resolution 25-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures. **(Section 9-A)**

Motion to approve District Resolution 25-01, Approving Submission of Application and Petition to Potential Funding Sources and Authorizing Signatures.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

B. Review/ Discussion /Action - Consideration, discussion, and recommendation for approval of District Resolution 25-02, Establishing the Compensation of Directors, increasing the compensation by five percent for the calendar year, effective March 24, 2025. **(Section 9-B)**

Motion to approve District Resolution 25-02, Establishing the Compensation of Directors, increasing the compensation by five percent for the calendar year.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

C. Review/ Discussion /Action - Consideration, discussion, and recommendation for approval of District Resolution 25-03, Amending District Bylaws, Article III, Section 3, Compensation. **(Section 9-C)**

Motion to approve District Resolution 25-03, Amending District Bylaws, Article III, Section 3, Compensation.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

D. Review/ Discussion /Action - Consideration, discussion, and recommendation for approval to amend Board Policy Manual, Policy 1060, Directors Compensation. **(Section 9-D)**

Motion to approve Amend Board Policy Manual, Policy 1060, Directors Compensation.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

E. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5, effective February 2, 2025. **(Section 9-E)**

Motion to approve Revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5, effective February 2, 2025.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

F. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5, to include compliance adding effective date and revision date to the Pay Schedules previously approved by the Board on July 27, 2021, April 26, 2022, February 22, 2022, January 26, 2023, and November 16, 2023. **(Section 9-F)**

Motion to approve Revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5, to include compliance adding effective date and revision date to the Pay Schedules previously approved by the Board on July 27, 2021, April 26, 2022, February 22, 2022, January 26, 2023, and November 16, 2023.

Motion _____ Second _____ Pass _____ Fail _____

N. Dixon _____ Doria _____ Feinberg _____ Loh _____ L. Dixon _____

AGENDA ITEMS-DISCUSSION

10. A. CLOSED SESSION

1. Public Employment (Gov. Code 54957)
Title: Chief Executive Officer

B. RECONVENE AND ANNOUNCEMENT FROM CLOSED SESSION

Pursuant to Government Code 54957.7(b) – The legislative body of any local agency shall publicly report any reportable action taken in closed session and the vote or abstention on that action of every member present.

11. EMERGING OPPORTUNITIES

- Discussion and consideration of emerging initiatives based on community need

12. REPORTS

- Board President Comments
 - Committee Assignments: Discussion and Appointment Confirmation
 - Executive Committee: *Dixon, Doria*
 - Finance/Investment Committee: *Loh, Feinberg*
 - Program & Opportunity Committee: *Doria, L. Dixon*
 - Healthy Camarillo Committee: *N. Dixon, L. Dixon*
 - Health Premium Ad Hoc Committee: *N. Dixon*
 - VCSDA Representative: *N. Dixon*
 - CEO Performance Review Ad Hoc Committee: *Loh, Feinberg*
- Board Committee Report(s)
 - Finance/Investment Committee
 - Program & Emerging Opportunities Committee
 - Healthy Camarillo Committee
- Board Member Comments
- Chief Executive Officer Report

13. FUTURE MEETING AND EVENTS

BOARD OF DIRECTORS MEETINGS

Executive Committee: TBD	February 18, 2025 – 12:30 p.m.
Regular Full Board	February 27, 2025 – 11:30 a.m.
Executive Committee: TBD	March 17, 2025 – 12:30 p.m.
Regular Full Board	March 27, 2025 – 11:30 a.m.
Executive Committee: TBD	April 14, 2025 – 12:30 p.m.
Finance Committee: TBD	April 24, 2025 – 10:00 a.m.
Regular Full Board	April 24, 2025 – 11:30 a.m.

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 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 and the Camarillo Health Care District Administration Office, on or before, January 20, 2025, at 11:30 a.m.

SECTION 7

CONSENT AGENDA 7-A

**REGULAR MEETING MINUTES
OF NOVEMBER 21, 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
Paula Feinberg, Clerk of the Board
Christopher Loh, MD, Director
Lydia Dixon, PhD, Director

Staff - Present

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

Senior Counsel

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

Participants

Shalene Hayman, *Hayman Consulting*

1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Thursday, November 21, 2024, at 8:43 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 L. Dixon, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

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

6. **Action Items**

8-A. Review/ Discussion /Action: Consideration, discussion, and recommendation for the Board of Directors to vote for election of a Special District **Regular** Member to the Ventura LAFCo, for a new four-year term beginning January 1, 2025, and ending December 31, 2028.

It was **MOVED** by Director Loh, **SECONDED** by Director L. Dixon, and **MOTION PASSED** that the Board of Directors vote for Chris Stephens as Special District **Regular** Member to the Ventura LAFCo, for a new four-year term beginning January 1, 2025, and ending December 31, 2028.

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

7. Board Reorganization

Call for Nominations for President

It was **MOVED** by Director Doria, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors nominate **Director Neal Dixon** to serve as **Board President**.

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

Call for Nominations for Vice President

It was **MOVED** by Director Feinberg, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors nominate **Director Thomas Doria** to serve as **Board Vice President**.

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

Call for Nominations for Clerk of the Board

It was **MOVED** by Director Doria, **SECONDED** by Director L. Dixon, and **MOTION PASSED** that the Board of Directors nominate **Director Paula Feinberg** to serve as **Clerk of the Board**.

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

8. A. District Tour of Programs

CEO Ralston took the Board Members on a tour of the District programs BalanceFIT, SmartFIT, and the Magic Table.

B. Annual Board Leadership Education

Presentation and discussion with Aleks Giragosian, Senior Counsel, Colantuono, Highsmith & Whatley; General Counsel to Camarillo Health Care District on AB 1234 Ethics Training.

- 9.** Having no further business this meeting was adjourned at 12:37 p.m., in recognition and memory of Michelle Tusi, who served with the Camarillo Health Care District for eighteen years in Accounting Services.

Thomas Doria, MD
Vice President

SECTION 7

CONSENT AGENDA 7-B

**DISTRICT FINANCIAL REPORTS
FOR PERIOD ENDING NOVEMBER 30, 2024**

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

4:10 PM

12-Dec-24

Sorted by Alphabetically
November 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
81230	11/13/2024	ACCESS	Access TLC Caregivers DBA	792.00	V - VCAAA grant	MO
81255	11/26/2024	AFLAC	Aflac	1,746.15	V - benefits/ins	MO
81231	11/13/2024	BAY ALARM	Bay Alarm Company	444.45	V - security camera	MO
81239	11/20/2024	BMO	BMO Bank National Association	1,000.00	V - LOC renewal	ANNL
81262	11/26/2024	NESBIT	Bonnie Nesbitt	28.00	V - VR class refund	
81218	11/1/2024	THOMAS, B	Brandie Thomas	166.51	EE - conference reimb	
81210	11/1/2024	BYRD	Byrd Locksmithing, Inc	48.96	V - lock maint/repairs	
81240	11/20/2024	BYRD	Byrd Locksmithing, Inc	104.35	V - lock maint/repairs	
81211	11/1/2024	C1 ELECTRIC	C1 Electric, Inc.	242.36	V - electrical repair bldg E	
81232	11/13/2024	C1 ELECTRIC	C1 Electric, Inc.	281.00	V - electrical repair bldg F	
81256	11/26/2024	C1 ELECTRIC	C1 Electric, Inc.	284.56	V - electric repairs - bldg G	
81233	11/13/2024	C3 INTEL	C3 Intelligence, Inc	358.30	V - HR/background checks	ONGOING
81221	11/13/2024	CSDA	CA Special Districts Assoc	9,173.00	V - annual membership dues	ANNL
81234	11/13/2024	CSDA	CA Special Districts Assoc	1,452.84	V - financial services	MO
81225	11/13/2024	KNOX	Carrie Knox	60.00	V - graphic design service	
81241	11/20/2024	CENTRAL	Central Plaza Auto Service	336.00	V - fleet maintenance	
81260	11/26/2024	LOH	Christopher Loh, MD	105.00	BOD	MO
81244	11/20/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,505.50	V - legal services (Oct 2024)	MO
81242	11/20/2024	CMH	Community Memorial Health System	410.00	V - employment health	
81245	11/20/2024	CONEJO AWARD	Conejo Awards Corp	242.39	V - badges/business cards	
81243	11/20/2024	CO VENTURA	County of Ventura Environmental	513.00	V - food/health permit	ANNL
81246	11/20/2024	DIVIDAT	Dividat USA	795.00	V - balance machine subscription renewa	ANNL
81247	11/20/2024	DMEC	DMEC MEMBERSHIP	230.00	V - HR membership renewal	ANNL
81212	11/1/2024	DOS CAMINOS	Dos Caminos Plaza	6,072.00	V - COA monthly dues	MO
81213	11/1/2024	F M PEARCE	F M Pearce Co, Inc.	1,144.00	V - AC unit maintenance	MO
81222	11/13/2024	FRONTIER	Frontier Communications	249.47	V - cable services	MO
81235	11/13/2024	HABITAT	Habitat for Humanity of Ventura County	352.80	V - VCAAA grant	MO

81214	11/1/2024	HARTFORD	Hartford Life	1,209.44	V - benefits/ins	MO
81223	11/13/2024	HAYMAN	Hayman Consulting dba	3,456.00	V - comptroller/financial services	MO
81224	11/13/2024	ITS	Integrated Telemanagement Services, Inc	1,228.19	V - telephone services	MO
81236	11/13/2024	JTS	JTS Facility Services	2,310.00	V - janitorial services	MO
81257	11/26/2024	DIXON ZACHER	Lydia Zacher Dixon	105.00	BOD	MO
81215	11/1/2024	MERIPLEX/CPI	Meriplex Solutions	5,214.07	V - IT services	MO
81216	11/1/2024	METLIFE	MetLife Small Business	882.80	V - benefits/ins	MO
81226	11/13/2024	MITCHELL FIR	Mitchell Fire Protection dba	262.50	V - fire extinguisher maintenance	ANNL
81261	11/26/2024	MITCHELL FIR	Mitchell Fire Protection dba	61.84	V - new vehicle extinguisher	
81259	11/26/2024	FEINBERG	Paula-Jeanne Feinberg	105.00	BOD	MO
81237	11/13/2024	PETTY	Petty Cash - Administrat	492.51	V - reimb petty cash	ONGOING
81263	11/26/2024	PVREC	Pleasant Valley Recreation & Park Distr	451.33	V - pv tax assessment	ANNL
81217	11/1/2024	SAFEWAY	Safeway Inc	145.87	V - ADC Nutrition	MO
81249	11/20/2024	SAFEWAY	Safeway Inc	185.61	V - ADC Nutrition	MO
81250	11/20/2024	SOCAL SIGN	SocalSignworx	2,333.10	V - logo wrap; new ford escape	
81220	11/13/2024	AMEZCUA	Sonia Amezcua	286.93	EE - conference reimb	MO
81264	11/26/2024	SO CA EDISON	Southern California Edison	2,288.29	V - utilities	MO
81227	11/13/2024	SO CA GAS	Southern California Gas	376.97	V - utilities	MO
81228	11/13/2024	STAPLES	Staples Business Advantage	1,644.83	V - office supplies	MO
81248	11/20/2024	DORIA	Thomas Doria, MD	105.00	BOD	MO
81258	11/26/2024	DORIA	Thomas Doria, MD	210.00	BOD	MO
81251	11/20/2024	TRI COUNTY	Tri County Office Furniture, Inc	998.19	V - office furniture chairs	
81265	11/26/2024	TRI COUNTY	Tri County Office Furniture, Inc	1,822.75	V - office furniture (acctg ofc)	
81266	11/26/2024	TROPICAL	Tropical Car Wash	640.00	V - fleet maintenance	MO
81252	11/20/2024	UMPQUA	Umpqua Bank	7,472.59	V - credi card	MO
81253	11/20/2024	VALIC	VALIC	1,490.77	V - benefits/ins	MO
81219	11/1/2024	VISION	Vision Services Plan	238.93	V - benefits/ins	MO
81254	11/20/2024	VOGUE	Vogue Sign, Inc.	3,199.00	V - fabricate and install cabinet sign	MO
81229	11/13/2024	VOYAGER	Voyager Fleet Systems Inc	1,151.09	V - fleet gas	MO
81238	11/13/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO

\$71,522.54
=====

Report Total

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

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

4:10 PM

12-Dec-24

Sorted by Check Number
November 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
81210	11/1/2024	BYRD	Byrd Locksmithing, Inc	48.96	V - lock maint/repairs	
81211	11/1/2024	C1 ELECTRIC	C1 Electric, Inc.	242.36	V - electrical repair bldg E	
81212	11/1/2024	DOS CAMINOS	Dos Caminos Plaza	6,072.00	V - COA monthly dues	MO
81213	11/1/2024	F M PEARCE	F M Pearce Co, Inc.	1,144.00	V - AC unit maintenance	
81214	11/1/2024	HARTFORD	Hartford Life	1,209.44	V - benefits/ins	MO
81215	11/1/2024	MERIPLEX/CPI	Meriplex Solutions	5,214.07	V - IT services	MO
81216	11/1/2024	METLIFE	MetLife Small Business	882.80	V - benefits/ins	MO
81217	11/1/2024	SAFEWAY	Safeway Inc	145.87	V - ADC Nutrition	MO
81218	11/1/2024	THOMAS, B	Brandie Thomas	166.51	EE - conference reimb	
81219	11/1/2024	VISION	Vision Services Plan	238.93	V - benefits/ins	MO
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81221	11/13/2024	CSDA	CA Special Districts Assoc	9,173.00	V - annual membership dues	ANNL
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81227	11/13/2024	SO CA GAS	Southern California Gas	376.97	V - utilities	MO
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81230	11/13/2024	ACCESS	Access TLC Caregivers DBA	792.00	V - VCAAA grant	MO
81231	11/13/2024	BAY ALARM	Bay Alarm Company	444.45	V - security camera	MO
81232	11/13/2024	C1 ELECTRIC	C1 Electric, Inc.	281.00	V - electrical repair bldg F	
81233	11/13/2024	C3 INTEL	C3 Intelligence, Inc	358.30	V - HR/background checks	ONGOING
81234	11/13/2024	CSDA	CA Special Districts Assoc	1,452.84	V - financial services	MO
81235	11/13/2024	HABITAT	Habitat for Humanity of Ventura County	352.80	V - VCAAA grant	MO
81236	11/13/2024	JTS	JTS Facility Services	2,310.00	V - janitorial services	MO

81237	11/13/2024	PETTY	Petty Cash - Administrat	492.51	V - reimb petty cash	ONGOING
81238	11/13/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO
81239	11/20/2024	BMO	BMO Bank National Association	1,000.00	V - LOC renewal	ANNL
81240	11/20/2024	BYRD	Byrd Locksmithing, Inc	104.35	V - lock maint/repairs	
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81246	11/20/2024	DIVIDAT	Dividat USA	795.00	V - balance machine subscription renewa	ANNL
81247	11/20/2024	DMEC	DMEC MEMBERSHIP	230.00	V - HR membership renewal	ANNL
81248	11/20/2024	DORIA	Thomas Doria, MD	105.00	BOD	MO
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81250	11/20/2024	SOCAL SIGN	SocalSignworx	2,333.10	V - logo wrap; new ford escape	
81251	11/20/2024	TRI COUNTY	Tri County Office Furniture, Inc	998.19	V - office furniture chairs	
81252	11/20/2024	UMPQUA	Umpqua Bank	7,472.59	V - credi card	MO
81253	11/20/2024	VALIC	VALIC	1,490.77	V - benefits/ins	MO
81254	11/20/2024	VOGUE	Vogue Sign, Inc.	3,199.00	V - fabricate and install cabinet sign	
81255	11/26/2024	AFLAC	Aflac	1,746.15	V - benefits/ins	MO
81256	11/26/2024	C1 ELECTRIC	C1 Electric, Inc.	284.56	V - electric repairs - bldg G	
81257	11/26/2024	DIXON ZACHER	Lydia Zacher Dixon	105.00	BOD	MO
81258	11/26/2024	DORIA	Thomas Doria, MD	210.00	BOD	MO
81259	11/26/2024	FEINBERG	Paula-Jeanne Feinberg	105.00	BOD	MO
81260	11/26/2024	LOH	Christopher Loh, MD	105.00	BOD	MO
81261	11/26/2024	MITCHELL FIR	Mitchell Fire Protection dba	61.84	V - new vehicle extinguisher	
81262	11/26/2024	NESBIT	Bonnie Nesbitt	28.00	V - VR class refund	
81263	11/26/2024	PVREC	Pleasant Valley Recreation & Park Distr	451.33	V - pv tax assessment	ANNL
81264	11/26/2024	SO CA EDISON	Southern California Edison	2,288.29	V - utilities	MO
81265	11/26/2024	TRI COUNTY	Tri County Office Furniture, Inc	1,822.75	V - office furniture (acctg ofc)	
81266	11/26/2024	TROPICAL	Tropical Car Wash	640.00	V - fleet maintenance	MO

\$71,522.54
=====

Report Total

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

Check Register Monthly Comparison

FY 2024/25

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$145,876	\$94,486	\$116,569	\$95,395	\$71,523	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$104,769
YTD Total											\$523,847	

w/out transfer

Notes FY 24/25

- Jul '24 Progress pymt Auditor \$10,000
- Jul '24 ADC Tovertafel System \$13,030
- Aug '24 Arthur J. Gallagher Ins Policies \$41,172.82
- Aug '24 Tri County Furniture \$4,980.21
- Sept '24 Purchase new Ford Escape \$35,608.83 for SNP
- Sept '24 Tri County Furniture \$7,957.95

FY 2023/24

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$118,020	\$111,879	\$75,824	\$86,545	\$132,980	\$65,631	\$119,502	\$113,739	\$106,342	\$110,845	\$180,318	\$171,827	\$105,050
YTD Total											\$1,393,452	

w/out transfer

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)
- Feb '24 Repair on ADC grease trap \$22,895
- Apr '24 Annual audit pymt \$15,956
- Apr '24 OARR Grant \$29,405
- May-24 Insurance policy renewals \$91,260.65
- May-24 Van wrap \$12,393.48
- Jun-24 Insurance policy renewals \$20,858.00
- Jun-24 Purchase of new computers \$15,950.05
- Jun-24 Purchase of new chairs for board/classroom \$4,150.56
- Jun-24 Purchase of ADC activity equipment \$28,047.00
- Jun-24 Purchase 1 year advertising contract with ACORN \$18,408.00

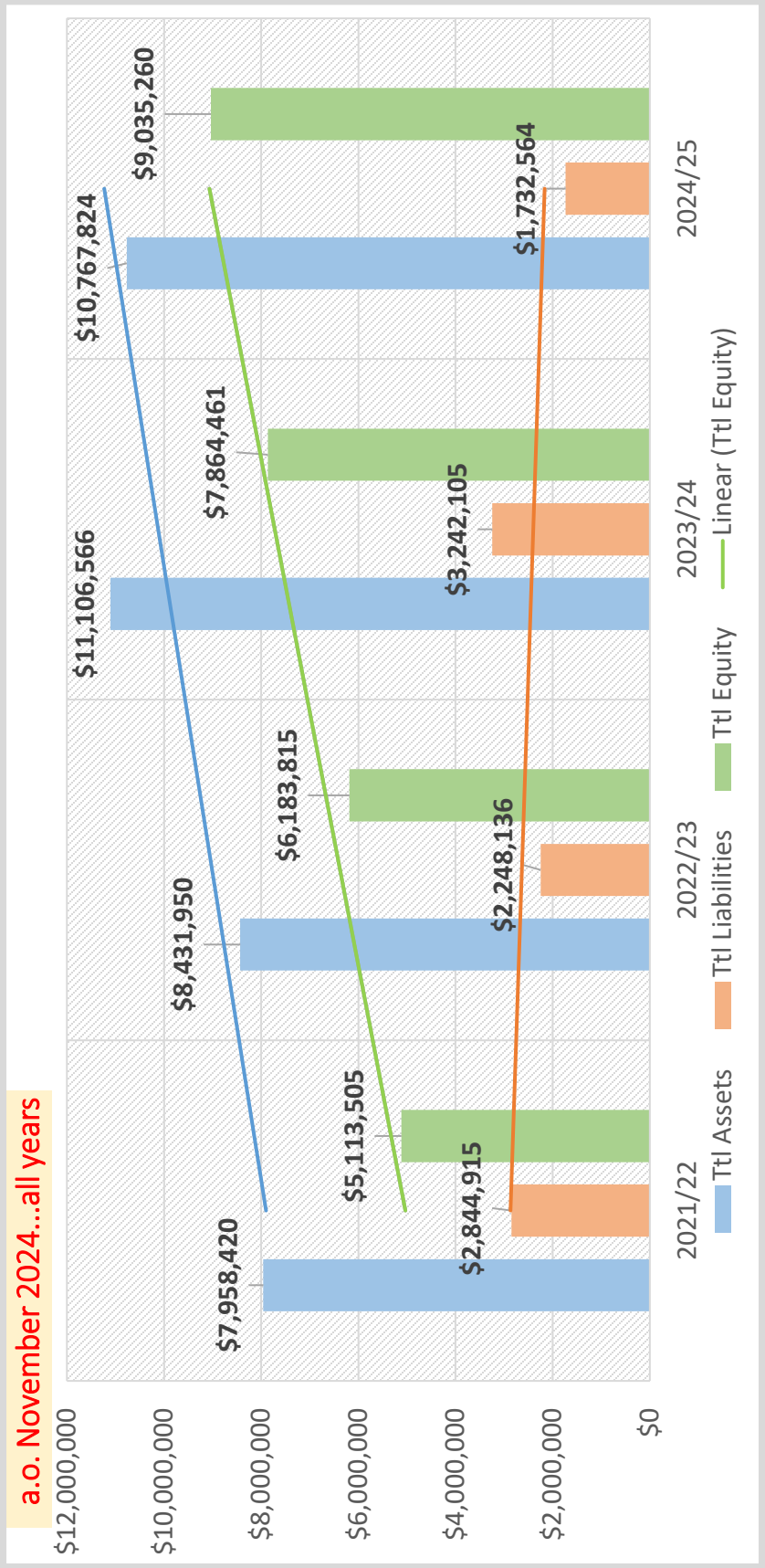
NOTE: this is a comparison of checks only; does not include expenses such as OPEB accrual, salary/benefit expenses, UAL expense, depreciation; July and Aug of each year may or may not include month prior June expenses.

Camarillo Health Care District

Statement of Net Assets

	<u>November 2024</u>	<u>November 2023</u>	<u>\$</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
ASSETS				
Current Assets				
CASH ACCOUNTS				
Cash in General- Five Star	262,612.53	644,097.35	(381,484.82)	-59.2%
Cash in Money Market-Five Star	894,802.48	890,566.93	4,235.55	0.5%
Petty Cash-Administration	2,000.00	1,000.00	1,000.00	100.0%
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	3,879,570.14	3,678,404.87	201,165.27	5.5%
Cash-Local Agency Investment	340,071.75	321,854.32	18,217.43	5.7%
Cash - County Treasury Invstmn	7,954.84	6,333.16	1,621.68	25.6%
Mechanics, Rabo Savings	11,853.79	144,795.56	(132,941.77)	-91.8%
Cash-Restricted-Scholarship	7,163.75	7,203.75	(40.00)	-0.6%
TOTAL CASH ACCOUNTS	5,406,164.28	5,694,390.94	(288,226.66)	-5.1%
Accounts Receivable	8,786.00	2,336.00	6,450.00	276.1%
Accrued Interest Receivable	150.08	77.18	72.90	94.5%
City of Cam CDBG CV3 Rec	0.00	20,833.35	(20,833.35)	-100.0%
City of Cam Care-A-Van	0.00	28,500.00	(28,500.00)	-100.0%
City of Cam CDBG VR	1,333.35	2,500.00	(1,166.65)	-46.7%
Grant-VCAAA -Sr Nutrition Recl (3C)	125,419.78	39,553.98	85,865.80	217.1%
Grant-VCAAA Caregiver Rec (3E)	7,026.00	15,208.29	(8,182.29)	-53.8%
Grant-VCAAA SS Line Rec (3B)	7,680.00	10,526.00	(2,846.00)	-27.0%
Grant - VCAAA OARR Legal	4,961.36	43,200.60	(38,239.24)	-88.5%
Grant - CDA Cal Grows	0.00	20,110.71	(20,110.71)	-100.0%
Contract-PICF-Falls	0.00	2,755.28	(2,755.28)	-100.0%
Due Fr County-Property Tax	1,737,240.29	1,673,433.00	63,807.29	3.8%
TOTAL Current Assets	7,298,761.14	7,553,425.33	(254,664.19)	-3.4%
Fixed Assets				
Buildings & Improvements	3,194,998.36	3,188,100.36	6,898.00	0.2%
IS Equip	102,122.40	102,122.40	0.00	0.0%
Equipment & Furnishings	291,685.90	261,613.23	30,072.67	11.5%
Transportation Vehicles	346,039.64	308,170.59	37,869.05	12.3%
Accum Depreciation-Buildings	(2,372,248.01)	(2,257,248.05)	(114,999.96)	-5.1%
Accum Depreciation-IS Equip	(100,989.07)	(100,989.07)	0.00	0.0%
Accum Depreciation-Equip&Furn	(196,327.77)	(196,327.77)	0.00	0.0%
Accum Depreciation-Vehicles	(219,514.84)	(219,514.84)	0.00	0.0%
TOTAL Fixed Assets	1,045,766.61	1,085,926.85	(40,160.24)	-3.7%
Other Assets				
Prepaid Insurance	81,031.22	73,675.97	7,355.25	10.0%
Prepaid Workers Comp	(25,829.40)	(19,374.01)	(6,455.39)	-33.3%
Prepaid Other	17,494.45	62,577.76	(45,083.31)	-72.0%
Prepaid Postage	218.99	367.53	(148.54)	-40.4%
Pre Paid Rental/Lease	973.05	559.00	414.05	74.1%

	<i>November 2024</i>	<i>November 2023</i>	<i>\$ Variance</i>	<i>% Variance</i>
Deferred Outflows of Resources GASB 68	1,850,122.00	1,850,122.00	0.00	0.0%
Overfunded GASB 75	12,151.00	12,151.00	0.00	0.0%
Deferred Outflows of Resources GASB 75	487,135.00	487,135.00	0.00	0.0%
TOTAL Other Assets	2,423,296.31	2,467,214.25	(43,917.94)	-1.8%
TOTAL ASSETS	10,767,824.06	11,106,566.43	(338,742.37)	-3.0%
LIABILITIES				
Current Liabilities				
Accounts Payable	26,007.87	22,001.61	4,006.26	18.2%
Medical Premium Payable-Emp	0.00	(1,161.68)	1,161.68	100.0%
Accrued Vacation	94,048.38	105,079.64	(11,031.26)	-10.5%
Scholarships-Volunteer Expense	1,595.97	1,595.97	0.00	0.0%
Scholarships-Senior Services	5,567.78	5,607.78	(40.00)	-0.7%
Deferred Revenue	0.00	3,637.99	(3,637.99)	-100.0%
TOTAL Current Liabilities	127,220.00	136,761.31	(9,541.31)	-7.0%
Long-Term Liabilities				
Net Pension Liability GASB 68	671,170.00	2,171,170.00	(1,500,000.00)	-69.1%
Deferred Inflows of Resources GASB 68	161,022.00	161,022.00	0.00	0.0%
Deferred Inflows of Resources GASB 75	773,152.00	773,152.00	0.00	0.0%
TOTAL Long-Term Liabilities	1,605,344.00	3,105,344.00	(1,500,000.00)	-48.3%
TOTAL LIABILITIES	1,732,564.00	3,242,105.31	(1,509,541.31)	-46.6%
EQUITY				
Designated Reserves	2,999,201.22	2,999,201.22	0.00	0.0%
Retained Earnings	5,191,618.58	4,033,500.48	1,158,118.10	28.7%
Year-to-Date Earnings	844,440.26	831,759.42	12,680.84	1.5%
TOTAL EQUITY	9,035,260.06	7,864,461.12	1,170,798.94	14.9%
TOTAL LIABILITIES & EQUITY	10,767,824.06	11,106,566.43	(338,742.37)	-3.0%



**Camarillo Health Care District
Investment & Reserves Report
30-Nov-24
2024 - 2025**

LAIF & CLASS	11/30/2024	Interest Earned	Quick Ratio	Current Ratio
Vehicle Fleet Reserve	84,117	1,728		
Technology Reserve	169,301	3,479		
Project/Special Use Reserve	168,271	3,458	42.49	57.37
Capital Improvement Reserve	560,902	11,525		
General Operating Reserve	1,136,682	23,356		
Undesignated - General Operating	2,100,369	43,465		
Total LAIF & CLASS	4,219,642	87,011		

Five Star Bank

General Operating Fund - Five Star	262,613
Payroll - Five Star	0
Money Market Fund - Five Star	894,802
Total Five Star Bank	1,157,415

Mechanics Bank

Checking	0	0.00
Savings	11,854	0.83
Total Savings & CD's	11,854	0.83

Scholarships & Petty Cash Funds

Scholarships & Petty Cash Funds	9,299
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Ventura County Treasurer Pool

Ventura County Treasurer Pool	7,955	150
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Total in interest earning accounts

Total in interest earning accounts	5,406,164	110,054
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	Minimum Target	6/30/2024 Balance	2024 Allocated	2024/2025 Interest	Annual Funding Goal	
					11/30/2024 Balance	Goal
Reserve Funds						
Vehicle Fleet Reserve	75,000	82,389	0	1,728	84,117	5,000
Technology Reserve	150,000	165,822	0	3,479	169,301	5,000
Project/Special Use Reserve	150,000	164,813	0	3,458	168,271	5,000
Capital Improvement Reserve	500,000	549,377	0	11,525	560,902	10,000
General Operating Reserve	1,941,834	1,113,326	0	23,356	1,136,682	100,000
Reserves & Contingencies	2,816,834	2,075,727	0	43,546	2,119,273	125,000

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 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, November 2024 - current month, Consolidated by department

	<i>5 Months Ended November 30, 2024</i>	<i>5 Months Ended November 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	1,747,281.00	1,456,067.50	291,213.50	20.0 %
Community Education	6,214.00	12,030.80	(5,816.80)	-48.3 %
Transportation Fees	1,915.00	6,800.00	(4,885.00)	-71.8 %
Transport Fees ADC	15,730.00	12,825.00	2,905.00	22.7 %
Sr Nutrition Home Delivered	9,519.55	13,912.50	(4,392.95)	-31.6 %
Contract-PICF-Falls	875.00	145.85	729.15	499.9 %
ADC Fees	96,158.00	116,940.00	(20,782.00)	-17.8 %
Grant-VCAAA Caregiver Respite	13,064.00	16,666.65	(3,602.65)	-21.6 %
Grant - CDA Cal Grows	3,244.24	3,500.00	(255.76)	-7.3 %
Donations-Scholarship	0.00	1,083.35	(1,083.35)	-100.0 %
Sponsorship	0.00	333.35	(333.35)	-100.0 %
Healthy Attitude Advertising	4,000.00	1,666.65	2,333.35	140.0 %
Interest Income	110,053.74	104,166.65	5,887.09	5.7 %
Facility Use Rental	435.00	400.00	35.00	8.8 %
Facility Use-Lease	3,933.75	3,933.75	0.00	
Donations	1,455.00	208.35	1,246.65	598.3 %
Fischer Fund Distribution	153,807.95	150,000.00	3,807.95	2.5 %
Grant-VCAAA-Sr Nutrition	126,078.78	85,305.40	40,773.38	47.8 %
Grant- City of Cam CDBG VR	3,333.35	3,333.35	0.00	
Grant-VCAAA-SS Line	19,353.00	20,833.35	(1,480.35)	-7.1 %
TOTAL REVENUE	2,316,451.36	2,010,152.50	306,298.86	15.2 %
	2,316,451.36	2,010,152.50	306,298.86	15.2 %
	2,316,451.36	2,010,152.50	306,298.86	15.2 %
EXPENSES				
Salaries	682,795.44	876,456.70	193,661.26	22.1 %
Payroll Taxes	52,548.03	68,635.85	16,087.82	23.4 %
Bene-Employer Expense to PERS Health	84,844.81	152,149.10	67,304.29	44.2 %
Bene-Employer Expense to PERS pension	58,893.27	73,580.85	14,687.58	20.0 %
Benefits - Workers Comp	9,225.35	14,153.70	4,928.35	34.8 %
Benefits - Life/ADD	13,822.22	14,656.65	834.43	5.7 %
Benefits-OPEB (Retiree)	43,602.63	40,797.95	(2,804.68)	-6.9 %
PERS Retirement UAL	14,368.75	54,386.65	40,017.90	73.6 %

	<i>5 Months Ended</i> <i>November 30, 2024</i>	<i>5 Months Ended</i> <i>November 30, 2024</i>	<i>Variance</i>	
		<i>Budget</i>	<i>Fav/<Unf></i>	<i>% Var</i>
Audit Fees	20,000.00	20,000.00	0.00	
Partnership Initiatives	0.00	416.65	416.65	100.0 %
Legal Fees	15,527.00	27,500.00	11,973.00	43.5 %
Contractors-Operations	37,086.34	51,837.90	14,751.56	28.5 %
Contractors Facilities	15,296.59	19,053.70	3,757.11	19.7 %
Instructor Agreement Fees	1,869.00	3,348.35	1,479.35	44.2 %
Community/Staff Outreach	1,860.09	5,604.15	3,744.06	66.8 %
Dues/Subscriptions	31,149.25	18,733.30	(12,415.95)	-66.3 %
Continuing Education-Trustee	13,207.42	6,030.40	(7,177.02)	-119.0 %
Continuing Education-Staff	13,674.35	27,485.85	13,811.50	50.2 %
Board Stipend/Costs	3,360.00	5,425.00	2,065.00	38.1 %
Emerging Community Opportunities	0.00	25,000.00	25,000.00	100.0 %
LAFCO Assessments	3,077.00	1,282.10	(1,794.90)	-140.0 %
Mileage	2,362.07	4,955.00	2,592.93	52.3 %
Program Matls/Activities	2,096.82	9,911.70	7,814.88	78.8 %
Gas & Oil	5,607.03	11,466.65	5,859.62	51.1 %
Fleet Maintenance	8,673.82	12,658.35	3,984.53	31.5 %
Minor Equipment	55,873.49	10,036.25	(45,837.24)	-456.7 %
Supplies	9,587.38	21,186.20	11,598.82	54.7 %
Postage	11,755.94	18,363.75	6,607.81	36.0 %
Advertising & Promotion	2,959.89	14,062.50	11,102.61	79.0 %
Refunds	121.00	604.15	483.15	80.0 %
Printing	29,311.76	42,322.95	13,011.19	30.7 %
Repairs & Maintenance	26,590.05	12,636.70	(13,953.35)	-110.4 %
Association Fees	30,360.00	30,405.45	45.45	0.1 %
Insurance	46,243.19	45,139.15	(1,104.04)	-2.4 %
Storage Rent/Equip Lease	3,982.24	3,800.40	(181.84)	-4.8 %
Telephone	13,759.56	12,400.05	(1,359.51)	-11.0 %
IT Services	38,412.05	30,833.35	(7,578.70)	-24.6 %
Utilities	20,327.56	17,500.00	(2,827.56)	-16.2 %
Licenses & Fees	2,948.45	3,270.80	322.35	9.9 %
Bank & Credit Card Charges	2,152.61	500.00	(1,652.61)	-330.5 %
TOTAL EXPENSES	1,429,332.45	1,808,588.25	379,255.80	21.0 %
OPERATING RESULTS	887,118.91	201,564.25	685,554.66	340.1 %
OTHER INCOME & EXPENSE				
Grant - CCLTSS	0.00	4,762.10	(4,762.10)	-100.0 %
Other Income -Administration	5,238.00	4,198.35	1,039.65	24.8 %
Depreciation Expense	(47,916.65)	(50,000.00)	2,083.35	4.2 %
TOTAL OTHER INCOME & EXPENSE	(42,678.65)	(41,039.55)	(1,639.10)	-4.0 %
AFTER OTHER INCOME & EXPENSE	844,440.26	160,524.70	683,915.56	426.1 %

	<i>5 Months Ended November 30, 2024</i>	<i>5 Months Ended November 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
NET RESULTS	844,440.26	160,524.70	683,915.56	426.1 %

Camarillo Health Care District

Statements of Activities

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

	<i>5 Months Ended November 30, 2024</i>	<i>5 Months Ended November 30, 2023</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	1,747,281.00	1,673,433.00	73,848.00	4.4 %
Community Education	6,214.00	4,776.00	1,438.00	30.1 %
Transportation Fees	1,915.00	2,972.50	(1,057.50)	-35.6 %
Transport Fees ADC	15,730.00	12,764.00	2,966.00	23.2 %
Sr Nutrition Home Delivered	9,519.55	14,060.91	(4,541.36)	-32.3 %
Contract-PICF-Falls	875.00	7,038.14	(6,163.14)	-87.6 %
ADC Fees	96,158.00	75,381.00	20,777.00	27.6 %
Grant-VCAAA Caregiver Respite	13,064.00	12,759.53	304.47	2.4 %
Grant - AAA OARR Legal	0.00	107,948.91	(107,948.91)	-100.0 %
Grant - CDA Cal Grows	3,244.24	5,742.24	(2,498.00)	-43.5 %
Donations-Scholarship	0.00	50.00	(50.00)	-100.0 %
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	
Interest Income	110,053.74	101,081.37	8,972.37	8.9 %
Facility Use Rental	435.00	3,224.00	(2,789.00)	-86.5 %
Facility Use-Lease	3,933.75	4,569.75	(636.00)	-13.9 %
Donations	1,455.00	160.00	1,295.00	809.4 %
Fischer Fund Distribution	153,807.95	151,615.42	2,192.53	1.4 %
Grant-VCAAA-Sr Nutrition	126,078.78	66,403.80	59,674.98	89.9 %
Grant -City of Cam-CDBG CV3	0.00	20,833.35	(20,833.35)	-100.0 %
Grant- City of Cam CDBG VR	3,333.35	2,500.00	833.35	33.3 %
Grant-VCAAA-SS Line	19,353.00	21,816.02	(2,463.02)	-11.3 %
TOTAL REVENUE	2,316,451.36	2,293,129.94	23,321.42	1.0 %
	2,316,451.36	2,293,129.94	23,321.42	1.0 %
	2,316,451.36	2,293,129.94	23,321.42	1.0 %
EXPENSES				
Salaries	682,795.44	610,160.56	(72,634.88)	-11.9 %
Payroll Taxes	52,548.03	46,952.21	(5,595.82)	-11.9 %
Bene-Employer Expense to PERS Health	84,844.81	87,654.19	2,809.38	3.2 %
Bene-Employer Expense to PERS pension	58,893.27	50,637.67	(8,255.60)	-16.3 %
Benefits - Workers Comp	9,225.35	9,267.73	42.38	0.5 %
Benefits - Life/ADD	13,822.22	13,470.56	(351.66)	-2.6 %
Benefits-OPEB (Retiree)	43,602.63	31,240.73	(12,361.90)	-39.6 %
PERS Retirement UAL	14,368.75	92,624.00	78,255.25	84.5 %
Audit Fees	20,000.00	0.00	(20,000.00)	

	<i>5 Months Ended November 30, 2024</i>	<i>5 Months Ended November 30, 2023</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Legal Fees	15,527.00	18,999.54	3,472.54	18.3 %
Contractors-Operations	37,086.34	43,182.40	6,096.06	14.1 %
Contractors Facilities	15,296.59	15,105.75	(190.84)	-1.3 %
Contractors - Grants	0.00	56,862.81	56,862.81	100.0 %
Instructor Agreement Fees	1,869.00	1,208.90	(660.10)	-54.6 %
Community/Staff Outreach	1,860.09	3,378.65	1,518.56	44.9 %
Dues/Subscriptions	31,149.25	32,807.54	1,658.29	5.1 %
Continuing Education-Trustee	13,207.42	12,466.92	(740.50)	-5.9 %
Continuing Education-Staff	13,674.35	18,841.11	5,166.76	27.4 %
Board Stipend/Costs	3,360.00	2,900.00	(460.00)	-15.9 %
LAFCO Assessments	3,077.00	2,535.00	(542.00)	-21.4 %
Mileage	2,362.07	3,404.04	1,041.97	30.6 %
Program Matls/Activities	2,096.82	5,299.10	3,202.28	60.4 %
Gas & Oil	5,607.03	8,149.19	2,542.16	31.2 %
Fleet Maintenance	8,673.82	8,704.61	30.79	0.4 %
Minor Equipment	55,873.49	5,570.24	(50,303.25)	-903.1 %
Supplies	9,587.38	7,920.49	(1,666.89)	-21.0 %
Postage	11,755.94	22,324.48	10,568.54	47.3 %
Advertising & Promotion	2,959.89	6,072.73	3,112.84	51.3 %
Refunds	121.00	808.00	687.00	85.0 %
Printing	29,311.76	45,284.43	15,972.67	35.3 %
Repairs & Maintenance	26,590.05	14,376.81	(12,213.24)	-85.0 %
Association Fees	30,360.00	29,810.00	(550.00)	-1.8 %
Insurance	46,243.19	42,739.10	(3,504.09)	-8.2 %
Storage Rent/Equip Lease	3,982.24	3,786.12	(196.12)	-5.2 %
Telephone	13,759.56	11,785.28	(1,974.28)	-16.8 %
IT Services	38,412.05	31,376.85	(7,035.20)	-22.4 %
Utilities	20,327.56	18,969.72	(1,357.84)	-7.2 %
Licenses & Fees	2,948.45	1,237.29	(1,711.16)	-138.3 %
Bank & Credit Card Charges	2,152.61	220.62	(1,931.99)	-875.7 %
TOTAL EXPENSES	1,429,332.45	1,418,135.37	(11,197.08)	-0.8 %
OPERATING RESULTS	887,118.91	874,994.57	12,124.34	1.4 %
OTHER INCOME & EXPENSE				
Other Income -Administration	5,238.00	4,681.50	556.50	11.9 %
Depreciation Expense	(47,916.65)	(47,916.65)	0.00	
TOTAL OTHER INCOME & EXPENSE	(42,678.65)	(43,235.15)	556.50	1.3 %
AFTER OTHER INCOME & EXPENSE	844,440.26	831,759.42	12,680.84	1.5 %
NET RESULTS	844,440.26	831,759.42	12,680.84	1.5 %

Camarillo Health Care District

Statements of Activities

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

	<i>5 Months Ended November 30, 2024</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
REVENUE				
Tax Revenue-Admin	1,747,281.00	3,494,562.00	1,747,281.00	50.0 %
Community Education	6,214.00	28,874.00	22,660.00	21.5 %
Transportation Fees	1,915.00	16,320.00	14,405.00	11.7 %
Transport Fees ADC	15,730.00	30,780.00	15,050.00	51.1 %
Sr Nutrition Home Delivered	9,519.55	33,390.00	23,870.45	28.5 %
Contract-PICF-Falls	875.00	350.00	(525.00)	250.0 %
ADC Fees	96,158.00	280,656.00	184,498.00	34.3 %
Grant-VCAAA Caregiver Respite	13,064.00	40,000.00	26,936.00	32.7 %
Grant - CDA Cal Grows	3,244.24	8,400.00	5,155.76	38.6 %
Donations-Scholarship	0.00	2,600.00	2,600.00	
Sponsorship	0.00	800.00	800.00	
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	100.0 %
Interest Income	110,053.74	250,000.00	139,946.26	44.0 %
Facility Use Rental	435.00	960.00	525.00	45.3 %
Facility Use-Lease	3,933.75	9,441.00	5,507.25	41.7 %
Donations	1,455.00	500.00	(955.00)	291.0 %
Fischer Fund Distribution	153,807.95	150,000.00	(3,807.95)	102.5 %
Grant-VCAAA-Sr Nutrition	126,078.78	204,733.00	78,654.22	61.6 %
Grant- City of Cam CDBG VR	3,333.35	8,000.00	4,666.65	41.7 %
Grant-VCAAA-SS Line	19,353.00	50,000.00	30,647.00	38.7 %
TOTAL REVENUE	2,316,451.36	4,614,366.00	2,297,914.64	50.2 %
	2,316,451.36	4,614,366.00	2,297,914.64	50.2 %
	2,316,451.36	4,614,366.00	2,297,914.64	50.2 %
EXPENSES				
Salaries	682,795.44	2,103,496.00	1,420,700.56	32.5 %
Payroll Taxes	52,548.03	164,726.00	112,177.97	31.9 %
Bene-Employer Expense to PERS Health	84,844.81	365,158.00	280,313.19	23.2 %
Bene-Employer Expense to PERS pension	58,893.27	176,594.00	117,700.73	33.3 %
Benefits - Workers Comp	9,225.35	33,969.00	24,743.65	27.2 %
Benefits - Life/ADD	13,822.22	35,176.00	21,353.78	39.3 %
Benefits-OPEB (Retiree)	43,602.63	97,915.00	54,312.37	44.5 %
PERS Retirement UAL	14,368.75	130,528.00	116,159.25	11.0 %

**5 Months Ended
November 30, 2024**

		Annual Budget	Unused	% Used
Audit Fees	20,000.00	20,000.00	0.00	100.0 %
Partnershp Initiatives	0.00	1,000.00	1,000.00	
Legal Fees	15,527.00	66,000.00	50,473.00	23.5 %
Contractors-Operations	37,086.34	124,411.00	87,324.66	29.8 %
Contractors Facilities	15,296.59	45,729.00	30,432.41	33.5 %
Instructor Agreement Fees	1,869.00	8,036.00	6,167.00	23.3 %
Community/Staff Outreach	1,860.09	13,450.00	11,589.91	13.8 %
Dues/Subscriptions	31,149.25	44,960.00	13,810.75	69.3 %
Continuing Education-Trustee	13,207.42	14,473.00	1,265.58	91.3 %
Continuing Education-Staff	13,674.35	65,966.00	52,291.65	20.7 %
Board Stipend/Costs	3,360.00	13,020.00	9,660.00	25.8 %
Emerging Community Opportunities	0.00	100,000.00	100,000.00	
Election Costs	0.00	45,000.00	45,000.00	
LAFCO Assessments	3,077.00	3,077.00	0.00	100.0 %
Mileage	2,362.07	11,892.00	9,529.93	19.9 %
Program Matls/Activities	2,096.82	23,788.00	21,691.18	8.8 %
Gas & Oil	5,607.03	27,520.00	21,912.97	20.4 %
Fleet Maintenance	8,673.82	30,380.00	21,706.18	28.6 %
Minor Equipment	55,873.49	24,087.00	(31,786.49)	232.0 %
Supplies	9,587.38	50,847.00	41,259.62	18.9 %
Postage	11,755.94	44,073.00	32,317.06	26.7 %
Advertising & Promotion	2,959.89	33,750.00	30,790.11	8.8 %
Refunds	121.00	1,450.00	1,329.00	8.3 %
Printing	29,311.76	101,575.00	72,263.24	28.9 %
Repairs & Maintenance	26,590.05	30,328.00	3,737.95	87.7 %
Association Fees	30,360.00	72,973.00	42,613.00	41.6 %
Insurance	46,243.19	108,334.00	62,090.81	42.7 %
Storage Rent/Equip Lease	3,982.24	9,121.00	5,138.76	43.7 %
Telephone	13,759.56	29,760.00	16,000.44	46.2 %
IT Services	38,412.05	74,000.00	35,587.95	51.9 %
Utilities	20,327.56	42,000.00	21,672.44	48.4 %
Licenses & Fees	2,948.45	7,850.00	4,901.55	37.6 %
Bank & Credit Card Charges	2,152.61	1,200.00	(952.61)	179.4 %
TOTAL EXPENSES	1,429,332.45	4,397,612.00	2,968,279.55	32.5 %
OPERATING RESULTS	887,118.91	216,754.00	(670,364.91)	409.3 %
OTHER INCOME & EXPENSE				
Grant - CCLTSS	0.00	11,429.00	11,429.00	
Other Income -Administration	5,238.00	10,076.00	4,838.00	52.0 %
Depreciation Expense	(47,916.65)	(120,000.00)	(72,083.35)	39.9 %
TOTAL OTHER INCOME & EXPENSE	(42,678.65)	(98,495.00)	(55,816.35)	43.3 %
AFTER OTHER INCOME & EXPENSE	844,440.26	118,259.00	(726,181.26)	714.1 %

	<i>5 Months Ended November 30, 2024</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
NET RESULTS	844,440.26	118,259.00	(726,181.26)	714.1 %

Tax Revenue Analysis

A	H		I		J		K		L		M		N		O		P		Q		R		S	
	Fiscal Year 2024-25		YTD		% to Budget		Fiscal Year 2023-24		YTD		% to Budget		Fiscal Year 2022-23		YTD		% to Budget		Fiscal Year 21-22		YTD		% to Budget	
1																								
2																								
3																								
4	Jul	113,486.32	113,486.32	3.25%	116,408.30	116,408.30	3.67%	116,408.30	116,408.30	3.67%	65,989.87	65,989.87	2.08%	87,329.27	87,329.27	2.89%								
5	Aug	29,433.17	142,919.49	4.09%	0.00	116,408.30	3.67%	0.00	116,408.30	3.67%	12,801.31	78,791.18	2.48%	0.00	87,329.27	3.19%								
6	Sep	0.00	142,919.49	4.09%	0.00	116,408.30	3.67%	0.00	116,408.30	3.67%	16,320.31	95,111.49	2.99%	10,745.16	98,074.43	3.58%								
7	Oct	0.00	142,919.49	4.09%	0.00	116,408.30	3.67%	0.00	116,408.30	3.67%	0.00	95,111.49	2.99%	4,510.32	102,584.75	3.74%								
8	Nov	10,043.25	152,962.74	4.38%	0.00	116,408.30	3.67%	0.00	116,408.30	3.67%	47,707.46	142,818.95	4.50%	52,882.57	155,467.32	5.67%								
9	Dec		152,962.74	4.38%	1,766,295.06	1,882,703.36	59.28%	1,655,358.14	1,798,177.09	56.62%	1,655,358.14	1,798,177.09	56.62%	1,674,903.64	1,830,370.96	66.76%								
10	Jan		152,962.74	4.38%	155,372.94	2,038,076.30	64.18%	193,223.80	1,991,400.89	62.71%	193,223.80	1,991,400.89	62.71%	37,732.82	1,868,103.78	68.14%								
11	Feb		152,962.74	4.38%	28,271.45	2,066,347.75	65.07%	0.00	1,991,400.89	62.71%	0.00	1,991,400.89	62.71%	0.00	1,880,506.38	68.59%								
12	Mar		152,962.74	4.38%	7,586.29	2,073,934.04	65.30%	667.75	1,992,068.64	62.73%	667.75	1,992,068.64	62.73%	12,402.60	1,880,506.38	68.59%								
13	Apr		152,962.74	4.38%	1,318,844.94	3,392,778.98	106.83%	1,250,890.89	3,242,959.53	102.11%	1,250,890.89	3,242,959.53	102.11%	1,165,534.21	3,046,040.59	111.10%								
14	May		152,962.74	4.38%	12,961.45	3,405,740.43	107.24%	85,216.56	3,328,176.09	104.80%	85,216.56	3,328,176.09	104.80%	27,987.55	3,074,028.14	112.12%								
15	Jun		152,962.74	4.38%	82,933.21	3,488,673.64	109.85%	6,960.07	3,335,136.16	105.02%	6,960.07	3,335,136.16	105.02%	39,063.68	3,113,091.82	113.55%								
16																								
17		Approved Budget	3,494,562.00		Approved Budget	3,346,866.00		Approved Budget	3,175,793.00		Approved Budget	3,020,034.00		Approved Budget	26,006.59									
18			(3,341,599.26)			141,808			159,343															
19	Over (Under) Budget																							

SECTION 7

CONSENT AGENDA 7-C

**DISTRICT FINANCIAL REPORTS
FOR PERIOD ENDING DECEMBER 31, 2024**

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

1:58 PM

7-Jan-25

Sorted by Alphabetically

December 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
81276	12/13/2024	ACCESS	Access TLC Caregivers DBA	1,452.00	V - VCAAA grant	MO
81277	12/13/2024	ACQUA	Acqua Clear, Inc	790.54	V - water service	QTRLY
81333	12/27/2024	AFLAC	Aflac	1,164.10	V - benefits/fins	MO
81325	12/19/2024	ALEXOS MAINT	Alexos Maintenance, LLC	150.00	V - misc repairs	MO
81278	12/13/2024	BAY ALARM	Bay Alarm Company	444.45	V - security camera	MO
81280	12/13/2024	BYRD	Byrd Locksmithing, Inc	40.00	V - lock maint/repairs	MO
81281	12/13/2024	CAADS	C.A.A.D.S.	1,279.00	V - 2025 Annual dues	ANNL
81300	12/13/2024	MARTIN	Carole A. Martin	50.00	V - refund for Yoga class	MO
81326	12/19/2024	KNOX	Carrie Knox	1,700.00	V - HA graphics	QTRLY
81334	12/27/2024	CENTRAL	Central Plaza Auto Service	1,001.44	V - fleet maintenance	MO
81337	12/27/2024	CENTRAL	Central Plaza Auto Service	545.77	V - fleet maintenance	MO
81338	12/27/2024	CENTRAL	Central Plaza Auto Service	168.00	V - fleet maintenance	MO
81297	12/13/2024	KOLLER	Cheryl P. Koller	30.00	V - refund for Yoga class	MO
81284	12/13/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	3,454.00	V - Legal services - Nov	MO
81285	12/13/2024	COMFORT	Comfort Keepers dba	789.23	V - VCAAA grant	MO
81283	12/13/2024	CMH	Community Memorial Health System	110.00	V - employment health;new hires	MO
81286	12/13/2024	CONEJO AWARD	Conejo Awards Corp	27.89	V - staff badges	MO
81305	12/13/2024	ROSE	Diana Rose	30.00	V - refund for Yoga class	MO
81296	12/13/2024	KANTER	Dominique Kanter	110.00	V - refund for Yoga class	MO
81304	12/13/2024	RAYMOND	Dory Raymond	110.00	V - refund for Yoga class	MO
81268	12/3/2024	DOS CAMINOS	Dos Caminos Plaza	6,072.00	V - COA monthly dues	MO
81290	12/13/2024	FRONTIER	Frontier Communications	249.47	V - cable services	MO
81293	12/13/2024	HABITAT	Habitat for Humanity of Ventura County	791.38	V - VCAAA grant	MO
81269	12/3/2024	HARTFORD	Hartford Life	1,251.53	V - benefits/fins	MO

81322	12/13/2024	HAYMAN	Hayman Consulting dba	3,060.00	V - comptroller/financial services	MO
81270	12/3/2024	ITS	Integrated Telemanagement Services, Inc	1,230.33	V - telephone services	MO
81327	12/19/2024	KORMAN	Jackie Korman	50.00	V - refund for Yoga class	
81294	12/13/2024	JTS	JTS Facility Services	2,310.00	V - janitorial services	MO
81317	12/13/2024	WIGTON	Kay Wigton	50.00	V - refund for Yoga class	
81306	12/13/2024	ROSS	Laurie A. Ross	50.00	V - refund for Yoga class	
81318	12/13/2024	WILLIAMS, L.	Linda Williams	30.00	V - refund for Yoga class	
81279	12/13/2024	BROWN, L	Lisa Brown	60.00	V - refund for Yoga class	
81292	12/13/2024	GERLACH	Lisa Gerlach	30.00	V - refund for Yoga class	
81295	12/13/2024	JULIANO	Lorie Juliano	30.00	V - refund for Yoga class	
81299	12/13/2024	LEDIN	Lynda Ledin	50.00	V - refund for Yoga class	
81282	12/13/2024	CARRANZA	Maria Carranza	50.00	V - refund for Yoga class	
81288	12/13/2024	FERNANDEZ	Maria Fernandez	50.00	V - refund for Yoga class	
81316	12/13/2024	WARREN	Marion S. Warren	30.00	V - refund for Yoga class	
81298	12/13/2024	KOZIARSKI	Mark G. Koziarski	80.00	V - refund for Yoga class	
81291	12/13/2024	GAVIA	Mary Gavia	80.00	V - refund for Yoga class	
81271	12/3/2024	MERIPLEX/CPI	Meriplex Solutions	5,214.53	V - IT services	MO
81272	12/3/2024	METLIFE	MetLife Small Business	706.24	V - benefits/ins	MO
81273	12/3/2024	ROGERS	Mikal P Rogers	693.00	V - instructor fees	MO
81308	12/13/2024	SHEEHAN	MJ Sheehan	50.00	V - refund for Yoga class	
81287	12/13/2024	DIXON	Neal P. Dixon	105.00	BOD	MO
81301	12/13/2024	NICKS WINDOW	Nicolas L. Benitz	300.00	V - window washing services	MO
81302	12/13/2024	NIGRO	NIGRO & NIGRO, PC	10,000.00	V - Audit contract	
81328	12/19/2024	NUNN	Nunn Better, Inc	850.00	V - plumbing repairs Bldg E	
81332	12/19/2024	NUNN	Nunn Better, Inc	880.00	V - plumbing repairs Bldg H	
81303	12/13/2024	PETTY	Petty Cash - Administrat	201.43	V - reimb petty cash box	ONGOING
81323	12/13/2024	PITNEYBOWES	Pitney Bowes	200.36	V - postage	MO
81329	12/19/2024	PLATINUM	Platinum Tow & Transport Inc	262.50	V - fleet maintenance	
81319	12/13/2024	WILLIAMS, R.	Rethia Williams	50.00	V - refund for Yoga class	
81289	12/13/2024	FRASER	Ruth Fraser	50.00	V - refund for Yoga class	
81307	12/13/2024	SAFEWAY	Safeway Inc	270.49	V - ADC nutrition	MO
81330	12/19/2024	SAFEWAY	Safeway Inc	308.81	V - ADC nutrition	MO
81321	12/13/2024	ZOLLER	Signe Zoller	110.00	V - refund for Yoga class	
81335	12/27/2024	SO CA EDISON	Southern California Edison	2,222.16	V - utilities	MO

81309	12/13/2024	SO CA GAS	Southern California Gas	720.37	V - utilities	MO
81310	12/13/2024	STAPLES	Staples Business Advantage	839.66	V - office supplies	MO
81267	12/3/2024	ACORN	Strickbine Publishing, Inc	700.00	V - advertising HA	
81324	12/13/2024	THOMPSON	Susan W. Thompson	14.00	V - refund for VR class	
81311	12/13/2024	THOMREUT ADC	Thomson Reuters-West	275.63	V - annual Subscription ADC	ANNL
81331	12/19/2024	TROPICAL	Tropical Car Wash	640.00	V - fleet maintenance	MO
81313	12/13/2024	USPOSTMASTER	U.S. Postmaster	9,571.42	V - HA postage	QTRLY
81312	12/13/2024	UMPQUA	Umpqua Bank	5,226.54	V - credit card	MO
81314	12/13/2024	VCSDA	V C S D A	105.00	V - meeting dues	ANNL
81336	12/27/2024	VALIC	VALIC	1,490.77	V - benefits/ins	MO
81274	12/3/2024	VISION	Vision Services Plan	224.89	V - benefits/ins	MO
81315	12/13/2024	VOGUE	Vogue Sign, Inc.	500.00	V - logo door decals bldg F&E	
81275	12/3/2024	VOYAGER	Voyager Fleet Systems Inc	790.59	V - fleet gas	MO
81320	12/13/2024	XEROX	Xerox Financial Services	2,090.63	V - copier lease	MO

\$74,715.15
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Report Total

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

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

1:58 PM

7-Jan-25

Sorted by Check Number

December 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
81267	12/3/2024	ACORN	Strickbine Publishing, Inc	700.00	V - advertising HA	MO
81268	12/3/2024	DOS CAMINOS	Dos Caminos Plaza	6,072.00	V - COA monthly dues	MO
81269	12/3/2024	HARTFORD	Hartford Life	1,251.53	V - benefits/ins	MO
81270	12/3/2024	ITS	Integrated Telemanagement Services, Inc	1,230.33	V - telephone services	MO
81271	12/3/2024	MERIPLEX/CPI	Meriplex Solutions	5,214.53	V - IT services	MO
81272	12/3/2024	METLIFE	MetLife Small Business	706.24	V - benefits/ins	MO
81273	12/3/2024	ROGERS	Mikal P Rogers	693.00	V - instructor fees	MO
81274	12/3/2024	VISION	Vision Services Plan	224.89	V - benefits/ins	MO
81275	12/3/2024	VOYAGER	Voyager Fleet Systems Inc	790.59	V - fleet gas	MO
81276	12/13/2024	ACCESS	Access TLC Caregivers DBA	1,452.00	V - VCAAA grant	MO
81277	12/13/2024	ACQUA	Acqua Clear, Inc	790.54	V - water service	QTRLY
81278	12/13/2024	BAY ALARM	Bay Alarm Company	444.45	V - security camera	MO
81279	12/13/2024	BROWN, L	Lisa Brown	60.00	V - refund for Yoga class	
81280	12/13/2024	BYRD	Byrd Locksmithing, Inc	40.00	V - lock maint/repairs	
81281	12/13/2024	CAADS	C.A.A.D.S.	1,279.00	V - 2025 Annual dues	ANNL
81282	12/13/2024	CARRANZA	Maria Carranza	50.00	V - refund for Yoga class	
81283	12/13/2024	CMH	Community Memorial Health System	110.00	V - employment health;new hires	
81284	12/13/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	3,454.00	V - Legal services - Nov	
81285	12/13/2024	COMFORT	Comfort Keepers dba	789.23	V - VCAAA grant	MO
81286	12/13/2024	CONEJO AWARD	Conejo Awards Corp	27.89	V - staff badges	
81287	12/13/2024	DIXON	Neal P. Dixon	105.00	BOD	MO
81288	12/13/2024	FERNANDEZ	Maria Fernandez	50.00	V - refund for Yoga class	
81289	12/13/2024	FRASER	Ruth Fraser	50.00	V - refund for Yoga class	
81290	12/13/2024	FRONTIER	Frontier Communications	249.47	V - cable services	MO

81291	12/13/2024	GAVIA	Mary Gavia	80.00	V - refund for Yoga class	MO
81292	12/13/2024	GERLACH	Lisa Gerlach	30.00	V - refund for Yoga class	MO
81293	12/13/2024	HABITAT	Habitat for Humanity of Ventura County	791.38	V - VCAAA grant	MO
81294	12/13/2024	JTS	JTS Facility Services	2,310.00	V - janitorial services	MO
81295	12/13/2024	JULIANO	Lorie Juliano	30.00	V - refund for Yoga class	
81296	12/13/2024	KANTER	Dominique Kanter	110.00	V - refund for Yoga class	
81297	12/13/2024	KOLLER	Cheryl P. Koller	30.00	V - refund for Yoga class	
81298	12/13/2024	KOZIARSKI	Mark G. Koziarski	80.00	V - refund for Yoga class	
81299	12/13/2024	LEDIN	Lynda Ledin	50.00	V - refund for Yoga class	
81300	12/13/2024	MARTIN	Carole A. Martin	50.00	V - refund for Yoga class	
81301	12/13/2024	NICKS WINDOW	Nicolas L. Benitz	300.00	V - window washing services	MO
81302	12/13/2024	NIGRO	NIGRO & NIGRO, PC	10,000.00	V - Audit contract	
81303	12/13/2024	PETTY	Petty Cash - Administrat	201.43	V - reimb petty cash box	ONGOING
81304	12/13/2024	RAYMOND	Dory Raymond	110.00	V - refund for Yoga class	
81305	12/13/2024	ROSE	Diana Rose	30.00	V - refund for Yoga class	
81306	12/13/2024	ROSS	Laurie A. Ross	50.00	V - refund for Yoga class	
81307	12/13/2024	SAFEWAY	Safeway Inc	270.49	V - ADC nutrition	MO
81308	12/13/2024	SHEEHAN	MJ Sheehan	50.00	V - refund for Yoga class	
81309	12/13/2024	SO CA GAS	Southern California Gas	720.37	V - utilities	MO
81310	12/13/2024	STAPLES	Staples Business Advantage	839.66	V - office supplies	MO
81311	12/13/2024	THOMREUT ADC	Thomson Reuters-West	275.63	V - annual Subscription ADC	ANNL
81312	12/13/2024	UMPQUA	Umpqua Bank	5,226.54	V - credit card	MO
81313	12/13/2024	USPOSTMASTER	U.S. Postmaster	9,571.42	V - HA postage	QTRLY
81314	12/13/2024	VCSDA	V C S D A	105.00	V - meeting dues	ANNL
81315	12/13/2024	VOGUE	Vogue Sign, Inc.	500.00	V - logo door decals bldg F&E	
81316	12/13/2024	WARREN	Marion S. Warren	30.00	V - refund for Yoga class	
81317	12/13/2024	WIGTON	Kay Wigton	50.00	V - refund for Yoga class	
81318	12/13/2024	WILLIAMS, L.	Linda Williams	30.00	V - refund for Yoga class	
81319	12/13/2024	WILLIAMS, R.	Rethia Williams	50.00	V - refund for Yoga class	
81320	12/13/2024	XEROX	Xerox Financial Services	2,090.63	V - copier lease	MO
81321	12/13/2024	ZOLLER	Signe Zoller	110.00	V - refund for Yoga class	
81322	12/13/2024	HAYMAN	Hayman Consulting dba	3,060.00	V - comptroller/financial services	MO
81323	12/13/2024	PITNEYBOWES	Pitney Bowes	200.36	V - postage	MO
81324	12/13/2024	THOMPSON	Susan W. Thompson	14.00	V - refund for VR class	

81325	12/19/2024	ALEXOS MAINT	Alexos Maintenance, LLC	150.00	V - misc repairs	QTRLY
81326	12/19/2024	KNOX	Carrie Knox	1,700.00	V - HA graphics	
81327	12/19/2024	KORMAN	Jackie Korman	50.00	V - refund for Yoga class	
81328	12/19/2024	NUNN	Nunn Better, Inc	850.00	V - plumbing repairs Bldg E	
81329	12/19/2024	PLATINUM	Platinum Tow & Transport Inc	262.50	V - fleet maintenance	
81330	12/19/2024	SAFEWAY	Safeway Inc	308.81	V - ADC nutrition	MO
81331	12/19/2024	TROPICAL	Tropical Car Wash	640.00	V - fleet maintenance	MO
81332	12/19/2024	NUNN	Nunn Better, Inc	880.00	V - plumbing repairs Bldg H	
81333	12/27/2024	AFLAC	Aflac	1,164.10	V - benefits/ins	MO
81334	12/27/2024	CENTRAL	Central Plaza Auto Service	1,001.44	V - fleet maintenance	
81335	12/27/2024	SO CA EDISON	Southern California Edison	2,222.16	V - utilities	MO
81336	12/27/2024	VALIC	VALIC	1,490.77	V - benefits/ins	MO
81337	12/27/2024	CENTRAL	Central Plaza Auto Service	545.77	V - fleet maintenance	
81338	12/27/2024	CENTRAL	Central Plaza Auto Service	168.00	V - fleet maintenance	

\$74,715.15
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Report Total

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

Check Register Monthly Comparison

FY 2024/25

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$145,876	\$94,486	\$116,569	\$95,395	\$71,523	\$74,715	\$0	\$0	\$0	\$0	\$0	\$0	\$99,760
YTD Total											\$598,563	

w/out transfer

Notes FY 24/25

- Jul '24 Progress pymt Auditor \$10,000
- Jul '24 ADC Tovertafel System \$13,030
- Aug '24 Arthur J. Gallagher Ins Policies \$41,172.82
- Aug '24 Tri County Furniture \$4,980.21
- Sept '24 Purchase new Ford Escape \$35,608.83 for SNP
- Sept '24 Tri County Furniture \$7,957.95
- Dec-24 Progress pymt Auditor \$10,000

FY 2023/24

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$118,020	\$111,879	\$75,824	\$86,545	\$132,980	\$65,631	\$119,502	\$113,739	\$106,342	\$110,845	\$180,318	\$171,827	\$98,480
YTD Total											\$1,393,452	

w/out transfer

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)
- Feb '24 Repair on ADC grease trap \$22,895
- Apr '24 Annual audit pymt \$15,956
- Apr '24 OARR Grant \$29,405
- May-24 Insurance policy renewals \$91,260.65
- May-24 Van wrap \$12,393.48
- Jun-24 Insurance policy renewals \$20,858.00
- Jun-24 Purchase of new computers \$15,950.05
- Jun-24 Purchase of new chairs for board/classroom \$4,150.56
- Jun-24 Purchase of ADC activity equipment \$28,047.00
- Jun-24 Purchase 1 year advertising contract with ACORN \$18,408.00

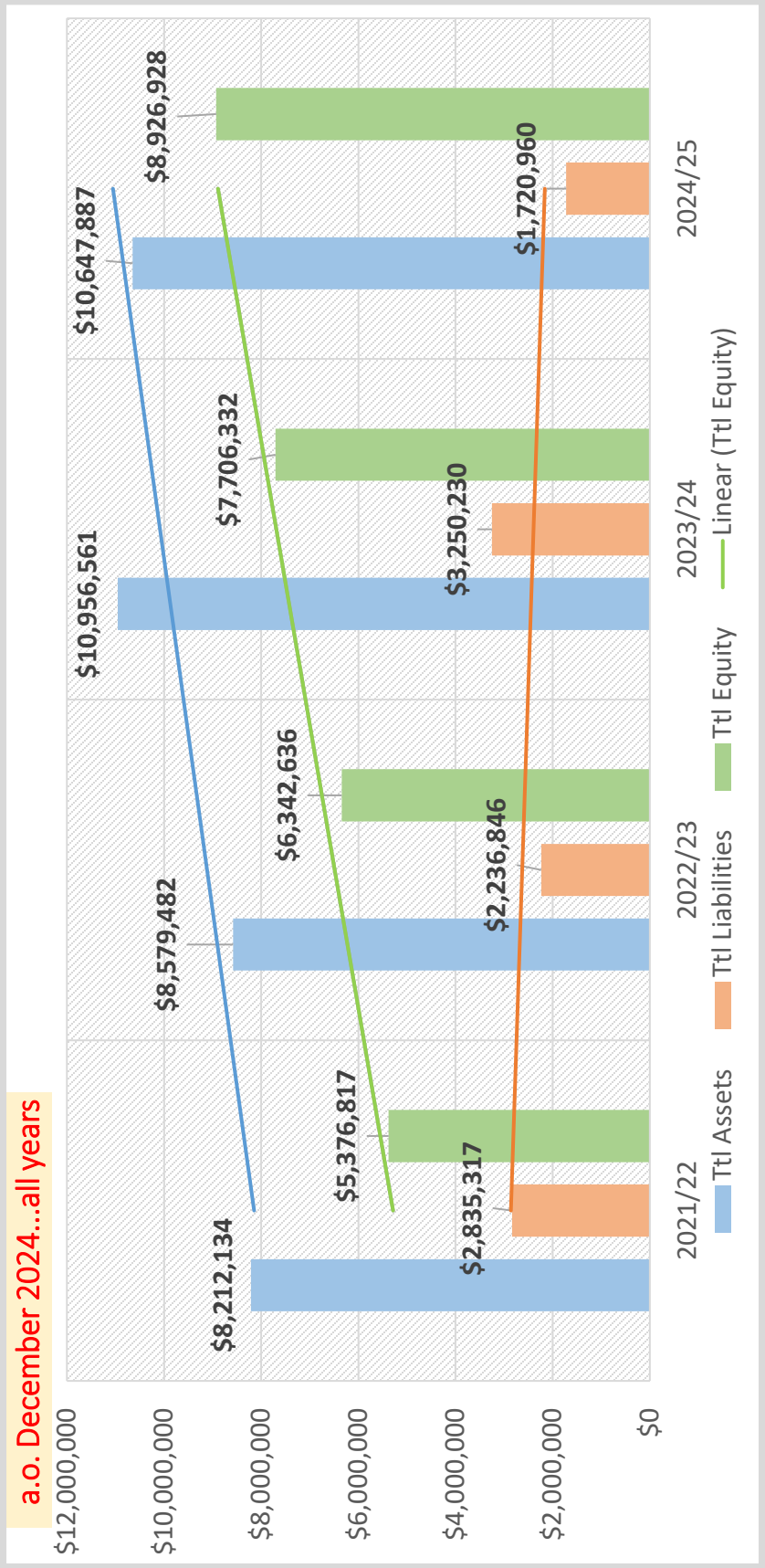
NOTE: this is a comparison of checks only; does not include expenses such as OPEB accrual, salary/benefit expenses, UAL expense, depreciation; July and Aug of each year may or may not include month prior June expenses.

Camarillo Health Care District

Statement of Net Assets

	<u>December 2024</u>	<u>December 2023</u>	<u>\$</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
ASSETS				
Current Assets				
CASH ACCOUNTS				
Cash in General- Five Star	1,868,865.18	2,220,841.84	(351,976.66)	-15.8%
Cash in Money Market-Five Star	898,216.17	893,431.68	4,784.49	0.5%
Cash in Payroll - Five Star	0.00	(4,752.31)	4,752.31	100.0%
Petty Cash-Administration	2,000.00	1,000.00	1,000.00	100.0%
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	3,894,810.13	3,695,717.72	199,092.41	5.4%
Cash-Local Agency Investment	340,071.75	321,854.32	18,217.43	5.7%
Cash - County Treasury Invstmn	7,954.84	6,371.75	1,583.09	24.8%
Mechanics, Rabo Savings	12,490.97	145,216.12	(132,725.15)	-91.4%
Cash-Restricted-Scholarship	7,163.75	7,183.75	(20.00)	-0.3%
TOTAL CASH ACCOUNTS	7,031,707.79	7,286,999.87	(255,292.08)	-3.5%
Accounts Receivable	5,576.00	(314.00)	5,890.00	1875.8%
Employee Advance	0.00	4,767.10	(4,767.10)	-100.0%
Accrued Interest Receivable	150.08	38.59	111.49	288.9%
City of Cam CDBG CV3 Rec	0.00	12,500.02	(12,500.02)	-100.0%
City of Cam Care-A-Van	0.00	28,500.00	(28,500.00)	-100.0%
City of Cam CDBG VR	2,000.02	1,500.00	500.02	33.3%
Grant-VCAAA -Sr Nutrition Recl (3C)	109,094.78	39,642.98	69,451.80	175.2%
Grant-VCAAA Caregiver Rec (3E)	9,361.00	16,511.29	(7,150.29)	-43.3%
Grant-VCAAA SS Line Rec (3B)	11,520.00	14,289.00	(2,769.00)	-19.4%
Grant - VCAAA OARR Legal	4,961.36	79,551.94	(74,590.58)	-93.8%
Grant - CDA Cal Grows	0.00	1,525.00	(1,525.00)	-100.0%
Contract-PICF-Falls	0.00	3,995.42	(3,995.42)	-100.0%
Due Fr County-Property Tax	34,591.26	0.00	34,591.26	100.0%
TOTAL Current Assets	7,208,962.29	7,489,507.21	(280,544.92)	-3.7%
Fixed Assets				
Buildings & Improvements	3,187,660.37	3,188,100.36	(439.99)	0.0%
IS Equip	92,254.32	102,122.40	(9,868.08)	-9.7%
Equipment & Furnishings	276,736.58	261,613.23	15,123.35	5.8%
Transportation Vehicles	346,039.64	308,170.59	37,869.05	12.3%
Accum Depreciation-Buildings	(2,356,858.23)	(2,266,831.38)	(90,026.85)	-4.0%
Accum Depreciation-IS Equip	(91,800.99)	(100,989.07)	9,188.08	9.1%
Accum Depreciation-Equip&Furn	(192,568.56)	(196,327.77)	3,759.21	1.9%
Accum Depreciation-Vehicles	(231,272.85)	(219,514.84)	(11,758.01)	-5.4%
TOTAL Fixed Assets	1,030,190.28	1,076,343.52	(46,153.24)	-4.3%
Other Assets				
Prepaid Insurance	69,455.31	63,150.82	6,304.49	10.0%
Prepaid Workers Comp	(27,676.84)	(22,633.23)	(5,043.61)	-22.3%
Prepaid Other	16,944.45	411.15	16,533.30	4021.2%

	December 2024	December 2023	\$ Variance	% Variance
Prepaid Postage	117.37	260.91	(143.54)	-55.0%
Pre Paid Rental/Lease	486.50	113.00	373.50	330.5%
Deferred Outflows of Resources GASB 68	1,850,122.00	1,850,122.00	0.00	0.0%
Overfunded GASB 75	12,151.00	12,151.00	0.00	0.0%
Deferred Outflows of Resources GASB 75	487,135.00	487,135.00	0.00	0.0%
TOTAL Other Assets	2,408,734.79	2,390,710.65	18,024.14	0.8%
TOTAL ASSETS	10,647,887.36	10,956,561.38	(308,674.02)	-2.8%
LIABILITIES				
Current Liabilities				
Accounts Payable	15,330.81	37,460.78	(22,129.97)	-59.1%
Medical Premium Payable-Emp	0.00	(971.08)	971.08	100.0%
Accrued Vacation	93,121.29	97,574.43	(4,453.14)	-4.6%
Scholarships-Volunteer Expense	1,595.97	1,595.97	0.00	0.0%
Scholarships-Senior Services	5,567.78	5,587.78	(20.00)	-0.4%
Deferred Revenue	0.00	3,637.99	(3,637.99)	-100.0%
TOTAL Current Liabilities	115,615.85	144,885.87	(29,270.02)	-20.2%
Long-Term Liabilities				
Net Pension Liability GASB 68	671,170.00	2,171,170.00	(1,500,000.00)	-69.1%
Deferred Inflows of Resources GASB 68	161,022.00	161,022.00	0.00	0.0%
Deferred Inflows of Resources GASB 75	773,152.00	773,152.00	0.00	0.0%
TOTAL Long-Term Liabilities	1,605,344.00	3,105,344.00	(1,500,000.00)	-48.3%
TOTAL LIABILITIES	1,720,959.85	3,250,229.87	(1,529,270.02)	-47.1%
EQUITY				
Designated Reserves	2,999,201.22	2,999,201.22	0.00	0.0%
Retained Earnings	5,185,625.58	4,033,500.48	1,152,125.10	28.6%
Year-to-Date Earnings	742,100.71	673,629.81	68,470.90	10.2%
TOTAL EQUITY	8,926,927.51	7,706,331.51	1,220,596.00	15.8%
TOTAL LIABILITIES & EQUITY	10,647,887.36	10,956,561.38	(308,674.02)	-2.8%



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

**31-Dec-24
2024 - 2025**

LAIF & CLASS	12/31/2024	Interest Earned	Quick Ratio	Current Ratio
Vehicle Fleet Reserve	84,420	2,031		
Technology Reserve	169,910	4,088		
Project/Special Use Reserve	168,876	4,063		
Capital Improvement Reserve	562,920	13,543		
General Operating Reserve	1,140,771	27,445		
Undesignated - General Operating	2,107,985	51,081		
Total LAIF & CLASS	4,234,882	102,251	60.82	62.35

Five Star Bank

General Operating Fund - Five Star	1,868,865
Payroll - Five Star	0
Money Market Fund - Five Star	898,216
Total Five Star Bank	2,767,081

Mechanics Bank

Checking	0	0.00
Savings	12,491	1.04
Total Savings & CD's	12,491	1.04

Scholarships & Petty Cash Funds

Ventura County Treasurer Pool	150
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Total in interest earning accounts

Total in interest earning accounts	7,031,708	128,708
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	Minimum Target	6/30/2024 Balance	2024 Allocated	2024/2025 Interest	Annual Funding Goal	
					12/31/2024 Balance	Goal
Reserve Funds						
Vehicle Fleet Reserve	75,000	82,389	0	2,031	84,420	5,000
Technology Reserve	150,000	165,822	0	4,088	169,910	5,000
Project/Special Use Reserve	150,000	164,813	0	4,063	168,876	5,000
Capital Improvement Reserve	500,000	549,377	0	13,543	562,920	10,000
General Operating Reserve	1,941,834	1,113,326	0	27,445	1,140,771	100,000
Reserves & Contingencies	2,816,834	2,075,727	0	51,170	2,126,897	125,000

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 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, December 2024 - current month, Consolidated by department

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	1,847,408.83	1,747,281.00	100,127.83	5.7 %
Community Education	7,514.00	14,436.96	(6,922.96)	-48.0 %
Transportation Fees	2,360.00	8,160.00	(5,800.00)	-71.1 %
Transport Fees ADC	18,810.00	15,390.00	3,420.00	22.2 %
Sr Nutrition Home Delivered	12,024.52	16,695.00	(4,670.48)	-28.0 %
Contract-PICF-Falls	875.00	175.02	699.98	399.9 %
ADC Fees	117,638.00	140,328.00	(22,690.00)	-16.2 %
Grant-VCAAA Caregiver Respite	15,399.00	19,999.98	(4,600.98)	-23.0 %
Grant - CDA Cal Grows	3,244.24	4,200.00	(955.76)	-22.8 %
Donations-Scholarship	0.00	1,300.02	(1,300.02)	-100.0 %
Sponsorship	0.00	400.02	(400.02)	-100.0 %
Healthy Attitude Advertising	4,000.00	1,999.98	2,000.02	100.0 %
Interest Income	128,707.63	124,999.98	3,707.65	3.0 %
Facility Use Rental	435.00	480.00	(45.00)	-9.4 %
Facility Use-Lease	3,933.75	4,720.50	(786.75)	-16.7 %
Donations	1,605.00	250.02	1,354.98	541.9 %
Fischer Fund Distribution	153,807.95	150,000.00	3,807.95	2.5 %
Grant-VCAAA-Sr Nutrition	142,490.78	102,366.48	40,124.30	39.2 %
Grant- City of Cam CDBG VR	4,000.02	4,000.02	0.00	
Grant-VCAAA-SS Line	23,193.00	25,000.02	(1,807.02)	-7.2 %
TOTAL REVENUE	2,487,446.72	2,382,183.00	105,263.72	4.4 %
	2,487,446.72	2,382,183.00	105,263.72	4.4 %
	2,487,446.72	2,382,183.00	105,263.72	4.4 %
EXPENSES				
Salaries	816,532.15	1,051,748.04	235,215.89	22.4 %
Payroll Taxes	61,879.16	82,363.02	20,483.86	24.9 %
Bene-Employer Expense to PERS Health	103,918.08	182,578.92	78,660.84	43.1 %
Bene-Employer Expense to PERS pension	70,411.41	88,297.02	17,885.61	20.3 %
Benefits - Workers Comp	11,072.79	16,984.44	5,911.65	34.8 %
Benefits - Life/ADD	16,564.52	17,587.98	1,023.46	5.8 %
Benefits-OPEB (Retiree)	52,861.68	48,957.54	(3,904.14)	-8.0 %
PERS Retirement UAL	17,242.50	65,263.98	48,021.48	73.6 %

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024</i>	<i>Variance</i>	<i>% Var</i>
		<i>Budget</i>	<i>Fav/<Unf></i>	
Audit Fees	20,000.00	20,000.00	0.00	
Partnership Initiatives	0.00	499.98	499.98	100.0 %
Legal Fees	18,981.00	33,000.00	14,019.00	42.5 %
Contractors-Operations	47,364.86	62,205.48	14,840.62	23.9 %
Contractors Facilities	18,351.04	22,864.44	4,513.40	19.7 %
Instructor Agreement Fees	2,562.00	4,018.02	1,456.02	36.2 %
Community/Staff Outreach	3,341.64	6,724.98	3,383.34	50.3 %
Dues/Subscriptions	34,412.13	22,479.96	(11,932.17)	-53.1 %
Continuing Education-Trustee	15,320.48	7,236.48	(8,084.00)	-111.7 %
Continuing Education-Staff	14,826.40	32,983.02	18,156.62	55.0 %
Board Stipend/Costs	3,360.00	6,510.00	3,150.00	48.4 %
Emerging Community Opportunities	0.00	50,000.00	50,000.00	100.0 %
Election Costs	0.00	45,000.00	45,000.00	100.0 %
LAFCO Assessments	3,077.00	1,538.52	(1,538.48)	-100.0 %
Mileage	2,784.88	5,946.00	3,161.12	53.2 %
Program Matls/Activities	2,466.73	11,894.04	9,427.31	79.3 %
Gas & Oil	6,483.69	13,759.98	7,276.29	52.9 %
Fleet Maintenance	11,411.53	15,190.02	3,778.49	24.9 %
Minor Equipment	55,907.78	12,043.50	(43,864.28)	-364.2 %
Supplies	11,583.02	25,423.44	13,840.42	54.4 %
Postage	21,428.98	22,036.50	607.52	2.8 %
Advertising & Promotion	3,111.89	16,875.00	13,763.11	81.6 %
Refunds	1,365.00	724.98	(640.02)	-88.3 %
Printing	31,430.28	50,787.54	19,357.26	38.1 %
Repairs & Maintenance	28,510.05	15,164.04	(13,346.01)	-88.0 %
Association Fees	36,432.00	36,486.54	54.54	0.1 %
Insurance	55,742.85	54,166.98	(1,575.87)	-2.9 %
Storage Rent/Equip Lease	4,920.28	4,560.48	(359.80)	-7.9 %
Telephone	15,059.45	14,880.06	(179.39)	-1.2 %
IT Services	43,626.58	37,000.02	(6,626.56)	-17.9 %
Utilities	23,465.13	21,000.00	(2,465.13)	-11.7 %
Licenses & Fees	2,956.61	3,924.96	968.35	24.7 %
Bank & Credit Card Charges	2,318.46	600.00	(1,718.46)	-286.4 %
TOTAL EXPENSES	1,693,084.03	2,231,305.90	538,221.87	24.1 %
OPERATING RESULTS	794,362.69	150,877.10	643,485.59	426.5 %
OTHER INCOME & EXPENSE				
Grant - CCLTSS	0.00	5,714.52	(5,714.52)	-100.0 %
Other Income -Administration	5,238.00	5,038.02	199.98	4.0 %
Depreciation Expense	(57,499.98)	(60,000.00)	2,500.02	4.2 %
TOTAL OTHER INCOME & EXPENSE	(52,261.98)	(49,247.46)	(3,014.52)	-6.1 %
AFTER OTHER INCOME & EXPENSE	742,100.71	101,629.64	640,471.07	630.2 %

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
NET RESULTS	742,100.71	101,629.64	640,471.07	630.2 %

Camarillo Health Care District

Statements of Activities

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

	<u>6 Months Ended</u> <u>December 31, 2024</u>	<u>6 Months Ended</u> <u>December 31, 2023</u>	<u>Variance</u> <u>Fav/<Unf></u>	<u>% Var</u>
REVENUE				
Tax Revenue-Admin	1,847,408.83	1,766,295.06	81,113.77	4.6 %
Community Education	7,514.00	5,479.00	2,035.00	37.1 %
Transportation Fees	2,360.00	3,192.50	(832.50)	-26.1 %
Transport Fees ADC	18,810.00	15,414.00	3,396.00	22.0 %
Sr Nutrition Home Delivered	12,024.52	16,174.86	(4,150.34)	-25.7 %
Contract-PICF-Falls	875.00	8,278.28	(7,403.28)	-89.4 %
ADC Fees	117,638.00	92,825.00	24,813.00	26.7 %
Grant-VCAAA Caregiver Respite	15,399.00	14,062.53	1,336.47	9.5 %
Grant - AAA OARR Legal	0.00	144,300.25	(144,300.25)	-100.0 %
Grant - CDA Cal Grows	3,244.24	7,267.24	(4,023.00)	-55.4 %
Donations-Scholarship	0.00	70.00	(70.00)	-100.0 %
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	
Interest Income	128,707.63	121,263.58	7,444.05	6.1 %
Facility Use Rental	435.00	3,859.00	(3,424.00)	-88.7 %
Facility Use-Lease	3,933.75	5,356.50	(1,422.75)	-26.6 %
Donations	1,605.00	322.00	1,283.00	398.4 %
Fischer Fund Distribution	153,807.95	151,615.42	2,192.53	1.4 %
Grant-VCAAA-Sr Nutrition	142,490.78	80,048.80	62,441.98	78.0 %
Grant -City of Cam-CDBG CV3	0.00	25,000.02	(25,000.02)	-100.0 %
Grant- City of Cam CDBG VR	4,000.02	3,000.00	1,000.02	33.3 %
Grant-VCAAA-SS Line	23,193.00	25,579.02	(2,386.02)	-9.3 %
TOTAL REVENUE	<u>2,487,446.72</u>	<u>2,493,403.06</u>	<u>(5,956.34)</u>	<u>-0.2 %</u>
	<u>2,487,446.72</u>	<u>2,493,403.06</u>	<u>(5,956.34)</u>	<u>-0.2 %</u>
	<u>2,487,446.72</u>	<u>2,493,403.06</u>	<u>(5,956.34)</u>	<u>-0.2 %</u>
EXPENSES				
Salaries	816,532.15	810,385.58	(6,146.57)	-0.8 %
Payroll Taxes	61,879.16	61,379.07	(500.09)	-0.8 %
Bene-Employer Expense to PERS Health	103,918.08	104,409.60	491.52	0.5 %
Bene-Employer Expense to PERS pension	70,411.41	67,613.49	(2,797.92)	-4.1 %
Benefits - Workers Comp	11,072.79	12,526.95	1,454.16	11.6 %
Benefits - Life/ADD	16,564.52	16,129.55	(434.97)	-2.7 %
Benefits-OPEB (Retiree)	52,861.68	37,318.17	(15,543.51)	-41.7 %
PERS Retirement UAL	17,242.50	92,624.00	75,381.50	81.4 %
Audit Fees	20,000.00	10,000.00	(10,000.00)	-100.0 %

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2023</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Legal Fees	18,981.00	29,216.04	10,235.04	35.0 %
Contractors-Operations	47,364.86	51,118.77	3,753.91	7.3 %
Contractors Facilities	18,351.04	17,826.90	(524.14)	-2.9 %
Contractors - Grants	0.00	57,873.79	57,873.79	100.0 %
Instructor Agreement Fees	2,562.00	2,157.40	(404.60)	-18.8 %
Community/Staff Outreach	3,341.64	5,093.22	1,751.58	34.4 %
Dues/Subscriptions	34,412.13	34,866.57	454.44	1.3 %
Continuing Education-Trustee	15,320.48	14,467.57	(852.91)	-5.9 %
Continuing Education-Staff	14,826.40	19,907.30	5,080.90	25.5 %
Board Stipend/Costs	3,360.00	2,900.00	(460.00)	-15.9 %
LAFCO Assessments	3,077.00	2,535.00	(542.00)	-21.4 %
Mileage	2,784.88	4,302.48	1,517.60	35.3 %
Program Matls/Activities	2,466.73	6,072.78	3,606.05	59.4 %
Gas & Oil	6,483.69	8,995.91	2,512.22	27.9 %
Fleet Maintenance	11,411.53	9,224.61	(2,186.92)	-23.7 %
Minor Equipment	55,907.78	5,570.24	(50,337.54)	-903.7 %
Supplies	11,583.02	8,919.74	(2,663.28)	-29.9 %
Postage	21,428.98	24,343.48	2,914.50	12.0 %
Advertising & Promotion	3,111.89	7,736.46	4,624.57	59.8 %
Refunds	1,365.00	838.00	(527.00)	-62.9 %
Printing	31,430.28	64,097.27	32,666.99	51.0 %
Repairs & Maintenance	28,510.05	15,899.01	(12,611.04)	-79.3 %
Association Fees	36,432.00	35,772.00	(660.00)	-1.8 %
Insurance	55,742.85	51,286.92	(4,455.93)	-8.7 %
Storage Rent/Equip Lease	4,920.28	4,683.61	(236.67)	-5.1 %
Telephone	15,059.45	14,133.79	(925.66)	-6.5 %
IT Services	43,626.58	31,376.85	(12,249.73)	-39.0 %
Utilities	23,465.13	21,894.74	(1,570.39)	-7.2 %
Licenses & Fees	2,956.61	1,237.29	(1,719.32)	-139.0 %
Bank & Credit Card Charges	2,318.46	220.62	(2,097.84)	-950.9 %
TOTAL EXPENSES	1,693,084.03	1,766,954.77	73,870.74	4.2 %
OPERATING RESULTS	794,362.69	726,448.29	67,914.40	9.3 %
OTHER INCOME & EXPENSE				
Other Income -Administration	5,238.00	4,681.50	556.50	11.9 %
Depreciation Expense	(57,499.98)	(57,499.98)	0.00	
TOTAL OTHER INCOME & EXPENSE	(52,261.98)	(52,818.48)	556.50	1.1 %
AFTER OTHER INCOME & EXPENSE	742,100.71	673,629.81	68,470.90	10.2 %
NET RESULTS	742,100.71	673,629.81	68,470.90	10.2 %

Camarillo Health Care District

Statements of Activities

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

	6 Months Ended December 31, 2024	Annual Budget	Unused	% Used
REVENUE				
Tax Revenue-Admin	1,847,408.83	3,494,562.00	1,647,153.17	52.9 %
Community Education	7,514.00	28,874.00	21,360.00	26.0 %
Transportation Fees	2,360.00	16,320.00	13,960.00	14.5 %
Transport Fees ADC	18,810.00	30,780.00	11,970.00	61.1 %
Sr Nutrition Home Delivered	12,024.52	33,390.00	21,365.48	36.0 %
Contract-PICF-Falls	875.00	350.00	(525.00)	250.0 %
ADC Fees	117,638.00	280,656.00	163,018.00	41.9 %
Grant-VCAAA Caregiver Respite	15,399.00	40,000.00	24,601.00	38.5 %
Grant - CDA Cal Grows	3,244.24	8,400.00	5,155.76	38.6 %
Donations-Scholarship	0.00	2,600.00	2,600.00	
Sponsorship	0.00	800.00	800.00	
Healthy Attitude Advertising	4,000.00	4,000.00	0.00	100.0 %
Interest Income	128,707.63	250,000.00	121,292.37	51.5 %
Facility Use Rental	435.00	960.00	525.00	45.3 %
Facility Use-Lease	3,933.75	9,441.00	5,507.25	41.7 %
Donations	1,605.00	500.00	(1,105.00)	321.0 %
Fischer Fund Distribution	153,807.95	150,000.00	(3,807.95)	102.5 %
Grant-VCAAA-Sr Nutrition	142,490.78	204,733.00	62,242.22	69.6 %
Grant- City of Cam CDBG VR	4,000.02	8,000.00	3,999.98	50.0 %
Grant-VCAAA-SS Line	23,193.00	50,000.00	26,807.00	46.4 %
TOTAL REVENUE	2,487,446.72	4,614,366.00	2,126,919.28	53.9 %
	2,487,446.72	4,614,366.00	2,126,919.28	53.9 %
	2,487,446.72	4,614,366.00	2,126,919.28	53.9 %
EXPENSES				
Salaries	816,532.15	2,103,496.00	1,286,963.85	38.8 %
Payroll Taxes	61,879.16	164,726.00	102,846.84	37.6 %
Bene-Employer Expense to PERS Health	103,918.08	365,158.00	261,239.92	28.5 %
Bene-Employer Expense to PERS pension	70,411.41	176,594.00	106,182.59	39.9 %
Benefits - Workers Comp	11,072.79	33,969.00	22,896.21	32.6 %
Benefits - Life/ADD	16,564.52	35,176.00	18,611.48	47.1 %
Benefits-OPEB (Retiree)	52,861.68	97,915.00	45,053.32	54.0 %
PERS Retirement UAL	17,242.50	130,528.00	113,285.50	13.2 %

**6 Months Ended
December 31, 2024**

		Annual Budget	Unused	% Used
Audit Fees	20,000.00	20,000.00	0.00	100.0 %
Partnershp Initiatives	0.00	1,000.00	1,000.00	
Legal Fees	18,981.00	66,000.00	47,019.00	28.8 %
Contractors-Operations	47,364.86	124,411.00	77,046.14	38.1 %
Contractors Facilities	18,351.04	45,729.00	27,377.96	40.1 %
Instructor Agreement Fees	2,562.00	8,036.00	5,474.00	31.9 %
Community/Staff Outreach	3,341.64	13,450.00	10,108.36	24.8 %
Dues/Subscriptions	34,412.13	44,960.00	10,547.87	76.5 %
Continuing Education-Trustee	15,320.48	14,473.00	(847.48)	105.9 %
Continuing Education-Staff	14,826.40	65,966.00	51,139.60	22.5 %
Board Stipend/Costs	3,360.00	13,020.00	9,660.00	25.8 %
Emerging Community Opportunities	0.00	100,000.00	100,000.00	
Election Costs	0.00	45,000.00	45,000.00	
LAFCO Assessments	3,077.00	3,077.00	0.00	100.0 %
Mileage	2,784.88	11,892.00	9,107.12	23.4 %
Program Matls/Activities	2,466.73	23,788.00	21,321.27	10.4 %
Gas & Oil	6,483.69	27,520.00	21,036.31	23.6 %
Fleet Maintenance	11,411.53	30,380.00	18,968.47	37.6 %
Minor Equipment	55,907.78	24,087.00	(31,820.78)	232.1 %
Supplies	11,583.02	50,847.00	39,263.98	22.8 %
Postage	21,428.98	44,073.00	22,644.02	48.6 %
Advertising & Promotion	3,111.89	33,750.00	30,638.11	9.2 %
Refunds	1,365.00	1,450.00	85.00	94.1 %
Printing	31,430.28	101,575.00	70,144.72	30.9 %
Repairs & Maintenance	28,510.05	30,328.00	1,817.95	94.0 %
Association Fees	36,432.00	72,973.00	36,541.00	49.9 %
Insurance	55,742.85	108,334.00	52,591.15	51.5 %
Storage Rent/Equip Lease	4,920.28	9,121.00	4,200.72	53.9 %
Telephone	15,059.45	29,760.00	14,700.55	50.6 %
IT Services	43,626.58	74,000.00	30,373.42	59.0 %
Utilities	23,465.13	42,000.00	18,534.87	55.9 %
Licenses & Fees	2,956.61	7,850.00	4,893.39	37.7 %
Bank & Credit Card Charges	2,318.46	1,200.00	(1,118.46)	193.2 %
TOTAL EXPENSES	1,693,084.03	4,397,612.00	2,704,527.97	38.5 %
OPERATING RESULTS	794,362.69	216,754.00	(577,608.69)	366.5 %
OTHER INCOME & EXPENSE				
Grant - CCLTSS	0.00	11,429.00	11,429.00	
Other Income -Administration	5,238.00	10,076.00	4,838.00	52.0 %
Depreciation Expense	(57,499.98)	(120,000.00)	(62,500.02)	47.9 %
TOTAL OTHER INCOME & EXPENSE	(52,261.98)	(98,495.00)	(46,233.02)	53.1 %
AFTER OTHER INCOME & EXPENSE	742,100.71	118,259.00	(623,841.71)	627.5 %

	<i>6 Months Ended December 31, 2024</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
NET RESULTS	742,100.71	118,259.00	(623,841.71)	627.5 %

Tax Revenue Analysis

A	H		I		J		K		L		M		N		O		P		Q		R		S	
	Fiscal Year 2024-25		YTD		% to Budget		Fiscal Year 2023-24		YTD		% to Budget		Fiscal Year 2022-23		YTD		% to Budget		Fiscal Year 21-22		YTD		% to Budget	
	\$ Received					\$ Received						\$ Received				\$ Received				\$ Received				
1																								
2																								
3																								
4	Jul	113,486.32	113,486.32	3.25%	3.25%	116,408.30	116,408.30	3.67%	3.67%	65,989.87	65,989.87	2.08%	2.08%	87,329.27	87,329.27	0.00	0.00	0.00	0.00	87,329.27	87,329.27	2.89%	2.89%	
5	Aug	29,433.17	142,919.49	4.09%	4.09%	0.00	116,408.30	3.67%	3.67%	12,801.31	78,791.18	2.48%	2.48%	0.00	0.00	10,745.16	98,074.43	2.99%	2.99%	10,745.16	98,074.43	3.58%	3.58%	
6	Sep	0.00	142,919.49	4.09%	4.09%	0.00	116,408.30	3.67%	3.67%	16,320.31	95,111.49	2.99%	2.99%	0.00	0.00	4,510.32	102,584.75	2.99%	2.99%	4,510.32	102,584.75	3.74%	3.74%	
7	Oct	0.00	142,919.49	4.09%	4.09%	0.00	116,408.30	3.67%	3.67%	47,707.46	142,818.95	4.50%	4.50%	0.00	0.00	52,882.57	155,467.32	4.50%	4.50%	52,882.57	155,467.32	5.67%	5.67%	
8	Nov	10,043.25	152,962.74	4.38%	4.38%	0.00	116,408.30	3.67%	3.67%	1,655,358.14	1,798,177.09	56.62%	56.62%	1,674,903.64	1,830,370.96	66.76%	66.76%	1,674,903.64	1,830,370.96	66.76%	66.76%	66.76%	66.76%	
9	Dec	1,802,776.86	1,955,739.60	55.97%	55.97%	1,766,295.06	1,882,703.36	59.28%	59.28%	193,223.80	1,991,400.89	62.71%	62.71%	37,732.82	1,868,103.78	68.14%	68.14%	37,732.82	1,868,103.78	68.14%	68.14%	68.14%	68.14%	
10	Jan	34,591.26	1,990,330.86	56.96%	56.96%	155,372.94	2,038,076.30	64.18%	64.18%	0.00	1,991,400.89	62.71%	62.71%	0.00	1,868,103.78	68.14%	68.14%	0.00	1,868,103.78	68.14%	68.14%	68.14%	68.14%	
11	Feb		1,990,330.86	56.96%	56.96%	28,271.45	2,066,347.75	65.07%	65.07%	667.75	1,992,068.64	62.73%	62.73%	12,402.60	1,880,506.38	68.59%	68.59%	12,402.60	1,880,506.38	68.59%	68.59%	68.59%	68.59%	
12	Mar		1,990,330.86	56.96%	56.96%	7,586.29	2,073,934.04	65.30%	65.30%	1,250,890.89	3,242,959.53	102.11%	102.11%	1,165,534.21	3,046,040.59	111.10%	111.10%	1,165,534.21	3,046,040.59	111.10%	111.10%	111.10%	111.10%	
13	Apr		1,990,330.86	56.96%	56.96%	1,318,844.94	3,392,778.98	106.83%	106.83%	85,216.56	3,328,176.09	104.80%	104.80%	27,987.55	3,074,028.14	112.12%	112.12%	27,987.55	3,074,028.14	112.12%	112.12%	112.12%	112.12%	
14	May		1,990,330.86	56.96%	56.96%	12,961.45	3,405,740.43	107.24%	107.24%	6,960.07	3,335,136.16	105.02%	105.02%	39,063.68	3,113,091.82	113.55%	113.55%	39,063.68	3,113,091.82	113.55%	113.55%	113.55%	113.55%	
15	Jun		1,990,330.86	56.96%	56.96%	82,933.21	3,488,673.64	109.85%	109.85%															
16																								
17		Approved Budget	3,494,562.00			Approved Budget	3,346,866.00			Approved Budget	3,175,793.00			Approved Budget	3,020,034.00					Approved Budget	3,020,034.00			
18																								
19	(Over (Under) Budget		(1,504,231.14)				141,808				159,343				26,006.59									

SECTION 7

CONSENT AGENDA 7-D

FINANCE POLICY ANNUAL REVIEW



FINANCE POLICY

Reviewed January 23, 2025

CAMARILLO HEALTH CARE DISTRICT FINANCE POLICY

SECTION 1

PURPOSE

The Camarillo Health Care District will follow generally accepted accounting principles and governmental accounting standards for the purpose of managing District finances.

SECTION 2

FINANCE/INVESTMENT COMMITTEE

It is the policy of the District that the Finance/Investment Committee is responsible for the fiscal oversight of District's cash and investments. Thus, the Finance/Investment Committee is responsible for monitoring, investing, and reinvesting District funds and for reporting or recommending any action to the Board of Directors.

The Finance/Investment Committee is authorized to make investments solely per the Government Code section 53601.5, et. Seq., the Health and Safety Code, Section 32000, et. Seq., and District Investment Policy.

SECTION 3

BUDGET PROCESS

The annual fiscal operating and capital budgets will project income, expenses, and capital improvement expenses to provide for programs and support services planned for the year. The Board of Directors will approve the annual operating and capital budgets on or before June 30 each year, following staff presentation(s) detailing all aspects of the proposed budgets, including but not limited to such budgeting tools as financial statements, balance sheets, and variance discussions.

SECTION 4

FINANCIAL PRACTICES

The Chief Executive Officer (CEO) will follow standard business practices in payment of District obligations and will maintain adequate liquidity to meet those obligations. Authorized signatories are the Chief Executive Officer (CEO), Chief Administrative Officer (CAO), and all members of the Board of Directors.

One signature will be required for checks up to the amount of \$7,500. Checks for more than that amount will require two (2) signatures, one of which shall be a member of the Board of Directors.

Wire transfers between District accounts shall require only one signature by an authorized signatory. All other wire transfers shall require two (2) signatures; one of which shall be a member of the Board of Directors.

Gifts of securities will be liquidated upon receipt unless otherwise restricted by the donor.

Funds will be invested according to the approved Investment Policy of the District.

The District will comply with the disclosure of reimbursements pursuant to Government Code Section 53065.5, which addresses reimbursement to a member of the Board of Directors for "*charges for services or product received.*"

SECTION 5

ANNUAL AUDIT

The District will engage in an annual, independent financial audit by way of contract. Upon expiration of a current audit contract, the Board of Directors shall consider recommendations from the Finance/Investment Committee regarding a new audit contract and terms.

Following appropriate audit proposal review, the Finance/Investment Committee will present a recommendation to the Board of Directors for approval of an independent financial audit firm and contract terms.

The auditor will present complete audited financial statements, auditor's recommendation letter, and a Management Discussion & Analysis letter to the Board of Directors, for review and approval within six (6) regularly scheduled meetings of the Board of Directors, of the close of the fiscal year.

SECTION 6

ASSET PROTECTION

The Finance Policy of the District will be reviewed and approved by the Board of Directors annually.

Real estate may be acquired or divested under the CEO's supervision after approval by the Board of Directors and pursuant to Government Code 54956.8.

The CEO is authorized to purchase insurance against casualty and liability losses to the District or its Board members and employees in performance of their duties on behalf of the District.

SECTION 7

RETURNED CHECK SERVICE CHARGE

It is the policy of the Camarillo Health Care District to charge clients a service charge for any payment by check that is not honored by their bank.

According to California Civil Code, Chapter 522, Section 1719 (1983 Statutes), any person who writes a check, or any order for payment of money, which is not honored for lack of funds may be held liable in a court of law for three (3) times the amount of the check or \$100.00, whichever is greater plus the amount of the check and court costs.

SECTION 8

DISTRICT CREDIT CARDS

The Camarillo Health Care District has established credit card accounts in order to facilitate an efficient and cost-effective manner of handling purchasing needs. Credit card purchase shall be conducted in accordance with Credit Card Policy #1091.

SECTION 9

CAPITAL EXPENDITURE

The threshold for budgeted capital purchases shall be a value of \$3,000.00 or greater with an expected useful life of more than one year.

The Board of Directors approves an annual Capital Budget as part of the fiscal budgeting process. A list of capital expenditures will be included in the quarterly financial review.

SECTION 10

DISTRICT FINANCE CHARGE

The Camarillo Health Care District will charge clients a finance charge for any payment on account not made by the last day of the month. The District may charge an interest rate of 12% per year (1% per month) for unpaid balances.

Record of Review History

Year of Review	Date of Review	Status
1998	November	Revised
1999	October 19	Reviewed
2000	October 24	Revised
2002	May 21	Revised
2003	May 20	Revised
2004	February 24	Revised
2005	January 25	Revised
2006	July 25	Revised
2007	January 23	Revised
2007	November 13	Revised
2009	May 12	Revised
2010	September 28	Reviewed
2011	September 20	Reviewed
2012	January 24	Revised
2013	January 22	Revised
2016	April 26	Revised
2017	October 24	Revised
2019	September 24	Revised
2020	January 28	Revised
2021	January 26	Reviewed
2022	October 25	Revised
2023	November 16	Reviewed
2024	May 23	Revised
2025	January 23	Reviewed

SECTION 7
CONSENT AGENDA 7-E
INVESTMENT POLICY ANNUAL REVIEW



INVESTMENT POLICY

Reviewed January 23, 2025

SECTION 1

PURPOSE

To establish overall policies and procedures for the investment and management of funds.

SECTION 2

OBJECTIVES

Temporarily unexpended funds of the Camarillo Health Care District shall be invested in accordance with principles of sound treasury management and in accordance with provisions of California Government Code Sections 53600 et seq., the Health and Safety Code, Section 32000 et seq. and this Investment Policy.

2.1 Overall Risk Profile

The basic objectives of the Camarillo Health Care District's investment program are, in order of priority:

- (Safety): Safety of invested funds;
- (Liquidity): Maintenance of sufficient liquidity to meet cash flow needs; and,
- (Yield): Attainment of a reasonable yield consistent with the first two objectives.

2.2 Safety Objective

The Camarillo Health Care District shall insure the safety of its invested funds by limiting credit and interest rate risks. Credit risk is the risk of loss due to the failure of the security issuer or backer. Interest rate risk is the risk that the market value of portfolio securities will fall due to an increase in general interest rates. The achievement of these objectives shall be accomplished in the manner described below:

2.2.1. Credit risk will be mitigated by:

- Limiting investments to the safest types of securities;
- Pre-qualifying with an established procedure of the financial institutions with which it will do business;
- Diversifying the investment portfolio so that the failure of any one issuer or backer will not place an undue financial burden on the District; and
- Monitoring all of the District's investments to anticipate and respond appropriately to a significant reduction of credit worthiness of any of the issuers. The current financial health of depositories or security dealers with whom the District does business will be evaluated at least annually by staff. The results of the evaluation will be submitted to the Finance/Investment Committee.

2.2.2 Interest rate risk will be mitigated by:

- Structuring the District's portfolio so that securities mature to meet the District's cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to their maturation to meet those specific needs;
- Investment duration will be as outlined in California Government Code Section 53601; and
- Occasionally restructuring the portfolio to minimize the loss of market value and/or to maintain reasonable cash flows.

2.2.3. The physical security or safekeeping of the District's investments is also an important element of safety; safekeeping requirements are defined in Section 4 of this Policy.

2.3 Liquidity Objective

The District's financial portfolio must be structured in a manner which will provide that securities mature at approximately the same time as cash is needed to meet anticipated demands. Additionally, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. Investment instruments and maturities are described herein.

2.4 Yield Objective

Yield on the District's investment portfolio is of tertiary importance compared to the safety and liquidity objectives described above. Investments are limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed. While it may occasionally be necessary or strategically prudent for the District to sell a security prior to maturity to either meet unanticipated cash needs or to restructure the portfolio, these Policies specifically prohibit trading securities for the sole purpose of speculating or taking an unhedged position on the future direction of interest rates.

Specifically, "when, as and if issued" trading and open-ended portfolio restructuring transactions are prohibited.

No representative of the District is authorized to engage in margin transactions or reverse repurchase agreements on behalf of the District.

2.5 Time Frame for Investment Decisions

The District's investment portfolio shall be structured to provide that sufficient funds from investments are available every month to meet the District's anticipated cash needs. Subject to the safety provisions outlined above, the choice of investment instruments and maturities shall be based upon an analysis of anticipated cash needs, existing and anticipated revenues, interest rate trends and specific market opportunities. Investment duration will be as outlined in California Government Code Section 53601.

2.6 Definition of Investment & Reserve Funds

Investment and reserve funds, for the purpose of this Policy, are District funds which are available for investment at any one time, except those minimum balances required by the District's banks to compensate them for the cost of banking services, and which provide the means by which the District may achieve the objectives described in Reserve Policy #1150. For general operating purposes, it is deemed prudent to work toward the goal of an available sum equal to fifty percent (50%) of annual budgeted expenditures.

SECTION 3

INVESTMENT PARAMETERS

3.1 Types of Investments Authorized

Funds may be invested only in the following:

- U.S. Treasury Securities maturing in two (2) years or less
- California-approved local government investment pools
- Collateralized demand and time deposits in Los Angeles County and Ventura County banks and savings and loan associations
- Certificates of deposit, preferably of banks and savings and loans headquartered in California, but if not available, any banking/savings and loan institution in the U. S., maturing in two (2) years or less, which shall be insured by each institution at the maximum amount required by regulations of the FDIC. Certificates of deposit may not exceed amount insured by FDIC at any one institution
- Money market accounts

3.2. Qualification of Brokers, Dealers, and Financial Institutions

United States Treasury issue transactions shall be conducted only with the Federal Reserve, or the bank providing banking services for the District, or security dealers from the list issued by the Federal Reserve Bank of New York.

3.3 Pre-formatted Wire Transfers

Wherever possible, the District will use pre-formatted wire transfers to restrict the transfer of funds to pre-authorized accounts only. When transferring funds to an account, the bank is required to call back a second authorized employee for confirmation that the transfer is authorized. Wire transfers between brokers and/or security dealers are prohibited.

3.4 Notice of Policies

The District shall send a copy of the current Investment Policy to institutions as referenced in section 3.1, upon opening approved accounts.

3.5 Place and Time for Conducting Business

Investment transactions shall not be conducted from any other place other than Camarillo Health Care District offices during normal business hours.

SECTION 4

SAFEKEEPING OF SECURITIES

4.1 Safekeeping

The District shall contract with a bank, trust company or broker for the safekeeping of securities which are owned by the District as part of its investment portfolio.

4.2 Security Transfers

The authorization to release District securities will be telephoned to the appropriate bank by an authorized District official other than the person who initiated the transaction.

Authorized District officials are the Chief Executive Officer and designees. A written confirmation outlining details for the transaction and confirming the telephoned instructions will be sent to the bank within five (5) working days.

SECTION 5

RESPONSIBILITIES

5.1 Responsibilities of the Accounting Department

The Accounting Department is charged with the responsibility for maintaining custody of all public funds and securities belonging to or under the control of the District, and for the deposit and investment of those funds in accordance with principles of sound treasury management and with applicable laws and ordinances.

5.2 Responsibilities of the Chief Financial Officer or Contracted Financial Services Vendor

The Chief Financial Officer or contract financial services vendor shall perform monthly review and reconciliation of accounting investments, and general accounting office functions.

5.3 Responsibilities of the Chief Executive Officer

The Chief Executive Officer is responsible for directing and supervising the assigned designee and is responsible further to keep the Board of Directors fully advised as to the financial condition of the District.

5.4 Responsibilities of the District's Auditing Firm

The District's auditing firm's responsibilities shall include but not be limited to the examination and analysis of fiscal procedures and the examination, checking and verification of accounts and expenditures. A review of the District's investment program is a part of the responsibility described above.

5.5 Responsibilities of the Board of Directors

The Board of Directors shall annually review and approve the Investment Policy. As provided in the policy, the Board shall receive, review, and accept quarterly and monthly investment reports, per California Government Code section 53646, and Government Code section 53607, which will be included in Financial Reports at regularly scheduled meetings.

5.6 Responsibilities of the Finance/Investment Committee

There shall be a Finance/Investment Committee consisting of two (2) members of the Board of Directors. The Board of Directors may also appoint no more than two (2) citizens having experience in accounting, banking, or financial investments. Citizen members shall be approved by the Board, and serve one-year terms, commencing in January each year, upon confirmation by the Board.

No members of the Finance/Investment Committee shall profit in any way from activities of the Committee. The Chief Executive Officer and assigned designee(s) shall serve as staff liaison to the Committee. The Committee shall meet quarterly to discuss investment reports and strategies, anticipated cash flow projection, and any other significant investment-related activities. The Committee's meetings will be summarized in minutes and distributed to the Board of Directors.

SECTION 6

INVESTMENT REPORTING

The District adopts California Government Code section 53607, and section 53646 et seq, to define reporting responsibilities.

SECTION 7

ANNUAL REVIEW AND INVESTMENT DELEGATION

The Investment Policy shall be reviewed annually by the Finance Committee and presented to the Board of Directors in accordance with State law to ensure its consistency with respect to the overall objectives of safety, liquidity, and yield. Proposed amendments to this policy shall be prepared by the Finance/Investment Committee and submitted to the Board of Directors for consideration. The Board will annually review and approve the delegated authority to invest District funds, as required by California Government Code section 53607.

Record of Review History

Year of Review	Date of Review	Status
1995	November 23	Adopted and Approved
1996	January 23	Revised
1996	March 26	Revised
1997	June 24	Revised
1998	June 2	Revised
1998	October 27	Revised
1999	July 27	Revised
2000	February 22	Revised
2000	June 27	Revised
2000	July 25	Reviewed
2001	August 28	Revised
2002	May 21	Revised
2002	November 12	Revised
2003	August 26	Reviewed
2005	March 8	Reviewed
2006	July 25	Revised
2007	November 13	Revised
2009	May 12	Revised
2010	September 28	Reviewed
2011	September 20	Reviewed
2015	January 27	Reviewed
2016	September 27	Revised
2017	November 14	Revised
2018	March 27	Revised
2019	May 28	Revised
2021	January 26	Reviewed
2022	September 27	Revised
2023	November 16	Reviewed
2025	January 23	Reviewed

SECTION 9

BOARD ACTION ITEM 9-A

**DISTRICT RESOLUTION 25-01
APPROVING SUBMISSION OF APPLICATION AND PETITION TO
POTENTIAL FUNDING SOURCES AND AUTHORIZING SIGNATURES**

RESOLUTION NO. 25-01

APPROVING SUBMISSION OF APPLICATION AND PETITION TO POTENTIAL FUNDING SOURCES AND AUTHORIZING SIGNATURES

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

WHEREAS, the Camarillo Health Care District continually seeks alternative and additional funding sources for its program enhancement, through application and petition potential funding sources including public/private granting foundations, federal and state funding sources or service contracts, collaborations and partnerships, and similar and

WHEREAS, said applications and petitions require authorized signatures for revision or changes, from time to time; and

NOW, THEREFORE, BE IT RESOLVED, that the Camarillo Health Care District Board of Directors confirms Kara Ralston, Chief Executive Officer, as an authorizing signature on applications, petitions, and contracts, as empowered through the District's By-Laws set by the governing Board of Directors.

ADOPTED, SIGNED, AND APPROVED this 23rd day of January 2025.

Neal Dixon, MD, President
Board of Directors
Camarillo Health Care District

Attest: _____
Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, Paula Feinberg, Clerk of the Board of Directors of the Camarillo Health Care District

DO HEREBY CERTIFY that the foregoing Resolution 25-01 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 23rd day of January 2025 and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District

SECTION 9

BOARD ACTION ITEM 9-B

**DISTRICT RESOLUTION 25-02
ESTABLISHING THE COMPENSATION OF DIRECTORS**

RESOLUTION NO. 25-02

RESOLUTION OF THE GOVERNING BOARD
OF THE CAMARILLO HEALTH CARE
DISTRICT ESTABLISHING THE
COMPENSATION OF DIRECTORS

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

WHEREAS, Health and Safety Code section 32103, subdivision (b), authorizes the Board of Directors to adopt a resolution pursuant to Water Code section 20200 et seq. to compensate each director above the amount established in Section 32103, subdivision (a); and

WHEREAS, Section 3 of the District By-Laws state, *“Members of the Board of Directors may receive one hundred-five dollars \$105 per District meeting attended, not to exceed (5) meetings per month”*, consistent with Health and Safety Code section 32103, subdivision (a); and

WHEREAS, Water Code section 20202 states, *“In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted”*; and

WHEREAS, the Board of Directors desires to increase the compensation of directors pursuant to Water Code sections 20200 et seq. by 5 percent for the calendar year; and

WHEREAS, public notice was published pursuant to Government Code section 6066 and Water Code section 20203, and proof of publication on January 14, 2025, and January 20, 2025, in the Ventura County Star was filed with the Board Clerk; and

WHEREAS, the public hearing on the adoption of this resolution was held on January 23, 2025, as required by Water Code section 20203.

NOW, THEREFORE, BE IT ORDAINED that:

1. Compensation. Pursuant to section 20202 of the Water Code, the standard and maximum compensation of each director of the Board shall be \$110.25 per District meeting attended, as described in By Laws Article III, Section 3.
2. Effective Date. Pursuant to Water Code section 20204, this resolution shall take effect 60 days after its final passage.

ADOPTED, SIGNED, AND APPROVED this 23rd day of January 2025.

Neal Dixon, MD, President
Board of Directors
Camarillo Health Care District

Attest: _____
Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, **Paula Feinberg**, Clerk of the Board of Directors of the Camarillo Health Care District

DO HEREBY CERTIFY that the foregoing Resolution 25-02 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 23rd day of January 2025 and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District

SECTION 9

BOARD ACTION ITEM 9-C

**DISTRICT RESOLUTION 25-03
AMENDING DISTRICT BYLAWS, ARTICLE III, SECTION 3, COMPENSATION**



RESOLUTION NO. 25-03

RESOLUTION TO AMEND DISTRICT BY-LAWS ARTICLE III, SECTION 3 COMPENSATION

Resolution of the Board of Directors
Camarillo Health Care District
Camarillo, 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 By-laws 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, Section 3; Compensation, will now read:

ARTICLE III; DIRECTORS; SECTION 3; COMPENSATION

Members of the Board of Directors may receive one hundred-ten dollars and twenty-five cents (\$110.25) per District meeting attended, not to exceed five (5) meetings per month.

Meetings eligible for director compensation include:

- *Scheduled board meetings of all types*
- *Scheduled committee meetings of all types*
- *Advisory board committee meetings as approved by the board*
- *Training and/or educational workshops, seminars and conferences*
- *Meetings of local governments, nonprofits, community and civic groups, meetings with district consultants, advisors and other professionals, and any other activity when attendance is in the performance of official duties as directors of the board.*

Notwithstanding Section 6.1 of current district Travel Policy, each member of the Board of Directors shall be allowed travel and incidental expenses incurred in the performance of official business of the District, as approved by the Board. No expense shall be reimbursed except pursuant to an expense report meeting the requirements of policy and submitted by the Director to (and received by) appropriate district staff, in a reasonably timely manner after the final date of the occurrence in which the expense was incurred.

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 23rd day of January 2025.

Neal Dixon, MD, President
Board of Directors
Camarillo Health Care District

Attest: _____
Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, Paula Feinberg, Clerk of the Board of Directors of the Camarillo Health Care District

DO HEREBY CERTIFY that the foregoing Resolution 25-03 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 23rd day of January 2025 and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District

SECTION 9

BOARD ACTION ITEM 9-D

**BOARD POLICY MANUAL
POLICY 1060, DIRECTORS COMPENSATION**

Camarillo Health Care District

POLICY MANUAL

POLICY TITLE: Directors Compensation

POLICY NUMBER: 1060

1060.1 Compensation - The members of the Board of Directors may receive one hundred-~~ten~~^{five} dollars ~~and twenty-five cents~~ (\$~~110.25~~¹⁰⁵) 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 meetings as described in By Laws Article III, Section 3. Any sanctioned meeting stipend counts toward the maximum of five meetings per month.

SECTION 9

BOARD ACTION ITEM 9-E

REVISED PAY SCHEDULE

Pay Schedule
Effective February 5, 2025



Revision Date: 1/23/2025

Classification	Time Base	Minimum	Maximum
Officers			
Chief Executive Officer	Annual	\$ 163,835.36	\$ 291,267.85
Chief Administrative Officer	Annual	\$ 89,427.52	\$ 185,658.78
Chief Operations Officer	Annual	\$ 89,427.52	\$ 185,658.78
Chief Financial Officer	Annual	\$ 89,427.52	\$ 185,658.78
Program Officer	Annual	\$ 89,427.52	\$ 185,658.78
Directors			
Operations Director	Annual	\$ 75,530.00	\$ 181,621.60
Clinical Services Director	Annual	\$ 75,530.00	\$ 140,270.00
Care Services Director	Annual	\$ 75,530.00	\$ 168,324.00
Community Outreach Director	Annual	\$ 75,530.00	\$ 168,324.00
Adult Day Center Director	Annual	\$ 75,530.00	\$ 168,324.00
Finance Director	Hourly	\$ 36.31	\$ 80.93
Managers			
Clinical Services Manager	Annual	\$ 71,818.24	\$ 96,505.76
Care Services Manager	Annual	\$ 71,818.24	\$ 115,806.91
Community Services Outreach and Education Manager	Annual	\$ 71,818.24	\$ 115,806.91
Health Promotion Manager	Annual	\$ 71,818.24	\$ 115,806.91
Accounting Manager	Hourly	\$ 25.89	\$ 52.06
Administrative Services Manager	Hourly	\$ 25.89	\$ 52.06
Program Manager	Hourly	\$ 25.89	\$ 52.06
Adult Day Center Manager	Hourly	\$ 21.58	\$ 43.38
Community Education Manager	Hourly	\$ 21.58	\$ 43.38
Office Manager	Hourly	\$ 21.58	\$ 43.38
Coordinators			
Care Coordinator	Hourly	\$ 20.50	\$ 45.32
Health Promotion Coordinator	Hourly	\$ 20.50	\$ 45.32
Human Resources Coordinator	Hourly	\$ 20.50	\$ 45.32
Social Services Coordinator	Hourly	\$ 20.50	\$ 45.32
Adult Day Center Coordinator	Hourly	\$ 18.88	\$ 36.25
Community Services Coordinator	Hourly	\$ 18.88	\$ 36.25
Fall Prevention Coordinator	Hourly	\$ 18.88	\$ 36.25
Office Coordinator	Hourly	\$ 18.88	\$ 36.25
Senior Nutrition Coordinator	Hourly	\$ 18.88	\$ 36.25
Transportation Coordinator	Hourly	\$ 18.88	\$ 36.25
Assistants & all other positions			
Accounting Assistant	Hourly	\$ 18.34	\$ 35.17
Administrative Assistant, HR	Hourly	\$ 18.34	\$ 35.17
Executive Assistant	Hourly	\$ 18.34	\$ 35.17
Health Promotion Coach	Hourly	\$ 18.34	\$ 35.17
Driver	Hourly	\$ 17.80	\$ 32.38
Driver (On-Call)	Hourly	\$ 17.80	\$ 32.38
Activity Leader II	Hourly	\$ 16.72	\$ 29.14
Activity Leader I	Hourly	\$ 16.50	\$ 28.49
Activity Leader I (On-Call)	Hourly	\$ 16.50	\$ 28.49
Administrative Assistant	Hourly	\$ 16.50	\$ 28.49
Fall Prevention Specialist	Hourly	\$ 16.50	\$ 28.49
Program Aide-General	Hourly	\$ 16.50	\$ 28.49
Resource Specialist	Hourly	\$ 16.50	\$ 28.49
Senior Nutrition Assistant	Hourly	\$ 16.50	\$ 28.49
Customer Service Representative	Hourly	\$ 16.50	\$ 28.49

Pay Schedule
Effective February 5, 2025

SECTION 9

BOARD ACTION ITEM 9-F

**REVISED PAY SCHEDULES
PREVIOUSLY APPROVED BY THE BOARD**

Pay Schedule
Effective August 8, 2021



Revision Date: 7/27/2021

Classification	Time Base	Minimum	Maximum
Officers			
Chief Executive Officer	Annual	\$ 151,840.00	\$ 224,952.00
Chief Administrative Officer	Annual	\$ 82,880.00	\$ 143,388.00
Clinical Services Officer	Annual	\$ 82,880.00	\$ 143,388.00
Chief Resource Officer	Annual	\$ 82,880.00	\$ 143,388.00
Directors			
Program & Operations Director	Annual	\$ 70,000.00	\$ 130,000.00
Clinical Services Director	Annual	\$ 70,000.00	\$ 130,000.00
Care Services Director	Annual	\$ 70,000.00	\$ 130,000.00
Adult Day Center Director	Annual	\$ 70,000.00	\$ 130,000.00
Finance Director	Hourly	\$ 33.65	\$ 62.50
Managers			
Clinical Services Manager	Annual	\$ 66,560.00	\$ 89,440.00
Community Services Manager	Annual	\$ 66,560.00	\$ 89,440.00
Health Promotion Manager	Annual	\$ 66,560.00	\$ 89,440.00
Accounting Manager	Hourly	\$ 20.00	\$ 33.50
Adult Day Center Manager	Hourly	\$ 20.00	\$ 33.50
Community Education Manager	Hourly	\$ 20.00	\$ 33.50
Community Outreach Manager	Hourly	\$ 20.00	\$ 33.50
Office Manager	Hourly	\$ 20.00	\$ 33.50
Coordinators			
Care Coordinator	Hourly	\$ 19.00	\$ 35.00
Health Promotion Coordinator	Hourly	\$ 19.00	\$ 35.00
Social Services Coordinator	Hourly	\$ 19.00	\$ 35.00
Adult Day Center Coordinator	Hourly	\$ 17.50	\$ 28.00
Community Services Coordinator	Hourly	\$ 17.50	\$ 28.00
Senior Nutrition Coordinator	Hourly	\$ 17.50	\$ 28.00
Transportation Coordinator	Hourly	\$ 17.50	\$ 28.00
Assistants & all other positions			
Accounting Assistant	Hourly	\$ 17.00	\$ 27.16
Administrative Assistant, HR	Hourly	\$ 17.00	\$ 27.16
Executive Assistant	Hourly	\$ 17.00	\$ 27.16
Health Promotion Coach	Hourly	\$ 17.00	\$ 27.16
Driver	Hourly	\$ 16.50	\$ 25.00
Driver (On-Call)	Hourly	\$ 16.50	\$ 25.00
Activity Leader II	Hourly	\$ 15.50	\$ 22.50
Activity Leader I	Hourly	\$ 15.00	\$ 22.00
Activity Leader I (On-Call)	Hourly	\$ 15.00	\$ 22.00
Administrative Assistant	Hourly	\$ 15.00	\$ 22.00
Resource Specialist	Hourly	\$ 15.00	\$ 22.00
Senior Nutrition Assistant	Hourly	\$ 15.00	\$ 22.00

Pay Schedule
Effective May 1, 2022

Classification	Time Base	Minimum	Maximum
Officers			
Chief Executive Officer	Annual	\$ 163,835.36	\$ 242,723.21
Chief Administrative Officer	Annual	\$ 89,427.52	\$ 154,715.65
Chief Operations Officer	Annual	\$ 89,427.52	\$ 154,715.65
Clinical Services Officer	Annual	\$ 89,427.52	\$ 154,715.65
Directors			
Program & Operations Director	Annual	\$ 75,530.00	\$ 151,351.33
Clinical Services Director	Annual	\$ 75,530.00	\$ 140,270.00
Care Services Director	Annual	\$ 75,530.00	\$ 140,270.00
Community Outreach Director	Annual	\$ 75,530.00	\$ 140,270.00
Adult Day Center Director	Annual	\$ 75,530.00	\$ 140,270.00
Finance Director	Hourly	\$ 36.31	\$ 67.44
Managers			
Clinical Services Manager	Annual	\$ 71,818.24	\$ 96,505.76
Community Outreach and Education Manager	Annual	\$ 71,818.24	\$ 96,505.76
Health Promotion Manager	Annual	\$ 71,818.24	\$ 96,505.76
Accounting Manager	Hourly	\$ 21.58	\$ 36.15
Adult Day Center Manager	Hourly	\$ 21.58	\$ 36.15
Office Manager	Hourly	\$ 21.58	\$ 36.15
Coordinators			
Care Coordinator	Hourly	\$ 20.50	\$ 37.77
Health Promotion Coordinator	Hourly	\$ 20.50	\$ 37.77
Social Services Coordinator	Hourly	\$ 20.50	\$ 37.77
Adult Day Center Coordinator	Hourly	\$ 18.88	\$ 30.21
Community Services Coordinator	Hourly	\$ 18.88	\$ 30.21
Office Coordinator	Hourly	\$ 18.88	\$ 30.21
Senior Nutrition Coordinator	Hourly	\$ 18.88	\$ 30.21
Transportation Coordinator	Hourly	\$ 18.88	\$ 30.21
Assistants & all other positions			
Accounting Assistant	Hourly	\$ 18.34	\$ 29.31
Administrative Assistant, HR	Hourly	\$ 18.34	\$ 29.31
Executive Assistant	Hourly	\$ 18.34	\$ 29.31
Health Promotion Coach	Hourly	\$ 18.34	\$ 29.31
Driver	Hourly	\$ 17.80	\$ 26.98
Driver (On-Call)	Hourly	\$ 17.80	\$ 26.98
Activity Leader II	Hourly	\$ 16.72	\$ 24.28
Activity Leader I	Hourly	\$ 16.19	\$ 23.74
Activity Leader I (On-Call)	Hourly	\$ 16.19	\$ 23.74
Administrative Assistant	Hourly	\$ 16.19	\$ 23.74
Resource Specialist	Hourly	\$ 16.19	\$ 23.74
Senior Nutrition Assistant	Hourly	\$ 16.19	\$ 23.74

Pay Schedule
Effective March 6, 2022



Revision Date: 2/22/2022

Classification	Time Base	Minimum	Maximum
Officers			
Chief Executive Officer	Annual	\$ 151,840.00	\$ 224,952.00
Chief Administrative Officer	Annual	\$ 82,880.00	\$ 143,388.00
Chief Operations Officer	Annual	\$ 82,880.00	\$ 143,388.00
Clinical Services Officer	Annual	\$ 82,880.00	\$ 143,388.00
Directors			
Program & Operations Director	Annual	\$ 70,000.00	\$ 130,000.00
Clinical Services Director	Annual	\$ 70,000.00	\$ 130,000.00
Care Services Director	Annual	\$ 70,000.00	\$ 130,000.00
Community Outreach Director	Annual	\$ 70,000.00	\$ 130,000.00
Adult Day Center Director	Annual	\$ 70,000.00	\$ 130,000.00
Finance Director	Hourly	\$ 33.65	\$ 62.50
Managers			
Clinical Services Manager	Annual	\$ 66,560.00	\$ 89,440.00
Community Outreach and Education Manager	Annual	\$ 66,560.00	\$ 89,440.00
Health Promotion Manager	Annual	\$ 66,560.00	\$ 89,440.00
Accounting Manager	Hourly	\$ 20.00	\$ 33.50
Adult Day Center Manager	Hourly	\$ 20.00	\$ 33.50
Community Education Manager	Hourly	\$ 20.00	\$ 33.50
Office Manager	Hourly	\$ 20.00	\$ 33.50
Coordinators			
Care Coordinator	Hourly	\$ 19.00	\$ 35.00
Health Promotion Coordinator	Hourly	\$ 19.00	\$ 35.00
Social Services Coordinator	Hourly	\$ 19.00	\$ 35.00
Adult Day Center Coordinator	Hourly	\$ 17.50	\$ 28.00
Community Services Coordinator	Hourly	\$ 17.50	\$ 28.00
Office Coordinator	Hourly	\$ 17.50	\$ 28.00
Senior Nutrition Coordinator	Hourly	\$ 17.50	\$ 28.00
Transportation Coordinator	Hourly	\$ 17.50	\$ 28.00
Assistants & all other positions			
Accounting Assistant	Hourly	\$ 17.00	\$ 27.16
Administrative Assistant, HR	Hourly	\$ 17.00	\$ 27.16
Executive Assistant	Hourly	\$ 17.00	\$ 27.16
Health Promotion Coach	Hourly	\$ 17.00	\$ 27.16
Driver	Hourly	\$ 16.50	\$ 25.00
Driver (On-Call)	Hourly	\$ 16.50	\$ 25.00
Activity Leader II	Hourly	\$ 15.50	\$ 22.50
Activity Leader I	Hourly	\$ 15.00	\$ 22.00
Activity Leader I (On-Call)	Hourly	\$ 15.00	\$ 22.00
Administrative Assistant	Hourly	\$ 15.00	\$ 22.00
Resource Specialist	Hourly	\$ 15.00	\$ 22.00
Senior Nutrition Assistant	Hourly	\$ 15.00	\$ 22.00

Pay Schedule
Effective February 5, 2023



Revised Date: 1/26/2023

Classification	Minimum	Maximum
Officers		
Chief Executive Officer	\$ 163,835.36	\$ 242,723.21
Chief Administrative Officer	\$ 89,427.52	\$ 154,715.65
Chief Operations Officer	\$ 89,427.52	\$ 154,715.65
Clinical Services Officer	\$ 89,427.52	\$ 154,715.65
Directors		
Program & Operations Director	\$ 75,530.00	\$ 151,351.33
Clinical Services Director	\$ 75,530.00	\$ 140,270.00
Care Services Director	\$ 75,530.00	\$ 140,270.00
Community Outreach Director	\$ 75,530.00	\$ 140,270.00
Adult Day Center Director	\$ 75,530.00	\$ 140,270.00
Finance Director	\$ 36.31	\$ 67.44
Managers		
Clinical Services Manager	\$ 71,818.24	\$ 96,505.76
Community Outreach and Education Manager	\$ 71,818.24	\$ 96,505.76
Health Promotion Manager	\$ 71,818.24	\$ 96,505.76
Accounting Manager	\$ 21.58	\$ 36.15
Adult Day Center Manager	\$ 21.58	\$ 36.15
Community Education Manager	\$ 21.58	\$ 36.15
Office Manager	\$ 21.58	\$ 36.15
Coordinators		
Care Coordinator	\$ 20.50	\$ 37.77
Health Promotion Coordinator	\$ 20.50	\$ 37.77
Social Services Coordinator	\$ 20.50	\$ 37.77
Adult Day Center Coordinator	\$ 18.88	\$ 30.21
Community Services Coordinator	\$ 18.88	\$ 30.21
Fall Prevention Coordinator	\$ 18.88	\$ 30.21
Office Coordinator	\$ 18.88	\$ 30.21
Senior Nutrition Coordinator	\$ 18.88	\$ 30.21
Transportation Coordinator	\$ 18.88	\$ 30.21
Assistants & all other positions		
Accounting Assistant	\$ 18.34	\$ 29.31
Administrative Assistant, HR	\$ 18.34	\$ 29.31
Executive Assistant	\$ 18.34	\$ 29.31
Health Promotion Coach	\$ 18.34	\$ 29.31
Driver	\$ 17.80	\$ 26.98
Driver (On-Call)	\$ 17.80	\$ 26.98
Activity Leader II	\$ 16.72	\$ 24.28
Activity Leader I	\$ 16.19	\$ 23.74
Activity Leader I (On-Call)	\$ 16.19	\$ 23.74
Administrative Assistant	\$ 16.19	\$ 23.74
Fall Prevention Specialist	\$ 16.19	\$ 23.74
Program Aide-General	\$ 16.19	\$ 23.74
Resource Specialist	\$ 16.19	\$ 23.74
Senior Nutrition Assistant	\$ 16.19	\$ 23.74

Pay Schedule
Effective November 26, 2023



Revision Date: 11/16/2023

Classification	Time Base	Minimum	Maximum
Officers			
Chief Executive Officer	Annual	\$ 163,835.36	\$ 242,723.21
Chief Administrative Officer	Annual	\$ 89,427.52	\$ 154,715.65
Chief Operations Officer	Annual	\$ 89,427.52	\$ 154,715.65
Program Officer	Annual	\$ 89,427.52	\$ 154,715.65
Directors			
Operations Director	Annual	\$ 75,530.00	\$ 151,351.33
Clinical Services Director	Annual	\$ 75,530.00	\$ 140,270.00
Care Services Director	Annual	\$ 75,530.00	\$ 140,270.00
Community Outreach Director	Annual	\$ 75,530.00	\$ 140,270.00
Adult Day Center Director	Annual	\$ 75,530.00	\$ 140,270.00
Finance Director	Hourly	\$ 36.31	\$ 67.44
Managers			
Clinical Services Manager	Annual	\$ 71,818.24	\$ 96,505.76
Care Services Manager	Annual	\$ 71,818.24	\$ 96,505.76
Community Outreach and Education Manager	Annual	\$ 71,818.24	\$ 96,505.76
Health Promotion Manager	Annual	\$ 71,818.24	\$ 96,505.76
Accounting Manager	Hourly	\$ 21.58	\$ 36.15
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Office Manager	Hourly	\$ 21.58	\$ 36.15
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Administrative Assistant	Hourly	\$ 16.19	\$ 23.74
Fall Prevention Specialist	Hourly	\$ 16.19	\$ 23.74
Program Aide-General	Hourly	\$ 16.19	\$ 23.74
Resource Specialist	Hourly	\$ 16.19	\$ 23.74
Senior Nutrition Assistant	Hourly	\$ 16.19	\$ 23.74
Customer Service Representative	Hourly	\$ 16.19	\$ 23.74

SECTION 12

REPORTS

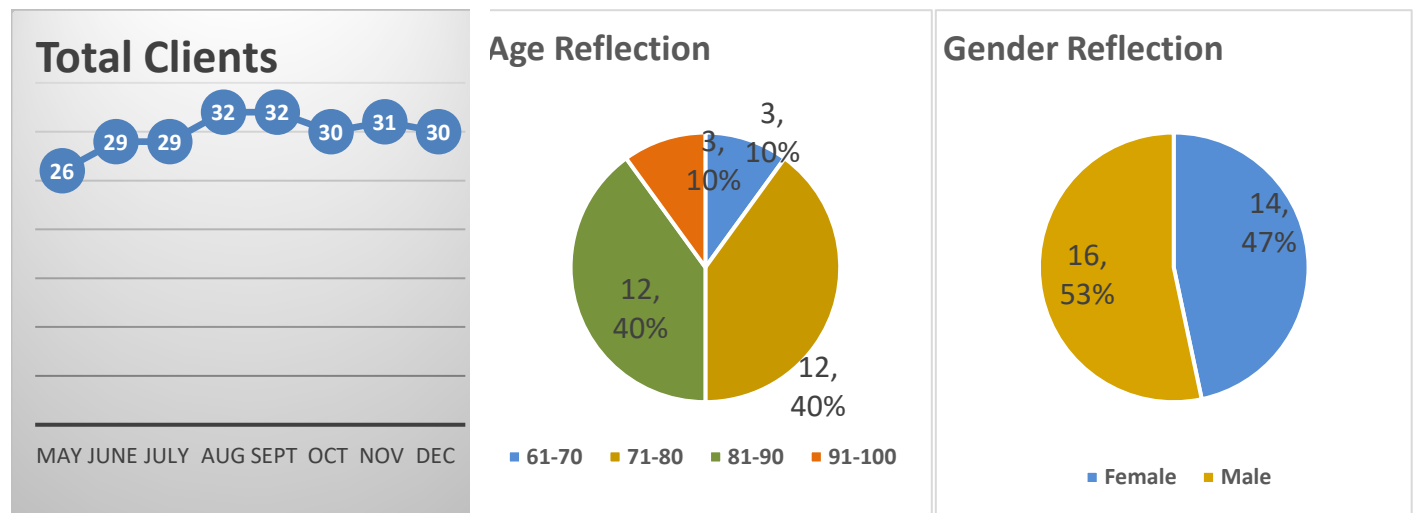
MEMORANDUM

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

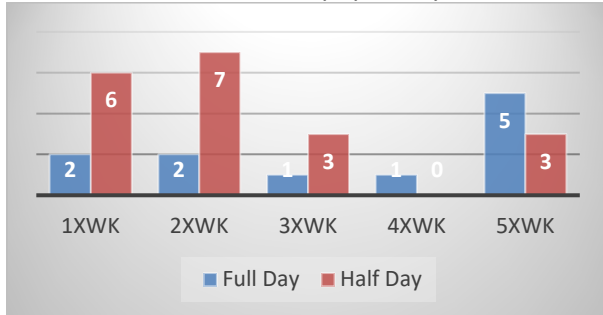


Total Clients:	30
Current average age:	81
Current oldest:	93 (ma & fe)
Current youngest:	69 (2 ma)

	MAY	JUN	JUL	AUG	SEPT	OCT	NOV
Female	9	10	10	12	14	12	14
Male	16	19	19	20	18	18	16

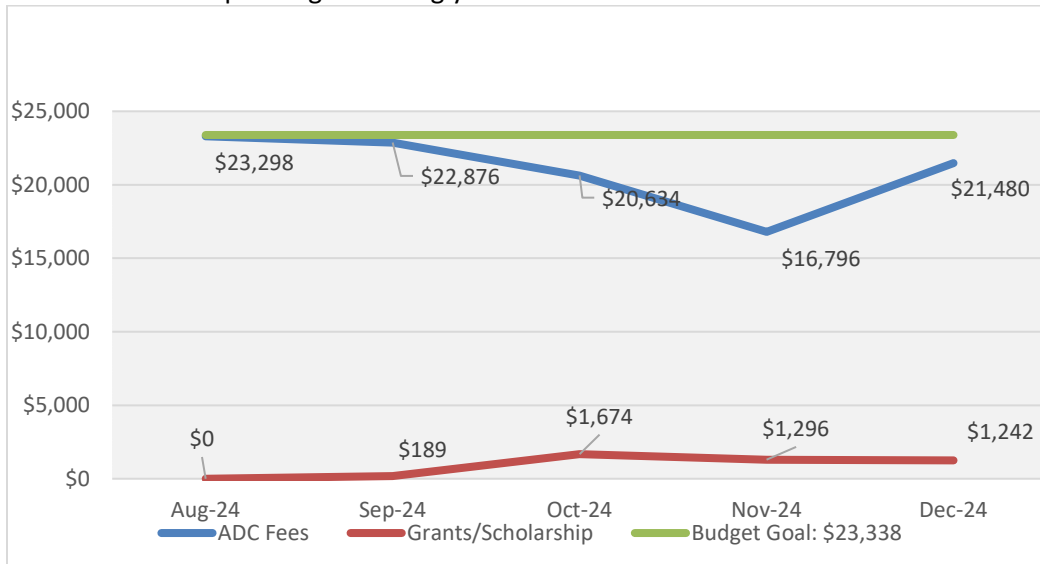
Attendance: # of days/wk

The District’s Community Care license is for a maximum of 40 clients, present at any given time during the 9am-3pm service day, with staffing ratios of 8:1. It is important for staffing ratios to monitor attendance at all times, and this chart reflects the ways a day’s attendance can vary. Of note in the chart below is the current popularity of clients attending one and two, half-days a week.



Program Revenue

Program revenue has begun to recover from the COVID-19 restrictions; the final COVID-19 restriction was lifted in May 2023 by Community Care Licensing, thus allowing for an increased number of participants to be served daily. The client count has increased; days/weeks attendance is increasing, and revenue is responding accordingly.



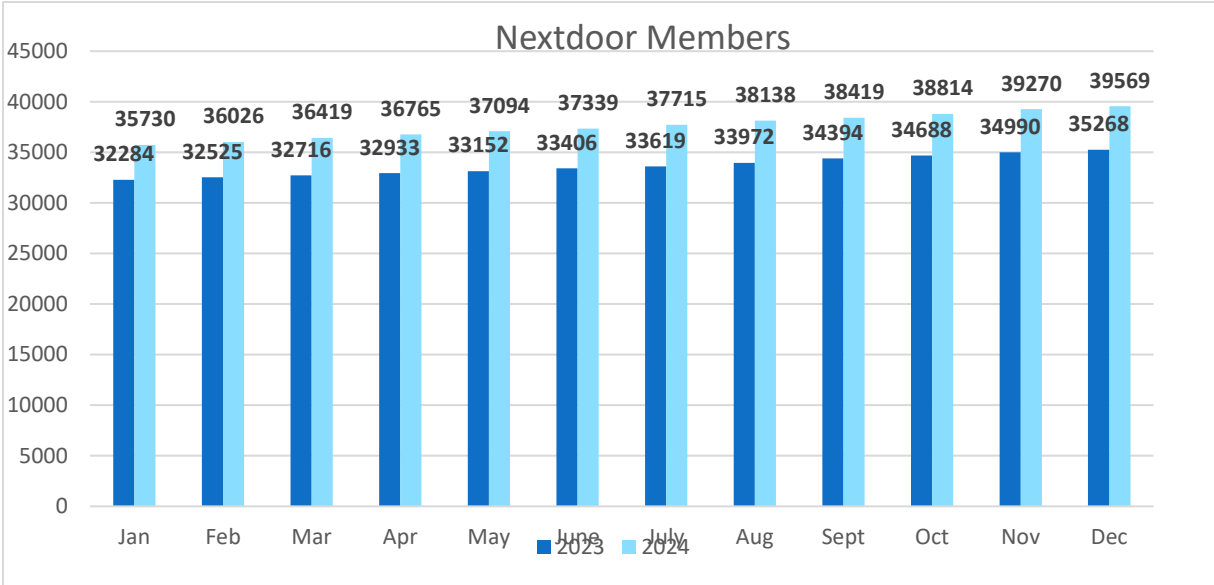
MEMORANDUM

DATE: Jan. 10, 2024
TO: Kara Ralston, CEO
FROM: Michelle Rogers, Community Education & Outreach Manager
SUBJECT: *Monthly Program Report: December 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.



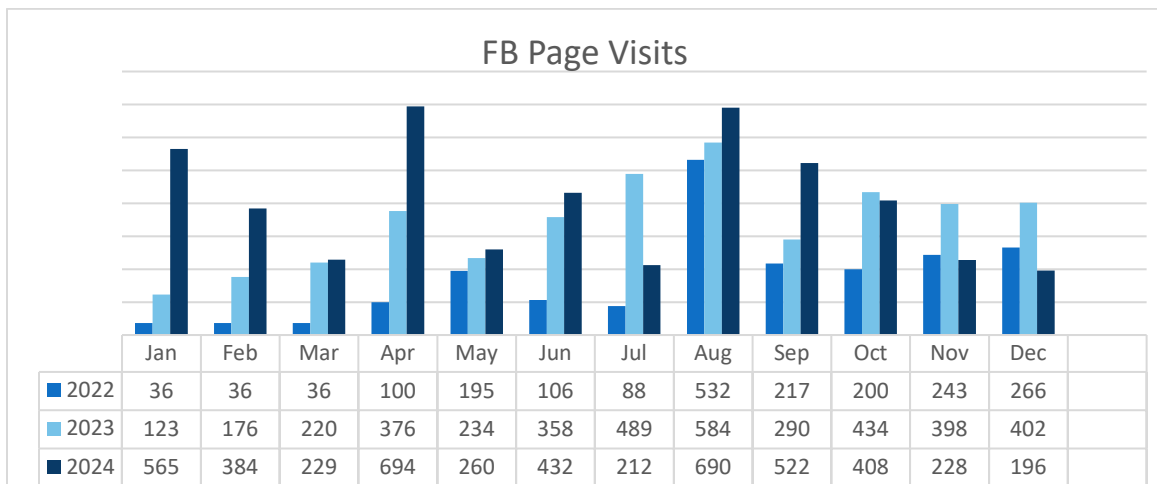
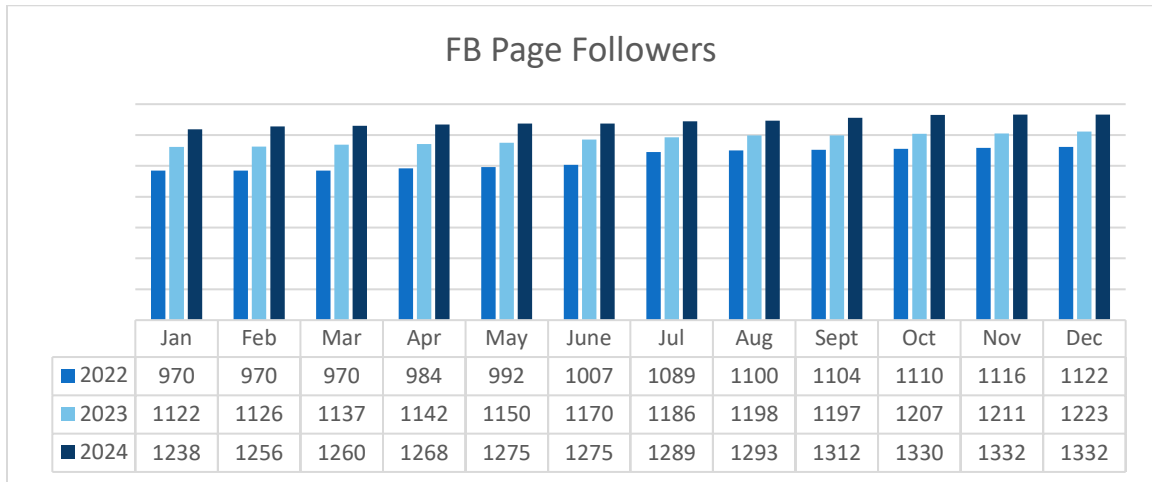
NEXTDOOR

- There are 39,569 members in the geographic area we reach in Camarillo and Somis.
- 43,397 total impressions in December, down 1,806 from November.
- 89 total interactions, down 2 from last month.
 - **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: Photo of Camarillo Council on Aging, Amber’s Light Lions Club and our Senior Nutrition staff packing gift bags for homebound SNP clients.
- 2nd MOST POPULAR: Photo of Peace Lutheran Church Preschoolers singing to clients in our Adult Day Center.

FACEBOOK

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

- PAGE VISITS: last 30 days, 196 visits; last 90 days, 921.
- HIGHEST REACH: Storytelling event, 1,865 reaches. (5,200 for the month)
 - **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: Storytelling event, 14 reactions. (251 for the month)
- HIGHEST ENGAGEMENT: Storytelling event with 63 engagements. (410 engagements for the month)
 - **Engagements** are a combination of reactions, likes, comments and shares.

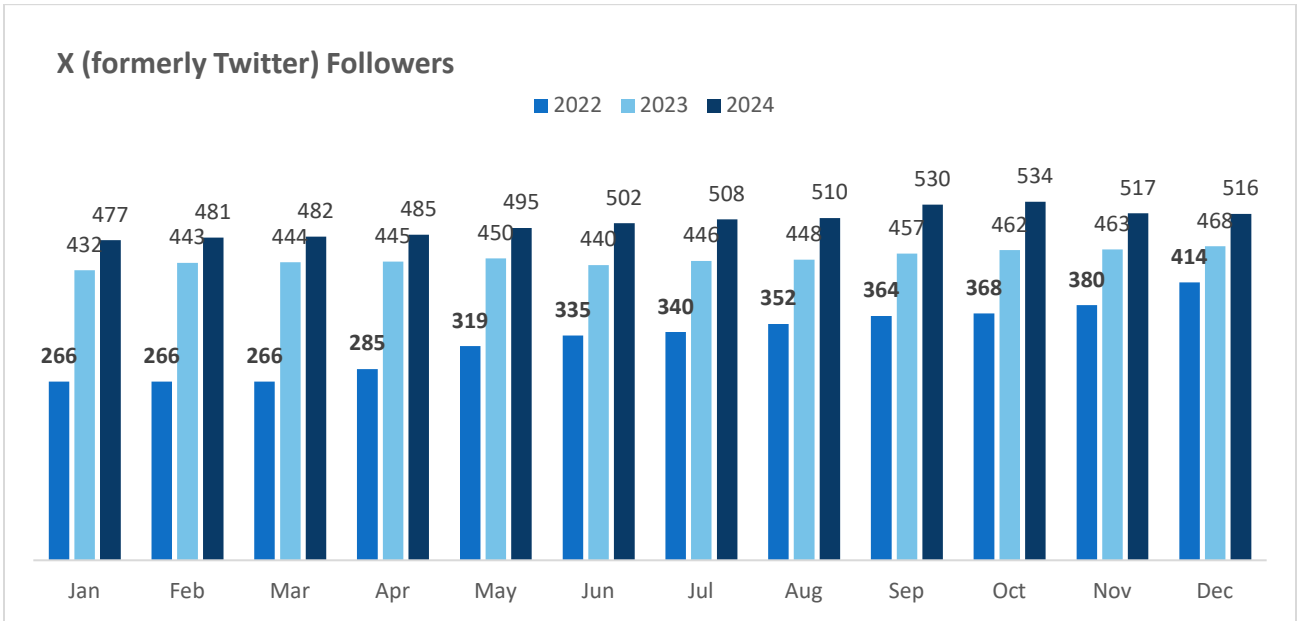


X (formerly called Twitter)

There were 35 re-posts, 53 likes, 1,100 post impressions and an engagement rate of 10.1% 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. An engagement rate of 1-3% is considered “excellent.”

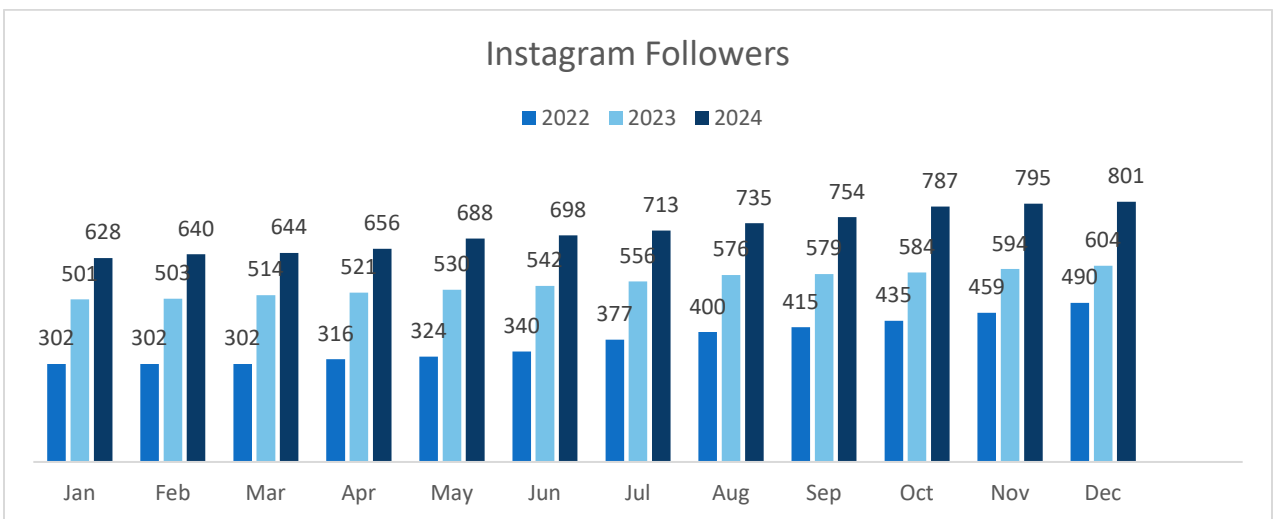
- TOP TWEET: Dental screenings with 100 impressions and 7 engagements.
- HIGHEST ENGAGEMENT: Senior Nutrition Program, with 9 engagements.



INSTAGRAM

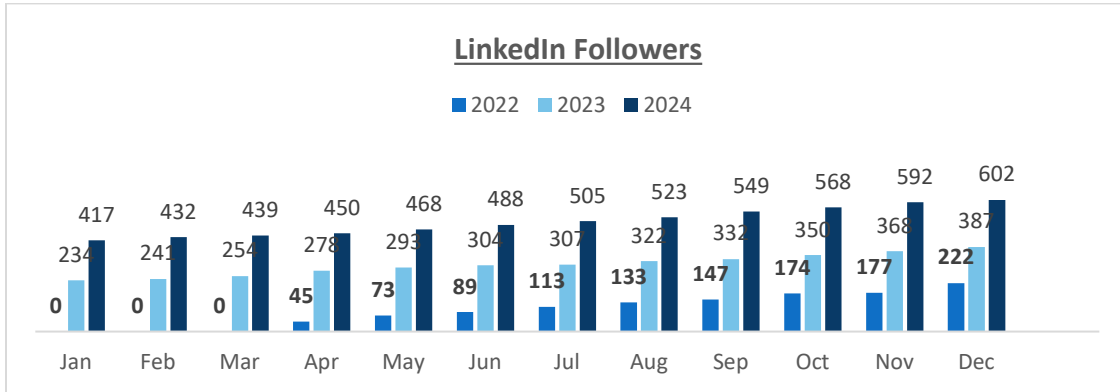
Instagram 90-day reach, 4,500; monthly, 595.

- HIGHEST REACH: Stuffing holiday bags for homebound seniors with CCOA, Amber’s Light Lions and SNP staff, 113 people.
- HIGHEST LIKES ON A POST: Stuffing holiday bags for homebound seniors, 13 likes.
- PROFILE VISITS: 39



LINKEDIN

- 916 post impressions
 - **Impressions** are content viewed or displayed in a feed.
- MOST IMPRESSIONS: Storytelling event; 79 impressions.
- HIGHEST VIEWS: Powerful Tools for Caregivers; 19 views.
- MOST REACTIONS: Storytelling event; 5 reactions.
- Search appearance is down 44%; post impressions up 58% and page visitors down 33%



YOUTUBE (6/2022)

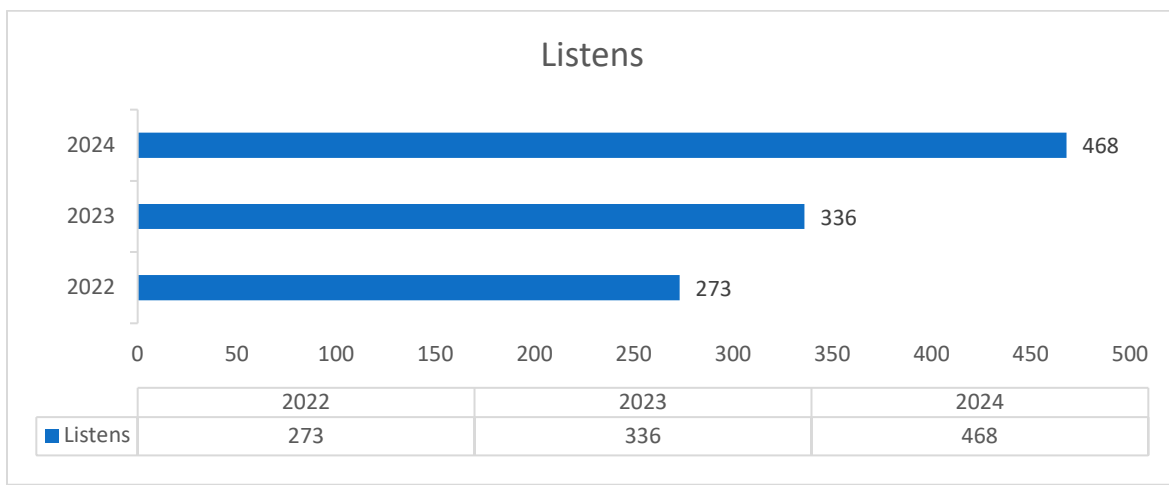
- Posted 49 videos since inception.
- 125 subscribers
- 161 views for the month; 9.3 hours of watch time.
- 80,943 views since inception.
- MOST VIEWED VIDEO: Care-A-Van Transportation Services; 70,469 views.
- SECOND MOST VIEWED VIDEO: Virtual tour of Adult Day Center; 1,732 views.
- TOP VIDEO OF THE MONTH: New VR Cycling class, 109 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.)

- 12 “Stories from the Heart” episodes.
- 1,090 all-time “listens.”
- 351 downloads from Apple Podcasts.
- 22 “likes.”

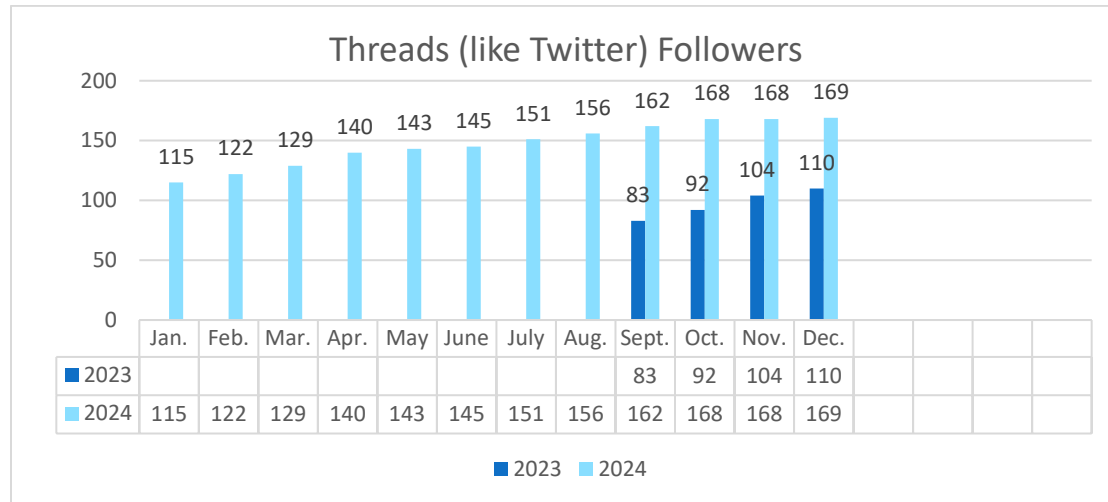
*Most “plays” originating on our website (674).



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 BlueSky, or joined Clapper as an alternative to TikTok. We now have a presence on all three platforms, 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.

- 169 followers
- 183 views for December, up 1 from last month.
- 20 posts for December.
- 18 interactions, down 9 from last month.

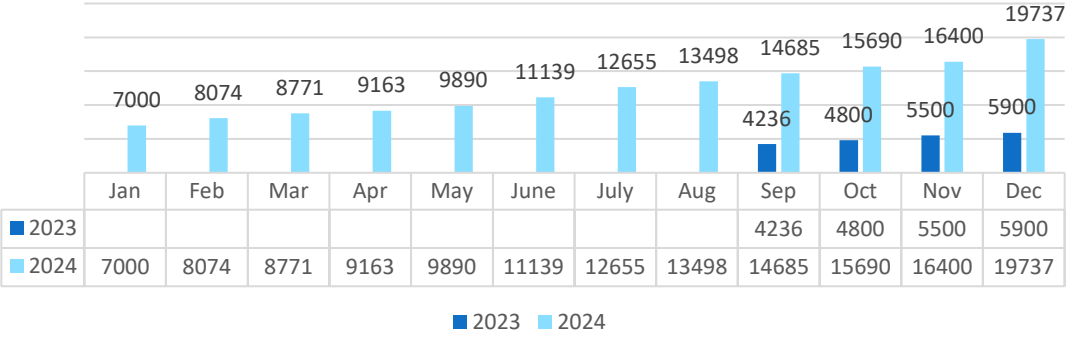
BLUESKY (11/2024): an alternative to X (formerly Twitter). It's a decentralized model, allowing for more control over content and data by individual users and communities. Debuted in 2021. (Stats via Graphtracks)

- 39 followers
- 22 posts since inception
- 49 total engagement

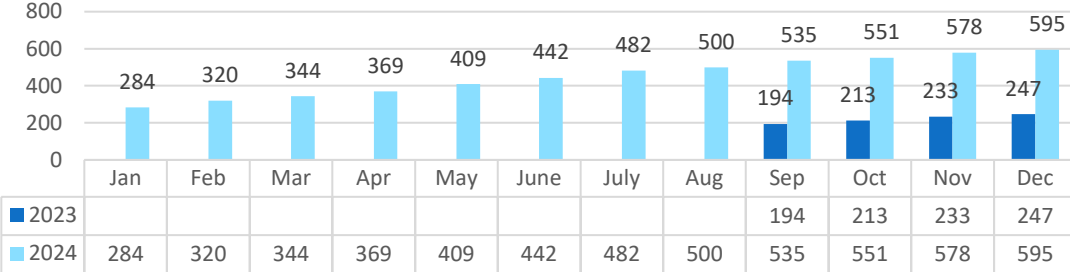
CLAPPER (3/2023): an American-owned alternative to TikTok, sharing short videos to communicate messages. It has many of TikTok's features, including filters, effects and music options.

- We have shared 10 videos since inception in March 2023 featuring our Adventures in VR classes, Digital Bridge appointments, Adult Day Center craft activity, Dogs on a Leash, Adult Day Center activity ring toss, magic table activity, ADC overview of activities, innovation award and 50 Plus Expo. These videos have 19,737 views and 606 likes in total, and we have 595 followers.

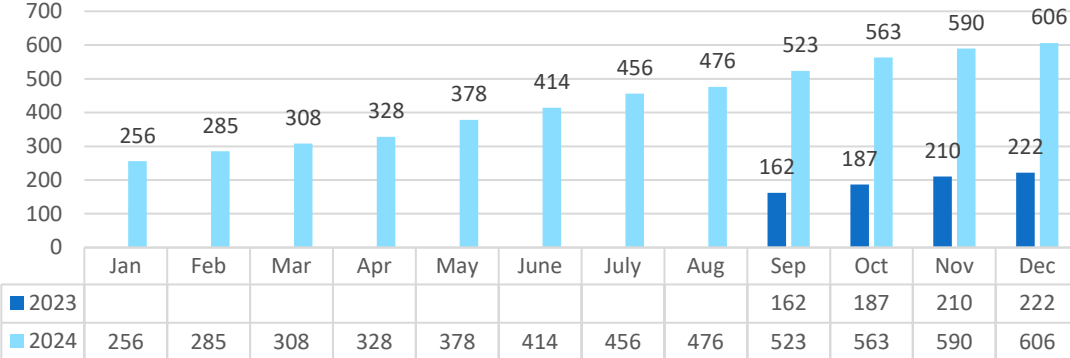
Clapper Video Views

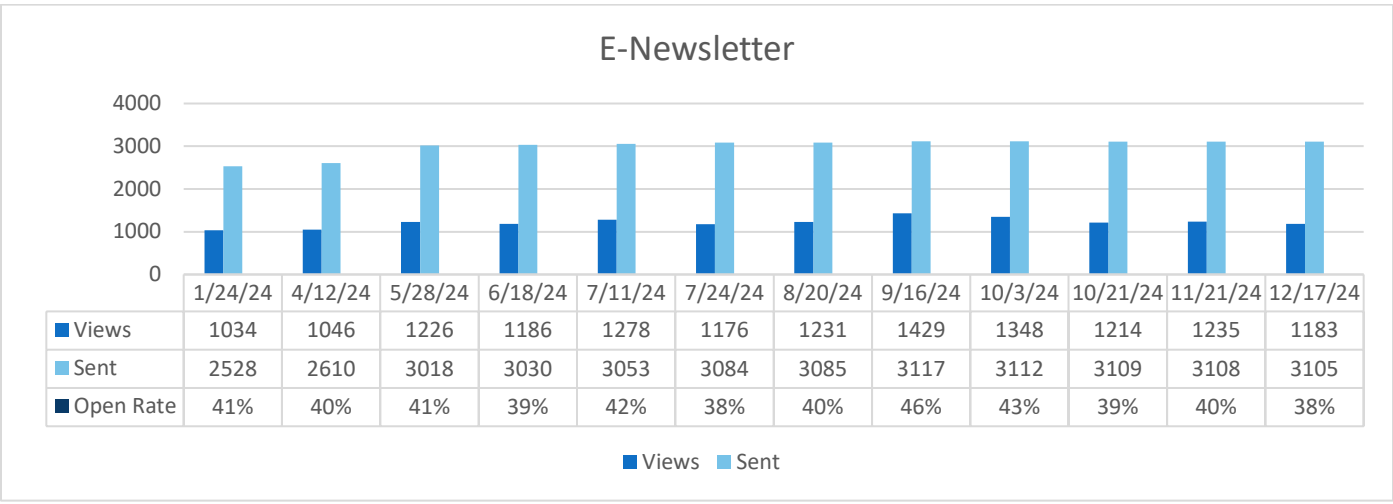


Clapper Followers



Clapper Likes





E-Newsletter (launched June 2, 2022)

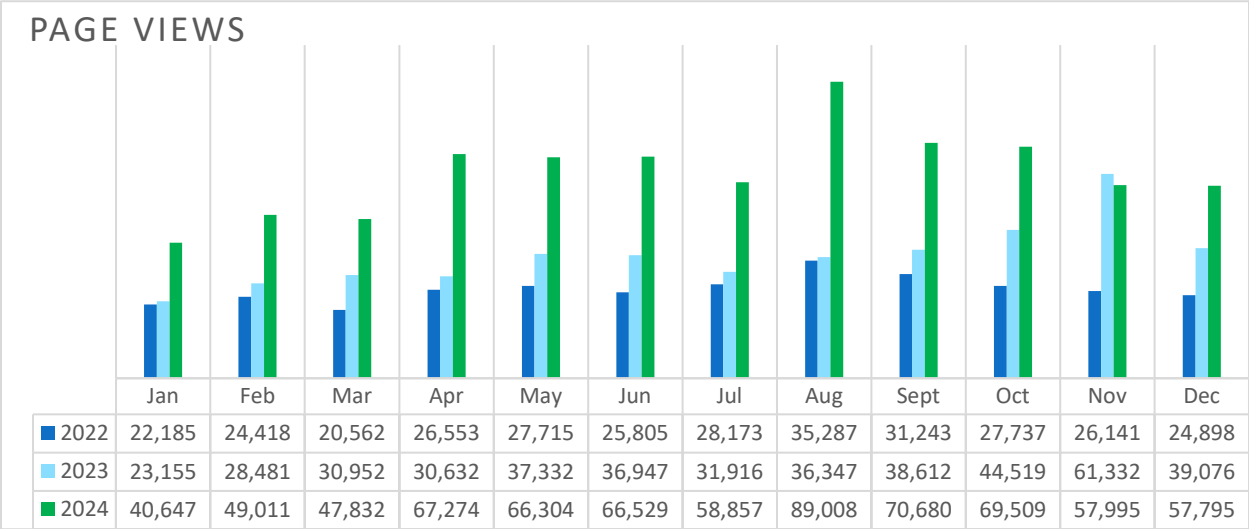
Since the launch of the e-newsletter in June 2022, a total of 34 newsletters have been sent. The open rate has been averaging 40%, which is considered a “top-tier score”; marketing experts say average open rate should be 15-25%.

- **Newsletter Dec. 17, 2024**
 - Focused on the District’s new VR Travel Club.
 - 3,105 people received the e-newsletter
 - 1,183 opened and viewed it
 - 38.1% open rate (average open rate is 15-25%)

Website

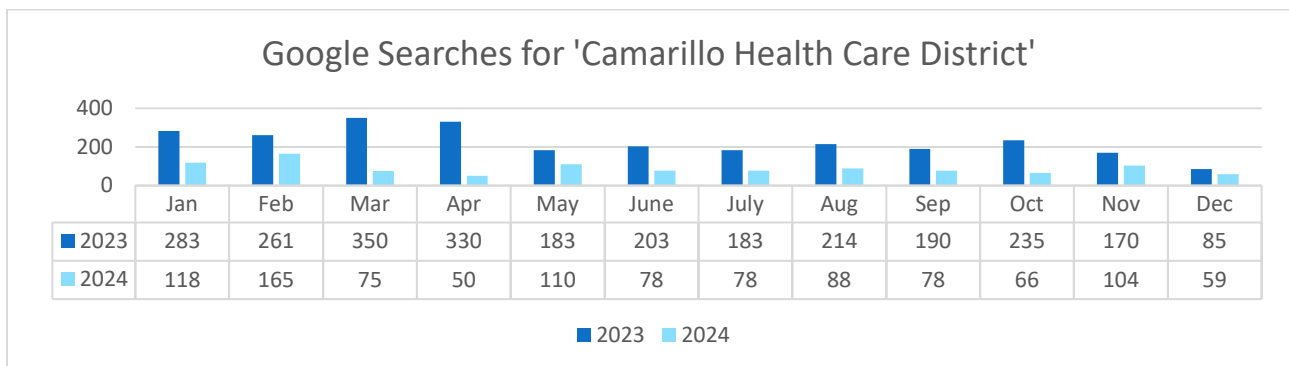
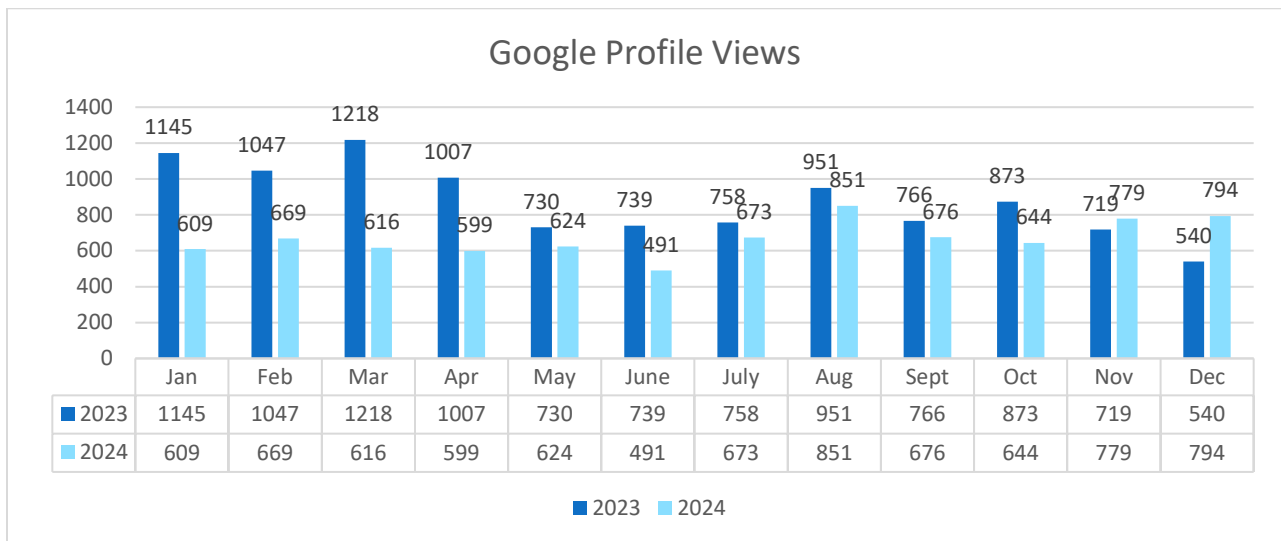
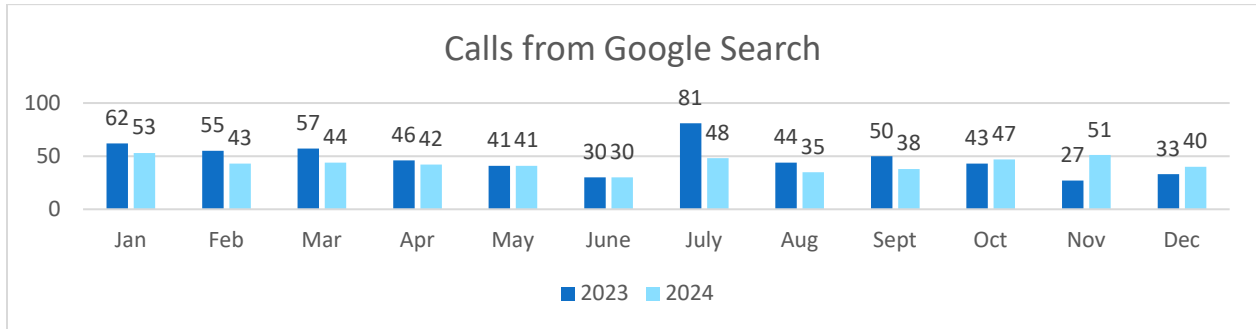
December: 57,795 views; Average 62,000 views/month in 2024.

YOY growth: December 2024 shows an increase in views over December 2023 (18,719).



Google Business Profile Report

Twenty-six people sought directions to our campus via Google and 70 people visited our website from a Google search. We've had 136 business profile interactions, including calling or seeking directions from Google. (Note: Google has changed its methodology for tracking profile views and this has resulted in potentially lower numbers because now multiple views by the same user within 24 hours count as one unique impression.)



MEMORANDUM

DATE: Jan. 10, 2024
TO: Kara Ralston, CEO
FROM: Michelle Rogers, Community Education & Outreach Manager
SUBJECT: Community Outreach / Events – September-December 2024

PROGRAM DESCRIPTION – Community Outreach and Education

SUMMARY: Since September, the District has reached approximately 2,200 individuals through community outreach at four community events and through off-site classes. This kind of outreach is important as it humanizes the District as staff serve as the face of the organization and make personal connections with individuals we serve. Information about our classes, programs and services are shared during these engagement opportunities, which boosts brand awareness and brings more people to our campus to take advantage of our offerings, helping us fulfill our mission. These outreach efforts are also another opportunity for us to promote what we do on social media, providing content for posts that reach people who may not have attended.

Sept. 28, 2024:

50 Plus Expo

Pleasant Valley Recreation and Parks District

200+ people

Michelle Rogers, Community Outreach and Education manager, and Mariana Gutierrez, Health Promotion coordinator, staffed a booth at the Pleasant Valley Recreation and Park District 50 Plus Expo on Sept. 28. They talked to attendees about the District’s programs, services and classes, and led demonstrations of virtual reality, taking



people on virtual tours of cities, a hot air balloon festival and safari. The three-hour event was heavily attended and a great opportunity to speak about our innovative programming.



Oct. 28, 2024:

Trunk or Treat

Camarillo Police Department

2,000+ people

Michelle Rogers, Community Outreach and Education manager, and Mariana Gutierrez, Health Promotion coordinator, decorated the trunk of one of the District's vehicles for the Camarillo Police Department's annual Trunk-or-Treat event. They passed out an assortment of candy, as well as 400 boxes of crayons with the District's logo on them and coloring sheets to children, and engaged parents in conversations about our programs, services and classes.



Oct. 30, 2024:

Staff Meeting

Leisure Village

9+ people

Blair Barker, Program Officer, met with Leisure Village security and department leaders to discuss District services, and ways to reach and support homebound older adults living in Leisure Village. Staff liked the Senior Support Line program and thought it would be a great way to connect residents to services. We will provide SSL magnets for their "Coffee with Security Chief" chats.

Promotion: Advertising and Listings

- Camarillo Acorn Ads
 - Oct. 19, 2024: Adult Day Center ad
 - Oct. 26, 2024: Adult Day Center ad
 - Nov. 9, 2024: VR classes ad
- Inside Leisure Village Ads
 - Nov. 1, 2024: Adult Day Center ad
 - Dec. 1, 2024: Adult Day Center ad
- Ventura County Reporter
 - Oct. 31, 2024: 5 listings
 - Nov. 7, 2024: 5 listings
 - Nov. 14, 2024: 6 listings
 - Nov. 21, 2024: 2 listings
 - Nov. 28, 2024: 3 listings
 - Dec. 5, 2024: 1 listing
 - Dec. 12, 2024: 2 listings

CAMARILLO HEALTH CARE DISTRICT
Adult Day Center

Safe, respectful, and compassionate.

TRANSPORTATION AVAIL | FULL- AND HALF-DAY OPTIONS | FAMILY SUPPORT SERVICES

- Social, Mental and Physical Enrichment
- Exercise and Games
- Person-Focused Care
- Alzheimer's and Dementia Care
- Assistance with Medication
- Restroom and Activities of Daily Living Assistance

This intentionally-designed, homelike setting provides a safe, respectful and compassionate option for adults and families who could benefit from additional care during the day. See what others are saying!

"I appreciate all that is done for us. My husband looks forward to going and it is his highlight of the week."

"Thank you for taking such good care of my mother."

"You and your staff should feel so proud of what you do every day."

805-388-1952 Ext. 111

Camarillo HEALTH CARE DISTRICT

3639 E. Las Posas Road, Suite 117 | Camarillo | www.camhealth.com

UPCOMING EVENTS

Jan. 11, 2025:

Wellness Resource Fair

Camarillo Public Library

150+ people anticipated

Jan. 15, 2025:

Wellness Fest

Goebel Adult Community Center

In coordination with Moving Seniors Forward

200+ people anticipated

Feb. 6, 2025:

Stories from the Heart event

Camarillo Public Library

90 people anticipated

June 7, 2025:

Camarillo Farmers Market

Camarillo

150+ people anticipated

MEMORANDUM

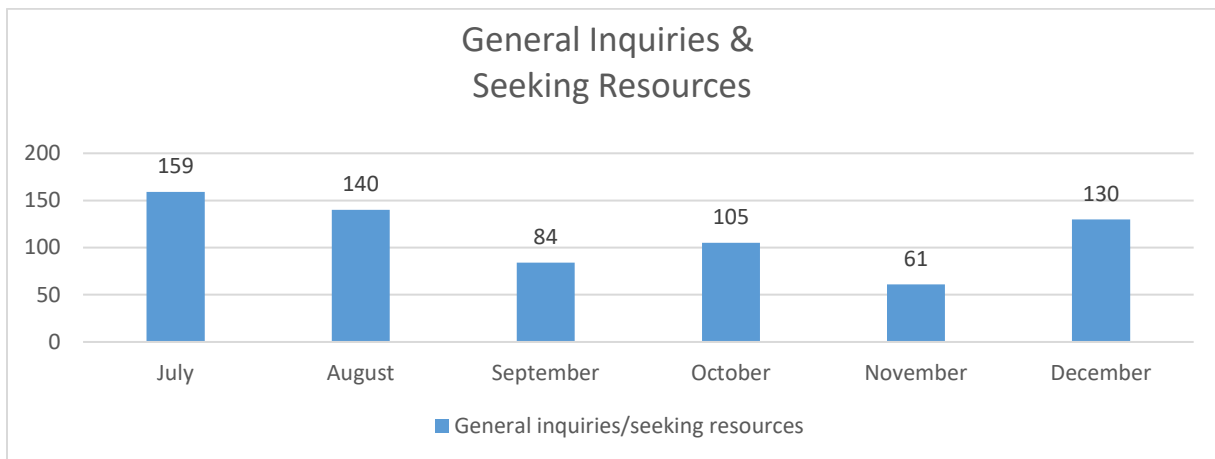
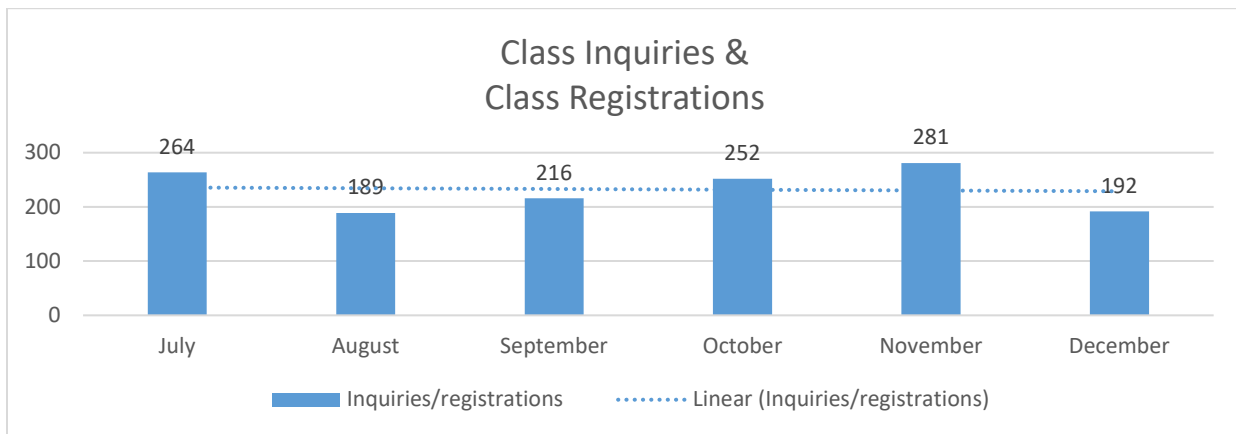
DATE: Jan. 10, 2024
TO: Kara Ralston, CEO
FROM: Michelle Rogers, Community Outreach and Education Manager
SUBJECT: Program Report: July-December 2024

PROGRAM DESCRIPTION – Facility Activity and Usage

The Facilities Department focuses on providing and maintaining a safe, clean, and inviting environment that facilitates the presentation and delivery of District services, customer service, reception, and professional hospitality.

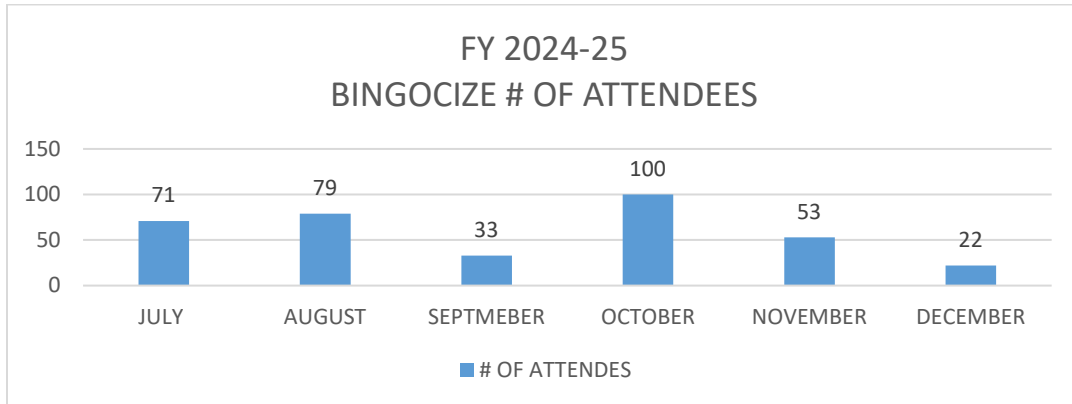
Overview of guest interactions

Typically, we see a surge in activity, including phone calls and in-person visits, in the month the District’s magazine is published and mailed. The charts below show spikes in class inquiries and registrations in the first month the magazine is mailed out quarterly to District households. (Note: In July and October new editions of our magazine were published and November’s increase is likely related to outreach to clients on interest lists for January classes). This illustrates what a valuable and powerful tool our printed magazine is in promoting our classes, programs and services.

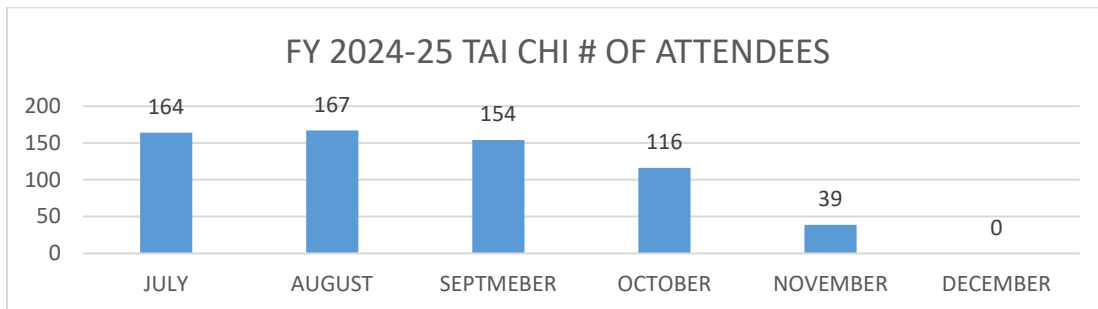
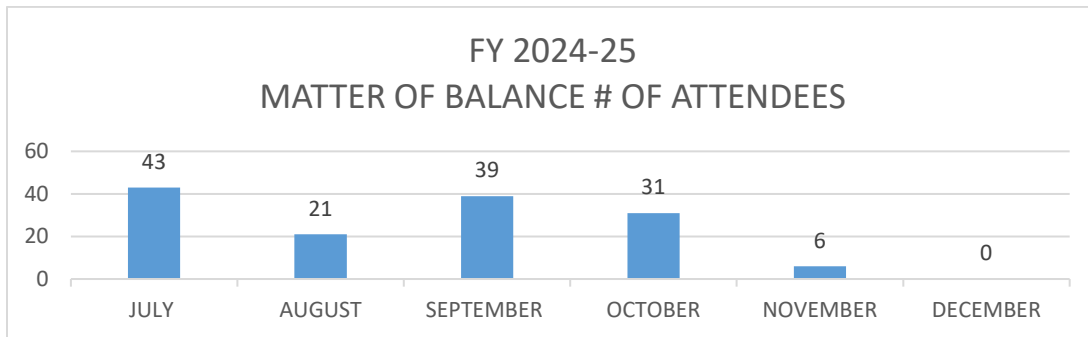


Facility Use - Classes

The District offers classes that are designed to help individuals manage ongoing health challenges, live better with chronic illnesses, improve cognition and reduce fall risks, connect and thrive in a digital world, uplift mood through socialization and feel better about their overall well-being. Bingocize, Matter of Balance and Tai Chi resulted in **1,138 visits** to the District between July and December of this fiscal year.



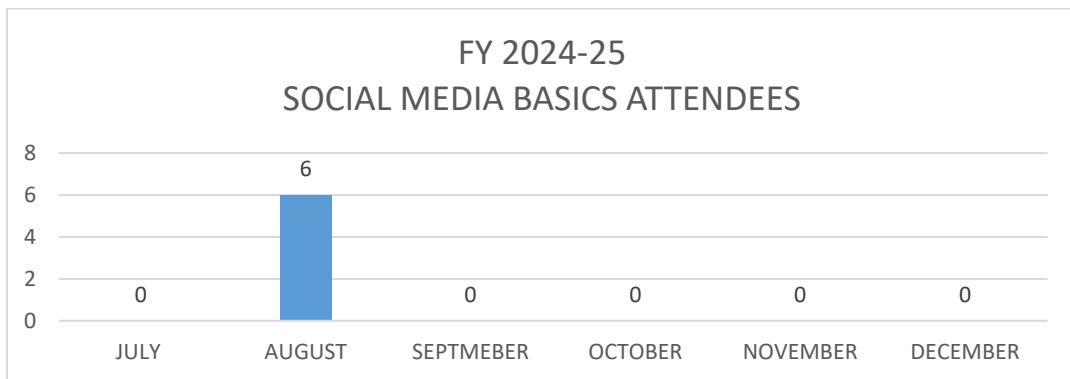
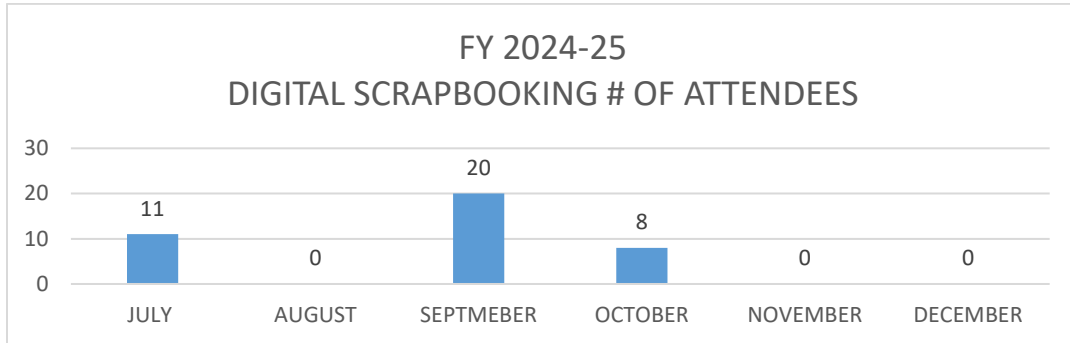
Note: Drop in September numbers result of 3-week intermission before start of next series.



Note: Higher numbers July-September result of concurrent series with some overlap in October. Drop in numbers in December for MOB and Tai Chi is the result of new staff hired, and time dedicated for training.

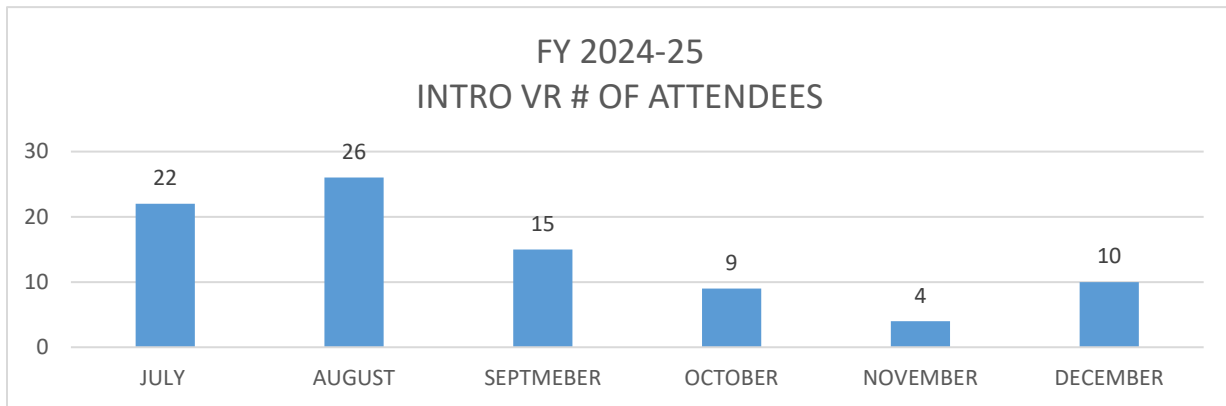
Digital Literacy Classes

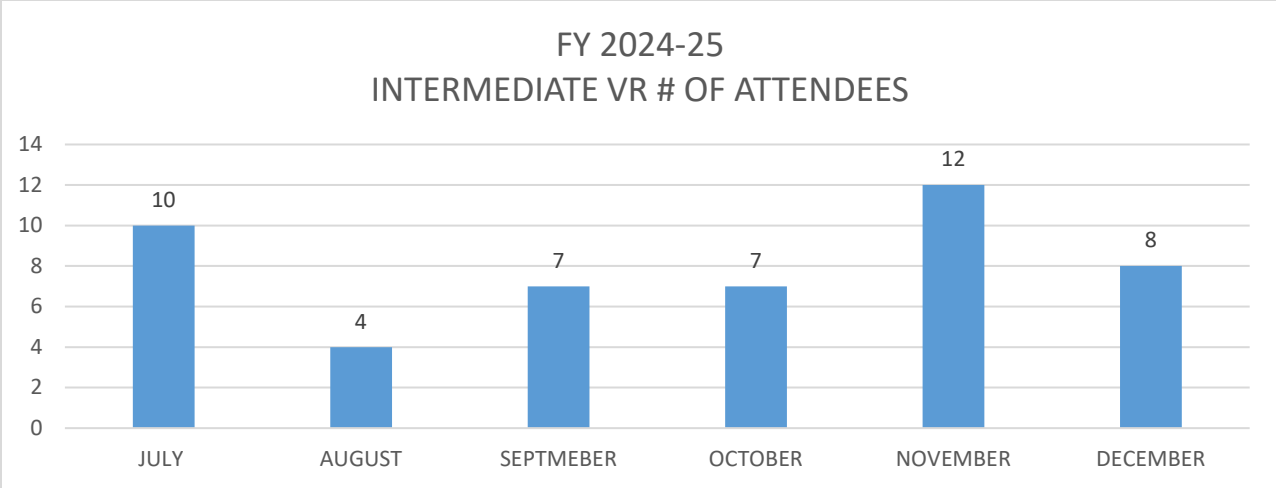
The District offers classes to help individuals improve their digital literacy, helping them to connect with family, friends, organizations, government, businesses and brands. These classes include Social Media Basics, Digital Scrapbooking, Google Slides, Facebook/Instagram Stories and more. Four classes this fiscal year have resulted in **45 visits** to our campus.



Adventures in Virtual Reality Program

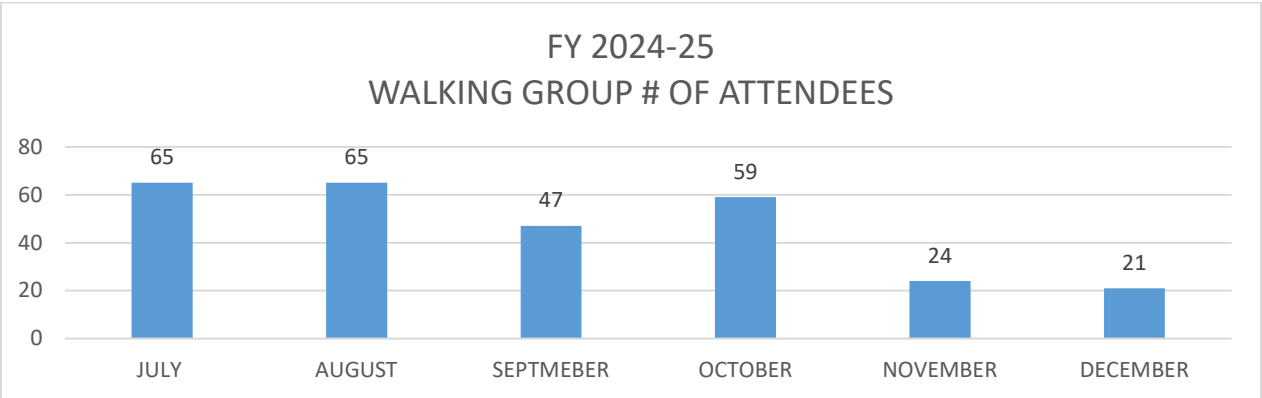
Adventures in VR has attracted more than 500 people to our campus in the last two years and we have facilitated classes at Leisure Village. These immersive experiences help combat social isolation through small-group gatherings and discussions, and improve digital literacy. Participants must take the required introductory level before advancing to intermediate, resulting in higher participation in intro level classes. Between July and December of this fiscal year, VR has resulted in **134 visits** to the District.





Walking Group

The District hosts a twice weekly Beginners Walking Group. Generally, 3 to 12 people participate as a drop-in activity, walking up to 2 miles and meeting afterward for a cup of water and conversation. This activity offers exercise, as well as social interaction and connection. So far, this fiscal year, Walking Group has resulted in **281 visits** to the District.



Note: Drop in numbers likely related to Mountain Fire and colder weather.

BALANCEfit Program

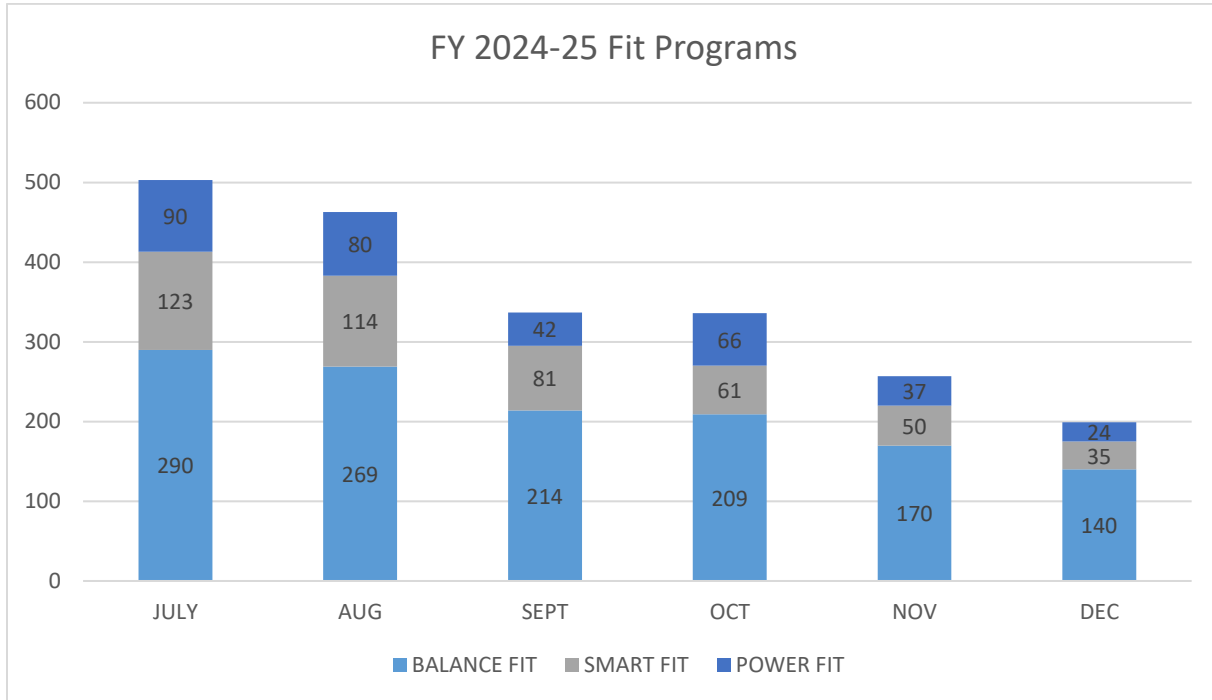
The District’s BALANCEfit Program has been in place for more than a year, offering one-on-one training for individuals to help improve their cognition and reduce their risk of falls. Games are focused on various cognitive and physical skills. Between July and December, individuals who enrolled in this twice-weekly, eight-week program made **1,292 visits** to the District to participate.

POWERfit Program

The District’s POWERfit Program, combining additional rounds of BALANCAEfit games with the use of resistance bands to help strengthen the upper body, launched in October 2023. Individuals who enrolled in the twice-weekly, four-week program made **339 visits** to the District to participate July-December.

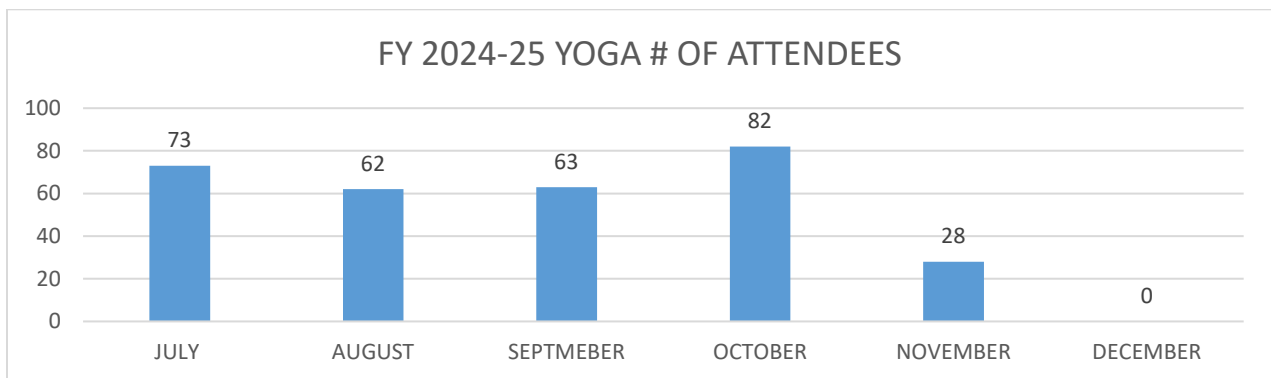
SMARTfit Program

The District’s SMARTfit Program, which is physical and cognitive training disguised as fun games, launched in January 2024. It’s designed to deliver preventative and rehabilitative solutions to cognitive functions as well as motor functions. Individuals who enrolled in the twice-weekly, six-week program made **464 visits** to the District to participate July-December.



Gentle Yoga

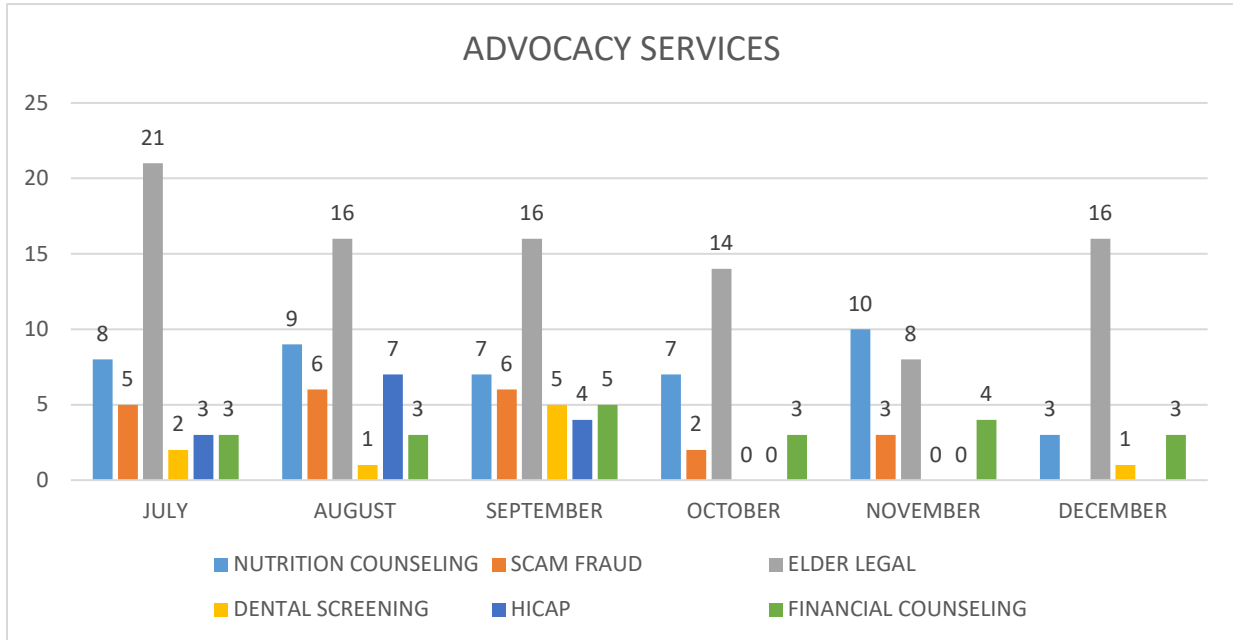
Instructor Mikal Rogers returned to teach Gentle Yoga in 2023 after taking a break during the pandemic. Last year, her classes resulted in 293 visits to our campus. Based on feedback from participants, she added a morning series that started this past March. Combined, her afternoon and morning classes have resulted in **308 visits** to our campus July-December.



Note: No classes in December per instructor.

Advocacy Services

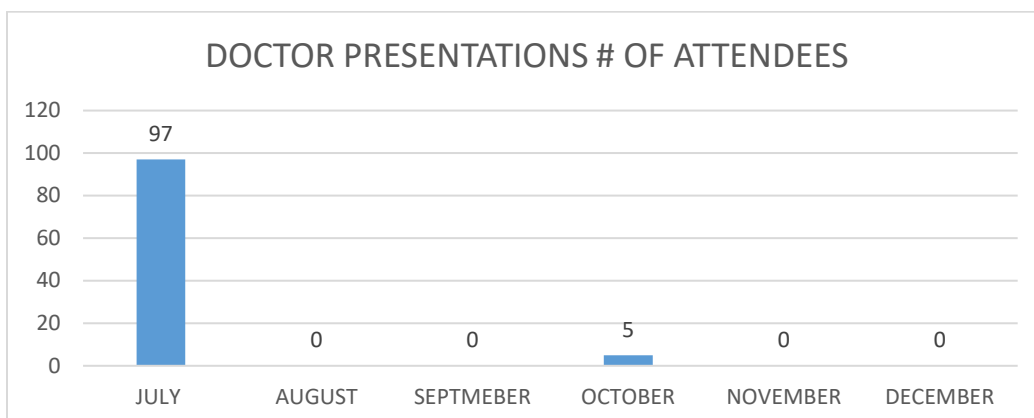
The District hosts Elder Legal Services, Financial Services, Nutrition Counseling and recently added Dental Screenings at the end of 2023 and Scam/Fraud Intervention Coaching in February 2024. These services are offered at no cost and are facilitated by local experts who volunteer their time. In total, Advocacy Services resulted in **201 visits** to our campus July-December.



Note: Elder Legal Services is offered weekly; HICAP and Nutrition Counseling are bi-monthly, Financial Counseling and Scam/Fraud Intervention Coaching + Academy, which launched in February 2024, are monthly but included a 2-part Scam Prevention Academy in June; and Dental Screenings are based on demand. HICAP counseling pauses October-December.

Special Presentations

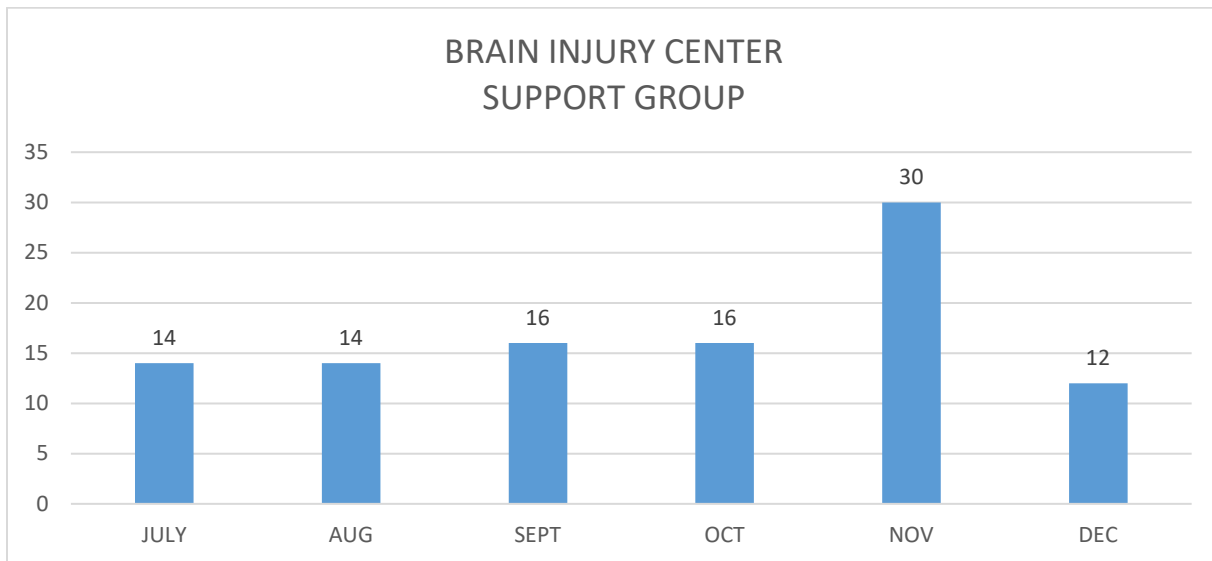
The District hosts presentations throughout the year. Two presentations in the 2024-25 fiscal year brought **102 people to our campus**. In addition, we hosted Medicare presentations by HICAP/VCAAA, resulting in **26 visits**.



Facility Rentals

The District offers some limited rental use of meeting and classroom space for mission-aligned opportunities in health education, training, health and wellness screenings, and community gathering purposes. Rental space is limited with priority given to District programs, services, classes; advocacy partners; and Board and committee meetings.

FY 2024-25 Classroom Rentals	Date	# Attendees	Revenue
Dr. Justin Miller (Aging Spine 3)	7/26/24	51	\$160
Dr. Saranya Raghunathan (Ears, Nose, Throat)	7/23/24	46	\$160
Dr. Charles Scholler (Dental Implants)	7/26/24	5	\$100
TOTAL		102	\$420



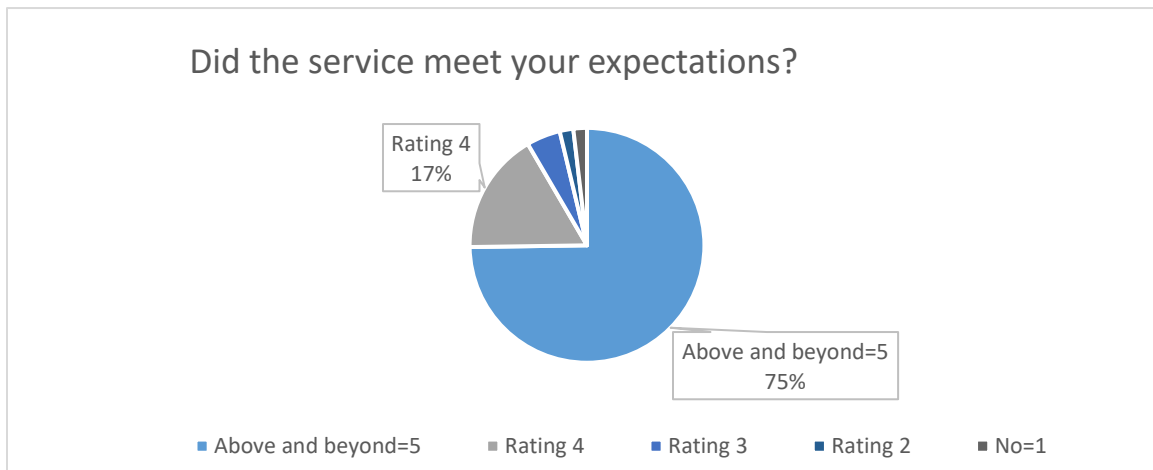
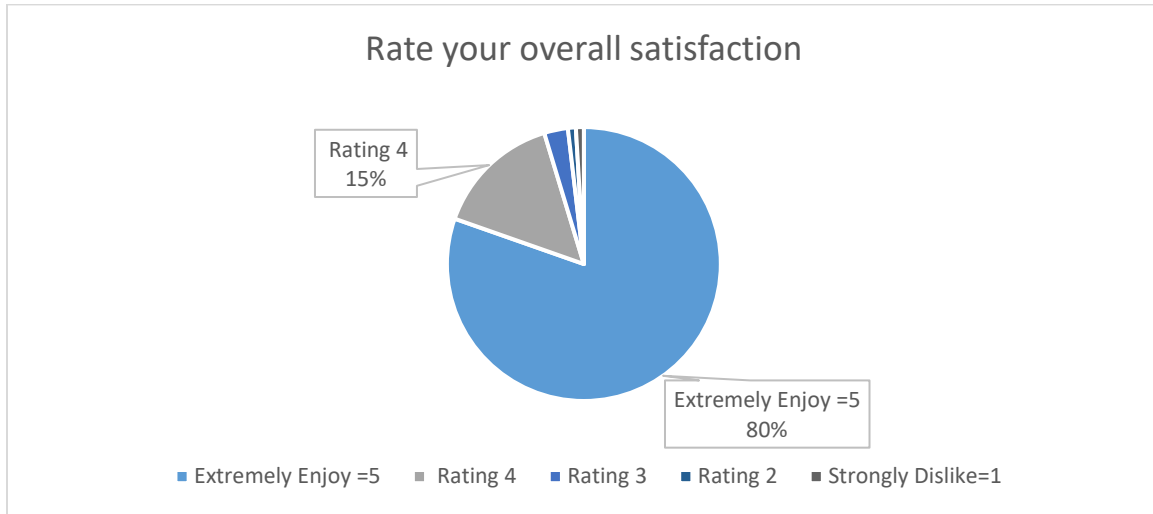
Survey Insights

Class participants are emailed a survey. A total of 107 have responded since we started sending out the survey in January 2024.

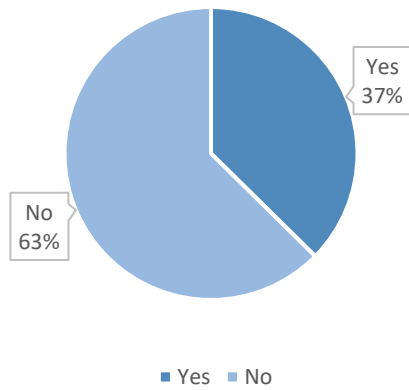
- Most respondents are between the ages of 60 and 89.
- 78% percent are female.
- 79% are from Camarillo.
- 62% heard of the District through our magazine.
- 37.5% are first-time clients.

Most responded that after their visit they **“felt strengthened and empowered,”** **“had a “renewed sense of well-being,”** **“felt more knowledgeable about community resources”** and **“felt entertained and energized.”**

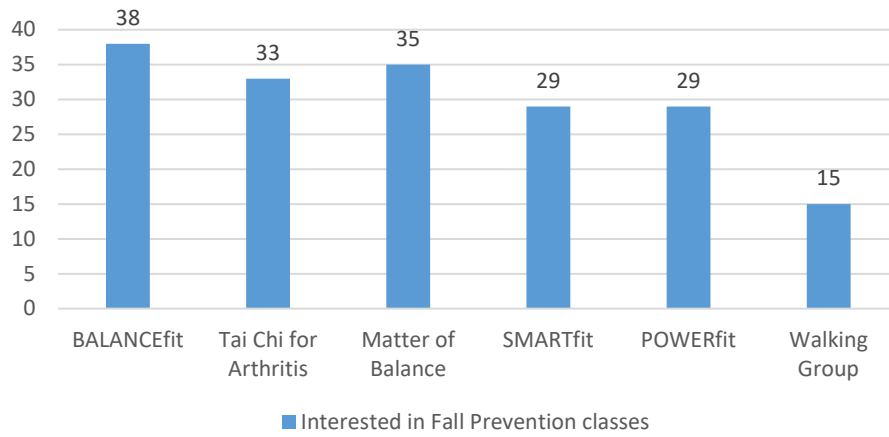
The charts below represent responses January-December 2024.



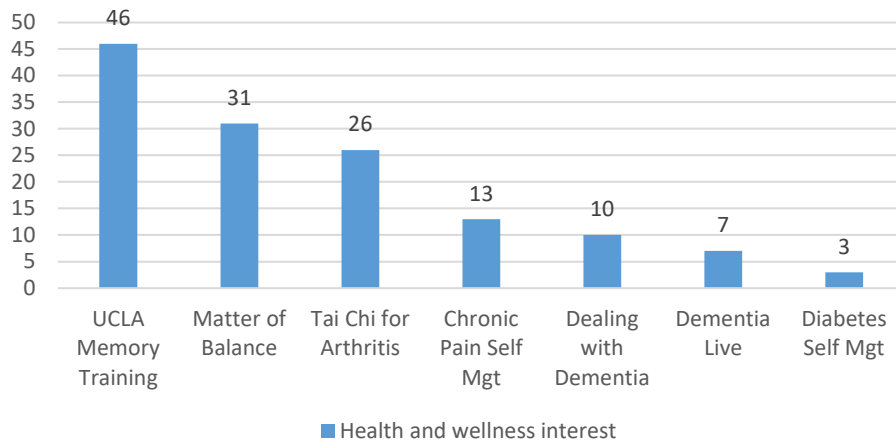
Is this your first visit to CHCD

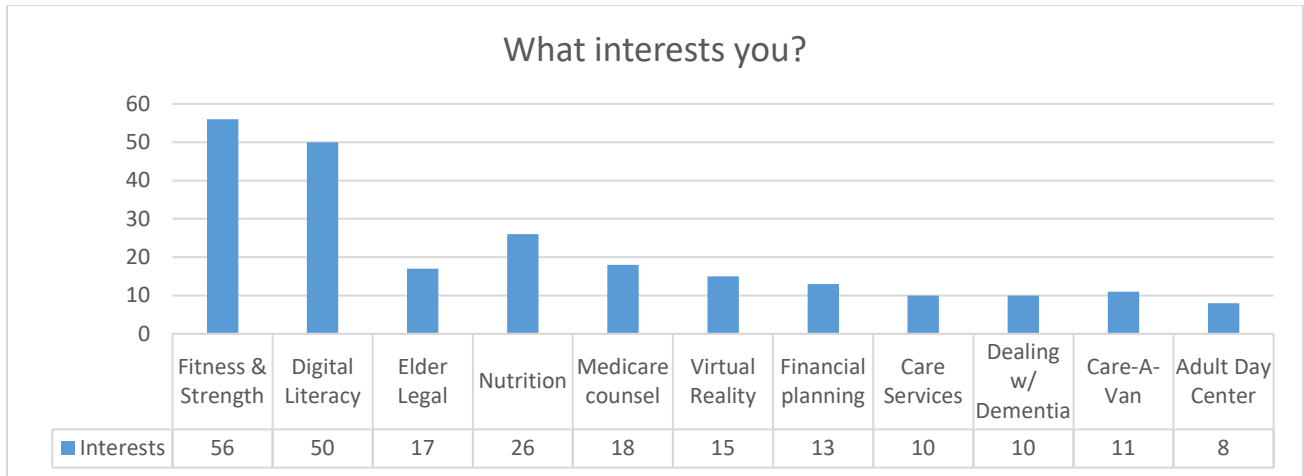


Fall prevention interest



Health and wellness interest





Class survey feedback:

- “The classes and books are helpful resources. Staff is friendly and supportive.”
- “I just want to say everyone at the District is kind, caring and friendly, and I feel blessed to have found such a wonderful community for seniors.”
- “You guys are great.”
- “The entire staff needs congratulations for a difficult job well done!”
- “Health leaders were very considerate of the participants’ different abilities.”
- “The class was well-paced and I was experiencing the benefits of doing Tai Chi after just a couple of weeks.”
- “Staff are excellent, and the physical benefits far exceeded expectations.”
- “In Digital Bridge, there were good explanations using understandable terminology.”
- “I am a new retiree and very physically active. I felt that the Tai Chi for Arthritis was a great place to start. I experienced better confidence in terms of balance. I’d love to have more classes like Tai Chi for Arthritis. If there was a class where one could come in and do the warm-up exercises and the routine we were taught with others, I see a lot of benefit in having that. I would certainly attend.”
- “I appreciate the program’s respectful understanding of my limitations. There are days I just can’t perform.”
- “Please consider offering additional classes to follow up on Tai Chi for arthritis...such as for those who have completed the beginners class for Tai Chi for arthritis.”
- “The classes/books are helpful resources. Staff is friendly/supportive. Thank you.”
- “Thank you for the work you do.”
- “I really appreciate your services.”
- “Thank you for the work you do.”
- “We love you!”
- “Interested in all your programs.”
- “The Camarillo Health District is Great.”
- “Thank You for all the services and programs provided and for excellent, knowledgeable, friendly staff.”
- “Your offerings are quite extensive, THANKS.”

December 2024 Report

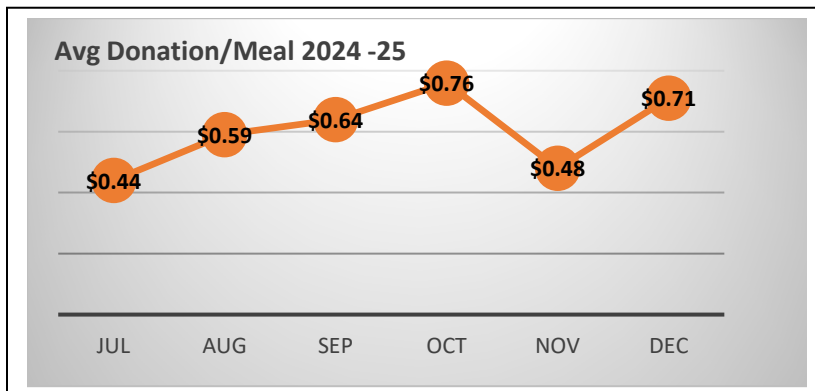
Date: January 10th, 2025
To: Kara Ralston, CEO
From: Blair Barker, Program Officer
 Luis Morales, Care Services Director
 April Colbert, Senior Nutrition Coordinator
 Monthly Program Report: **December 2024**

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 620,000 meals have been delivered.

	Dec 2024	Unduplicated Clients FYTD
New clients	+27	*307
Disenrolled Clients	-7	
Net Gain	+20	

**May include clients currently on hold*



There is no charge per funding agreement but a \$4.00 per meal contribution 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)	50,064	\$186,660	51,000	100% HDM	-	\$50,000
FYTD Total meals served July 2024 – June 2025 (HDM)	20,229	\$204,733	45,000	100% HDM	\$40,000	-
TOTAL cumulative meals	624,379					

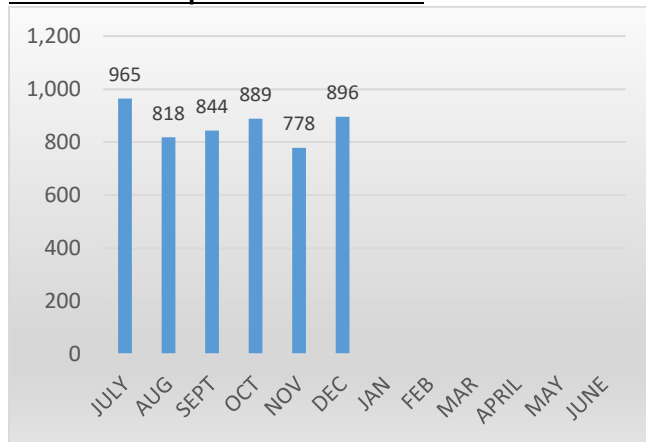
NEW CLIENTS

Referral Source	# of clients
Friend/Neighbor/Family	8
Acorn	-
Former Congregate Client	-
Website/ Social Media	3
Healthy Attitudes magazine	9
Health Care Provider: APS/Hospital/Doctor/SWrkr	2
VCAAA	1
Previous Client	2
Internal District referral	2
Walk-in	-
Hospice	-
OASIS Catholic charities	-
Project HOPE	-
TOTAL	27

CANCELLATIONS

Reason Given	# of clients
No longer requires services	4
Family/Caregiver now providing meals	-
Moved in with family	-
Moved into care facility	1
Moved to alternate program	-
No longer meets criteria	2
Health improved: able to cook	-
Dietary restrictions	-
Relocation out of service area	-
Deceased	-
On hold for extended time	-
TOTAL	7

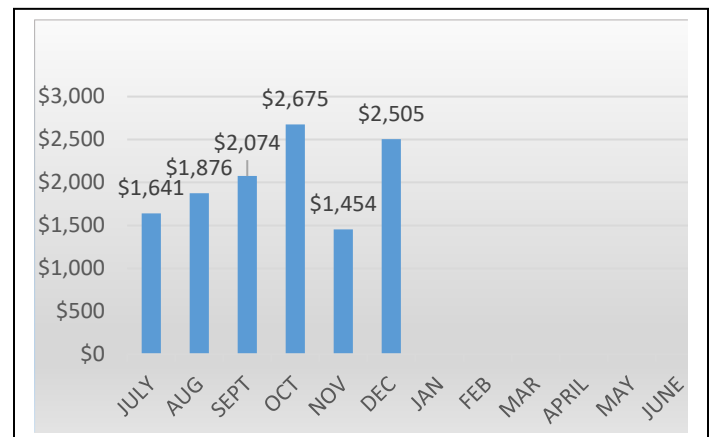
Clients Served per Month 2024-25



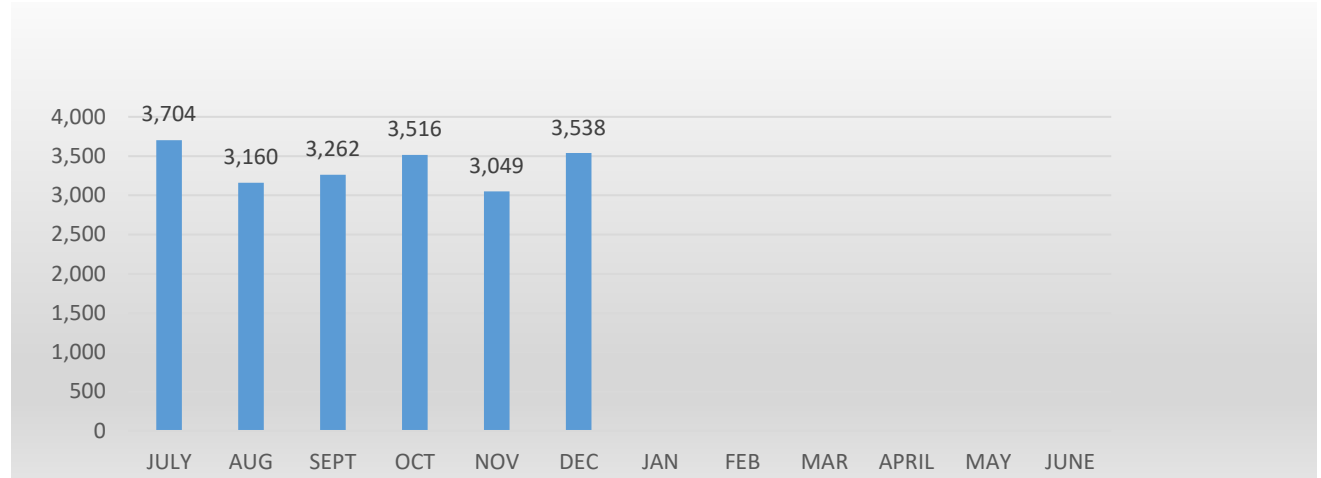
*client count is duplicated count as clients receive meals each week

** Meals served per month change if clients are on hold or meals are returned.

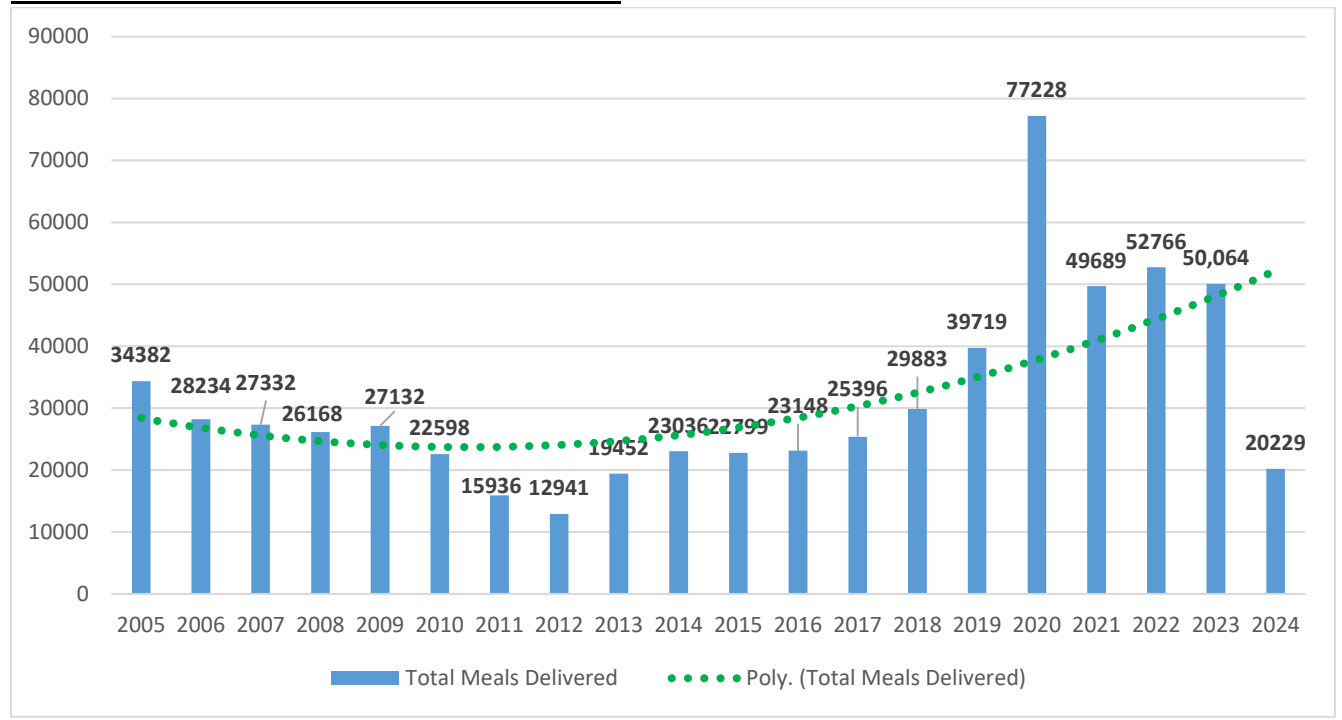
Donations Rec'd per Month 2024-25



Total Meals Delivered/Month 2024-25



Total Meals Delivered: Multi-Year View



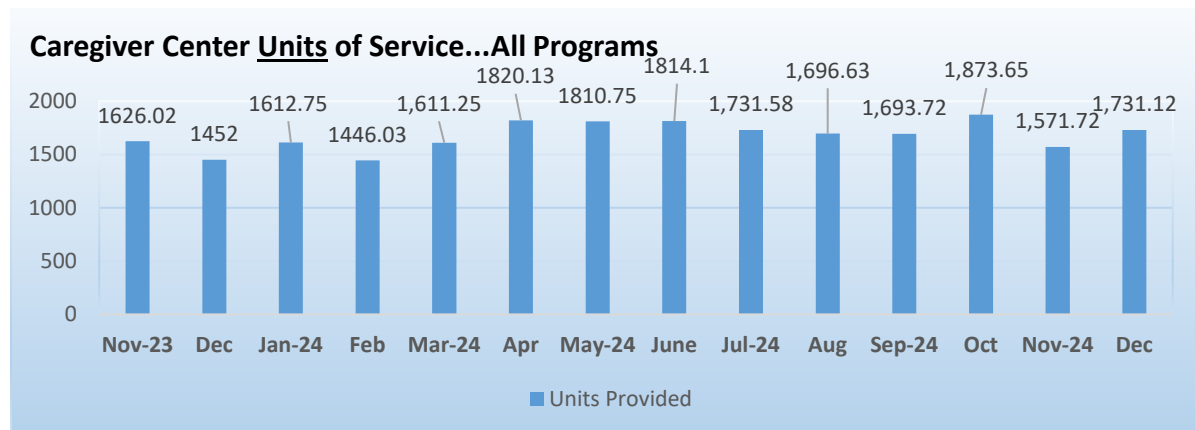
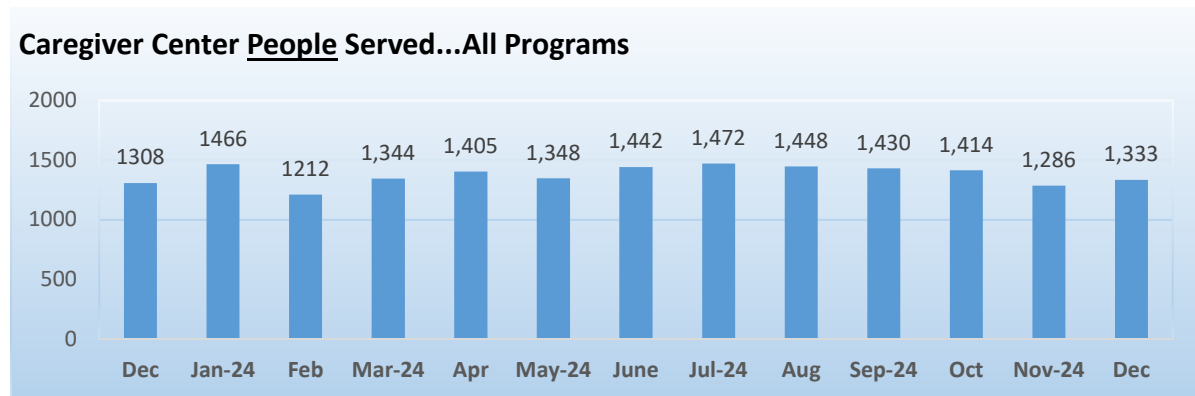
MEMORANDUM

DATE: January 13, 2025
TO: Kara Ralston, CEO
FROM: Blair Barker, MPH, Program Officer
Caregiver Center of Ventura County
RE: December 2024 Monthly Report

PROGRAM DESCRIPTION

The goal of the Caregiver 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	December - Units	December - People
Dealing with Dementia: class	20	4
Dementia Live: class	0	0
Powerful Tools for Caregivers: Virtual Class	0	0
Care Consultation: in-person and virtual	2	3
Care Consultation: phone and email	14.5	18
Caregiver Support Group	22.5	11
Respite: In Home Hours	40	1
Respite: ADP Hours	46	1
Home Modifications: Units Installed	0	0
Assistive Devices: Units installed	0	0
Senior Support Line: Peer Counseling	79	46
Senior Support Line: Telephone Reassurance	107.12	68
Caregiver Wellness Screening (Zarit Burden)	0	0
Depression Screening (PHQ-9)	0	0
Client follow-up (<i>in-person, phone call, email, similar</i>)	337	285
Client Walk-ins	21	21
Resource & Education Request	373	305
Inquiry response: Email/phone reply	339	297
Caregiver Email Outreach	330	273
TOTAL	1,731.12	1,333

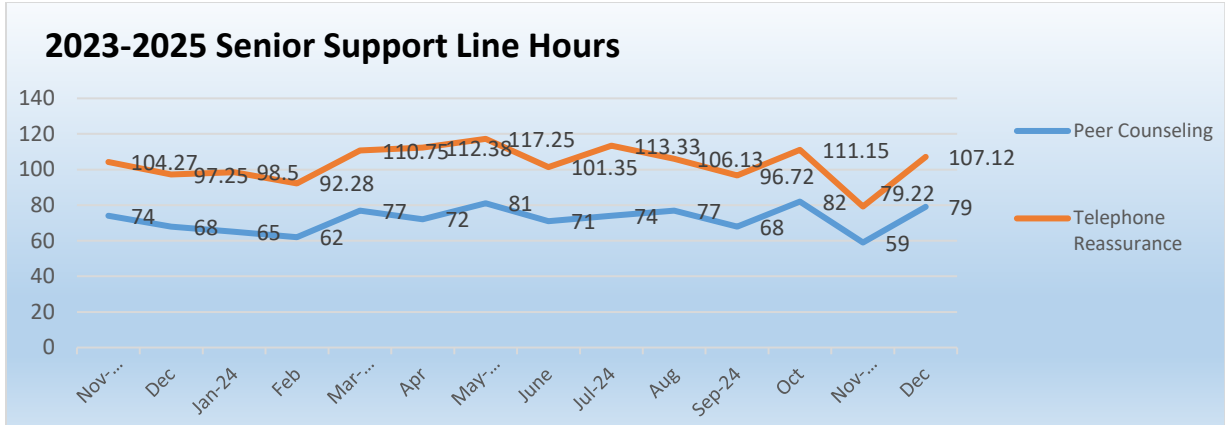
Caregiver Education: Powerful Tools for Caregivers & Dealing with Dementia Programs

Caregiver Education	December	FYTD	Annual Contract Goal*	Target % of Contract Goal
Total Client Units*	20	20	125	16%
Clients served	4	4	N/A	N/A
TOTAL	24	24	N/A	N/A

**This number includes the VCAAA Caregiver Education grant funded programs (partially funded through Older Americans Act, Title III E) Powerful Tools for Caregivers class sessions (virtual and in-person class series) and Dealing with Dementia. This chart represents counts of clients served as well as the hours provided by the Center through these two programs, as reported to VCAAA (which may differ from what is reported in larger chart above).*

Senior Support Line

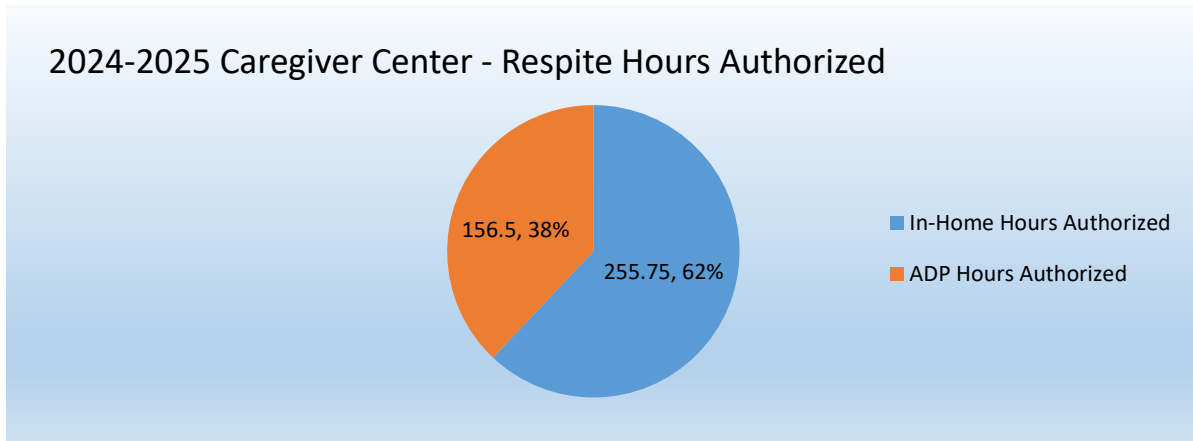
This chart represents measures of Senior Support Line (SSL) activities, either peer counseling or telephonic reassurance. Partially Funded Program through Older Americans Act federal funding, SSL is a toll-free reassurance and socialization program for Ventura County residents aged 60 and older, providing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



Senior Support Line (Title IIIB)	December	FYTD	Annual Contract Goal	Target % of Contract Goal
Peer Counseling: Hours	79	439	616	58%
Peer Counseling: Persons Served (unduplicated monthly)	46	279	375	62%
Telephone Reassurance: Hours *	107.12	613.67	N/A	N/A
Telephone Reassurance: Contacts	289	1,685	2,236	62%
Telephone Reassurance: Persons Served (unduplicated monthly)	68	353	278	104%
TOTAL	589.12	3,369.67	N/A	N/A

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.



Respite (Older Americans Act Title III E)	December	FYTD	Annual Contract Goal*	Target % of Contract Goal
Respite: In-home (hours)	40	255.75	406	53%
Respite: In-home (people)	1	16	N/A	N/A
Respite: ADP (hours)	46	156.5	489	38%
Respite: ADP (persons served)	1	5	N/A	N/A
TOTAL	88	403.25	N/A	

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)	December	FYTD	Annual Contract Goal	Target % of Contract Goal
Home Modifications: Units installed	0	21	45	42%
Home Modifications: Persons served	0	10	N/A	N/A
Assistive Devices: Units provided	0	0	2	0%
Assistive Devices: Persons served	0	0	N/A	N/A
TOTAL	0	31	N/A	

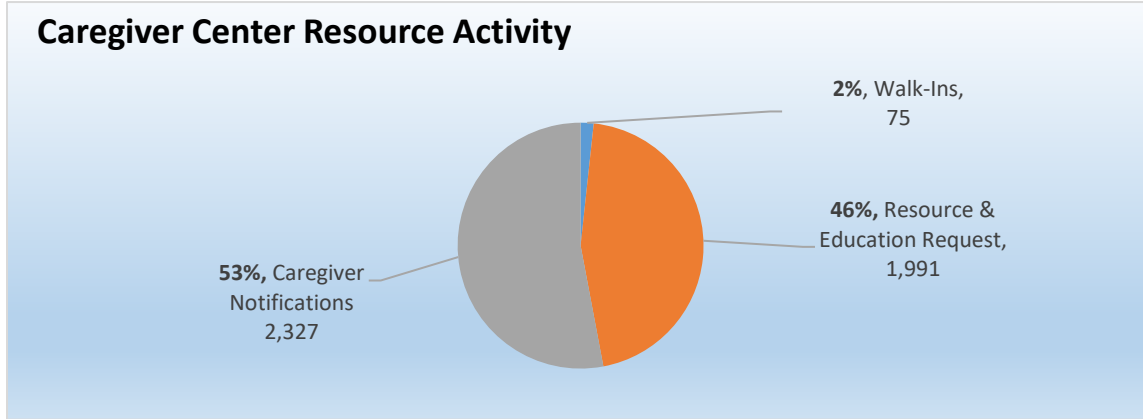
Dementia Friendly Caregiver Engagement Project

Below is a table 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 and the California Department of Aging related to the Master Plan for Aging – bold goal # 4 (Caregiving that Works) for a grant called CalGrows to expand dementia specialty programs and services to family and professional caregivers. Currently these classes are partially funded by VCHSA - AAA caregiver training (III E funding).

Dementia Friendly Caregiver Trainings	December	FYTD
Dementia Live: Hours	0	24
Dementia Live: Persons Trained	0	24
Dealing with Dementia: Hours	20	20
Dealing with Dementia: Persons Trained	4	4
TOTAL	24	72

Caregiver Center Resource Activity

This chart represents Resource Specialist activity for the fiscal year, with December 2024 shown in the data table below.



Caregiver Center Resource Activity	December	FYTD
Client walk-ins	21	75
Resource & Education Request	373	1,991
Caregiver Notification	330	2,327
TOTAL	724	4,394

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.

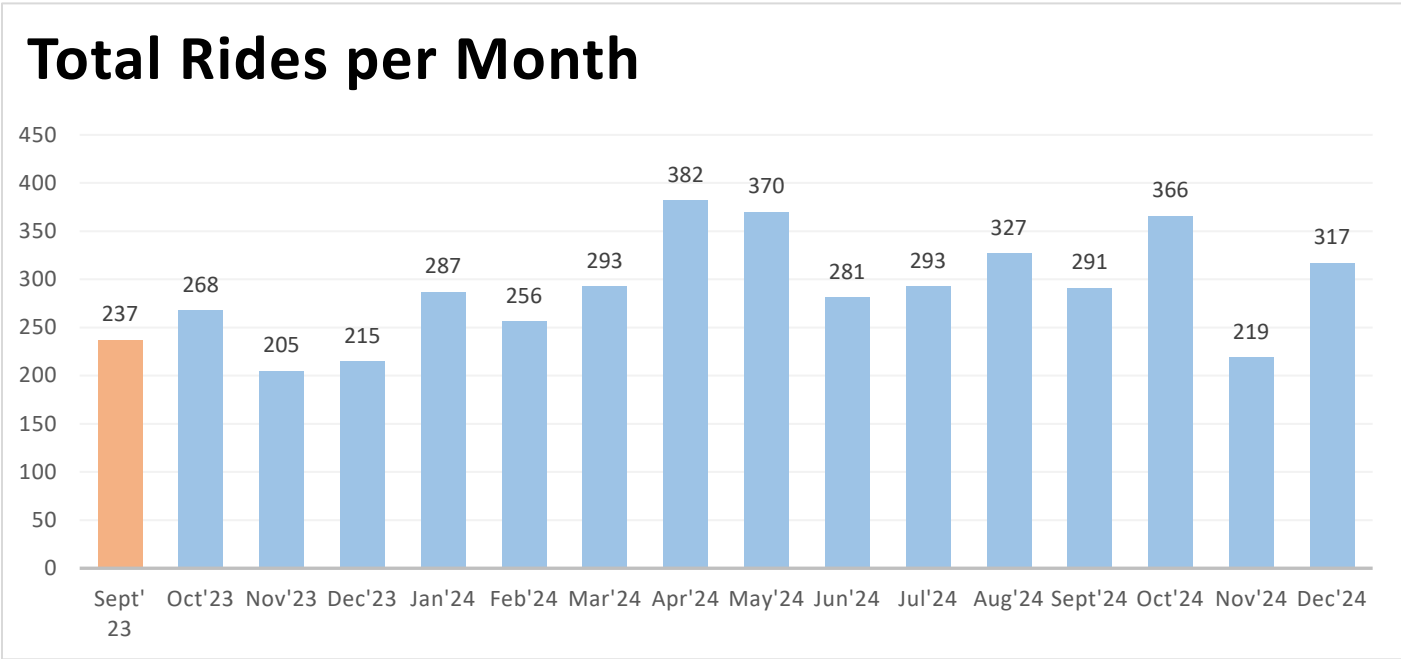
MEMORANDUM


DATE: January 10th, 2024
TO: Kara Ralston, Chief Executive Officer
FROM: Blair Barker, Program Officer
SUBJECT: *December Monthly Report*

PROGRAM DESCRIPTION

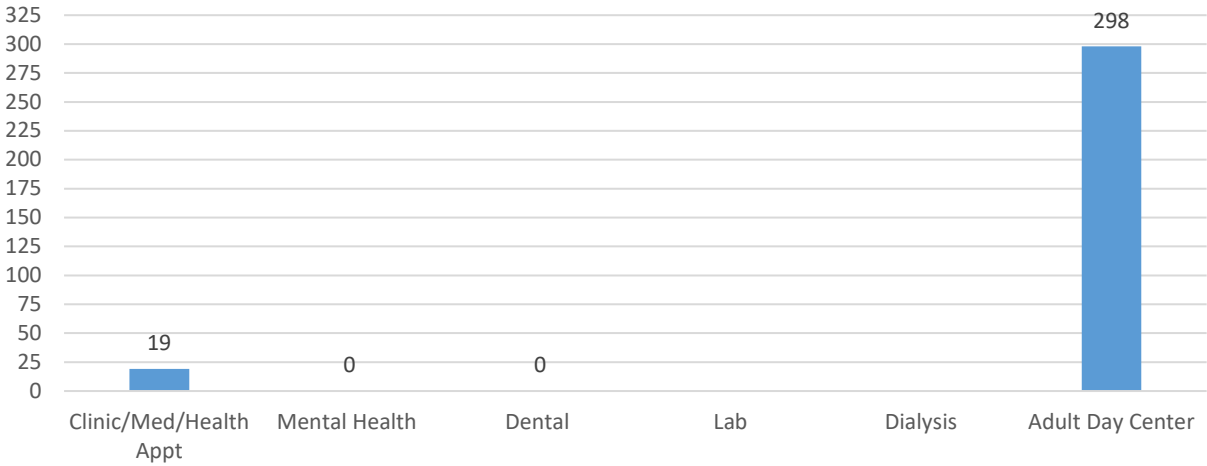
Camarillo Health Care District provides door-through-door transportation for non-emergency medical appointments and other activities of daily living, including to and from District programs, throughout Ventura County. Drivers are trained in CPR and First Aid, and have additional sensitivity training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

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

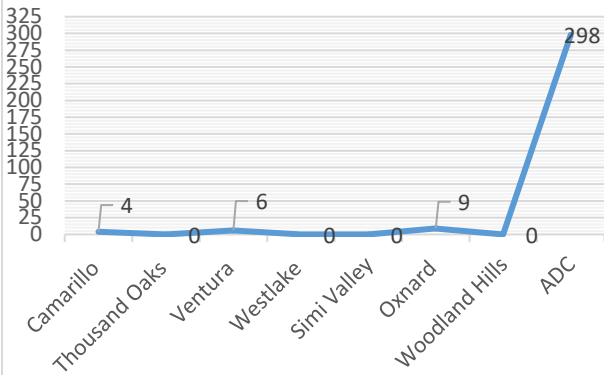


 *In partnership with the City of Camarillo, Care-A-Van transportation services provided free rides to Camarillo residents.*

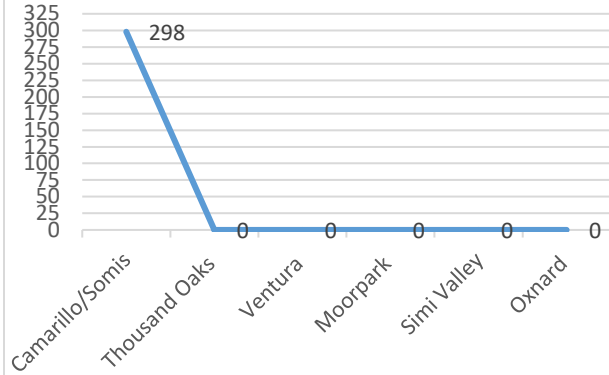
Cause or Reason for Ride



Ride Destinations



Adult Day Ride Destinations



SECTION 13

FUTURE MEETINGS AND EVENTS

BOARD OF DIRECTORS MEETINGS

Executive Committee: TBD	February 18, 2025 – 12:30 p.m.
Regular Full Board	February 27, 2025 – 11:30 a.m.
Executive Committee: TBD	March 17, 2025 – 12:30 p.m.
Regular Full Board	March 27, 2025 – 11:30 a.m.
Executive Committee: TBD	April 14, 2025 – 12:30 p.m.
Finance Committee: TBD	April 24, 2025 – 10:00 a.m.
Regular Full Board	April 24, 2025 – 11:30 a.m.