



**EXECUTIVE COMMITTEE MEETING**

**MAY 13, 2024 – 12:30 PM**

**CAMARILLO HEALTH CARE DISTRICT  
3615 E LAS POSAS ROAD, OAK ROOM  
CAMARILLO, CA 93010**



# AGENDA

## Executive Committee Meeting

May 13, 2024, 12:30 p.m.

Camarillo Health Care District  
3615 E Las Posas Road, Camarillo, CA 93010  
Oak Room

### Board Members

Thomas Doria, MD, President  
Neal Dixon, MD, Vice President

### Staff

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

- 
1. **Call to Order** – The Meeting of the Executive/Agenda Building Committee was called to order by \_\_\_\_\_, at \_\_\_\_\_.
  2. **Public Comment** - Ca. Government Code Section 54954.3 - The Board reserves this time to hear from the public.
  3. Approval of the Minutes; Executive Committee Meeting of April 8, 2024.
  4. Review the proposed Agenda for the Regular Board Meeting of May 23, 2024.
  5. **Board President Report**
  6. Next Executive Committee Meeting will be held on June 17, 2024, at 12:30 p.m.
  7. Meeting adjourned at \_\_\_\_\_.

**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.



**SECTION 3**

**APPROVAL OF EXECUTIVE COMMITTEE MINUTES  
OF APRIL 8, 2024**





# MINUTES

April 8, 2024

## Executive Committee Meeting

Camarillo Health Care District  
3615 E Las Posas Road, Camarillo, CA 93010  
Oak Room

### **Board of Directors - Present**

Thomas Doria, MD, President

### **Staff - Present**

Kara Ralston, Chief Executive Officer

Brandie Thomas, Clerk to the Board

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1. **Call to Order** – The Executive Committee Meeting was called to order by President Doria, at 12:37 p.m.
  2. **Public Comment** – None
  3. Approved Minutes of Executive Committee Meeting of March 18, 2024.
  4. Reviewed the proposed Agenda for the Regular Board Meeting of April 25, 2024.
  5. **Board President Report**
  6. Next Executive Committee Meeting will be held on May 13, 2024, at 12:30 p.m.
  7. Meeting adjourned at 1:15 p.m.

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Thomas Doria, MD  
President





**SECTION 4**

**REVIEW PROPOSED AGENDA FOR REGULAR BOARD  
MEETING OF MAY 23, 2024**





# AGENDA

## Regular Meeting of the Board of Directors

May 23, 2024 – 11:30 a.m.

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

### Board of Directors

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

### Participants

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

### Participants

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

1. **CALL TO ORDER**
  
2. **ROLL CALL**
  
3. **PLEDGE OF ALLEGIANCE** – Director Feinberg
  
4. **AMENDMENT(S) TO THE POSTED AGENDA: *Motion to approve*** Agenda as amended.  
  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_  
  
 Doria \_\_\_\_\_ N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_ L. Dixon \_\_\_\_\_
  
5. **PUBLIC COMMENT – Ca. GC Section 54954.3**  
 The Board reserves this time to hear from the public. Speakers are requested to complete a Speaker Card and submit to the Clerk to the Board. Your name will be called in order of the agenda item, or in order of received general topic Speaker Cards. Comments regarding items not on the agenda can be heard only; items on the agenda can be discussed. Three minutes per speaker are available; multiple speakers on the same topic/agenda item will be limited to 20 minutes total.

6. **CONSENT AGENDA**

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

A. **Meeting Minutes Pages 17-19**

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

B. **Financial Reports Pages 23-29**

Recommendation: Approval of financial reports for period ending April 30, 2024. **(Section 6-B)**

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

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

Doria \_\_\_\_\_ N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_ L. Dixon \_\_\_\_\_

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

**AGENDA ITEMS-ACTION**

8. A. **Review/ Discussion /Action** - Consideration, discussion, and recommendation for approval of District Resolution 24-07, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool. **(Section 8-A)**

**Pages 33-34**

**Motion to approve** District Resolution 24-07, Signature Authorization and Investment Authorization in the Ventura County Treasury Pool.

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

Doria \_\_\_\_\_ N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_ L. Dixon \_\_\_\_\_

B. **Review/ Discussion /Action** - Consideration, discussion, and recommendation from the Finance/Investment Committee revision of District Finance Policy, Financial Practices, Section 4. **(Section 8-B)**

**Not available due to Finance Committee Review**

**Motion to approve** Revision of District Finance Policy, Financial Practices, Section 4.

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

Doria \_\_\_\_\_ N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_ L. Dixon \_\_\_\_\_

**CLOSED SESSION**

Pursuant to California Government Code 54957(b)(1) – Chief Executive Officer, Performance Evaluation.

**RECONVENE AND ANNOUNCEMENT FROM CLOSED SESSION**

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

**C. Review/ Discussion /Action** - Consideration, discussion, and recommendation from the CEO Performance Evaluation Ad Hoc Committee, that the Board of Directors enter into Employment Agreement negotiations with the Chief Executive Officer. **(Section 8-C)**

**Motion to approve**

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

Doria \_\_\_\_\_ N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ Loh \_\_\_\_\_ L. Dixon \_\_\_\_\_

**AGENDA ITEMS-DISCUSSION**

- 9. **EMERGING OPPORTUNITIES** *GC 54954.2,(a)(1)*
  - Discussion and consideration of emerging initiatives based on community need

- 10. **REPORTS**
  - Board President Comments
  - Board Committee Report(s)
    - Health Insurance Premiums Ad Hoc Committee
    - Program & Emerging Opportunities Committee
    - Healthy Camarillo Committee
  - Board Member Comments
  - Chief Executive Officer Report

**11. FUTURE MEETING AND EVENTS**

Board of Directors Meetings

<b>Regular Full Board</b>	<b>June 6, 2024 – CANCELLED</b>
Special Board Meeting	June 13, 2024 – 11:30 a.m. Budget Presentation
Executive Committee: <b>Doria/Dixon</b>	June 17, 2024 – 12:30 p.m. Waived if budget approved on first reading
Regular Full Board	June 27, 2024 – 11:30 a.m. Budget Presentation – Second Reading Waived if approved on first reading
Regular Full Board	July 2024 - DARK
Executive Committee: <b>Doria/Dixon</b>	August 12, 2024 – 12:30 p.m.
Finance Committee: <b>Loh/Feinberg</b>	August 22, 2024 – 10:00 a.m.
Regular Full Board	August 22, 2024 – 11:30 a.m.

**12. ADJOURNMENT** - This meeting of the Camarillo Health Care District Board of Directors is adjourned at \_\_\_\_\_p.m.

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

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

**Note:** This agenda was posted on [www.camhealth.com](http://www.camhealth.com) and the Camarillo Health Care District Administration Office, on or before, May 20, 2024, at 11:30 a.m.

**CONSENT AGENDA 6-A**  
**REVIEW REGULAR BOARD MINUTES**  
**OF APRIL 25, 2024**





**Regular Meeting of the Board of Directors**

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

**Board of Directors - Present**

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

**Participants**

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

**Participants**

Shalene Hayman, *Hayman Consulting*

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1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Thursday, April 25, 2024, at 11:30 a.m., by Thomas Doria, President.
  2. **Pledge of Allegiance** – Director N. Dixon
  3. **Amendments to the Agenda** - None
  4. **Public Comment** – None
  5. **Consent Agenda**

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

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

6. **Action Items**

**8-A. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-06, Requesting Consolidation of The Camarillo Health Care District General District Election with The Statewide General Election.

It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-06, Requesting Consolidation of The Camarillo Health Care District General District Election with The Statewide General Election.

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

**8-B. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of revision to Employment Policies Handbook, Reproductive Loss Leave, in compliance with SB 848, effective January 1, 2024.

It was **MOVED** by Director Loh, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve revision to Employment Policies Handbook, Reproductive Loss Leave, in compliance with SB 848, effective January 1, 2024.

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

**8-C. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of District Resolution 24-05, declaring May 2024 as Older Americans Month.

It was **MOVED** by Director Loh, **SECONDED** by Director N. Dixon, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-05, declaring May 2024 as Older Americans Month.

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

**8-D. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of the annual review of District Bylaws. Staff recommends no changes at this time.

It was **MOVED** by Director N. Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve the annual review of District Bylaws.

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

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

- President Doria reminded board members to submit Service Idea Forms to the Program & Opportunity Committee.
- Director N. Dixon presented an idea for district walking group to invite elected officials and community leaders for meet and greet opportunities.

8. **Reports**

- **Board President Comments** – Update on timeline for CEO Review was discussed.
- **Finance/Investment Committee**
  - Director Loh confirmed review of district financials.
- **Health Insurance Premium Ad Hoc Committee** – Vice President N. Dixon provided update on the continued study regarding the update of the employer health insurance contributions and plans.
- **Program & Opportunity Committee** – President Doria updated that discussions continue regarding service ideas for the VIP community.
- **Healthy Camarillo Committee** – No updates.
- **Board Member Comments** – No comments.
- **CEO Report**
  - CEO gave program reports as follows:
    - Reminded the Board of the previous announcement of a \$20,000 grant from the CA Collaborative for Long Term Supports and Services (CCLTSS); funding will provide planning and implementation of a caregiving symposium.
    - CEO Ralston reminded the Board that Zone 1, 2, and 3 Board seats are scheduled for the November election.
    - Announced a \$5000 grant awarded from SCAN Health plan to support the free services of PowerFit and BalanceFit.
    - Discussed structural changes of VCAAA relating to the Senior Nutrition Program; the District will now bill the food vendor directly.
    - VCAAA has informed SNP operators that due to lack of funds, some programs are on waitlist until July 1; our program is currently on waitlist.
    - Announced Program Officer, Blair Barker has been appointed to the VCAAA Advisory Committee.

9. Having no further business this meeting was adjourned at 1:02 p.m.

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Thomas Doria, MD  
President



**CONSENT AGENDA 6-B**

**REVIEW OF DISTRICT FINANCIAL REPORTS  
FOR PERIOD ENDING APRIL 30, 2024**



# Camarillo Health Care District

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

11:03 AM  
7-May-24

Sorted Alphabetically  
April 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
80845	4/11/2024	ACCESS	Access TLC Caregivers DBA	704.00	V - VCAAA grant	MO
80869	4/17/2024	SAGE	Amber Sage	34.00	V - Class refund	
80847	4/11/2024	BAY ALARM	Bay Alarm Company	444.45	V - security camera vendor	MO
80825	4/3/2024	BENJAMIN	Benjamin Rose Institute on Aging	1,250.00	V - SHARE prog license renewal	ANN
80846	4/11/2024	BARKER	Blair Barker	851.49	EE - Travel reimb	
80826	4/3/2024	C3 INTEL	C3 Intelligence, Inc	190.00	V - HR/background checks	MO
80852	4/11/2024	CSDA	CA Special Districts Assoc	1,317.65	V - financial vendor	
80865	4/17/2024	KNOX	Carrie Knox	195.00	V -Graphic design vendor	
80848	4/11/2024	CENTRAL	Central Plaza Auto Service	339.31	V - fleet maintenance	
80871	4/24/2024	CENTRAL	Central Plaza Auto Service	545.48	V - fleet maintenance	
80849	4/11/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	4,078.00	V - legal services	ONGOING
80850	4/11/2024	COMFORT	Comfort Keepers dba	248.00	V - VCAAA grant	MO
80828	4/3/2024	COMMANDER	Commander Powered by Proforma	3,643.31	V - Promotional items	
80851	4/11/2024	COMMANDER	Commander Powered by Proforma	3,665.75	V - work shirts/uniforms	
80872	4/24/2024	COMMANDER	Commander Powered by Proforma	461.18	V - work shirts/uniforms	
80873	4/24/2024	COMMUNITIES	Communities Lifting Communities	5,000.00	V - VCCHC annual dues	ANN
80862	4/17/2024	ONEJO AWARD	Conejo Awards Corp	1,008.15	V - envelopes/paper	
80874	4/24/2024	ONEJO AWARD	Conejo Awards Corp	27.89	V - name badges	
80875	4/24/2024	ONEJO VALLEY	Conejo Valley Senior Concern, INC	8,381.34	V - VCAAA OARR Grant	MO
80831	4/3/2024	DOS CAMINOS	Dos Caminos Plaza	5,962.00	V - COA monthly dues	MO
80832	4/3/2024	F M PEARCE	F M Pearce Co, Inc.	1,144.00	V - Qrtly preventive maint	QTRLY
80833	4/3/2024	FANNING	Fanning & Karrh, CPAs	15,956.20	V - Annual audit pymt	ANN
80835	4/3/2024	FRONTIER	Frontier Communications	235.98	V - cable vendor	MO

80863	4/17/2024	HABITAT	Habitat for Humanity of Ventura Count	214.19	V - VCAAA grant	MO
80836	4/3/2024	HARTFORD	Hartford Life	1,330.49	V - benefits/ins	MO
80864	4/17/2024	HAYMAN	Hayman Consulting dba	3,182.50	V - financial vendor	MO
80853	4/11/2024	ITS	Integrated Telemanagement Services, Ir	1,221.31	V - telephone vendor	MO
80837	4/3/2024	JTS	JTS Facility Services	60.00	V - spot carpet cleaning	MO
80854	4/11/2024	JTS	JTS Facility Services	2,310.00	V - janitorial vendor	MO
80855	4/11/2024	MORALES	Luis Morales III	214.95	EE - Travel reimb	
80838	4/3/2024	MERIPLEX/CPI	Meriplex Solutions	5,063.68	V - IT vendor	MO
80866	4/17/2024	MERIPLEX/CPI	Meriplex Solutions	200.00	V - BOD Ipad setup	
80839	4/3/2024	METLIFE	MetLife Small Business	1,059.36	V - benefits/ins	MO
80829	4/3/2024	DIXON	Neal P. Dixon	315.00	BOD	MO
80876	4/24/2024	NICKS WINDOW	Nicolas L. Benitz	300.00	V - window washer	MO
80834	4/3/2024	FEINBERG	Paula-Jeanne Feinberg	315.00	BOD	MO
80827	4/3/2024	CARTER	Peggy Carter	65.00	V - Class refund	
80867	4/17/2024	PETTY	Petty Cash - Administrat	265.01	V - petty cash reimb	MO
80877	4/24/2024	PEGASUS	Robert Michael Schwieger	3,600.00	V - VCAAA OARR Grant	
80840	4/3/2024	SAFEWAY	Safeway Inc	183.53	V - ADC nutrition	MO
80856	4/11/2024	SAFEWAY	Safeway Inc	188.09	V - ADC nutrition	MO
80868	4/17/2024	SAFEWAY	Safeway Inc	196.53	V - ADC nutrition	MO
80878	4/24/2024	SO CA EDISON	Southern California Edison	1,321.83	V - utilities	MO
80857	4/11/2024	SO CA GAS	Southern California Gas	750.85	V - utilities	MO
80841	4/3/2024	STAPLES	Staples Business Advantage	2,406.09	V - office supplies	MO
80842	4/3/2024	STRYKER	Stryker Sales, LLC	70.22	V - AED electrod pads	MO
80861	4/17/2024	ATKINSON	Thelma Atkinson	80.00	V - Class refund	
80830	4/3/2024	DORIA	Thomas Doria, MD	210.00	BOD	MO
80858	4/11/2024	TRI COUNTY	Tri County Office Furniture, Inc	314.25	V - Bookshelf/cabinet	
80843	4/3/2024	TROPICAL	Tropical Car Wash	580.00	V - fleet maintenance	MO
80870	4/17/2024	UMPQUA	Umpqua Bank	6,801.27	V - credit card	MO
80879	4/24/2024	VALIC	VALIC	1,413.05	V - benefits/ins	MO
80880	4/24/2024	VC LEGAL	Ventura County Legal Aid, INC	17,424.04	V - VCAAA OARR Grant	MO
80844	4/3/2024	VISION	Vision Services Plan	295.34	V - benefits/ins	MO
80859	4/11/2024	VOYAGER	Voyager Fleet Systems Inc	1,193.96	V - fleet gas	MO
80860	4/11/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO



Report Total

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

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\$110,845.02  
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# Camarillo Health Care District

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

11:03 AM  
7-May-24

Sorted by Check Number  
April 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
80825	4/3/2024	BENJAMIN	Benjamin Rose Institute on Aging	1,250.00	V - SHARE prog license renewal	ANN
80826	4/3/2024	C3 INTEL	C3 Intelligence, Inc	190.00	V - HR/background checks	MO
80827	4/3/2024	CARTER	Peggy Carter	65.00	V - Class refund	
80828	4/3/2024	COMMANDER	Commander Powered by Proforma	3,643.31	V - Promotional items	
80829	4/3/2024	DIXON	Neal P. Dixon	315.00	BOD	MO
80830	4/3/2024	DORIA	Thomas Doria, MD	210.00	BOD	MO
80831	4/3/2024	DOS CAMINOS	Dos Caminos Plaza	5,962.00	V - COA monthly dues	MO
80832	4/3/2024	F M PEARCE	F M Pearce Co, Inc.	1,144.00	V - Qrtly preventive maint	QTRLY
80833	4/3/2024	FANNING	Fanning & Karrh, CPAs	15,956.20	V - Annual audit pymt	ANN
80834	4/3/2024	FEINBERG	Paula-Jeanne Feinberg	315.00	BOD	MO
80835	4/3/2024	FRONTIER	Frontier Communications	235.98	V - cable vendor	MO
80836	4/3/2024	HARTFORD	Hartford Life	1,330.49	V - benefits/ins	MO
80837	4/3/2024	JTS	JTS Facility Services	60.00	V - spot carpet cleaning	MO
80838	4/3/2024	MERIPLEX/CPI	Meriplex Solutions	5,063.68	V - IT vendor	MO
80839	4/3/2024	METLIFE	MetLife Small Business	1,059.36	V - benefits/ins	MO
80840	4/3/2024	SAFEWAY	Safeway Inc	183.53	V - ADC nutrition	MO
80841	4/3/2024	STAPLES	Staples Business Advantage	2,406.09	V - office supplies	MO
80842	4/3/2024	STRYKER	Stryker Sales, LLC	70.22	V - AED electro pad	MO
80843	4/3/2024	TROPICAL	Tropical Car Wash	580.00	V - fleet maintenance	MO
80844	4/3/2024	VISION	Vision Services Plan	295.34	V - benefits/ins	MO
80845	4/11/2024	ACCESS	Access TLC Caregivers DBA	704.00	V - VCAAA grant	MO
80846	4/11/2024	BARKER	Blair Barker	851.49	EE - Travel reimb	
80847	4/11/2024	BAY ALARM	Bay Alarm Company	444.45	V - security camera vendor	MO

80848	4/11/2024	CENTRAL	Central Plaza Auto Service	339.31	V - fleet maintenance	ONGOING
80849	4/11/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	4,078.00	V - legal services	MO
80850	4/11/2024	COMFORT	Comfort Keepers dba	248.00	V - VCAAA grant	MO
80851	4/11/2024	COMMANDER	Commander Powered by Proforma	3,665.75	V - work shirts/uniforms	MO
80852	4/11/2024	CSDA	CA Special Districts Assoc	1,317.65	V - financial vendor	MO
80853	4/11/2024	ITS	Integrated Telemanagement Services, Ir	1,221.31	V - telephone vendor	MO
80854	4/11/2024	JTS	JTS Facility Services	2,310.00	V - janitorial vendor	MO
80855	4/11/2024	MORALES	Luis Morales III	214.95	EE - Travel reimb	MO
80856	4/11/2024	SAFEWAY	Safeway Inc	188.09	V - ADC nutrition	MO
80857	4/11/2024	SO CA GAS	Southern California Gas	750.85	V - utilities	MO
80858	4/11/2024	TRI COUNTY	Tri County Office Furniture, Inc	314.25	V - Bookshelf/cabinet	MO
80859	4/11/2024	VOYAGER	Voyager Fleet Systems Inc	1,193.96	V - fleet gas	MO
80860	4/11/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO
80861	4/17/2024	ATKINSON	Theima Atkinson	80.00	V - Class refund	MO
80862	4/17/2024	ONEJO AWARD	Conejo Awards Corp	1,008.15	V - envelopes/paper	MO
80863	4/17/2024	HABITAT	Habitat for Humanity of Ventura Count	214.19	V - VCAAA grant	MO
80864	4/17/2024	HAYMAN	Hayman Consulting dba	3,182.50	V - financial vendor	MO
80865	4/17/2024	KNOX	Carrie Knox	195.00	V -Graphic design vendor	MO
80866	4/17/2024	MERIPLEX/CPI	Meriplex Solutions	200.00	V - BOD lpad setup	MO
80867	4/17/2024	PETTY	Petty Cash - Administrat	265.01	V - petty cash reimb	MO
80868	4/17/2024	SAFEWAY	Safeway Inc	196.53	V - ADC nutrition	MO
80869	4/17/2024	SAGE	Amber Sage	34.00	V - Class refund	MO
80870	4/17/2024	UMPQUA	Umpqua Bank	6,801.27	V - credit card	MO
80871	4/24/2024	CENTRAL	Central Plaza Auto Service	545.48	V - fleet maintenance	MO
80872	4/24/2024	COMMANDER	Commander Powered by Proforma	461.18	V - work shirts/uniforms	MO
80873	4/24/2024	COMMUNITIES	Communities Lifting Communities	5,000.00	V - VCCCHIC annual dues	ANN
80874	4/24/2024	ONEJO AWARD	Conejo Awards Corp	27.89	V - name badges	MO
80875	4/24/2024	ONEJO VALLEY	Conejo Valley Senior Concern, INC	8,381.34	V - VCAAA OARR Grant	MO
80876	4/24/2024	NICKS WINDOW	Nicolas L. Benitz	300.00	V - window washer	MO
80877	4/24/2024	PEGASUS	Robert Michael Schwieger	3,600.00	V - VCAAA OARR Grant	MO
80878	4/24/2024	SO CA EDISON	Southern California Edison	1,321.83	V - utilities	MO
80879	4/24/2024	VALIC	VALIC	1,413.05	V - benefits/ins	MO
80880	4/24/2024	VC LEGAL	Ventura County Legal Aid, INC	17,424.04	V - VCAAA OARR Grant	MO

Report Total

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\$110,845.02  
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Legend of Payment Type	
BOD =	Board of Director
EE =	Employee
V =	Vendor

**Check Register Monthly Comparison**

**FY 2023/24**

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)	w/out transfer
\$118,020	\$111,879	\$75,824	\$86,545	\$132,980	\$65,631	\$119,502	\$113,739	\$106,342	\$110,845	\$0	\$0	\$104,131	\$0
<b>YTD Total</b>											<b>\$1,041,306</b>		

Notes FY 23/24:

- Aug '23 OARR Grant \$48k
- Sept '23 OARR Grant \$20k
- Nov '23 OARR Grant \$43k
- Jan '24 Progress pymt Auditor \$10,000
- Jan '24 Purchase new Ford Escape vehicle \$34,890.45
- Jan '24 Various Cabinets/Wall Panels/Tackboard \$5,031 (50% deposit)
- Feb '24 Repair on ADC grease trap \$22,895
- Apr '24 Annual audit pymt \$15,956
- Apr '24 OARR Grant \$29,405

**FY 2022/23**

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)	w/out transfer
\$169,824	\$59,053	\$123,545	\$3,146,143	\$96,299	\$71,201	\$2,222,982	\$79,747	\$69,296	\$104,044	\$81,193	\$306,713	\$614,213	\$106,334
<b>YTD Total</b>											<b>\$6,530,040</b>		

Notes FY 22/23:

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



**ACTION ITEM 8-A**

**APPROVAL OF DISTRICT RESOLUTION 24-07,  
SIGNATURE AUTHORIZATION AND INVESTMENT AUTHORIZATION  
IN THE VENTURA COUNTY TREASURY POOL**







## RESOLUTION NO. 24-07

### SIGNATURE AUTHORIZATION AND INVESTMENT AUTHORIZATION IN THE VENTURA COUNTY TREASURY POOL

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

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**WHEREAS**, the Investment Policy of the Camarillo Health Care District (District), revised November 16, 2023, state that temporarily unexpended funds shall only be invested in accordance with principles of sound treasury management, in the order of safety, liquidity and yield; and

**WHEREAS**, the Investment Policy of the District, revised November 16, 2023, state that any such investment shall be in accordance with the provisions of California Government Code Sections §53600 et seq., the Health and Safety Code §32000 et seq.; and

**WHEREAS**, California Government Code §53684 allows the District, with the consent of the County Treasurer-Tax Collector, to deposit excess funds in the County Treasury for the purpose of investment by the County Treasurer-Tax Collector, pursuant to Section §53601 or §53635; and

**WHEREAS**, the District has determined that the deposit of temporarily unexpended funds into the Ventura County Treasury Pool in accordance with §53684 of the California Government code, is in the best interest of the Camarillo Health Care District.

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

Section 1. The deposit and withdrawal of temporarily unexpended District funds in the Ventura County Treasury Pool is authorized, and will be made in accordance with §53684 of the California Government Code for the purpose stated herein.

Section 2. The following members of the Camarillo Health Care District Board of Directors, Chief Executive, or their successors, shall be authorized to order the deposit or withdrawal of temporarily unexpended funds in the Ventura County Treasury Pool:

Thomas Doria	President of the Board of Directors
Neal Dixon	Vice President of the Board of Directors
Paula Feinberg	Clerk of the Board of Directors
Christopher Loh	Director
Lydia Dixon	Director
Kara Ralston	Chief Executive Officer
Sonia Amezcua	Chief Administrative Officer

**ADOPTED, SIGNED, AND APPROVED** this 23rd day of May 2024.

\_\_\_\_\_  
Thomas Doria, 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 24-07 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 23rd day of May 2024 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