



**Regular Board of Directors Meeting  
3615 E Las Posas Road, Suite 160 & 161  
Camarillo, CA 93010  
Tuesday, January 22, 2019  
12:00 p.m.**

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## **2019 Board Meeting Calendar**

January 22, 2019, 12:00 p.m.

February 26, 2019, 12:00 p.m.

March 26, 2019, 12:00 p.m.

April 23, 2019, 12:00 p.m.

May 28, 2019, 12:00 p.m.

June 11, 2019, 12:00 p.m. (Budget)

June 25, 2019, 12:00 p.m. (If Needed)

July 23, 2019, 12:00 p.m.

August – Dark

September 24, 2019, 12:00 p.m.

October 22, 2019, 12:00 p.m.

November - Dark

December 10, 2019, 8:30 a.m. (Board Work Study)

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## AGENDA

January 22, 2019 – 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

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

### Staff

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

### Participants

Rick Wood, CDSA Financial Services

- 
- 1. Call to Order/Roll Call**
  - 2. Pledge of Allegiance** – Director Doria
  - 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-** None
  - 6. Discussion/Action Item: Consideration, Discussion, and Decision:**  
  
Consideration, discussion, and recommendation for approval of the District Disbursements and Financial reports for the period ending December 31, 2018.

**Suggested Motion:** Motion to approve District Disbursements and Financial Reports for the period ending December 31, 2018.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

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 Chairperson may request a motion to approve as presented.

A. Approval of the Minutes of the Regular Board Meeting of December 11, 2018.  
**(Please see Section 7-A)**

B. Approval of the Executive/Agenda Planning Committee Meeting of January 15, 2019.  
**(Please see Section 7-B)**

**Suggested Motion:** Motion to approve consent agenda as presented.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

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

A. **Review/ Discussion/ Action** – Consideration, Discussion, and Decision on District Resolution 19-01, Approving Submission of Application and Petition to Potential Funding Sources, and Authorizing Signatures. **(Please see Section 8-A)**

**Suggested Motion:** Motion to approve Resolution 19-01, Approving Submission of Application and Petition to Potential Funding Sources, and Authorizing Signatures.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_

Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

B. **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. **(Please see Section 8-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 \_\_\_\_\_

Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

**9. Chief Executive Officer Report – Kara Ralston**

**10. Future Meeting and Events**

**Board of Directors Meetings**

- Executive Committee (**Brown, Loh**) Tuesday, February 19, 2019, 12:00 p.m.
- Full Board: Tuesday, February 26, 2019, 12:00 p.m.
- Executive Committee: Tuesday, March 19, 2019, 12:00 p.m.
- Full Board: Tuesday, March 26, 2019, 12:00 p.m.
- Executive Committee: Tuesday, April 16, 2019, 12:00 p.m.
- Finance Committee: Tuesday, April 23, 2019, 11:00 a.m.
- Full Board: Tuesday, April 23, 2019, 12:00 p.m.

**Upcoming Community Meetings & Events**

- VCSDA Annual Meeting Tuesday, February 5, 2019  
Channel Islands Maritime Museum 5:00 p.m. to 9:00 p.m.
- CSUCI Connection Luncheon Thursday, February 21, 2019  
Spanish Hills Country Club 11:30 a.m. to 1:30 p.m.
- 52<sup>nd</sup> Annual Top Ten Community Awards Friday, March 22, 2019  
Serra Center 6:00 p.m. to 9:00 p.m.  
Camarillo Chamber of Commerce

**11. 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](http://www.camhealth.com), on Friday, January 18, 2019, at 4:00 p.m.

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**SECTION 6**

**ACTION ITEMS**

**SECTION 6  
FINANCIAL REPORTS  
CONSIDERATION DISCUSSION, AND RECOMMENDATION FOR APPROVAL  
OF DISTRICT DISBURSEMENTS AND FINANCIAL REPORTS FOR THE PERIOD  
ENDING DECEMBER 31, 2018**

**JANUARY 22, 2019**

# Camarillo Health Care District

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

Sorted by Vendor

(Report period: December 1, 2018 to December 31, 2018)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
66881	12/12/2018	ACCESS	Access TLC Caregivers DBA	176.00	V	
66859	12/5/2018	AFLAC	Aflac	726.36	V	MO
66860	12/5/2018	ANDERSON B	Bradley Anderson	42.00	F	
66882	12/12/2018	ASSISTED	Assisted Healthcare Services	180.40	V	
66861	12/5/2018	BANYAI	Danette Banyai	115.50	F	MO
66862	12/5/2018	BETA	Beta Healthcare Group	2,089.83	V	MO
66883	12/12/2018	BETA WC	Beta Healthcare Group	2,253.00	F	MO
66863	12/5/2018	BOSTON	Boston University	455.00	V	
66908	12/19/2018	BOTW	Bankcard Center	49.99	V	
66884	12/12/2018	BROWN	Rodger Brown	400.00	B	
66864	12/5/2018	BYRD	Byrd Locksmithing	145.00	V	
66885	12/12/2018	C3 INTEL	C3 Intelligence, Inc	191.00	V	
66909	12/19/2018	CAADS	C.A.A.D.S.	500.00	V	Annually
66886	12/12/2018	CMH	CMH Centers for Family Health	135.00	V	
66887	12/12/2018	COMFORT	Comfort Keepers dba	880.00	V	
66865	12/5/2018	CONEJO	Conejo/Las Virgenes Future Founda	300.00	V	
66910	12/19/2018	CPI	CPI Solutions, Inc	4,419.60	V	
66888	12/12/2018	CRADDOCK	Blair Craddock	90.31	EE	
66866	12/5/2018	CRAWFORD L	Lorenzo Crawford	142.80	F	MO
66911	12/19/2018	CSDA	CSDA Financial Serv	8,100.34	V	MO
66867	12/5/2018	DIGITAL	Digital Deployment, Inc	200.00	V	MO
66912	12/19/2018	DMV	Dept of Motor Services	1.00	V	
66889	12/12/2018	DORIA	Thomas Doria, MD	100.00	B	MO
66868	12/5/2018	DOS CAMINOS	Dos Caminos Plaza	4,669.06	V	MO
66869	12/5/2018	DOSCAMSTORAG	Dos Caminos Plaza, Inc	50.00	V	MO
66913	12/19/2018	FERGUSON CAS	Ferguson, Case, Orr Paterson LLP	571.90	V	
66870	12/5/2018	FREDRICS	Johanna Fredrics	127.97	EE	
66890	12/12/2018	FRONTIER	Frontier Communications	128.98	V	MO
66871	12/5/2018	HARTFORD	Hartford Life	1,167.34	V	MO
66891	12/12/2018	HOME REMEDIE	Home Remedies dba	600.00	V	
66892	12/12/2018	HUFF	Susan Huff	50.00	F	
66914	12/19/2018	ITS	Integrated Telemanagement Service	816.19	V	MO
66872	12/5/2018	JONES	Lynn Jones	80.66	EE	
66873	12/5/2018	JORDANO'S	Jordano's Food Service	290.57	V	
66893	12/12/2018	JOSE	Myka Jose	51.23	EE	
66894	12/12/2018	JTS	JTS Facility Services	1,950.00	V	MO
66915	12/19/2018	KAVALSKY	Neal Kavalsky	100.00	V	MO

# Camarillo Health Care District

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

Sorted by Vendor

(Report period: December 1, 2018 to December 31, 2018)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
66895	12/12/2018	LEAF	Leaf	2,025.32	V	MO
66896	12/12/2018	LOFT	Richard Loft, MD	100.00	B	
66916	12/19/2018	MASTERPAGES	Carrie Dittmar	45.00	V	
66874	12/5/2018	METLIFE	MetLife Small Business	923.14	V	MO
66897	12/12/2018	MEYERS	Meyers Nave	5,734.58	V	
66898	12/12/2018	MORAN	Carmen Moran	83.93	EE	
66899	12/12/2018	MUSTANG	Mustang Marketing dba	5,000.00	V	
66917	12/19/2018	MUSTANG	Mustang Marketing dba	1,800.00	V	
66880	12/12/2018	n/a		Voided: Skipped		printed incorretly
66918	12/19/2018	PETTY	Petty Cash - Administrat	318.54		
66875	12/5/2018	ROGERS	Rogers & Partners, Inc	112.00	F	
66900	12/12/2018	SAFEWAY	Safeway Inc	119.04	V	
66919	12/19/2018	SAFEWAY	Safeway Inc	175.08	V	
66920	12/19/2018	SO CA EDISON	Southern California Edison	1,478.67	V	MO
66901	12/12/2018	SO CA GAS	Southern California Gas	289.65	V	MO
66902	12/12/2018	SR PLANNING	Senior Planning Services	803.00	V	
66921	12/19/2018	SR PLANNING	Senior Planning Services	830.50	V	
66922	12/19/2018	THOMREUT ADC	Thomson Reuters-West	161.95	V	Annually
66903	12/12/2018	THORNTON	Nancy Thornton	10.00		Refund
66876	12/5/2018	TNT	TNT Automotive	89.00	V	
66923	12/19/2018	TNT	TNT Automotive	89.00	V	
66877	12/5/2018	TRI COUNTY	Tri County Office Furniture, Inc	7,342.39	V	
66924	12/19/2018	UMPQUA	Umpqua Bank	3,500.37	V	
66879	12/10/2018	USPOSTMASTER	U.S. Postmaster	6,950.00	V	Qtly
66925	12/19/2018	VALIC	VALIC	1,140.86	V	MO
66878	12/5/2018	VISION	Vision Services Plan	190.54	V	MO
66926	12/19/2018	VOYAGER	Voyager Fleet Systems Inc	904.98	V	MO
66904	12/12/2018	WIGGINS	Mary Wiggins	115.00	EE	
66905	12/12/2018	WYLY	Paulette Wyly	29.98	EE	
66906	12/12/2018	YOUNG	Jennifer Young	50.08	EE	
66907	12/12/2018	ZEPEDA	Monica Zepeda	149.87	EE	
				-----		
				Cash account Total	72,909.50	
				Report Total	72,909.50	

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

## Check Register Monthly Comparison

### FY 2018/19

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$191,346	\$67,537	\$177,381	\$78,216	\$66,770	\$72,910							\$109,027
<b>YTD Total</b>											<b>\$654,159</b>	

Notes FY 18/19:

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

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

### FY 2017/18

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg
\$126,068	\$94,075	\$156,395	\$70,789	\$80,990	\$68,708	\$75,510	\$66,744	\$85,204	\$92,133	\$112,587	\$641,545	\$139,229
<b>YTD Total</b>											<b>\$1,670,749</b>	

Notes FY 17/18:

July '17 Annual insurances paid

Sept '17 ADC Construction Loan Pmt \$99K #3 of 7

May '18 HA Printing, BOTW \$10K, Legal \$24K, Audit \$8K

Jun '18 \$500K CERBT payment

**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.**

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**Camarillo Health Care District  
Statements of Activities  
Comparison to Budget for the  
Six Months Ending December 31, 2018**

	Audited Actual 15 - 16	Audited Actual 16 - 17	Pre-Audit Actual 17 - 18	Current Year- to-Date	Budget to- date	Annual Budget 2018- 19	Y-T-D vs Annual Budget
<b>REVENUES</b>							
Tax revenue	\$ 2,375,896	\$ 2,490,350	\$ 2,636,217	\$ 1,418,833	\$ 1,343,977	\$ 2,687,954	52.78%
Program and facilities revenue	398,419	359,482	364,026	190,245	206,931	413,862	45.97%
Grants and agency funding	238,124	329,844	531,380	186,926	185,440	320,777	58.27%
Community Support and sponsorship	14,286	13,173	10,148	2,750	5,850	11,700	23.50%
Investment and interest income	155,200	161,872	178,157	165,133	163,500	177,000	93.30%
Other income	102,619	30,867	214,675	9,490	5,879	11,758	80.71%
<b>Total Revenues</b>	<b>\$ 3,284,543</b>	<b>\$ 3,385,589</b>	<b>\$ 3,934,603</b>	<b>\$ 1,973,376</b>	<b>\$ 1,911,576</b>	<b>3,623,051</b>	<b>54.47%</b>
<b>EXPENSES</b>							
<b>Personnel cost</b>							
Wages and salaries	1,347,709	1,392,944	1,458,930	651,541	843,521	1,687,042	38.62%
Payroll taxes	110,164	111,521	116,185	51,867	64,530	129,059	40.19%
Benefits	189,450	371,003	312,374	159,434	206,105	412,210	38.68%
OPEB	233,378	233,005	30,598	17,169	62,989	125,979	13.63%
Retirement UAL	29,064	38,046	50,594	70,585	52,456	52,456	134.56%
<b>Total personnel cost</b>	<b>1,909,765</b>	<b>2,146,518</b>	<b>1,968,681</b>	<b>950,597</b>	<b>1,229,601</b>	<b>2,406,746</b>	<b>39.50%</b>
<b>Other expenses</b>							
Contractors and professional fees	300,824	395,721	420,407	167,172	186,329	366,434	45.62%
Facilities and related	238,656	230,961	256,617	109,678	114,887	228,556	47.99%
Depreciation	175,355	164,193	156,337	72,836	72,318	144,637	50.36%
Program related expense	80,067	71,985	81,180	37,677	38,419	74,918	50.29%
Advertising and promotion	77,736	83,139	98,188	40,539	61,339	117,300	34.56%
Supplies and office expense	68,046	71,473	83,965	41,993	45,475	83,860	50.08%
Board and staff	61,358	76,237	68,808	19,619	64,972	94,944	20.66%
Community partnerships	2,500	2,200	1,000	-	2,500	2,500	0.00%

**Camarillo Health Care District  
Statements of Activities  
Comparison to Budget for the  
Six Months Ending December 31, 2018**

	Audited Actual 15 - 16	Audited Actual 16 - 17	Pre-Audit Actual 17 - 18	Current Year- to-Date	Budget to- date	Annual Budget 2018-	Y-T-D vs Annual Budget
Combined other expenses	30,007	22,506	28,469	12,802	12,257	22,115	57.89%
<b>Total other expenses</b>	1,034,549	1,118,416	1,194,972	502,316	598,497	1,135,264	44.25%
<b>Operations Net</b>	340,229	120,655	770,949	520,463	83,479	81,041	642.22%
<b>Adjustments</b>							
<b>Total expenses</b>	2,944,314	3,264,934	3,163,653	1,452,913	1,828,098	3,542,010	41.02%
<b>Net position after adjustments</b>	\$ 340,229	\$ 120,655	\$ 770,949	\$ 520,463	\$ 83,479	\$ 81,042	642.21%

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**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of December 18**

<b>ASSETS</b>	<b>Dec 31, 2018</b>	<b>Dec 31, 2017</b>
<b>Current Assets:</b>		
Cash and Checking Accounts	\$ 1,906,336	\$ 573,259
Investment Accounts	1,917,561	2,953,939
Tax, Grants and Accounts Receivable	118,777	72,405
<b>Total Current Assets</b>	<b>3,942,675</b>	<b>3,599,603</b>
<b>Noncurrent Assets:</b>		
Property, plant and equipment - net	1,354,539	1,450,757
IS equipment - net	28,676	10,726
Transportation vehicles - net	38,011	64,384
Prepays	21,627	21,195
<b>Total Noncurrent Assets</b>	<b>1,442,853</b>	<b>1,547,063</b>
Deferred Outflows of Res GASB 68	425,954	264,803
Deferred Outflows of Res GASB 75	500,000	0
<b>Total Assets</b>	<b>\$ 6,311,482</b>	<b>\$ 5,411,470</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>Current Liabilities:</b>		
Accounts Payable	\$ 37,956	\$ 29,735
Construction Loan 2019	88,688	85,482
Employment costs	91,854	88,430
Scholarships	5,954	5,694
Deferred Revenue	50,000	1,200
<b>Total Current Liabilities</b>	<b>274,452</b>	<b>210,540</b>
<b>Noncurrent Liabilities</b>		
Construction Loan to 2021	187,478	276,166
Net Pension Liability GASB 68	1,449,034	821,635
Accrued OPEB liability GASB 75	1,746,599	484,984
Deferred Inflows of Res GASB 68	147,604	450,825
<b>Total Noncurrent Liabilities</b>	<b>3,530,714</b>	<b>2,033,609</b>
<b>Net Assets:</b>		
Unrestricted - prior	1,985,853	2,717,682
Unrestricted - current	520,463	449,639
<b>Total Net Assets</b>	<b>2,506,316</b>	<b>3,167,321</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 6,311,482</b>	<b>\$ 5,411,470</b>

**Quick Ratio**

Cash, Checking, Investment	
3,823,898	13.93

**Current Ratio**

Current Assets	
3,942,675	14.37

**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of December 18**

<b>ASSETS</b>	<b>Dec 31, 2018</b>	<b>Dec 31, 2017</b>	<b>Dec 31, 2016</b>	<b>Dec 31, 2015</b>	<b>Dec 31, 2014</b>
<b>Current Assets:</b>					
Cash and Checking Accounts	\$ 1,906,336	\$ 573,259	\$ 539,373	\$ 297,281	\$ 1,021,249
Investment Accounts	1,917,561	2,953,939	2,509,946	893,635	1,061,345
Tax, Grants and Accounts Receivable	118,777	72,405	64,247	1,115,747	(59,959)
<b>Total Current Assets</b>	<b>\$ 3,942,674</b>	<b>3,599,603</b>	<b>3,113,566</b>	<b>2,306,662</b>	<b>2,022,635</b>
<b>Noncurrent Assets:</b>					
Property, plant and equipment - net	1,354,539	1,450,757	1,574,492	1,941,973	2,165,515
IS equipment - net	28,676	10,726	21,583	24,491	32,973
Transportation vehicles - net	38,011	64,384	90,758	109,102	170,623
Prepays	21,627	21,195	24,224	46,396	46,406
<b>Total Noncurrent Assets</b>	<b>1,442,853</b>	<b>1,547,063</b>	<b>1,711,057</b>	<b>2,121,962</b>	<b>2,415,518</b>
Deferred Outflows of Res GASB 68	425,954	264,803	264,803	112,553	
Deferred Outflows of Res GASB 75	500,000	0			
<b>Total Assets</b>	<b>\$ 6,311,482</b>	<b>\$ 5,411,470</b>	<b>\$ 5,089,427</b>	<b>\$ 4,541,178</b>	<b>\$ 4,438,153</b>
<b>LIABILITIES AND NET ASSETS</b>					
<b>Current Liabilities:</b>					
Accounts Payable	\$ 37,956	\$ 29,735	\$ 53,353	\$ 135,597	\$ 39,397
Construction Loan 2018	88,688	85,482	82,393	79,415	76,544
Employment costs	91,854	88,430	85,877	136,742	138,112
Scholarships	5,954	5,694	7,580	14,838	8,213
Deferred Revenue	50,000	1,200	9,983	1,303	2,103
<b>Total Current Liabilities</b>	<b>274,452</b>	<b>210,540</b>	<b>239,186</b>	<b>367,894</b>	<b>264,370</b>

**Camarillo Health Care District  
Statements of Net Assets  
as of December 18**

	Dec 31, 2018	Dec 31, 2017	Dec 31, 2016	Dec 31, 2015	Dec 31, 2014
<b>Noncurrent Liabilities</b>					
Construction Loan to 2021	187,478	276,166	361,648	444,041	523,456
Net Pension Liability GASB 68	1,449,034	821,635	821,635	959,515	-
Accrued OPEB Liability GASB 75	1,746,599	484,984	276,551	156,379	216,242
Deferred Inflows of Res GASB 68	147,604	450,825	450,825	250,690	
<b>Total Noncurrent Liabilities</b>	<b>3,530,714</b>	<b>2,033,609</b>	<b>1,910,659</b>	<b>1,810,625</b>	<b>739,698</b>
<b>Net Assets:</b>					
Unrestricted - prior	1,985,853	2,717,682	2,535,771	2,195,542	3,262,816
Unrestricted - current	520,463	449,639	403,810	167,116	171,269
<b>Total Net Assets</b>	<b>2,506,316</b>	<b>3,167,321</b>	<b>2,939,581</b>	<b>2,362,658</b>	<b>3,434,086</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 6,311,482</b>	<b>\$ 5,411,470</b>	<b>\$ 5,089,427</b>	<b>\$ 4,541,178</b>	<b>\$ 4,438,153</b>
<b>Quick Ratio</b> (Cash, Checking & Investment Accounts divided by Total Current Liabilities)	13.93	16.75	12.75	3.24	7.88
<b>Current Ratio</b> (Total Current Assets divided by Total Current Liabilities)	14.37	17.10	13.02	6.27	7.65

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

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

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**SECTION 7**

**CONSENT AGENDA**

**SECTION 7-A  
APPROVAL OF MINUTES OF  
THE REGULAR BOARD MEETING OF DECEMBER 11, 2018**

**JANUARY 22, 2019**

**MINUTES****December 11, 2018****Regular Meeting of the Board of Directors**

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

**Board of Directors - Present**

Rodger Brown, MBA, Board President  
Richard Loft, MD, Director, Clerk of the Board  
Mark Hiepler, Esq., Director  
Tom Doria, MD, Director

**Staff - Present**

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

**Participants:**

Michael Velthoen, Ferguson Case Orr Paterson LLP  
Michael G. Colantuono, Esq., Colantuono Highsmith  
Whatley, PC

**Participants:**

Rick Wood, CSDA Financial Services  
Scott Harris and Dianne McKay  
Mustang Marketing

- 
- 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 11, 2018, at 8:36 a.m., by Rodger Brown, President.
  - 2. Pledge of Allegiance** – Director Hiepler
  - 3. Amendments to The Agenda** – None
  - 4. Public Comment** – President Brown accepted four (4) speaker cards from Clerk to the Board Karen Valentine; speakers addressed the Board regarding District Jazzercise and Funk Fuzion room rental.
  - 5. Oath of Office** – The Oath of Office was administered to Directors Brown and Doria by Notary Public Cindy Saldivar.
  - 6. Closed Session: Entered Closed Session at 8:55 a.m.**  
  
Director Loft arrived at 9:05 a.m.  
  
Conference with Legal Counsel – Existing Litigation, Government Code §54956.9(d)(1), Ferguson vs. Camarillo Health Care, Ventura County Superior Court Case No. 56-2016-00478549-CU-BC-VTA. Court of Appeal Case number B281856, Ferguson v. Camarillo Health Care District.
  - 7. Reconvene from Closed Session 9:40 a.m.**
  - 8. Announcement of Closed Session** – No reportable action.

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

<u>Vote to Approve Consent Agenda as Presented</u>	
Director Brown	Aye
Director Loh	Absent
Director Loft	Aye
Director Hiepler	Abstain
Director Doria	Aye

10. **Action Item**

- A. Consideration discussion, and recommendation for approval of District Disbursements and Financial reports for the period ending October 31, 2018.
- B. Consideration discussion, and recommendation for approval of District Disbursements and Financial reports for the period ending November 30, 2018.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors approve District Disbursements and Financial Reports for the periods ending October 31, 2018 and November 30, 2018.

<u>Vote to Approve District Disbursements and Financial Reports for the periods ending October 31, 2018 and November 30, 2018.</u>	
Director Brown:	Aye
Director Loh:	Absent
Director Loft:	Aye
Director Hiepler:	Aye
Director Doria:	Aye

11. **Presentation and Discussion** with Michael G. Colantuono, Esq. (Colantuono Highsmith & Whatley, PC) regarding local government and other applicable laws.

Board President Brown called for a 10-minute recess at 10:40 a.m.

Board reconvened at 11:01 a.m.

**Presentation & Discussion** with Mustang Marketing (Dianne McKay, Scott Harris) regarding brand recognition and updating.

12. **Board President's Report** – None

**13. Board Reorganization:**

It was **MOVED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors nominate Director Loh to serve as Board President.

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

It was **MOVED** by Director Hiepler, and **MOTION PASSED** that the Board of Directors nominate Director Loft to serve as Clerk of the Board.

**Vote to Approve Chris Loh as Board President, Rod Brown as Vice President, and Richard Loft as Clerk of the Board.**

Director Brown:	Aye
Director Loh:	Absent
Director Loft:	Aye
Director Hiepler:	Aye
Director Doria:	Aye

**14.** Having no further business this meeting was adjourned at 11:59 a.m.

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Richard Loft  
Clerk of the Board



**SECTION 7**

**CONSENT AGENDA**

**SECTION 7-B  
APPROVAL OF THE MINUTES OF THE EXECUTIVE COMMITTEE  
MEETING OF JANUARY 15, 2019**

**JANUARY 22, 2019**

**MINUTES**

**January 15, 2019**

**Executive/Agenda Building Committee Meeting**  
Camarillo Health Care District Board of Directors  
3615 E Las Posas Road, Board Room, Camarillo, CA 93010

**Board Members Present:**

Rod Brown, MBA, Vice President

**Staff Present:**

Kara Ralston, Chief Executive Officer

Karen Valentine, Clerk to the Board

- 
1. **Call to Order** – The Executive Committee Meeting was called to order by Board Vice President, Rod Brown, at 12:10 p.m.
  2. **Public Comment** – No Public Comment
  3. Reviewed the Minutes of the regularly scheduled Board Meeting of Tuesday, December 11, 2018.
  4. Reviewed the proposed Agenda for the regularly scheduled Board Meeting of Tuesday, January 22, 2019.
  5. Reviewed District Disbursements for period ending December 31, 2018.
  6. Reviewed the following Action Items:  
  
    **8A** – Review Resolution 19-01, Approving Submission of Application and Petition to Potential Funding Sources, and Authorizing Signatures.  
    **8B** – Review revised Pay Schedule.
  7. CEO Report – Updated Committee on District activities.
  8. Next Executive Committee Meeting is scheduled for Tuesday, February 19, 2019.
  9. Meeting adjourned at 12:53 p.m.

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Rod Brown  
Vice President

**SECTION 8**

**ACTION ITEMS**

**SECTION 8-A**

**REVIEW/ DISCUSSION/ ACTION – CONSIDERATION, DISCUSSION, AND  
DECISION ON DISTRICT RESOLUTION 19-01, APPROVING SUBMISSION OF  
APPLICATION AND PETITION TO POTENTIAL FUNDING SOURCES, AND  
AUTHORIZING SIGNATURES.**

**JANUARY 22, 2019**

# **RESOLUTION NO. 19-01**

## **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

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**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 22nd day of January, 2019.

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Christopher Loh, President  
Board of Directors  
Camarillo Health Care District

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

STATE OF CALIFORNIA)

COUNTY OF VENTURA ) ss

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

**DO HEREBY CERTIFY** that the foregoing Resolution 19-01 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 22nd day of January, 2019, and it was adopted by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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

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**SECTION 8**

**ACTION ITEMS**

**SECTION 8-B  
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**

**JANUARY 22, 2019**

**Camarillo Health Care District**  
**Pay Schedule -effective January 22, 2019**

<b>Classification</b>	<b>Time Base</b>	<b>Minimum</b>	<b>Maximum</b>
<b>Officers</b>			
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
Clinical Services Officer	Annual	\$ 74,880.00	\$ 128,419.00
<b>Directors</b>			
Program & Operations Director	Annual	\$ 70,000.00	\$ 126,105.00
Clinical Services Director	Annual	\$ 70,000.00	\$ 126,105.00
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
<b>Managers</b>			
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
*Clinical Services Manager	Annual	\$ 66,560.00	\$ 89,440.00
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
<b>Coordinators</b>			
Adult Day Center Coordinator	Hourly	\$ 17.00	\$ 26.25
Care Coordinator	Hourly	\$ 17.50	\$ 30.00
Facilities Coordinator	Hourly	\$ 17.00	\$ 26.25
Health Promotion Coordinator	Hourly	\$ 17.50	\$ 30.00
Senior Nutrition Coordinator	Hourly	\$ 17.00	\$ 26.25
Transportation Coordinator	Hourly	\$ 17.00	\$ 26.25
<b>Assistants &amp; all other positions</b>			
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

\*new position



**SECTION 9**

**CHIEF EXECUTIVE OFFICER REPORT**

**JANUARY 22, 2019**