



**Regular Board of Directors Meeting
3615 E Las Posas Road, Suite 161
Camarillo, CA 93010
Tuesday, January 23, 2018
12:00 p.m.**

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2018 Board Meeting Calendar

January 23, 2018, 12:00 p.m.

February 27, 2018, 12:00 p.m.

March 27, 2018, 12:00 p.m.

April 24, 2018, 12:00 p.m.

May 29, 2018, 12:00 p.m.

June 12, 2018, 12:00 p.m. (Budget)

June 26, 2018, 12:00 p.m. (If Needed)

July 24, 2018, 12:00 p.m.

August – Dark

September 18, 2018, 12:00 p.m.

October 23, 2018, 12:00 p.m.

November - Dark

December 4, 2018, 8:30 a.m. (Board Work Study)

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January 23, 2018 - 12:00 P.M.

Regular Meeting of the Board of Directors

3615 E. Las Posas Road, Suites 160 & 161, Camarillo, CA 93010

Board of Directors

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

Staff

Kara Ralston, Chief Executive Officer
Sue Tatangelo, Chief Resource Officer
Sonia Amezcua, Chief Administrative Officer
Karen Valentine, Clerk to the Board

Participants

Michael Velthoen, Esq., *Ferguson Case Orr Paterson, LLP*
Jessica Wan, *Ferguson Case Orr Paterson, LLP*
Rick Wood, *Financial Services Vendor, CSDA*

1. **Call to Order/Roll Call**

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

3. **Amendments to the Agenda**

Requests to change the order of the agenda, delete, add any agenda item(s), or to remove any consent agenda items for discussion.

4. **Public Comment – Ca. GC Section 54954.3;** The Board reserves this time to hear from the public. Please complete a Speaker Card and submit to the Clerk to the Board. Your name will be called in order of the agenda item, or in order of received general topic Speaker Cards. Comments regarding items not on the agenda can be heard only; items on the agenda can be discussed. Three minutes per speaker are available; multiple speakers on the same topic/agenda item will be limited to 20 minutes total.

5. **Presentations –**

6. **Discussion/Action Items-** Consideration, Discussion, and Decision:

A. Review and **Approve/ Deny/ Amend** Financial Reports and District Disbursements for period ending December 31, 2017. **(Please see Section 6-A)**

Suggested Motion– Vote to approve District Financial Reports and Disbursements for the period ending December 31, 2017.

Motion _____ Second _____ Abstain _____ Pass _____

Brown _____ Loh _____ Loft _____ Hiepler _____ Doria _____

B. Discussion regarding audit firm to perform a financial audit of fiscal year ending June, 30, 2017, in light of the loss of the contracted firm, Poindexter & Company, in the December 2017 Thomas Fire, the largest wildfire recorded to date in California’s history.

7. **Closed Session:**

- A. Conference with Legal Counsel – Existing Litigation, one case, Government Code §54956.9(d)(1), Camarillo Health Care vs. Rozanski, Ventura County Superior Court Case No. 56-2016-00487601-CU-MC-VTA.
- B. Conference with Legal Counsel – Existing Litigation, one case, Government Code §54956.9(d)(1), Ferguson vs. Camarillo Health Care, Ventura County Superior Court Case No. 56-2016-00478549-CU-BC-VTA.

8. **Reconvene from Closed Session -**

9. **Announcement of 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.

- A.
- B.

10. **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 Chairperson may request a motion to approve as presented.

- A. Approval of Minutes of the Regular Board Meeting of December 5, 2017. **(Please see Section 10-A)**
- B. Approval of the Minutes of the Executive/Agenda Planning Committee Meeting of January 16, 2018. **(Please see Section 10-B)**

Suggested Motion – Vote to approve Consent Agenda as presented.

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

11. **Discussion/Action Items:** Consideration, Discussion, and Decision:

- A. Consideration, Discussion, and Decision on District Resolution 18-01, Approving Submission of Application and Petition to Potential Funding Sources, and Authorizing Signatures. **(Please see Section 11-A)**

Suggested Motion: Motion to approve Resolution 18-01, Approving Submission of Application and Petition to Potential Funding Sources, and Authorizing Signatures.

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

B. Review and Approve/ Deny/ Amend – It is the recommendation of Administration that the Board of Directors approve the revised Pay Schedule, Attachment B, determining the amount of compensation earnable pursuant to California Code of Regulations (CCR) Title 2, Section 570.5. **(Please see Section 11-B)**

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

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

12. CEO Report

13. Board President’s Report – Announcement of Committee Assignments

14. Board Members Interests or Concerns

15. Future Meeting and Events

Board of Directors Meetings

- Executive Committee Tuesday, February 20, 2018, 12:00 p.m.
- Full Board Tuesday, February 27, 2018, 12:00 p.m.
- Executive Committee Tuesday, March 20, 2018, 12:00 p.m.
- Full Board Tuesday, March 27, 2018, 12:00 p.m.
- Executive Committee Tuesday, April 10, 2018, 12:00 p.m.
- Finance Committee Tuesday, April 24, 2018, 11:00 p.m.
- Full Board Tuesday, April 24, 2018, 12:00 p.m.

Events

- CI Connection Luncheon Thursday, February 15, 2018, 11:00 a.m. – 1:30 p.m.
 State of the University Report Spanish Hills

16. Adjournment - Having no further business, this meeting is adjourned at _____ p.m.

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

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

Note: This agenda was posted at the Camarillo Health Care District Administrative Office and on our website, www.camhealth.com, on Friday, January 19, at 4:00 p.m.

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SECTION 6

ACTION ITEMS

**SECTION 6-A
FINANCIAL REPORTS
REVIEW AND APPROVE/DENY/AMEND DISTRICT DISBURSEMENTS FOR
PERIOD ENDING DECEMBER 31, 2017.**

JANUARY 23, 2018

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**Camarillo Health Care District
Statements of Activities
Comparison to Budget for the
Six Months Ending December 31, 2017**

	Audited Actual 14 - 15	Audited Actual 15 - 16	Actual 16 - 17	Current Year- to-Date	Budget to- date	Annual Budget	Y-T-D vs Annual Budget
REVENUES							
Tax revenue	\$ 2,244,695	\$ 2,375,896	\$ 2,472,000	\$ 1,436,440	\$ 1,273,080	\$ 2,546,160	56.42%
Program and facilities revenue	653,310	398,419	336,002	178,381	206,142	519,562	34.33%
Grants and agency funding	244,970	238,124	329,307	351,637	169,429	379,480	92.66%
Community Support and sponsorship	4,478	14,286	46,965	5,839	5,850	11,300	51.67%
Investment and interest income	144,126	155,200	152,097	11,282	4,000	8,000	141.03%
Other income	102,118	102,619	30,867	31,606	19,964	39,927	79.16%
Total Revenues	\$ 3,393,696	\$ 3,284,543	\$ 3,367,239	\$ 2,015,186	\$ 1,678,465	3,504,429	57.50%
EXPENSES							
Personnel cost							
Wages and salaries	1,569,500	1,347,709	1,392,944	672,115	795,852	1,591,704	42.23%
Payroll taxes	562,284	110,164	111,521	54,777	60,883	152,960	35.81%
Benefits		189,450	290,350	152,350	184,072	336,947	45.21%
OPEB		233,378	233,005	116,315	100,900	201,802	57.64%
Retirement UAL		29,064	38,046	50,594	52,456	52,456	96.45%
Total personnel cost	2,131,785	1,909,765	2,065,866	1,046,150	1,194,163	2,335,869	44.79%
Other expenses							
Contractors and professional fees	276,798	300,824	387,515	161,146	168,635	325,789	49.46%
Facilities and related	244,652	238,656	229,982	109,841	131,319	262,638	41.82%
Depreciation	191,015	175,355	164,193	77,422	78,262	156,523	49.46%
Program related expense	98,098	80,067	71,985	33,816	37,332	74,663	45.29%
Advertising and promotion	120,082	77,736	83,139	39,722	49,875	99,750	39.82%
Supplies and office expense	69,349	68,046	71,532	44,820	31,803	63,606	70.47%
Board and staff	110,252	61,358	76,237	40,952	53,805	103,455	39.58%

	Audited Actual 14 - 15	Audited Actual 15 - 16	Actual 16 - 17	Current Year- to-Date	Budget to- date	Annual Budget	Y-T-D vs Annual Budget
REVENUES							
Community partnerships	-	2,500	2,200	1,000	2,500	2,500	40.00%
Combined other expenses	25,835	30,007	22,506	10,677	12,176	24,352	43.84%
Total other expenses	1,136,081	1,034,549	1,109,290	519,397	565,706	1,113,276	46.65%
Operations Net	125,831	340,229	192,083	449,639	(81,404)	55,284	813.33%
Adjustments	1,193,105						
Total expenses	4,460,970	2,944,314	3,175,155	1,565,547	1,759,869	3,449,145	45.39%
Net position after adjustments	\$ (1,067,274)	\$ 340,229	\$ 192,083	\$ 449,639	\$ (81,404)	\$ 55,284	813.33%

Camarillo Health Care District
Statements of Net Assets
As of December 31, 2017

ASSETS	Dec. 31, 2017	Dec. 31, 2016
Current Assets:		
Cash and Checking Accounts	\$ 573,259	\$ 539,373
Investment Accounts	2,953,939	2,509,946
Accounts and Grants Receivable	72,405	64,247
Total Current Assets	<u>3,599,604</u>	<u>3,113,566</u>
Noncurrent Assets:		
Property, plant and equipment - net	1,450,757	1,574,492
IS equipment - net	10,726	21,583
Transportation vehicles - net	64,384	90,758
Prepays	21,195	24,224
Total Noncurrent Assets	<u>1,547,062</u>	<u>1,711,057</u>
Deferred Outflows of Resources	264,803	264,803
Total Assets	<u>\$ 5,411,470</u>	<u>\$ 5,089,427</u>
LIABILITIES AND NET ASSETS		
Current Liabilities:		
Accounts Payable	\$ 29,735	\$ 53,353
Construction Loan 2017	85,482	82,393
Employment costs	88,430	85,877
Accrued OPEB liability GASB 75	484,984	276,551
Scholarships	5,694	7,580
Deferred Revenue	1,200	9,983
Total Current Liabilities	<u>695,524</u>	<u>515,737</u>
Noncurrent Liabilities		
Construction Loan to 2021	276,166	361,648
Net Pension Liability GASB 68	821,635	821,635
Deferred Inflows of Resources	450,825	450,825
Total Noncurrent Liabilities	<u>1,548,626</u>	<u>1,634,108</u>
Net Assets:		
Unrestricted - prior	2,717,682	2,535,771
Unrestricted - current	449,639	403,810
Total Net Assets	<u>3,167,321</u>	<u>2,939,581</u>
Total Liabilities and Net Assets	<u>\$ 5,411,470</u>	<u>\$ 5,089,427</u>

Quick Ratio

Cash	3,527,198	5.07
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Current Ratio

Current Assets	3,599,604	5.18
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Camarillo Health Care District
Statements of Net Assets
As of December 31, 2017

ASSETS	Dec. 31, 2017	Dec. 31, 2016	Dec. 31, 2015	Dec. 31, 2014	December 2013
Current Assets:					
Cash and Checking Accounts	\$ 573,259	\$ 539,373	\$ 297,281	\$ 1,021,249	\$ 1,303,407
Investment Accounts	2,953,939	2,509,946	893,635	1,061,345	414,854
Accounts and Grants Receivable	72,405	64,247	1,115,747	(59,959)	8,806
Total Current Assets	\$ 3,599,604	3,113,566	2,306,662	2,022,635	1,727,067
Noncurrent Assets:					
Property, plant and equipment - net	1,450,757	1,574,492	1,941,973	2,165,515	1,753,350
IS equipment - net	10,726	21,583	24,491	32,973	32,369
Transportation vehicles - net	64,384	90,758	109,102	170,623	205,587
Prepays	21,195	24,224	46,396	46,406	40,242
Total Noncurrent Assets	1,547,063	1,711,057	2,121,962	2,415,518	2,031,548
Deferred Outflows of Resources	264,803	264,803	112,553		
Total Assets	\$ 5,411,470	\$ 5,089,427	\$ 4,541,178	\$ 4,438,153	\$ 3,758,615

LIABILITIES AND NET ASSETS

Current Liabilities:					
Accounts Payable	\$ 29,735	\$ 53,353	\$ 135,597	\$ 39,397	\$ 43,953
Construction Loan 2017	85,482	82,393	79,415	76,544	161,625
Employment costs	88,430	85,877	136,742	138,112	203,226
Accrued OPEB liability GASB 75	484,984	276,551	156,379	216,242	10,996
Scholarships	5,694	7,580	14,838	8,213	4,603
Deferred Revenue	1,200	9,983	1,303	2,103	
Total Current Liabilities	695,524	515,737	524,274	480,611	424,403
Noncurrent Liabilities					
Construction Loan to 2021	276,166	361,648	444,041	523,456	
Net Pension Liability GASB 68	821,635	821,635	959,515		
Deferred Inflows of Resources	450,825	450,825	250,690		
Total Noncurrent Liabilities	1,548,626	1,634,108	1,654,246	523,456	

ASSETS	Dec. 31, 2017	Dec. 31, 2016	Dec. 31, 2015	Dec. 31, 2014	December 2013
Net Assets:					
Unrestricted - prior	2,717,682	2,535,771	2,195,543	3,262,816	3,294,275
Unrestricted - current	449,639	403,810	167,116	171,269	39,937
Total Net Assets	<u>3,167,321</u>	<u>2,939,581</u>	<u>2,362,658</u>	<u>3,434,085</u>	<u>3,334,212</u>
Total Liabilities and Net Assets	<u>\$ 5,411,470</u>	<u>\$ 5,089,427</u>	<u>\$ 4,541,178</u>	<u>\$ 4,438,153</u>	<u>\$ 3,758,615</u>
Quick Ratio	5.07	5.91	2.27	4.33	4.05
Current Ratio	5.18	6.04	4.40	4.21	4.07

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Vendor

November 2017 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount
Cash Account #4 [Bank of the West General]				
65768	11/15/2017	4IMPRINT	4Imprint, Inc	892.69
65769	11/15/2017	ACORN	Acorn Newspapers	462.00
65714	11/1/2017	AFLAC	Aflac	711.12
65804	11/29/2017	AFLAC	Aflac	711.12
65770	11/15/2017	ANDERSON	Anderson Refrigeration dba	125.00
65743	11/8/2017	ANDERSON B	Bradley Anderson	35.00
65771	11/15/2017	ANDISITES	AndiSites, Inc	189.00
65715	11/1/2017	B&BMAIL	B & B Mailing Services	1,601.23
65795	11/20/2017	BALDINGER	Anne Baldinger	14.00
65744	11/8/2017	BANYAI	Danette Banyai	140.00
65716	11/1/2017	BETA	Beta Healthcare Group	760.16
65796	11/20/2017	BETA WC	Beta Healthcare Group	2,088.00
65772	11/15/2017	BOTW	Bankcard Center	9,746.22
65717	11/1/2017	BROWN	Rodger Brown	400.00
65773	11/15/2017	BROWN	Rodger Brown	300.00
65745	11/8/2017	BUCKLEY	Elizabeth Buckley	350.00
65746	11/8/2017	CARNELL	Samantha Carnell	71.07
65774	11/15/2017	CMH	CMH Centers for Family Health	75.00
65747	11/8/2017	COMFORT	Comfort Keepers dba	145.00
65775	11/15/2017	CPI	CPI Solutions, Inc	10,470.75
65748	11/8/2017	CRADDOCK	Blair Craddock	102.19
65749	11/8/2017	CRAWFORD J	Janice Crawford	175.00
65750	11/8/2017	CRAWFORD L	Lorenzo Crawford	124.60
65718	11/1/2017	CSDA	CSDA	1,123.51
65805	11/29/2017	CSDA	CSDA	1,113.80
65806	11/29/2017	DIAL	Dial Security	1,248.00
65719	11/1/2017	DORIA	Thomas Doria, MD	400.00
65776	11/15/2017	DORIA	Thomas Doria, MD	100.00
65720	11/1/2017	DOS CAMINOS	Dos Caminos Plaza	4,538.38
65721	11/1/2017	DOSCAMSTORA	Dos Caminos Plaza, Inc	50.00
65777	11/15/2017	DURBIANO	Durbiano Fire Equipment, Inc	95.00
65722	11/1/2017	FERGUSON CAS	Ferguson, Case, Orr Paterson LLI	6,707.12
65778	11/15/2017	FERGUSON CAS	Ferguson, Case, Orr Paterson LLI	7,317.62
65751	11/8/2017	FONG	Lyndell Fong	14.00
65752	11/8/2017	FRONTIER	Frontier Communications	126.98
65753	11/8/2017	GODINEZ	Jose Godinez	354.90
65754	11/8/2017	HARMALA	Michelle Harmala	400.00

65755	11/8/2017 HARTFORD	Hartford Life	1,192.22
65779	11/15/2017 HARVEY	Lynette Harvey	140.70
65797	11/20/2017 HARVEY	Lynette Harvey	277.78
65780	11/15/2017 HOME REMEDIE	Home Remedies dba	300.00
65781	11/15/2017 HUFF	Susan Huff	50.00
65798	11/20/2017 ITS	Integrated Telemanagement Servi	Voided
65807	11/29/2017 ITS	Integrated Telemanagement Servi	821.69
65756	11/8/2017 IVEY	Jane Ivey	250.60
65757	11/8/2017 JORDANO'S	Jordano's Food Service	110.80
65758	11/8/2017 JOSE	Myka Jose	267.50
65782	11/15/2017 JTS	JTS Facility Services	1,851.00
65783	11/15/2017 KAVALSKY	Neal Kavalsky	100.00
65808	11/29/2017 KUTROSKY	Tom Kutrosky	14.00
65759	11/8/2017 LAMBERT	Rachel Lambert	166.05
65784	11/15/2017 LEAF	Leaf	2,025.32
65799	11/20/2017 LINDQUIST	Barbara Lindquist	14.00
65809	11/29/2017 LINDQUIST	Barbara Lindquist	14.00
65723	11/1/2017 LOFT	Richard Loft, MD	100.00
65785	11/15/2017 LOFT	Richard Loft, MD	100.00
65724	11/1/2017 LOH	Christopher Loh, MD	200.00
65725	11/1/2017 LYNCH	Robert Lynch	256.00
65786	11/15/2017 MALONE	Carol Malone	40.00
65810	11/29/2017 MCLAREN	Joan McClaren	20.00
65726	11/1/2017 MEDITECH	Meditech Health Services	880.00
65787	11/15/2017 MEDITECH	Meditech Health Services	1,315.00
65800	11/20/2017 MEDITECH	Meditech Health Services	350.00
65811	11/29/2017 MEDITECH	Meditech Health Services	420.00
65727	11/1/2017 METLIFE	MetLife Small Business	923.14
65812	11/29/2017 MEYERS	Meyers Nave	154.88
65728	11/1/2017 MHS	Mike's Handyman Service	665.00
65788	11/15/2017 MORAN	Carmen Moran	218.82
65729	11/1/2017 NOVATT	Bernard Novatt	301.00
65730	11/1/2017 PARKER	Parker Mills LLP	600.00
65731	11/1/2017 PARTNERS	Partners in Care Foundation, Inc	600.00
65760	11/8/2017 PETERSON	Kathleen Peterson	350.00
65813	11/29/2017 PETTY	Petty Cash - Administrat	281.22
65732	11/1/2017 POWERFUL	Powerful Tools for Caregivers	540.00
65789	11/15/2017 RATTO	Mary Ann Ratto	72.54
65761	11/8/2017 ROGERS	Rogers & Partners, Inc	126.00
65814	11/29/2017 SADRAIE	Cortney Sadraie	14.00
65733	11/1/2017 SAFEWAY	Safeway Inc	280.77
65790	11/15/2017 SAFEWAY	Safeway Inc	158.88
65815	11/29/2017 SAFEWAY	Safeway Inc	106.21
65734	11/1/2017 SO CA EDISON	Southern Ca. Edison Co.	2,227.19
65816	11/29/2017 SO CA EDISON	Southern Ca. Edison Co.	2,113.95
65791	11/15/2017 SO CA GAS	Southern California Gas	242.48
65792	11/15/2017 STAFF	Staff Assistance, Inc	1,100.00

65801	11/20/2017 STAPLES	Staples Business Advantage	305.75
65817	11/29/2017 STRAHL	Kathleen Strahl	14.00
65762	11/8/2017 TATANGELO	Sue Tatangelo	53.19
65735	11/1/2017 THOM	Thomson Reuters	160.00
65736	11/1/2017 TNT	TNT Automotive	437.93
65763	11/8/2017 TNT	TNT Automotive	39.00
65793	11/15/2017 TNT	TNT Automotive	383.08
65818	11/29/2017 TNT	TNT Automotive	85.00
65737	11/1/2017 TROPHIES	Trophies, Etc.	26.54
65738	11/1/2017 TROPICAL	Tropical Car Wash	260.00
65764	11/8/2017 US POST METR	United States Postal Svc	300.00
65819	11/29/2017 VALENTINE	Karen Valentine	64.19
65739	11/1/2017 VALIC	VALIC	1,046.67
65820	11/29/2017 VALIC	VALIC	1,046.67
65740	11/1/2017 VC SHERIFF	VC Sheriff's Office	112.40
65765	11/8/2017 VC SHERIFF	VC Sheriff's Office	96.11
65802	11/20/2017 VC SHERIFF	VC Sheriff's Office	114.03
65741	11/1/2017 VISION	Vision Services Plan	184.27
65803	11/20/2017 VOYAGER	Voyager Fleet Systems Inc	854.87
65742	11/1/2017 WEST COAST A	West Coast Air Conditioning	230.00
65766	11/8/2017 WYLY	Paulette Wyly	41.96
65794	11/15/2017 YOUNG	Jennifer Young	173.93
65767	11/8/2017 ZEPEDA	Monica Zepeda	442.98

Cash Account Total 82,103.77

Report Total 82,103.77

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Vendor

December 2017 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount
65862	12/13/2017	ACORN	Acorn Newspapers	462.00
65879	12/20/2017	ACQUA	Acqua Clear, Inc	578.18
65898	12/27/2017	AFLAC	Aflac	711.12
65821	12/6/2017	ANDISITES	AndiSites, Inc	189.00
65863	12/13/2017	ASSISTED	Assisted Healthcare Services	100.00
65822	12/6/2017	BANYAI	Danette Banyai	210.00
65823	12/6/2017	BETA	Beta Healthcare Group	760.16
65880	12/20/2017	BETA WC	Beta Healthcare Group	2,088.00
65881	12/20/2017	BOTW	Bankcard Center	7,864.44
65864	12/13/2017	BOWERS	Tracy Bowers	179.20
65865	12/13/2017	BROWN	Rodger Brown	200.00
65824	12/6/2017	C3 INTEL	C3 Intelligence, Inc	162.50
65882	12/20/2017	CAADS	C.A.A.D.S.	500.00
65883	12/20/2017	CARNELL	Samantha Carnell	96.41
65884	12/20/2017	CAST	Julie Cast	200.00
65825	12/6/2017	CHOSKE	Karen Coske-Anderson	289.10
65826	12/6/2017	CMH	CMH Centers for Family Health	60.00
65827	12/6/2017	CO OF VENTUR	Co of Ventura	6.75
65828	12/6/2017	COMFORT	Comfort Keepers dba	260.00
65885	12/20/2017	CONEJO	Conejo/Las Virgenes Future Foundation	300.00
65829	12/6/2017	CPI	CPI Solutions, Inc	170.84
65886	12/20/2017	CPI	CPI Solutions, Inc	4,860.16
65830	12/6/2017	CRADDOCK	Blair Craddock	106.47
65831	12/6/2017	CRADDOCK S	Susan Craddock	400.00
65832	12/6/2017	CRAWFORD L	Lorenzo Crawford	89.60
65866	12/13/2017	CSDA	CSDA	1,385.44
65887	12/20/2017	CSDA	CSDA	6,358.00
65899	12/27/2017	DIAL	Dial Security	1,170.00
65833	12/6/2017	DORIA	Thomas Doria, MD	100.00
65834	12/6/2017	DOS CAMINOS	Dos Caminos Plaza	4,538.38
65835	12/6/2017	DOSCAMSTORA	Dos Caminos Plaza, Inc	50.00
65836	12/6/2017	DRAPERY	Drapery Affair	85.00
65837	12/6/2017	ERSONMEZ	Jennnifer Ersonmez	254.80
65838	12/6/2017	FERGUSON CAS	Ferguson, Case, Orr Paterson LLP	9,563.68
65839	12/6/2017	FRONTIER	Frontier Communications	126.98
65840	12/6/2017	GODINEZ	Jose Godinez	182.00
65841	12/6/2017	HARTFORD	Hartford Life	1,192.22
65867	12/13/2017	HARVEY	Lynette Harvey	76.50

65842	12/6/2017	HENRY	Helen Henry	25.00
65868	12/13/2017	HOME REMEDIE	Home Remedies dba	235.00
65888	12/20/2017	HUFF	Susan Huff	50.00
65889	12/20/2017	ITS	Integrated Telemanagement Services, Inc	844.12
65843	12/6/2017	IVEY	Jane Ivey	102.90
65844	12/6/2017	JONES	Lynn Jones	252.81
65845	12/6/2017	JORDANO'S	Jordano's Food Service	124.78
65869	12/13/2017	JOSE	Myka Jose	191.53
65846	12/6/2017	JTS	JTS Facility Services	1,891.00
65890	12/20/2017	KAVALSKY	Neal Kavalsky	100.00
65870	12/13/2017	LAMBERT	Rachel Lambert	61.42
65871	12/13/2017	LEAF	Leaf	2,025.32
65847	12/6/2017	LIT	Harriet Lit	400.00
65848	12/6/2017	LOFT	Richard Loft, MD	100.00
65849	12/6/2017	LOH	Christopher Loh, MD	200.00
65891	12/20/2017	MASTERPAGES	Carrie Dittmar	295.48
65850	12/6/2017	MEDITECH	Meditech Health Services	315.00
65872	12/13/2017	MEDITECH	Meditech Health Services	350.00
65892	12/20/2017	MEDITECH	Meditech Health Services	360.00
65900	12/27/2017	MEDITECH	Meditech Health Services	490.00
65851	12/6/2017	METLIFE	MetLife Small Business	923.14
65873	12/13/2017	MORAN	Carmen Moran	212.93
65893	12/20/2017	PETTY	Petty Cash - Administrat	331.00
65852	12/6/2017	ROGERS	Rogers & Partners, Inc	7.00
65853	12/6/2017	SAFEWAY	Safeway Inc	115.86
65894	12/20/2017	SAFEWAY	Safeway Inc	150.00
65901	12/27/2017	SAFEWAY	Safeway Inc	80.90
65902	12/27/2017	SO CA EDISON	Southern Ca. Edison Co.	1,771.76
65895	12/20/2017	SO CA GAS	Southern California Gas	307.74
65874	12/13/2017	STAFF	Staff Assistance, Inc	1,285.00
65875	12/13/2017	STAPLES	Staples Business Advantage	104.97
65903	12/27/2017	THOMREUT ADC	Thomson Reuters-West	154.44
65854	12/6/2017	TNT	TNT Automotive	85.00
65876	12/13/2017	TNT	TNT Automotive	85.00
65904	12/27/2017	TNT	TNT Automotive	133.17
65877	12/13/2017	TROPICAL	Tropical Car Wash	260.00
65905	12/27/2017	TROPICAL	Tropical Car Wash	260.00
65855	12/6/2017	TYRRELL	Amy Jo Tyrrell	320.60
65878	12/13/2017	USPOSTMASTER	U.S. Postmaster	6,590.00
65906	12/27/2017	VALIC	VALIC	1,046.67
65856	12/6/2017	VC SHERIFF	VC Sheriff's Office	114.84
65896	12/20/2017	VC SHERIFF	VC Sheriff's Office	131.13
65857	12/6/2017	VCSDA	V C S D A	40.00
65858	12/6/2017	VISION	Vision Services Plan	184.27
65897	12/20/2017	VOYAGER	Voyager Fleet Systems Inc	758.18
65859	12/6/2017	WYLY	Paulette Wyly	29.43
65860	12/6/2017	YOUNG	Jennifer Young	161.73

65861 12/6/2017 ZEPEDA
Cash Account #4 [Bank of the West General]

Monica Zepeda

147.66

Cash account Total 70133.71

Report Total 70133.71

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SECTION 6

DISCUSSION

SECTION 6-B

DISCUSSION REGARDING AUDIT FIRM TO PERFORM FINANCIAL AUDIT OF FISCAL YEAR ENDING JUNE, 30, 2017, IN LIGHT OF THE LOSS OF THE CONTRACTED FIRM, POINDEXTER & COMPANY, IN THE DECEMBER 2017 THOMAS FIRE, THE LARGEST WILDFIRE RECORDED TO DATE IN CALIFORNIA'S HISTORY.

JANUARY 23, 2018

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POINDEXTER AND COMPANY

Certified Public Accountant

January 5, 2018

Board of Directors
Camarillo Health Care District
3639 E. Las Posas Road, Suite 117
Camarillo, California 93010

RECEIVED
JAN 08 2018
BY: _____

Board Members:

Effective January 5, 2018, I will cease my services as your accountants. I have reached this decision reluctantly and after substantial deliberation. This decision is predicated on the loss of digital and manual records as a result of the Thomas fire

You should take steps to retain a new accounting firm as there are a number of accounting matters that require immediate attention. Those matters include the completion of the audit of the financial statements for the year ended June 30, 2017 and the annual filing with the State Controller's office for the year ended June 30, 2017.

I will cooperate with your new accountants in addressing these and other matters. To facilitate that process, please send us a letter authorizing me to make disclosures to your new accountants. Without such a letter, I am ethically prohibited from communicating with others regarding your affairs.

I look forward to helping you make a smooth transition with your new accountants.

Very truly yours,

Mark A. Poindexter, C.P.A.

Poindexter and Company
Certified Public Accountant
by Mark A. Poindexter, C.P.A.

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SECTION 7

**SECTION 7-A
CLOSED SESSION
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION,
GOVERNMENT CODE §54956.9(D)(1),
CAMARILLO HEALTH CARE VS. ROZANSKI, VENTURA COUNTY SUPERIOR
COURT CASE NO. 56-2016-00487601-CU-MC-VTA.**

JANUARY 23, 2018

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SECTION 7

**SECTION 7-B
CLOSED SESSION**

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, ONE CASE,
GOVERNMENT CODE §54956.9(D)(1),
FERGUSON VS. CAMARILLO HEALTH CARE, VENTURA COUNTY SUPERIOR
COURT CASE NO. 56-2016-00478549-CU-BC-VTA**

JANUARY 23, 2018

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SECTION 8

RECONVENE FROM CLOSED SESSION

JANUARY 23, 2018

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SECTION 9

**ANNOUNCEMENT OF CLOSED SESSION
GOVERNMENT CODE 54957.1**

JANUARY 23, 2018

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SECTION 10

CONSENT AGENDA

**APPROVAL OF MINUTES
BOARD MEETING
DECEMBER 5, 2017**

SECTION 10-A

JANUARY 23, 2018

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MINUTES

December 5, 2017

Regular Meeting of the Board of Directors

3615 E. Las Posas Road, Suites 160 & 161, Camarillo, CA 93010

Board of Directors - Present

Rodger Brown, MBA, Board President
Christopher Loh, MD, Vice President
Richard Loft, MD, Clerk of the Board
Mark Hiepler, Esq, Director
Thomas Doria, MD, Director

Staff - Present

Sue Tatangelo, Chief Resource Officer
Sonia Amezcua, Chief Administrative Officer
Karen Valentine, Clerk to the Board

Staff - Absent

Kara Ralston, Chief Executive Officer (due to Thomas Fire)

Participants - Present

Rick Wood, *CSDA Financial Services*

-
1. **Call to Order and Roll Call** - The Regular Meeting of the Camarillo Health Care District Board of Directors was called to order on Tuesday, December 5, 2017, at 8:38 a.m., by Rodger Brown, President.
 2. **Pledge of Allegiance** - Director Hiepler
 3. **Amendments to The Agenda** – Closed session was cancelled due to Thomas Fire.
 4. **Public Comment** – No Public Comments.
 5. **Presentations** – Chief Resource Officer Sue Tatangelo introduced the following:
 - Case Management and Care Services Director Rachael Lambert earned certification in the RCI REACH intervention.
 - Health Promotion Manager Blair Craddock earned certification from Boston University in their Case Management Program.

Sue Tatangelo discussed the Rosalynn Carter Leadership in Caregiving Award and presented the Board with the award statue. Ms. Tatangelo also showed the Board a Power Point presentation of the award ceremony, and a video featuring District Care Coordinator, Samantha Carnell, celebrating the 30th Anniversary of the Rosalyn Carter Institute for Caregiving.

6. **Consent Agenda**

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

Vote to Approve Consent Agenda

Director Brown	Aye
Director Loh	Aye
Director Loft	Aye
Director Hiepler	Aye
Director Doria	Aye

7. **Board Reorganization**

It was **MOVED** by Director Hiepler, **SECONDED** by Director Loh, nominating Director Brown to serve as Board President.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Brown, nominating Director Loh to serve as Board Vice President.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Doria, nominating Director Loft to serve as Clerk of the Board.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the above slate to serve as the officers for the Camarillo Health Care District for calendar year 2018.

Vote to Approve Slate of Officers	
Director Brown	Aye
Director Loh	Aye
Director Loft	Aye
Director Hiepler	Aye
Director Doria	Aye

8. **Financial Workshop -**

Rick Wood, Financial Services Vendor, California Special Districts Association, conducted a Financial Workshop, and discussed the new reporting requirements from the State of California, and any effect that might have on District Financial Statements.

9. **Board Reports** – Director Brown will announce Committee assignments at the next Regular Board Meeting. Until that time, Committee assignments will remain the same.

10. **Future Meetings**

Board of Directors Meetings

- Executive Committee Tuesday, January 16, 2018, 12:00 p.m.
- Finance Committee Tuesday, January 23, 2018, 11:00 a.m.
- Full Board Tuesday, January 23, 2018, 12:00 p.m.
- Executive Committee Tuesday, February 20, 2018, 12:00 p.m.
- Full Board Tuesday, February 27, 2018, 12:00 p.m.
- Executive Committee Tuesday, March 20, 2018, 12:00 p.m.
- Full Board Tuesday, March 27, 2018, 12:00 p.m.

11. Having no further business, the meeting adjourned at 10:26 a.m.

Richard Loft
Clerk of the Board

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SECTION 10

CONSENT AGENDA

**APPROVAL OF THE MINUTES OF THE EXECUTIVE/AGENDA PLANNING
COMMITTEE MEETING OF JANUARY 16, 2018**

SECTION 10-B

JANUARY 23, 2018

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MINUTES

January 16, 2018

Executive/Agenda Building Committee Meeting

Camarillo Health Care District Board of Directors
3615 E Las Posas Road, Boardroom, Camarillo, CA 93010

Board Members Present:

Rod Brown, MBA, President

Staff Present:

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

-
1. **Call to Order** – The Executive Committee was called to order by Board President, Rod Brown, at 12:13 p.m.
 2. **Public Comment** – No Public Comment
 3. Reviewed the Minutes of the regularly scheduled Board Meeting of Tuesday, December 5, 2017.
 4. Reviewed the proposed Agenda for the regularly scheduled Board Meeting of Tuesday, January 23, 2018.
 5. Reviewed District Disbursements from period ending December 31, 2017.
 6. Reviewed the following Action Items:

 11A – Reviewed Resolution 18-01, Approving Submission of Application and Petition to Potential Funding Sources, and Authorizing Signatures.
 7. Meeting adjourned at 12:45 p.m.

Rod Brown
President

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SECTION 11

ACTION ITEMS

**CONSIDERATION, DISCUSSION, AND DECISION ON DISTRICT
RESOLUTION 18-01, APPROVING SUBMISSION OF APPLICATION AND
PETITION TO POTENTIAL FUNDING SOURCES, AND AUTHORIZING
SIGNATURES.**

SECTION 11-A

JANUARY 23, 2018

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RESOLUTION NO. 18-01

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

*Resolution of the Board of Directors
Camarillo Health Care District
Ventura County, 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, 2018.

Rod Brown, President
Board of Directors
Camarillo Health Care District

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

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

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

DO HEREBY CERTIFY that the foregoing Resolution 18-01 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 23rd day of January, 2018, and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

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

SECTION 11

ACTION ITEMS

IT IS THE RECOMMENDATION OF ADMINISTRATION THAT THE BOARD OF DIRECTORS APPROVE THE REVISED PAY SCHEDULE, ATTACHMENT B, DETERMINING THE AMOUNT OF COMPENSATION EARNABLE PURSUANT TO CALIFORNIA CODE OF REGULATIONS (CCR) TITLE 2, SECTION 570.5.

SECTION 11-B

JANUARY 23, 2018

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Camarillo Health Care District
Pay Schedule -effective January 23, 2018

Classification	Time Base	Minimum	Maximum
Officers			
Chief Executive Officer	Annual	\$ 151,840.00	\$ 224,952.00
Chief Resource Officer	Annual	\$ 74,880.00	\$ 128,419.00
Chief Administrative Officer	Annual	\$ 74,880.00	\$ 128,419.00
Directors			
Program & Operations Director	Annual	\$ 70,000.00	\$ 126,105.00
Clinical Services Director	Annual	\$ 70,000.00	\$ 126,105.00
Case Management & Care Services Director	Annual	\$ 70,000.00	\$ 126,105.00
Adult Day Center Director	Annual	\$ 52,000.00	\$ 72,072.00
Wellness & Caregiver Center Director	Annual	\$ 52,000.00	\$ 72,072.00
Managers			
Accounting Manager	Hourly	\$ 18.00	\$ 31.50
Adult Day Center Manager	Annual	\$ 43,680.00	\$ 63,336.00
Care Transitions Manager	Annual	\$ 43,680.00	\$ 63,336.00
Community Affairs Manager	Hourly	\$ 18.00	\$ 31.50
Community Education Manager	Hourly	\$ 18.00	\$ 31.50
Community Outreach Manager	Hourly	\$ 18.00	\$ 31.50
Community Services Manager	Annual	\$ 39,520.00	\$ 65,520.00
Health Promotion Manager	Annual	\$ 39,520.00	\$ 65,520.00
Senior Support Manager	Annual	\$ 39,520.00	\$ 61,152.00
Wellness & Caregiver Center Manager	Annual	\$ 43,680.00	\$ 63,336.00
Coordinators			
Adult Day Center Coordinator	Hourly	\$ 17.00	\$ 26.25
Care Coordinator	Hourly	\$ 17.00	\$ 26.25
Health Promotion Coordinator	Hourly	\$ 17.00	\$ 26.25
Senior Nutrition Coordinator	Hourly	\$ 17.00	\$ 26.25
Transportation Coordinator	Hourly	\$ 17.00	\$ 26.25
Assistants & all other positions			
Accounting Assistant	Hourly	\$ 14.00	\$ 21.00
Activity Leader I	Hourly	\$ 13.00	\$ 18.90
Activity Leader I (On-Call)	Hourly	\$ 13.00	\$ 18.90
Activity Leader II	Hourly	\$ 13.50	\$ 19.42
Administrative Assistant	Hourly	\$ 13.00	\$ 18.90
Administrative Assistant, HR	Hourly	\$ 18.00	\$ 27.16
Health Promotion Coach	Hourly	\$ 18.00	\$ 24.45
Driver	Hourly	\$ 15.00	\$ 18.90
Driver (On-Call)	Hourly	\$ 15.00	\$ 18.90
Executive Assistant	Hourly	\$ 18.00	\$ 27.30
Resource Specialist	Hourly	\$ 13.00	\$ 18.90
Senior Nutrition Assistant	Hourly	\$ 13.00	\$ 18.90

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SECTION 12

CEO REPORT

JANUARY 23, 2018

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SECTION 13

**BOARD PRESIDENT'S REPORTS
ANNOUNCEMENT OF COMMITTEE ASSIGNMENTS**

JANUARY 23, 2018

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SECTION 14

BOARD MEMBERS INTERESTS OR CONCERNS

JANUARY 23, 2018