



FINANCE/INVESTMENT COMMITTEE MEETING

October 27, 2020 11:00 AM

Zoom Meeting

<https://zoom.us/j/95481925134?pwd=bGFnYXlxSjEzdXdsMzhwNVJwWVRIQT09>

Meeting ID: 954 8192 5134 - Passcode: 002104

One tap mobile

+16699006833,,95481925134#,,,,,0#,,002104# US (San Jose)

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Dial by your location

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Meeting ID: 954 8192 5134

Passcode: 002104

Camarillo Health Care District

October 27, 2020, 11:00 a.m.



AGENDA

October 27, 2020, 11:00 a.m.

Finance and Investment Committee Meeting Zoom Meeting

Join Zoom Meeting

<https://zoom.us/j/95481925134?pwd=bGFnYXlXcSjEzdXdsMzhwNVJwWVRIQT09>

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+1 669 900 6833 US (San Jose)

Board Members:

Mark Hiepler, Esq., Director
Tom Doria, MD, Director

Staff:

Kara Ralston, Chief Executive Officer
Renee Murphy, Accounting Manager
Karen Valentine, Clerk to the Board

Participants:

Rick Wood, *CSDA Financial Services*

1. **Call to Order** – The Meeting of the Finance and Investment 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. **Cash Investments:** Review banking and investment results, and tax revenue for quarter ending September 30, 2020.
4. **Financial Review:** Review Preliminary Operating Results and Departmental Activities for quarter ending September 30, 2020.
5. **Review District disbursements and check register comparison for quarter ending September 30, 2020.**
6. **Review District Designated Reserve Report.**
7. **Review changes to District Policy 1150, Reserve Policy; deleting Section 1150.1.**
8. **Quarterly Legal Review**
9. **CEO Report**
10. **Set date for next quarterly Finance Committee Meeting. (Suggested date, January 26, 2021 at 11:00 a.m.)**
11. **Having no further business, this meeting is 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, 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.



**Investment Results and
Tax Revenue
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District
Report to the Board
For the Quarter Ending September 30, 2020

	Notes	Balance as of 6/30/20	Interest Rate at 9/30/20	Interest Earned	Deposits	Withdrawals	Transfers	Current Balance 9/30/20	% of Total Restricted/ Non-Restricted
Restricted Cash Accounts									
Funds - Restricted Scholarship	1	\$ 5,599	n/a	n/a				\$ 5,599	100.0%
Total Restricted Cash		\$ 5,599		\$ -				\$ 5,599	100%
Non-Restricted Cash Accounts and Investments									
Local Agency Investment Fund (LAIF)	2,3	\$ 3,605,316	0.84%	\$ 7,275	\$ 12,891		\$ (600,000)	\$ 3,018,207	78.6%
Bank of the West General	3,4,5	492,518	n/a	n/a	240,600	(956,125)	600,000	376,993	9.8%
Mechanics Bus. Savings	6	154,437	0.08%	32	2,553			157,021	4.1%
Mechanics Bus. Checking		280,713	0.01%	6	-	(29)		280,691	7.3%
Ventura County Treasurer Pool	7	5,304	1.50%		74	-		5,377	0.1%
Petty and Cash Drawer Accounts		1,155	n/a	n/a				1,155	0.0%
Unrestricted Cash and Investments		\$ 4,539,444		\$ 7,313				\$ 3,839,444	100%
Total Cash and Investments		\$ 4,545,042		\$ 7,313				\$ 3,845,043	
Change during quarter								\$ (699,999)	

1. there was no activity in the **Scholarship** fund
2. \$12,890.97 was deposited into **LAIF from QE June 2020 interest** and \$7,274.51 will be received in October for QE September interest
3. \$600,000 was transferred from LAIF to BOTW General
4. \$240,600 was deposited into **Bank of the West General** account
5. \$956,125 was withdrawn from **Bank of the West General** account to pay monthly payables
6. \$2,553 was deposited in **Merchant Business Savings**; this is the cash deposits account
7. \$74 was deposited into **County Treasurer Pool** for interest earned quarters ended March and June 2020. September interest statement not received.

Note: a pass-through, zero balance account at Bank of the West is maintained for payroll transfers utilizing funds from the **Bank of the West General** account

Per California Government Code Section 53600 et. Seq., specifically section 53646 and section 53607, the attached investment report details all investment related activity in the current period. Camarillo Health Care District's (CHCD) investable funds are currently invested in LAIF and with the Ventura County Treasurer's investment pool, and their individual investment transactions are not reportable under the Government code. That said, CHCD's investment policy has taken a prudent investment course, in compliance with the "Prudent Investor's Policy" designed to protect public funds.

Camarillo Health Care District Tax Revenue Analysis by Month Received

	Fiscal Year 2020-21			Fiscal Year 2019-20			Fiscal Year 2018-19			Fiscal Year 2017-18			Fiscal Year 2016-17		
	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget
Jul	63,219.88	63,219.88	2.31%	67,487.98	67,487.98	2.46%	61,741.35	61,741.35	2.30%	87,113.09	87,113.09	3.42%	38,000.73	38,000.73	1.54%
Aug	0.00	63,219.88	2.31%	0.00	67,487.98	2.46%	0.00	61,741.35	2.30%	0.00	87,113.09	3.42%	7,666.02	45,666.75	1.85%
Sep	20,978.49	84,198.37	3.07%	8,700.85	76,188.83	2.78%	8,238.70	69,980.05	2.60%	7,246.26	94,359.35	3.71%	18,067.97	63,734.72	2.58%
Oct			0.00%	6,624.41	82,813.24	3.02%	4,395.04	74,375.09	2.77%	5,385.54	99,744.89	3.92%	4,391.92	68,126.64	2.76%
Nov			0.00%	40,912.52	123,725.76	4.51%	43,547.41	117,922.50	4.39%	37,862.26	137,607.15	5.40%	2,768.74	70,895.38	2.87%
Dec			0.00%	1,452,748.50	1,576,474.26	57.50%	1,388,029.33	1,505,951.83	56.03%	1,367,602.27	1,505,209.42	59.12%	1,323,393.51	1,394,288.89	56.40%
Jan			0.00%	30,242.04	1,606,716.30	58.60%	31,535.81	1,537,487.64	57.20%	33,931.21	1,539,140.63	60.45%	30,813.92	1,425,102.81	57.65%
Feb			0.00%	9,531.93	1,616,248.23	58.95%	2,914.00	1,540,401.64	57.31%	7.97	1,539,148.60	60.45%	61.58	1,425,164.39	57.65%
Mar			0.00%	7,030.61	1,623,278.84	59.21%	6,793.32	1,547,194.96	57.56%	8,148.02	1,547,296.62	60.77%	5,319.05	1,430,483.44	57.87%
Apr			0.00%	1,090,807.04	2,714,085.88	98.99%	1,045,441.36	2,592,636.32	96.45%	1,002,367.19	2,549,663.81	100.14%	952,682.64	2,383,166.08	96.41%
May			0.00%	26,918.30	2,741,004.18	99.97%	104,693.54	2,697,329.86	100.35%	94,567.32	2,644,231.13	103.85%	62,838.37	2,446,004.45	98.95%
Jun			0.00%	28,830.72	2,769,834.90	101.03%	2,862.12	2,700,191.98	100.46%	2,921.20	2,647,152.33	103.97%	2,893.20	2,448,897.65	99.07%
	Approved Budget	2,741,713.00		Approved Budget	2,741,713.00		Approved Budget	2,687,954.00		Approved Budget	2,546,160.00		Approved Budget	2,472,000.00	



**Preliminary Operating Results
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**



**Statement of Net Assets
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District
Statement of Net Assets
Consolidated Results

	Sep 20	Sep 19	Variance
ASSETS			
Current Assets:			
Bank of the West General	376,992.64	294,803.87	82,188.77
Petty Cash Drawers	1,155.00	1,155.00	0.00
LAIF	3,018,207.28	2,556,135.41	462,071.87
County Treasury	5,376.94	4,883.15	493.79
Mechanics Savings	157,021.42	142,284.39	14,737.03
Mechanics Checking	280,691.27	280,673.58	17.69
Restricted Scholarship	5,598.75	4,923.75	675.00
Accounts Receivable	238.00	2,063.00	(1,825.00)
Other Receivable	0.00	7,030.02	(7,030.02)
Accrued Interest Receivable	7,328.38	165.48	7,162.90
City of Cam SNP HDM	9,250.02	11,124.99	(1,874.97)
Grant-VCAAA SNP	22,551.48	14,417.10	8,134.38
Grant-VCAAA Caregiver	8,653.60	5,143.67	3,509.93
Grant-VCAAA SS Line	11,500.08	8,666.65	2,833.43
Grant-Dignity Cognitive	0.00	6,759.65	(6,759.65)
Contract-PICF Blue Shield	2,793.00	8,972.65	(6,179.65)
Contract-PICF Anthem	1,025.00	355.00	670.00
Contract-PICF Falls	0.00	4,945.12	(4,945.12)
Contract-VCAAA Evidence Based	800.00	0.00	800.00
Grant-SCAN-Commtty Rcbl	2,850.00	1,666.50	1,183.50
Due from Co-Property Tax	664,449.78	676,727.45	(12,277.67)
Total Current Assets	4,576,482.64	4,032,896.43	543,586.21
Fixed Assets:			
Building & Improvements	3,136,670.55	3,128,470.55	8,200.00
IT Equipment	102,122.40	98,722.40	3,400.00
Equipment & Furnishings	254,911.58	250,161.58	4,750.00
Transportation Vehicles	214,214.37	263,736.45	(49,522.08)
Accum Depreciation-Buildings	(1,974,067.61)	(1,874,559.76)	(99,507.85)
Accum Depreciation-IT Equipment	(83,415.02)	(75,727.69)	(7,687.33)
Accum Depreciation-Equip & Furn	(201,960.06)	(193,538.52)	(8,421.54)
Accum Depreciation-Vehicles	(209,905.81)	(243,992.33)	34,086.52
Total Fixed Assets	1,238,570.40	1,353,272.68	(114,702.28)
Other Assets:			
Prepaid Insurance	40,582.73	33,415.26	7,167.47
Prepaid Workers Comp	(4,267.67)	(2,169.73)	(2,097.94)
Prepaid Postage	1,947.77	393.03	1,554.74
Prepaid Rental/Lease	365.00	0.00	365.00
Deferred Outflows of Res GASB 68	494,934.17	490,486.17	4,448.00
Deferred Outflows of Res GASB 75	73,897.00	73,897.00	0.00
Total Other Assets	607,459.00	596,021.73	11,437.27
Total Assets	6,422,512.04	5,982,190.84	440,321.20

**Camarillo Health Care District
Statement of Net Assets
Consolidated Results**

	Sep 20	Sep 19	Variance
LIABILITIES AND NET ASSETS			
Current Liabilities:			
Accounts Payable	27,167.67	49,712.80	(22,545.13)
Medical Premium Payable	0.00	(535.56)	535.56
Accrued Vacation	83,035.68	88,173.73	(5,138.05)
Accrued Interest Expense	1,219.13	(331.46)	1,550.59
Scholarship-Volunteer	1,595.97	1,595.97	0.00
Scholarship-Sr Services	4,002.78	3,327.78	675.00
Construction Loan 2020	0.00	0.00	0.00
Deferred Revenue	28,799.96	24,000.20	4,799.76
Total Current Liabilities	<u>145,821.19</u>	<u>165,943.46</u>	<u>(20,122.27)</u>
Noncurrent Liabilities			
Construction Loan 2021	95,464.29	187,478.08	(92,013.79)
Net Pension Liability GASB 68	1,596,760.50	1,423,419.50	173,341.00
Accrued OPEB Liability GASB 75	420,524.00	470,350.25	(49,826.25)
Deferred Inflows of Res GASB 68	186,989.00	202,655.00	(15,666.00)
Deferred Inflows of Res GASB 75	540,826.00	540,826.00	0.00
Total Noncurrent Liabilities	<u>2,840,563.79</u>	<u>2,824,728.83</u>	<u>15,834.96</u>
Total Liabilities	2,986,384.98	2,990,672.29	(4,287.31)
Net Assets			
Designated Reserves	3,345,093.94	2,999,201.22	345,892.72
Unrestricted - current	91,033.12	(7,682.67)	98,715.79
Total Net Assets	<u>3,436,127.06</u>	<u>2,991,518.55</u>	<u>444,608.51</u>
Total Liabilities and Net Assets	<u><u>6,422,512.04</u></u>	<u><u>5,982,190.84</u></u>	<u><u>440,321.20</u></u>

Quick Ratio

Cash	3,845,043	19.81	Current Liabilities	145,821
26.37				

Current Ratio

Current Assets	4,576,483	24.30	Current Liabilities	165,943
31.38				



**Statement of Activities
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Statement of Activities

Consolidated Results

	Three Months Ended Sep 30, 2020	Budget Sep 30, 2020	Budget Variance Fav/<Unf>	% Var
REVENUE				
Tax Revenue	685,428.27	685,428.27	0.00	
Community Education	0.00	5,680.02	(5,680.02)	
Transportation Fees	440.00	4,938.51	(4,498.51)	
Transport Fees ADC	545.00	5,750.01	(5,205.01)	
Health Screening Fees	0.00	50.01	(50.01)	
Lifeline Fees	9,896.00	8,590.50	1,305.50	
Sr Nutrition Home Delivered	10,429.09	4,462.50	5,966.59	
Sr Nutrition Congregate	31.00	396.00	(365.00)	
Contract-PICF Falls	0.00	9,560.49	(9,560.49)	
Contract-PICF-Anthem	0.00	512.49	(512.49)	
Contract-PICF-Blue Shield	202.00	2,690.49	(2,488.49)	
Contract-AAA Evidence Base	0.00	2,700.00	(2,700.00)	
ADC Fees	5,530.00	47,460.00	(41,930.00)	
Grant-VCAAA Caregiver	8,653.60	9,187.50	(533.90)	
Contract-Caregiver Nvigation Project	1,200.00	3,468.75	(2,268.75)	
Donations-Scholarship	0.00	624.99	(624.99)	
Sponsorship	450.00	300.00	150.00	
Healthy Attitude Advertising	0.00	230.00	(230.00)	
Interest Income	7,312.82	7,500.00	(187.18)	
Facility Use Rental	0.00	2,000.01	(2,000.01)	
Facility Use Lease	1,350.00	1,350.24	(0.24)	
Donations	8,500.00	312.48	8,187.52	
Fischer Fund Distribution	0.00	0.00	0.00	
Grant-VCAAA Senior Nutrition	22,351.95	24,014.49	(1,662.54)	
Grant-City of Cam SNP HDM	9,250.02	9,249.99	0.03	
Grant-Rupe Foundation Vet Caregive	10,000.02	7,500.00	2,500.02	
Support Services Offset	135,223.71	96,298.50	38,925.21	
Grant-VCAAA SS Line	11,500.08	11,500.08	0.00	
Grant-SCAN Community	2,850.00	2,850.00	0.00	
TOTAL REVENUE	931,143.56	954,606.32	(23,462.76)	
EXPENSES				
Salaries	312,809.17	379,767.69	(66,958.52)	
Payroll Taxes	28,503.05	29,054.13	(551.08)	
Benefits - Health	40,782.39	59,250.00	(18,467.61)	
Benefits - PERS Retirement	25,641.53	30,660.42	(5,018.89)	
Benefits - Workers Comp	9,072.03	10,607.13	(1,535.10)	
Benefits - Life/ADD	6,633.13	6,903.57	(270.44)	
Benefits-OPEB	13,103.00	11,010.00	2,093.00	
PERS Retirement UAL	108,121.00	231,900.00	(123,779.00)	
Audit Fees	0.00	21,500.00	(21,500.00)	
Legal Fees	5,932.00	7,500.00	(1,568.00)	
Contractors/Consultants	37,390.41	50,394.03	(13,003.62)	
Support Services	135,223.71	96,298.68	38,925.03	
Instructor Agreement Fees	0.00	2,000.01	(2,000.01)	
Community/Staff Outreach	46.09	3,503.97	(3,457.88)	
Dues/Subscriptions	4,329.30	10,892.25	(6,562.95)	
Continuing Education-Trustee	5,061.24	7,272.75	(2,211.51)	
Continuing Education-Staff	3,150.85	2,026.98	1,123.87	

Camarillo Health Care District
Statement of Activities
Consolidated Results

Trustee Stipends	1,700.00	2,649.99	(949.99)
LAFCO Participation	2,534.00	2,275.00	259.00
Mileage	2,285.50	5,720.25	(3,434.75)
Program Materials & Actvts	554.83	7,867.74	(7,312.91)
Gas & Oil	650.47	3,203.25	(2,552.78)
Fleet Maintenance	1,983.33	4,111.74	(2,128.41)
Minor Equipment	3,173.97	5,613.99	(2,440.02)
Supplies	3,911.46	11,506.77	(7,595.31)
Postage	8,469.94	9,599.87	(1,129.93)
Advertising & Promotion	295.17	5,013.00	(4,717.83)
Refunds	324.00	627.51	(303.51)
Printing	8,546.07	18,337.27	(9,791.20)
Repairs & Maintenance	7,121.49	11,427.27	(4,305.78)
Association Fees	15,450.60	15,450.69	(0.09)
Insurance	21,230.71	17,119.02	4,111.69
Storage Rent/Equip Lease	7,652.11	7,511.25	140.86
Telephone	5,407.66	5,490.00	(82.34)
Utilities	7,295.21	6,900.03	395.18
Tax, Licenses & Fees	3,423.00	2,121.27	1,301.73
Bank & Credit Card Charges	2,617.97	3,068.25	(450.28)
TOTAL EXPENSES	840,426.39	1,106,155.77	(265,729.38)
OPERATING RESULTS	90,717.17	(151,549.45)	242,266.62
OTHER INCOME & EXPENSE			
Other Income	29,425.58	1,252.50	28,173.08
Depreciation Expense	(29,109.63)	(29,109.48)	(0.15)
Gain (Loss) Asset Disposal			0.00
TOTAL OTHER INCOME/ (EXPENSE)	315.95	(27,856.98)	28,172.93
NET POSITION	91,033.12	(179,406.43)	270,439.55



**Preliminary Departmental Activities
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**



**Department 1 - Administration
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

**Camarillo Health Care District
Statement of Activities
Administration Department 1**

0

	Three Months Ended		Budget Variance	% Var
	Sep 30, 2020	Budget Sep 30, 2020	Fav/<Unf>	
REVENUE				
Tax Revenue	97,913.01	169,719.33	(71,806.32)	-42.3 %
Interest Income	7,312.82	7,500.00	(187.18)	-2.5 %
TOTAL REVENUE	<u>105,225.83</u>	<u>177,219.33</u>	<u>(71,993.50)</u>	<u>-40.6 %</u>
EXPENSES				
Salaries	50,605.75	69,512.07	18,906.32	27.2 %
Payroll Taxes	5,595.11	5,317.65	(277.46)	-5.2 %
Benefits - Health	5,365.15	5,830.20	465.05	8.0 %
Benefits - PERS	4,823.55	6,356.19	1,532.64	24.1 %
Benefits - Workers Comp	444.94	438.45	(6.49)	-1.5 %
Benefits - Life/ADD	4,047.15	4,047.24	0.09	0.0 %
Benefits-OPEB	3,372.37	3,510.00	137.63	3.9 %
Audit Fees	0.00	21,500.00	21,500.00	100.0 %
Legal Fees	5,932.00	7,500.00	1,568.00	20.9 %
Contractors/Consultants	2,065.64	2,400.99	335.35	14.0 %
Support Services	21,512.87	15,320.25	(6,192.62)	-40.4 %
Community/Staff Rel	46.09	2,232.99	2,186.90	97.9 %
Dues/Subscriptions	743.50	4,808.49	4,064.99	84.5 %
Continuing Education-Trustee	5,061.24	7,272.75	2,211.51	30.4 %
Continuing Education-Staff	200.00	536.01	336.01	62.7 %
Trustee Stipends	1,700.00	2,649.99	949.99	35.8 %
LAFCO Participation	2,534.00	2,275.00	(259.00)	-11.4 %
Mileage	993.38	1,470.00	476.62	32.4 %
Minor Equipment	173.85	2,309.76	2,135.91	92.5 %
Supplies	244.06	2,092.26	1,848.20	88.3 %
Postage	31.30	75.00	43.70	58.3 %
Advertising	0.00	211.74	211.74	100.0 %
Printing	30.34	318.51	288.17	90.5 %
Repairs & Maintenance	1,524.62	1,800.24	275.62	15.3 %
Association Fees	2,458.05	2,457.99	(0.06)	0.0 %
Insurance	2,529.22	2,111.01	(418.21)	-19.8 %
Storage Rent/Equip Lease	1,217.38	1,194.99	(22.39)	-1.9 %
Telephone	1,337.47	1,410.00	72.53	5.1 %
Utilities	1,160.60	1,097.76	(62.84)	-5.7 %
Licenses & Fees	0	0	0	
Bank & Credit Card Charges	636.69	150.00	(486.69)	-324.5 %
TOTAL EXPENSES	<u>126,386.32</u>	<u>178,207.53</u>	<u>51,821.21</u>	<u>29.1 %</u>
OPERATING RESULTS	<u>(21,160.49)</u>	<u>(988.20)</u>	<u>(20,172.29)</u>	<u>-2041.3 %</u>
OTHER INCOME & EXPENSE				
Other Income -Admin	26,936.00	405.00	26,531.00	6550.9 %
Depreciation Expense	(5,775.51)	(5,775.51)	0.00	
TOTAL OTHER INCOME/ (EXPENSE)	<u>21,160.49</u>	<u>(5,370.51)</u>	<u>26,531.00</u>	<u>494.0 %</u>
NET POSITION	<u>(0.00)</u>	<u>(6,358.71)</u>	<u>6,358.71</u>	<u>100.0 %</u>



**Department 2 – Adult Day Services
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District
Statement of Activities
Adult Day Center Department 2

0

	Three Months Ended		Budget Variance	% Var
	Sep 30, 2020	Budget Sep 30, 2020	Fav/<Unf>	
REVENUE				
Tax Revenue	92,045.43	80,795.55	11,249.88	13.9 %
ADC Fees	5,530.00	47,460.00	(41,930.00)	-88.3 %
Grant-VCAA Caregiver Respite	0.00	2,499.99	(2,499.99)	-100.0 %
Scholarship Revenue	0.00	525.00	(525.00)	-100.0 %
Donations	0.00	249.99	(249.99)	-100.0 %
TOTAL REVENUE	97,575.43	131,530.53	(33,955.10)	-25.8 %
EXPENSES				
Salaries	44,409.77	55,222.68	10,812.91	19.6 %
Payroll Taxes	4,004.90	4,224.54	219.64	5.2 %
Benefits - Health	6,236.31	10,411.08	4,174.77	40.1 %
Benefits - PERS	3,698.05	4,093.89	395.84	9.7 %
Benefits - Workers Comp	5,034.10	5,722.83	688.73	12.0 %
Benefits - Life/ADD	384.36	384.36	0.00	
Contractors/Consultants	642.96	1,152.51	509.55	44.2 %
Support Services	21,512.87	15,320.25	(6,192.62)	-40.4 %
Community/Staff Rel	0.00	12.51	12.51	100.0 %
Dues/Subscriptions	157.50	656.01	498.51	76.0 %
Continuing Educ	144.96	101.25	(43.71)	-43.2 %
Mileage	16.87	88.50	71.63	80.9 %
Program Materials & Actvts	554.83	3,611.49	3,056.66	84.6 %
Minor Equipment	1,127.39	257.49	(869.90)	-337.8 %
Supplies	161.44	880.89	719.45	81.7 %
Postage	1,593.86	950.00	(643.86)	-67.8 %
Refunds	324.00	375.00	51.00	13.6 %
Printing	791.27	2,038.50	1,247.23	61.2 %
Repairs & Maintenance	1,130.12	1,991.76	861.64	43.3 %
Association Fees	2,458.05	2,457.99	(0.06)	0.0 %
Insurance	3,044.14	2,111.01	(933.13)	-44.2 %
Storage Rent/Equip Lease	1,217.38	1,194.99	(22.39)	-1.9 %
Telephone	433.42	465.00	31.58	6.8 %
Utilities	1,160.60	1,097.76	(62.84)	-5.7 %
Tax & License	303.00	732.00	429.00	58.6 %
Bank & Credit Card Charges	1,808.25	2,708.25	900.00	33.2 %
TOTAL EXPENSES	102,350.40	118,262.54	15,912.14	13.5 %
OPERATING RESULTS	(4,774.97)	13,267.99	(18,042.96)	-136.0 %
OTHER INCOME & EXPENSE				
Depreciation Expense	(8,109.33)	(8,109.24)	(0.09)	0.0 %
TOTAL OTHER INCOME/ (EXPENSE)	(8,109.33)	(8,109.24)	(0.09)	0.0 %
NET POSITION	(12,884.30)	5,158.75	(18,043.05)	-349.8 %



**Department 4 - Lifeline
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

**Camarillo Health Care District
Statement of Activities
Lifeline Department 4**

	0			
	Three Months Ended		Budget	Budget Variance
	Sep 30, 2020	Sep 30, 2020	Sep 30, 2020	Fav/<Unf>
				% Var
REVENUE				
Tax Revenue	21,668.15	19,020.00		2,648.15
Lifeline Fees	9,896.00	8,590.50		1,305.50
TOTAL REVENUE	31,564.15	27,610.50		3,953.65
EXPENSES				
Salaries	12,858.36	14,062.65		1,204.29
Payroll Taxes	917.92	1,075.80		157.88
Benefits - Health	2,764.33	2,803.38		39.05
Benefits - PERS	1,168.09	1,296.87		128.78
Benefits - Workers Comp	74.44	92.97		18.53
Benefits - Life/ADD	184.02	184.02		0.00
Contractors/Consultants	216.98	275.76		58.78
Support Services	3,073.23	2,188.59		(884.64)
Community/Staff Rel	0.00	139.74		139.74
Dues/Subscriptions	22.50	196.74		174.24
Continuing Education-Staff	0.00	43.74		43.74
Mileage	0.00	276.99		276.99
Minor Equipment	0.00	78.00		78.00
Supplies	0.00	12.51		12.51
Postage	672.49	849.99		177.50
Printing	765.26	1,467.00		701.74
Repairs & Maintenance	142.25	210.00		67.75
Association Fees	351.15	351.24		0.09
Insurance	392.00	301.50		(90.50)
Rental/Lease Expense	173.92	170.76		(3.16)
Telephone	192.00	195.00		3.00
Utilities	165.78	156.75		(9.03)
TOTAL EXPENSES	24,134.72	26,430.00		2,295.28
OPERATING RESULTS	7,429.43	1,180.50		6,248.93
OTHER INCOME & EXPENSE				
Other Income	15.00	22.50		(7.50)
TOTAL OTHER INCOME/ (EXPENSE)	15.00	22.50		(7.50)
NET POSITION	7,444.43	1,203.00		6,241.43



**Department 5 – Community Education
and Facilities
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

**Camarillo Health Care District
Statement of Activities**

0

**Community Education/Facilities
Department 5**

Three Months Ended
Sep 30, 2020

Budget Sep 30, 2020

Budget Variance
Fav/<Unf>

% Var

REVENUE

Tax Revenue	178,092.32	156,325.83	21,766.49	13.9 %
Community Education	0.00	5,000.01	(5,000.01)	-100.0 %
Health Screening Fees	0.00	50.01	(50.01)	-100.0 %
Healthy Attitude Advertising	0.00	230.00	(230.00)	-100.0 %
Facility Use Rental	0.00	2,000.01	(2,000.01)	-100.0 %
Facility Use Lease	1,350.00	1,350.24	(0.24)	0.0 %
TOTAL REVENUE	179,442.32	164,956.10	14,486.22	8.8 %

EXPENSES

Salaries	41,400.20	46,333.68	4,933.48	10.6 %
Payroll Taxes	3,436.11	3,544.53	108.42	3.1 %
Benefits - Health	9,369.05	10,411.08	1,042.03	10.0 %
Benefits - PERS	3,392.30	3,844.74	452.44	11.8 %
Benefits - Workers Comp	240.14	255.09	14.95	5.9 %
Benefits - Life/ADD	468.24	558.24	90.00	16.1 %
Benefits-OPEB	3,271.91	3,300.00	28.09	0.9 %
Contractors/Consultants	3,469.55	1,595.01	(1,874.54)	-117.5 %
Support Services	55,318.79	39,394.89	(15,923.90)	-40.4 %
Instructor Agreement Fees	0.00	2,000.01	2,000.01	100.0 %
Community/Staff Rel	0.00	150.00	150.00	100.0 %
Dues/Subscriptions	405.00	471.51	66.51	14.1 %
Mileage	8.05	32.01	23.96	74.9 %
Minor Equipment	0.00	475.50	475.50	100.0 %
Supplies	0.00	386.13	386.13	100.0 %
Postage	3,308.31	4,150.00	841.69	20.3 %
Refunds	0.00	240.00	240.00	100.0 %
Printing	3,813.80	7,533.50	3,719.70	49.4 %
Repairs & Maintenance	2,694.92	4,054.26	1,359.34	33.5 %
Association Fees	6,320.70	6,320.76	0.06	0.0 %
Insurance	6,748.21	5,428.26	(1,319.95)	-24.3 %
Storage Rent/Equip Lease	3,130.41	3,072.51	(57.90)	-1.9 %
Telephone	682.60	765.00	82.40	10.8 %
Utilities	2,984.40	2,822.76	(161.64)	-5.7 %
Bank & Credit Card Charges	0.00	210.00	210.00	100.0 %
TOTAL EXPENSES	150,462.69	147,349.47	(3,113.22)	-2.1 %

OPERATING RESULTS

28,979.63 17,606.63 11,373.00 64.6 %

OTHER INCOME & EXPENSE

Depreciation Expense	(8,705.82)	(8,705.76)	(0.06)	0.0 %
TOTAL OTHER INCOME/ (EXPENSE)	(8,705.82)	(8,705.76)	(0.06)	0.0 %

NET POSITION

20,273.81 8,900.87 11,372.94 127.8 %



**Department 6 – Sr. Nutrition
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

0

**Camarillo Health Care District
Statement of Activities
Senior Nutrition Department 6**

	Three Months Ended		Budget Variance	% Var
	Sep 30, 2020	Budget Sep 30, 2020	Fav/<Unf>	
REVENUE				
Tax Revenue	13,969.36	12,262.11	1,707.25	13.9 %
Sr Nutrition Home Delivered	10,429.09	4,462.50	5,966.59	133.7 %
Sr Nutrition Congregate	31.00	396.00	(365.00)	-92.2 %
Sr. Nutrition Sponsors	450.00	300.00	150.00	50.0 %
Grant-VCAAA-Sr Nutrition	22,351.95	24,014.49	(1,662.54)	-6.9 %
City of Cam SNP HDM	9,250.02	9,249.99	0.03	0.0 %
TOTAL REVENUE	56,481.42	50,685.09	5,796.33	11.4 %
EXPENSES				
Salaries	26,060.53	25,790.76	(269.77)	-1.0 %
Payroll Taxes	2,107.19	1,973.01	(134.18)	-6.8 %
Benefits - Health	5,460.19	5,671.08	210.89	3.7 %
Benefits - PERS	2,107.89	2,115.18	7.29	0.3 %
Benefits - Workers Comp	1,104.52	924.66	(179.86)	-19.5 %
Benefits - Life/ADD	219.25	73.26	(145.99)	-199.3 %
Contractors/Consultants	1,211.89	970.74	(241.15)	-24.8 %
Support Services	3,073.23	2,188.59	(884.64)	-40.4 %
Dues/Subscriptions	95.43	71.76	(23.67)	-33.0 %
Continuing Education-Staff	25.99	170.01	144.02	84.7 %
Mileage	1,259.72	1,685.49	425.77	25.3 %
Program Materials & Actvts	0.00	950.01	950.01	100.0 %
Minor Equipment	38.41	608.01	569.60	93.7 %
Supplies	(17.12)	1,510.26	1,527.38	101.1 %
Postage	675.29	871.50	196.21	22.5 %
Advertising	0.00	500.01	500.01	100.0 %
Printing	765.26	1,504.50	739.24	49.1 %
Repairs & Maintenance	142.27	836.76	694.49	83.0 %
Association Fees	351.15	351.24	0.09	0.0 %
Insurance	464.09	301.50	(162.59)	-53.9 %
Storage Rent/Equip Lease	173.92	170.76	(3.16)	-1.9 %
Telephone	404.42	300.00	(104.42)	-34.8 %
Utilities	165.78	156.75	(9.03)	-5.8 %
Bank & Credit Card Charges	134.61	0.00	(134.61)	
TOTAL EXPENSES	46,023.91	49,695.84	3,671.93	7.4 %
OPERATING RESULTS	10,457.51	989.25	9,468.26	957.1 %
OTHER INCOME & EXPENSE				
Depreciation Expense	(33.00)	(33.00)	0.00	
TOTAL OTHER INCOME/ (EXPENSE)	(33.00)	(33.00)	0.00	
NET POSITION	10,424.51	956.25	9,468.26	990.1 %



**Department 7 – Support Services
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

**Camarillo Health Care District
Statement of Activities
Support Services Department 7**

0

	Three Months Ended Sep 30, 2020	Budget Sep 30, 2020	Budget Variance Fav/<Unf>	% Var
REVENUE				
Support Services Offset	135,223.71	96,298.50	38,925.21	40.4 %
TOTAL REVENUE	<u>135,223.71</u>	<u>96,298.50</u>	<u>38,925.21</u>	<u>40.4 %</u>
EXPENSES				
PERS Retirement UAL	108,121.00	231,900.00	123,779.00	53.4 %
Contractors/Consultants	17,501.34	24,671.76	7,170.42	29.1 %
Community/Staff Rel	2,532.44	937.50	937.50	100.0 %
Dues/Subscriptions	1,664.10	1,567.74	(964.70)	-61.5 %
Minor Equipment	3,274.34	178.74	(1,485.36)	-831.0 %
Supplies	60.10	6,249.99	2,975.65	47.6 %
Postage	135.00	15.00	(45.10)	-300.7 %
Advertising	135.00	2,623.74	2,488.74	94.9 %
Printing	0.00	143.76	143.76	100.0 %
TOTAL EXPENSES	<u>133,288.32</u>	<u>268,288.23</u>	<u>134,999.91</u>	<u>50.3 %</u>
OPERATING RESULTS	<u>1,935.39</u>	<u>(171,989.73)</u>	<u>173,925.12</u>	<u>101.1 %</u>
OTHER INCOME & EXPENSE				
Depreciation Expense	(1,935.39)	(1,935.39)	0.00	0.0 %
TOTAL OTHER INCOME/ (EXPENSE)	<u>(1,935.39)</u>	<u>(1,935.39)</u>	<u>0.00</u>	
NET POSITION	<u>0.00</u>	<u>(173,924.97)</u>	<u>173,924.97</u>	<u>100.0 %</u>



**Department 8 – Caregiver Center
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District
Statement of Activities
Caregiver Center Department 8

0

Three Months Ended

Budget Variance % Var

Sep 30, 2020

Budget

Sep 30, 2020

Fav/<Unf>

REVENUE

Tax Revenue	95,945.35		84,218.85	11,726.50	13.9 %
Community Education	0.00		230.01	(230.01)	-100.0 %
Grant-VCAAA-Caregiver	8,653.60		6,687.51	1,966.09	29.4 %
Grant-Caregiver Navigation Project	1,200.00		3,468.75	(2,268.75)	-65.4 %
Donations	0.00		62.49	(62.49)	-100.0 %
Grant-VCAAA SS Line	11,500.08		11,500.08	0.00	
TOTAL REVENUE	117,299.03		106,167.69	11,131.34	10.5 %

EXPENSES

Salaries	48,580.83		47,521.26	(1,059.57)	-2.2 %
Payroll Taxes	4,256.07		3,635.37	(620.70)	-17.1 %
Benefits - Health	4,977.27		5,671.08	693.81	12.2 %
Benefits - PERS	3,275.74		3,148.77	(126.97)	-4.0 %
Benefits - Workers Comp	341.33		301.59	(39.74)	-13.2 %
Benefits - Life/ADD	512.49		436.98	(75.51)	-17.3 %
Benefits-OPEB	2,114.29		2,190.00	75.71	3.5 %
Partnership Initiatives	8,969.45		5,952.24	(3,017.21)	-50.7 %
Contractors/Consultants	21,512.87		15,320.25	(6,192.62)	-40.4 %
Support Services	0.00		6.24	6.24	100.0 %
Community/Staff Rel	232.50		398.49	165.99	41.7 %
Dues/Subscriptions	2,215.00		576.24	(1,638.76)	-284.4 %
Continuing Education-Staff					
Mileage	0.00		500.01	500.01	100.0 %
Program Materials & Actvts	0.00		1,125.00	1,125.00	100.0 %
Minor Equipment	0.00		132.99	132.99	100.0 %
Supplies	159.01		180.75	21.74	12.0 %
Postage	732.93		862.62	129.69	15.0 %
Advertising	0.00		1,340.01	1,340.01	100.0 %
Printing	791.27		1,698.50	907.23	53.4 %
Repairs & Maintenance	1,060.59		1,650.24	589.65	35.7 %
Association Fees	2,458.05		2,457.99	(0.06)	0.0 %
Insurance	2,596.15		2,111.01	(485.14)	-23.0 %
Storage Rent/Equip Lease	1,217.38		1,194.99	(22.39)	-1.9 %
Telephone	952.88		900.00	(52.88)	-5.9 %
Utilities	1,160.60		1,097.76	(62.84)	-5.7 %
Licenses & Fees	0.00		473.76	473.76	100.0 %
TOTAL EXPENSES	108,116.70		100,884.14	(7,232.56)	-7.2 %

OPERATING RESULTS

	9,182.33		5,283.55	3,898.78	73.8 %
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OTHER INCOME & EXPENSE

Other Income	825.00		825.00	0.00	
Depreciation Expense	(1,137.18)		(1,137.24)	0.06	0.0 %
TOTAL OTHER INCOME/ (EXPENSE)	(312.18)		(312.24)	0.06	0.0 %

NET POSITION

	8,870.15		4,971.31	3,898.84	78.4 %
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**Department 9 - Transportation
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District
Statement of Activities
Transportation Department 9

0

	Three Months Ended		Budget Variance	% Var
	Sep 30, 2020	Sep 30, 2020	Fav/<Unf>	
REVENUE				
Tax Revenue	22,780.32	19,995.90	2,784.42	13.9 %
Transportation Fees	440.00	4,938.51	(4,498.51)	-91.1 %
Transport Fees ADC	545.00	5,750.01	(5,205.01)	-90.5 %
Scholarship	0.00	99.99	(99.99)	-100.0 %
TOTAL REVENUE	23,765.32	30,784.41	(7,019.09)	-22.8 %
EXPENSES				
Salaries	16,405.97	26,011.89	9,605.92	36.9 %
Payroll Taxes	1,487.47	1,991.82	504.35	25.3 %
Benefits - Health	3,083.49	5,671.08	2,587.59	45.6 %
Benefits - PERS	1,556.32	2,364.72	808.40	34.2 %
Benefits - Workers Comp	1,268.74	2,217.99	949.25	42.8 %
Benefits - Life/ADD	140.10	285.51	145.41	50.9 %
Benefits-OPEB	4,344.43	2,010.00	(2,334.43)	-116.1 %
Contractors/Consultants	1,059.39	460.26	(599.13)	-130.2 %
Support Services	3,073.23	2,188.59	(884.64)	-40.4 %
Dues/Subscriptions	22.50	112.26	89.76	80.0 %
Continuing Education-Staff	100.00	9.99	(90.01)	-901.0 %
Mileage	7.48	0.00	(7.48)	
Gas & Oil	650.47	3,203.25	2,552.78	79.7 %
Fleet Maintenance	1,983.33	4,111.74	2,128.41	51.8 %
Minor Equipment	50.93	78.00	27.07	34.7 %
Supplies	75.79	118.74	42.95	36.2 %
Postage	673.99	859.76	185.77	21.6 %
Advertising & Promotion	50.58	337.50	286.92	85.0 %
Refunds	0.00	12.51	12.51	100.0 %
Printing	765.26	1,647.00	881.74	53.5 %
Repairs & Maintenance	142.27	234.00	91.73	39.2 %
Association Fees	351.15	351.24	0.09	0.0 %
Insurance	4,427.60	4,151.49	(276.11)	-6.7 %
Storage Rent/Equip Lease	173.92	170.76	(3.16)	-1.9 %
Telephone	314.15	315.00	0.85	0.3 %
Utilities	165.78	156.75	(9.03)	-5.8 %
Tax, Licenses & Fees	0.00	3.00	3.00	100.0 %
Bank & Credit Card Charges	38.42	0.00	(38.42)	
TOTAL EXPENSES	42,412.76	59,074.85	16,662.09	28.2 %
OPERATING RESULTS	(18,647.44)	(28,290.44)	9,643.00	34.1 %
OTHER INCOME & EXPENSE:				
Other Income	1,649.58	0.00	1,649.58	
Depreciation Expense	(1,669.89)	(1,669.74)	(0.15)	0.0 %
TOTAL OTHER INCOME/ (EXPENSE)	(20.31)	(1,669.74)	1,649.43	98.8 %
NET POSITION	(18,667.75)	(29,960.18)	11,292.43	37.7 %



**Department 11 – Care Management
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District

0

Statement of Activities

Care Management Department 11

Three Months Ended

Sep 30, 2020

Budget Sep 30, 2020

Budget Variance % Var

Fav/<Unf>

REVENUE

Tax Revenue	163,014.33	143,090.70	19,923.63	13.9 %
Education Fees	0.00	450.00	(450.00)	-100.0 %
Contract-PICF-Falls	0.00	9,560.49	(9,560.49)	-100.0 %
Contract-PICF-Anthem	0.00	512.49	(512.49)	-100.0 %
Contract-PICF-Blue Shield	202.00	2,690.49	(2,488.49)	-92.5 %
Contract-VCAAA-Evidence Base	0.00	2,700.00	(2,700.00)	-100.0 %
Donations-General	8,500.00	0.00	8,500.00	
Grant-Rupe Found Vet Caregiver	10,000.02	7,500.00	2,500.02	33.3 %
Grant-SCAN Community	2,850.00	2,850.00	0.00	
TOTAL REVENUE	184,566.35	169,354.17	15,212.18	9.0 %

EXPENSES

Salaries	72,487.76	95,312.70	22,824.94	23.9 %
Payroll Taxes	6,698.28	7,291.41	593.13	8.1 %
Benefits - Health	3,526.60	12,781.02	9,254.42	72.4 %
Benefits - PERS	5,619.59	7,440.06	1,820.47	24.5 %
Benefits - Workers Comp	563.82	653.55	89.73	13.7 %
Benefits - Life/ADD	677.52	933.96	256.44	27.5 %
Contractors/Consultants	2,253.21	12,914.76	10,661.55	82.6 %
Support Services	6,146.62	4,377.27	(1,769.35)	-40.4 %
Community/Staff	0.00	24.99	24.99	100.0 %
Dues/Subscriptions	117.93	2,609.25	2,491.32	95.5 %
Continuing Educ	464.90	589.74	124.84	21.2 %
Mileage	0.00	1,667.25	1,667.25	100.0 %
Program Materials & Actvts	0.00	2,181.24	2,181.24	100.0 %
Minor Equipment	119.29	1,495.50	1,376.21	92.0 %
Supplies	13.94	75.24	61.30	81.5 %
Postage	721.67	966.00	244.33	25.3 %
Advertising	109.59	0.00	(109.59)	
Printing	823.61	1,986.00	1,162.39	58.5 %
Repairs & Maintenance	284.45	650.01	365.56	56.2 %
Association Fees	702.30	702.24	(0.06)	0.0 %
Insurance	1,029.30	603.24	(426.06)	-70.6 %
Storage Rent/Equip Lease	347.80	341.49	(6.31)	-1.8 %
Telephone	1,090.72	1,140.00	49.28	4.3 %
Utilities	331.67	313.74	(17.93)	-5.7 %
Licenses & Fees	3,120.00	912.51	(2,207.49)	-241.9 %
TOTAL EXPENSES	107,250.57	157,963.17	50,712.60	32.1 %

OPERATING RESULTS**OTHER INCOME & EXPENSE:**

Depreciation Expense	(1,743.51)	(1,743.75)	0.24	0.0 %
TOTAL OTHER INCOME/ (EXPENSE)	(1,743.51)	(1,743.75)	0.24	0.0 %
NET POSITION	75,572.27	9,647.25	65,925.02	683.4 %



**District Disbursements
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Vendor

(Report period: July 1, 2020 to September 30, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
68295	7/15/2020	ACCESS	Access TLC Caregivers DBA	3,767.50	V	
68354	8/12/2020	ACCESS	Access TLC Caregivers DBA	777.77	V	
68392	9/9/2020	ACCESS	Access TLC Caregivers DBA	1,338.75	V	
68404	9/16/2020	ACQUA	Acqua Clear, Inc	578.18	V	QTLY
68279	7/2/2020	AFLAC	Aflac	681.06	V	MO,Jun
68326	7/30/2020	AFLAC	Aflac	1,021.59	V	MO
68381	9/2/2020	AFLAC	Aflac	681.06	V	MO
68425	9/30/2020	AFLAC	Aflac	681.06	V	MO
68284	7/2/2020	GADDIS	Alexa Gaddis	110.63	EE	
68342	8/5/2020	GADDIS	Alexa Gaddis	88.67	EE	
68327	7/30/2020	ALLIANT	Alliant Insurance Services, Inc	17,567.20	V	ANN
68328	7/30/2020	AMERICAN	American Automatic Doors, Inc	139.00	V	
68296	7/15/2020	ANACAPA	Anacapa Heating & Air, Inc	279.33	V	
68329	7/30/2020	ANACAPA	Anacapa Heating & Air, Inc	8,200.00	V	
68393	9/9/2020	ANACAPA	Anacapa Heating & Air, Inc	89.00	V	
68297	7/15/2020	ANDERSON	Anderson Refrigeration dba	125.00	V	QTLY
68395	9/9/2020	ASSISTED	Assisted Healthcare Services	102.00	V	
68282	7/2/2020	DUNCAN	Audree Duncan	165.08	EE	
68340	8/5/2020	DUNCAN	Audree Duncan	145.36	EE	
68399	9/9/2020	DUNCAN	Audree Duncan	202.86	EE	
68271	7/1/2020	BETA	Beta Healthcare Group	38,810.50	V	ANN
68298	7/15/2020	BETA	Beta Healthcare Group	3,029.50	V	MO
68299	7/15/2020	BETA WC	Beta Healthcare Group	2,487.00	V	MO
68366	8/19/2020	BETA	Beta Healthcare Group	3,029.50	V	MO
68367	8/19/2020	BETA WC	Beta Healthcare Group	2,487.00	V	MO
68412	9/23/2020	BETA	Beta Healthcare Group	3,029.50	V	MO
68413	9/23/2020	BETA WC	Beta Healthcare Group	2,487.00	V	MO
68336	8/5/2020	C3 INTEL	C3 Intelligence, Inc	185.80	V	
68405	9/16/2020	C3 INTEL	C3 Intelligence, Inc	137.15	V	
68310	7/15/2020	KNOX	Carrie Knox	350.00	V	
68417	9/23/2020	KNOX	Carrie Knox	1,200.00	V	
68345	8/5/2020	LOH	Christopher Loh, MD	200.00	B	
68406	9/16/2020	CITIZENS	Citizens Business Bank	99,044.22	V	ANN
68300	7/15/2020	CMH	CMH Centers for Family Health	50.00	V	
68355	8/12/2020	CMH	CMH Centers for Family Health	185.00	V	
68396	9/9/2020	CMH	CMH Centers for Family Health	490.00	V	
68321	7/22/2020	COLANTUONO	Colantuono, Highsmith, Whatley, PC	1,017.50	V	
68369	8/19/2020	COLANTUONO	Colantuono, Highsmith, Whatley, PC	524.50	V	
68407	9/16/2020	COLANTUONO	Colantuono, Highsmith, Whatley, PC	727.50	V	
68301	7/15/2020	COMFORT	Comfort Keepers dba	3,212.00	V	
68356	8/12/2020	COMFORT	Comfort Keepers dba	408.00	V	
68397	9/9/2020	COMFORT	Comfort Keepers dba	714.00	V	

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Vendor

(Report period: July 1, 2020 to September 30, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68302	7/15/2020	COMMANDER	Commander Printed Products	1,410.62	V	
68427	9/30/2020	CONEJO AWARD	Conejo Awards Corp	109.40	V	
68303	7/15/2020	CPI	CPI Solutions, Inc	6,516.88	V	
68357	8/12/2020	CPI	CPI Solutions, Inc	19.13	V	
68376	8/26/2020	CPI	CPI Solutions, Inc	4,394.20	V	
68398	9/9/2020	CPI	CPI Solutions, Inc	29.00	V	
68331	7/30/2020	CSDA	CSDA Financial Serv	275.00	V	
68358	8/12/2020	CSDA	CSDA Financial Serv	165.00	V	
68280	7/2/2020	DMV	Dept of Motor Services	1.00	V	
68287	7/2/2020	STEWART	Diane Stewart	454.00	ADC refund	
68272	7/1/2020	DIGITAL	Digital Deployment, Inc	200.00	V	MO
68332	7/30/2020	DIGITAL	Digital Deployment, Inc	200.00	V	MO
68382	9/2/2020	DIGITAL	Digital Deployment, Inc	200.00	V	MO
68304	7/15/2020	DOCUMENT SYS	Document Systems (DBA)	377.41	V	QTLY
68273	7/1/2020	DOS CAMINOS	Dos Caminos Plaza	5,150.20	V	MO
68339	8/5/2020	DOS CAMINOS	Dos Caminos Plaza	5,150.20	V	MO
68384	9/2/2020	DOS CAMINOS	Dos Caminos Plaza	5,150.20	V	MO
68359	8/12/2020	DRYWALL	Drywall Systems	375.00	V	
68305	7/15/2020	DURBIANO	Durbiano Fire Equipment, Inc	105.00	V	
68283	7/2/2020	FRONTIER	Frontier Communications	130.98	V	MO
68341	8/5/2020	FRONTIER	Frontier Communications	130.98	V	MO
68400	9/9/2020	FRONTIER	Frontier Communications	130.98	V	MO
68370	8/19/2020	GEORGIA	Georgia Southwestern Foundation	500.00	V	
68414	9/23/2020	GOLD	Gold Coast Health Plan	70.50	V	
68285	7/2/2020	HARTFORD	Hartford Life	999.34	V	MO
68343	8/5/2020	HARTFORD	Hartford Life	999.34	V	MO
68385	9/2/2020	HARTFORD	Hartford Life	1,074.95	V	MO
68322	7/22/2020	HAYMAN	Hayman Consulting dba	1,301.50	V	
68377	8/26/2020	HAYMAN	Hayman Consulting dba	1,064.00	V	
68408	9/16/2020	HAYMAN	Hayman Consulting dba	475.00	V	
68306	7/15/2020	HOME REMEDIE	Home Remedies dba	1,025.00	V	
68360	8/12/2020	HOME REMEDIE	Home Remedies dba	260.00	V	
68274	7/1/2020	IBRC	IBRC, Inc	2,299.00	V	ANN
68307	7/15/2020	ITS	Integrated Telemanagement Services, Inc	973.94	V	MO
68371	8/19/2020	ITS	Integrated Telemanagement Services, Inc	955.91	V	MO
68415	9/23/2020	ITS	Integrated Telemanagement Services, Inc	922.66	V	MO
68293	7/2/2020	YOUNG	Jennifer Young	85.39	E	
68308	7/15/2020	JORDANO'S	Jordano's Food Service	1,832.38	V	
68309	7/15/2020	JTS	JTS Facility Services	1,850.00	V	MO
68361	8/12/2020	JTS	JTS Facility Services	1,850.00	V	MO
68386	9/2/2020	JTS	JTS Facility Services	1,850.00	V	MO
68313	7/15/2020	LONNE	Judy Lonne	10.00	Class refund	
68281	7/2/2020	DO	Juliann Do	122.88	EE	

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Vendor

(Report period: July 1, 2020 to September 30, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68337	8/5/2020	DO	Juliann Do	63.77	EE	
68383	9/2/2020	DO	Juliann Do	68.31	EE	
68291	7/2/2020	VALENTINE	Karen Valentine	94.36	EE	
68416	9/23/2020	KEARNS	Kearns Electric Company	259.25	V	
68311	7/15/2020	LAFCO	LAFCO	2,534.00	V	ANN
68312	7/15/2020	LEAF	Leaf	2,025.32	V	MO
68372	8/19/2020	LEAF	Leaf	2,025.32	V	MO
68409	9/16/2020	LEAF	Leaf	2,025.32	V	MO
68275	7/1/2020	LIEBERT	Liebert Cassidy Whitmore	4,680.00	V	
68347	8/5/2020	MIYATA	Lynn Miyata	324.00	ADC refund	
68286	7/2/2020	RATTO	Mary Ann Ratto	152.63	EE	
68351	8/5/2020	RATTO	Mary Ann Ratto	76.80	EE	
68362	8/12/2020	RATTO	Mary Ann Ratto	52.60	EE	
68292	7/2/2020	VOIGTSBERGER	Mary Voigtsberger	840.00	ADC refund	
68276	7/1/2020	METLIFE	MetLife Small Business	417.42	V	MO
68346	8/5/2020	METLIFE	MetLife Small Business	923.14	V	MO
68387	9/2/2020	METLIFE	MetLife Small Business	923.14	V	MO
68428	9/30/2020	MITCHELL FIR	Mitchell Fire Protection dba	376.74	V	
68334	7/30/2020	MJL	MJL & Associates	74.00	V	MO
68348	8/5/2020	MJL	MJL & Associates	74.00	V	MO
68401	9/9/2020	MJL	MJL & Associates	55.50	V	MO
68288	7/2/2020	TEVERBAUGH	Monica Teverbaugh	67.67	EE	
68352	8/5/2020	TEVERBAUGH	Monica Teverbaugh	82.29	EE	
68323	7/22/2020	NUNN	Nunn Better, Inc	8,565.00	V	
68349	8/5/2020	PARTNERS	Partners in Care Foundation, Inc	3,120.00	V	
68388	9/2/2020	PAREDES	Patricia Paredes	65.32	EE	
68350	8/5/2020	PREDES	Patricia Predes	81.59	EE	
68315	7/15/2020	PETTY	Petty Cash - Administrat	321.29		
68373	8/19/2020	PETTY	Petty Cash - Administrat	120.36		
68418	9/23/2020	PETTY	Petty Cash - Administrat	162.68		
68277	7/1/2020	PITNEYBOWES	Pitney Bowes	196.27	V	QTLY
68429	9/30/2020	PITNEYBOWES	Pitney Bowes	196.27	V	QTLY
68344	8/5/2020	LOFT	Richard Loft, MD	100.00	B	
68330	7/30/2020	BROWN	Rodger Brown	300.00	B	
68368	8/19/2020	BROWN	Rodger Brown	200.00	B	
68426	9/30/2020	BROWN	Rodger Brown	300.00	B	
68402	9/9/2020	SAFEWAY	Safeway Inc	50.59	V	
68419	9/23/2020	SAGE BUSINES	Sage Business Care	990.00	V	ANN
68317	7/15/2020	SOCAL SIGN	SocalSignworx	9,988.80	V	MO
68324	7/22/2020	SO CA EDISON	Southern California Edison	1,972.76	V	MO
68389	9/2/2020	SO CA EDISON	Southern California Edison	2,170.31	V	MO
68430	9/30/2020	SO CA EDISON	Southern California Edison	2,479.99	V	MO
68316	7/15/2020	SO CA GAS	Southern California Gas	193.18	V	MO

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Vendor

(Report period: July 1, 2020 to September 30, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68363	8/12/2020	SO CA GAS	Southern California Gas	203.05	V	MO
68403	9/9/2020	SO CA GAS	Southern California Gas	212.13	V	MO
68318	7/15/2020	STAPLES	Staples Business Advantage	4,601.21	V	
68333	7/30/2020	HERRERA	Susan Herrera	240.00		Room rental refund
68294	7/2/2020	ZIEMER	Susan Ziemer	328.00		ADC refund
68364	8/12/2020	THE ARK	The ARK	800.00	V	
68394	9/9/2020	ARK	The ARK of SC	400.00	V	
68338	8/5/2020	DORIA	Thomas Doria, MD	200.00	B	
68289	7/2/2020	TIM'S RELIAB	Timothy Jawork's Reliable Window	149.00	V	MO
68378	8/26/2020	TIM'S RELIAB	Timothy Jawork's Reliable Window	166.25	V	MO
68420	9/23/2020	TIM'S RELIAB	Timothy Jawork's Reliable Window	166.25	V	MO
68290	7/2/2020	TROPICAL	Tropical Car Wash	260.00	V	MO,Jun
68335	7/30/2020	TROPICAL	Tropical Car Wash	156.00	V	MO
68390	9/2/2020	TROPICAL	Tropical Car Wash	208.00	V	MO
68421	9/23/2020	TROPICAL	Tropical Car Wash	208.00	V	MO
68411	9/16/2020	USPOSTMASTER	U.S. Postmaster	7,304.03	V	QTLY
68319	7/15/2020	UMPQUA	Umpqua Bank	9,257.05	V	
68374	8/19/2020	UMPQUA	Umpqua Bank	11,534.56	V	
68410	9/16/2020	UMPQUA	Umpqua Bank	4,114.28	V	
68320	7/15/2020	US POST METR	United States Postal Svc	500.00	V	
68365	8/12/2020	US POST METR	United States Postal Svc	500.00	V	
68379	8/26/2020	US POST METR	United States Postal Svc	1,500.00	V	
68314	7/15/2020	PATSCHECK	Valerie Patscheck	100.00		Room rental refund
68325	7/22/2020	VALIC	VALIC	1,186.50	V	MO
68380	8/26/2020	VALIC	VALIC	1,186.50	V	MO
68422	9/23/2020	VALIC	VALIC	1,186.50	V	MO
68423	9/23/2020	VCAAA	VC Area Agency on Aging	1,837.50	V	
68278	7/1/2020	VISION	Vision Services Plan	206.08	V	MO
68353	8/5/2020	VISION	Vision Services Plan	206.08	V	MO
68391	9/2/2020	VISION	Vision Services Plan	206.08	V	MO
68375	8/19/2020	VOYAGER	Voyager Fleet Systems Inc	115.82	V	MO
68424	9/23/2020	VOYAGER	Voyager Fleet Systems Inc	185.90	V	MO

Cash account Total 350,958.50

Report Total 350,958.50

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



**Quarterly Comparison
Quarter Ending
September 30, 2010**

**Finance/Investment
Committee Meeting
October 27, 2020**

Check Register Monthly Comparison

FY 2020/21

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$155,740	\$47,551	\$147,667										\$116,986
YTD Total											\$350,958	

Notes FY 20/21:

July '20 Annual insurances

Sep '20 ADC Construction Loan pmt \$99K #6 of 7

FY 2019/20

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$148,320	\$83,532	\$172,880	\$100,718	\$57,749	\$73,885	\$84,153	\$73,422	\$55,954	\$93,468	\$74,435	\$67,549	\$90,505
YTD Total											\$1,086,065	

Notes FY 19/20:

July '19 Annual insurances

Sep '19 ADC Construction Loan pmt \$99K #5 of 7

Apr '20 Insurance & Deductible: Accounting water heater \$36,516; MALDEF payment agreement \$12,000

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.



**Designated Reserve Report
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**

CHCD Designated Reserve Report

Balance Sheet

As of: September 30, 2020

ASSETS

Current Assets

AVAILABLE CASH	847,288.33	
PETTY CASH	1,155.00	
SCHOLARSHIP FUNDS	5,598.75	
DESIGNATED FUNDS		
Vehicle Fleet Reserve	75,000.00	
Technology Reserve	150,000.00	
Project/Special Use Reserve	150,000.00	
Capital Improvement Reserve	491,800.00	
General Operating Reserve	2,124,201.22	
TOTAL ENDING DESIGNATED FUNDS	2,991,001.22	

TOTAL Current Assets		3,845,043.30
TOTAL ASSETS		3,845,043.30

EQUITY

ALLOCATE TO PURPOSE	3,845,043.30	
Year-to-Date Earnings	0.00	
TOTAL EQUITY		3,845,043.30
TOTAL LIABILITIES & EQUITY		3,845,043.30



Reserve Policy 1150

**Finance/Investment
Committee Meeting
October 27, 2020**

Camarillo Health Care District

POLICY MANUAL

POLICY TITLE: Reserve Policy
POLICY NUMBER: 1150

Purpose: The Camarillo Health Care District (District) shall maintain reserve funds from existing unrestricted funds as designated by the District’s Reserve Policy. This policy establishes the procedure and level of reserve funding to achieve the following goals:

- Fund replacement and major repairs for District physical assets
- Fund replacement and upgrades of IT performance systems, hardware and software
- Fund designated projects/programs, or other special uses, requiring additional monetary support
- Fund capital improvements
- Maintain standard operational sustainability in periods of economic uncertainty

~~1150.1 The District shall account for reserves as required by Governmental Accounting Standards Board (GASB) Statement No. 54.~~

1150.21 Assignment of District reserves is limited to unrestricted funds available out of a surplus net position, and not otherwise obligated by law, contract or agreement, including donations, interest earned, fees for service or other non-grant earnings. Reserve fund assignment can be designated through the budgeting process, or by approval of the Board of Directors, in order to address needs/opportunities in a timely fashion.

The following list reflects current District reserve funds:

- **Vehicle Fleet Reserve:** Vehicle Fleet Reserve will accumulate from available unrestricted funds, at a minimum goal of \$5000 annually. The maximum amount of Vehicle Fleet Reserve will be \$75,000. When the annual designation would increase this reserve beyond \$75,000, only the amount required to reach the maximum will be reserved.
- **Technology Reserve:** Technology Reserve will accumulate from available unrestricted funds at a minimum goal of \$5,000 annually. The maximum amount of Technology Reserves will be \$150,000. When the annual designation would increase this reserve beyond \$150,000, only the amount required to reach the maximum will be reserved.
- **Project/Special Use Reserve:** Project/Special Use Reserve will accumulate from available unrestricted funds at a minimum goal of \$5,000 annually. The maximum amount of Project/Special Use Reserve will be \$150,000. When the annual designation would increase this reserve beyond \$150,000, only the amount required to reach the maximum will be reserved.

- **Capital Improvement Reserve:** Capital Improvement Reserve will accumulate from available unrestricted funds at a minimum goal of \$10,000 annually. Designated Capital Improvement Reserve may be used to cover major facility improvements (construction, installation of new doors or windows, replacing doors and windows, HVAC replacement, alarm system installation, etc.). The maximum amount of Capital Improvement Reserve will be \$500,000. When the annual designation would increase this reserve beyond \$500,000, only the amount required to reach the maximum will be reserved.
- **General Operating Reserve:** General Operating Reserve will accumulate from available unrestricted funds at a minimum goal of \$100,000 annually. Designated General Operating Reserve may be used toward satisfying Section 2.6 of Investment Policy, deeming it prudent by that a sum equal to fifty percent (50%) of annual budgeted expenditures be available.

1150.32 Utilization of Reserve Funds: Drawing upon reserve funding requires approval by the Board of Directors. The following describes the intended uses of each fund:

- **Vehicle Fleet Reserve:** for purchases and/or repairs necessary to support District transportation operations.
- **Technology Reserve:** for the purchase of IT performance systems, hardware and software, in support of District operations, with the intent of maintaining appropriate modern technology for efficient and effective employee use, and direct client services.
- **Designated Project/Special Use Reserve:** for the purpose of furthering the District's mission, in alignment with the precepts of the Strategic Plan; special uses will be identified by the CEO and/or the Board of Directors, and approved by the Board of Directors.
- **Capital Improvement Reserve:** Capital Improvement Reserves will be limited to costs related to making changes to improve capital assets, increase their useful life, or add to the value of these assets.
- **General Operating Reserve:** toward the purpose of satisfying Section 2.6 of Investment Policy

1150.43 Monitoring Reserve Levels: The CEO will commission a reserve status analysis annually from the financial services vendor, for inclusion in the Board of Directors' annual deliberation/approval of Budgets and Investment & Reserve Funds. Additional information may be provided to the Board of Directors upon the occurrence of the following events:

- When a major change in conditions threatens the reserve levels established by this policy or calls into question the effectiveness of this policy;
- Upon CEO and/or Board request.



**Quarterly Legal Review
Quarter Ending
September 30, 2020**

**Finance/Investment
Committee Meeting
October 27, 2020**



CEO Report

**Finance/Investment
Committee Meeting
October 27, 2020**

