



**Regular Board Meeting  
June 8, 2021 12:00 PM**

**Join Zoom Meeting**

**Join Zoom Meeting**

**<https://zoom.us/j/91323238414>**

**Meeting ID: 913 2323 8414**

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**JUNE 8, 2021**

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## **2021 Board Meeting Calendar**

January 26, 2021, 12:00 p.m.

February 23, 2021, 12:00 p.m.

March 23, 2021, 12:00 p.m.

April 27, 2021, 12:00 p.m.

May 25, 2021, 12:00 p.m.

June 8, 2021, 12:00 p.m. (Budget)

June 22, 2021, 12:00 p.m. (If Needed)

July 27, 2021, 12:00 p.m.

August – Dark

September 28, 2021, 12:00 p.m.

October 26, 2021, 12:00 p.m.

November 16, 2021, 8:30 a.m. (Board Work Study)

December - Dark

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## Agenda

June 8, 2021 – 12:00 p.m.

**Regular Meeting of the Board of Directors - Zoom Meeting**

<https://zoom.us/j/9410397945>

**Meeting ID: 941 039 7945**

**One tap mobile +16699009128,,9410397945#**

**+13462487799,,9410397945#**

**Dial In Audio - 1 669 900 9128 US**

COVID-19 RESPONSE: This meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20. To observe and /or participate in the Board meeting you are welcome to join our Zoom Meeting.

### Board of Directors

Christopher Loh, MD, President  
Tom Doria, MD, Vice President  
Richard Loft, MD, Clerk of the Board  
Mark Hiepler, ESQ, Directorsteve  
Martin T. Daly, Director

### Staff

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

### Participants

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**– Director Doria

4. **DELETIONS/CORRECTIONS TO THE POSTED AGENDA**

5. **PUBLIC COMMENT - Ca. GC Section 54954.3**

COVID-19 RESPONSE: The Board reserves this time to hear from the public. If you wish to make a general public comment, or comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on Monday, June 7, 2021 to the Clerk to the Board at [karenv@camhealth.com](mailto:karenv@camhealth.com). The Clerk to the Board will print your email, distribute copies to all Board Members prior to the meeting, and the Board President or Chief Executive Officer will read the emailed comments aloud during general public comments, or during the specified agenda item.

6. **PRESENTATION - None**

7. **CONSENT AGENDA**

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

- A. Approval of the Minutes of the Regular Board Meeting of May 25, 2021.  
(Please see Section 7-A)

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

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

Loh \_\_\_\_\_ Doria \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Daly \_\_\_\_\_

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

9. **ITEMS FOR ACTION**

- A. **Review/ Discussion /Action** – Consideration, discussion, and staff recommendation that the Board of Directors approve the Fiscal Year 2021/2022 Operating and Capital budgets. (Second reading may be waived.) (Please see Section 9-A)

**Suggested Motion:** Vote to approve Fiscal Year 2021/2022 Operating and Capital budgets.

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

Loh \_\_\_\_\_ Doria \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Daly \_\_\_\_\_

- B. **Review/ Discussion/Action** – It is the recommendation of Administration that the June 22, 2021 Board of Directors meeting be waived if the Operating and Capital budgets for fiscal year 2021/2022 are approved on the first reading, June 08, 2021. (Please see Section 9-B)

**Suggested Motion:** Vote to waive the June 22, 2021 Board of Directors Meeting.

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

Loh \_\_\_\_\_ Doria \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Daly \_\_\_\_\_

- C. **Review/ Discussion/Action** – It is the recommendation of the Ad Hoc Committee that the Board of Directors enter into Employment Agreement negotiations with Chief Executive Officer.

**Suggested Motion:**

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

Loh \_\_\_\_\_ Doria \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Daly \_\_\_\_\_

- 10. **CHIEF EXECUTIVE OFFICER REPORT**
  
- 11. **BOARD PRESIDENT REPORT**
  
- 12. **BOARD MEMBERS COMMENTS AND/OR REPORTS**
  
- 13. **FUTURE MEETING AND EVENTS**

<b><u>Board of Directors Meetings</u></b>	
• <b>Executive Committee: Loh, Doria</b>	Tuesday, June 15, 2021, 12:00 p.m. – Budget Second Reading – May be cancelled if Budget approved after the first reading.
• <b>Full Board:</b>	Tuesday, June 22, 2021, 12:00 p.m. - Budget Second Reading – May be cancelled if Budget approved after the first reading.
• <b>Executive Committee: Loh, Doria</b>	Tuesday, July 20, 2021, 12:00 p.m.
• <b>Finance Committee: Hiepler, Daly</b>	Tuesday, July 27, 2021, 10:30 a.m.
• <b>Full Board:</b>	Tuesday, July 27, 2021, 12:00 p.m.
• <b>Full Board:</b>	August 2021 – Dark
• <b>Executive Committee: Loh, Doria</b>	Tuesday, September 21, 2021, 12:00 p.m.
• <b>Full Board:</b>	Tuesday, September 28, 2021, 12:00 p.m.
• <b>Executive Committee: Loh, Doria</b>	Tuesday, October 19, 2021, 12:00 p.m.
• <b>Finance Committee: Hiepler, Daly</b>	Tuesday, October 26, 2021, 10:30 a.m.
• <b>Full Board:</b>	Tuesday, October 26, 2021, 12:00 p.m.
• <b>Executive Committee: Loh, Doria</b>	Tuesday, November 9, 2021, 12:00 p.m.
• <b>Full Board: Board Work Study</b>	Tuesday, November 16, 2021, 8:30 a.m.

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

**ACTION ITEMS** not appearing on the Agenda may be addressed on an emergency basis by a majority vote of the Board of Directors when 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, June 4, 2021, on or before 4:00 p.m.

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## SECTION 5

### PUBLIC COMMENTS

COVID-19 RESPONSE: The Board reserves this time to hear from the public. If you wish to make a general public comment, or comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on Monday, June 7, 2021 to the Clerk to the Board at [karenv@camhealth.com](mailto:karenv@camhealth.com). The Clerk to the Board will print your email, distribute copies to all Board Members prior to the meeting, and the Board President or Chief Executive Officer will read the emailed comments aloud during general public comments, or during the specified agenda item.

**JUNE 8, 2021**

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**SECTION 7**

**CONSENT AGENDA**

**SECTION 7-A  
APPROVAL OF MINUTES OF  
THE REGULAR BOARD MEETING OF MAY 25, 2021**

**JUNE 8, 2021**

**Regular Meeting of the Board of Directors**  
Zoom Meeting – Meeting ID: 941 6675 9315

**Board of Directors - Present**

Christopher Loh, MD, President  
Tom Doria, MD, Vice President  
Richard Loft, MD, Director, Clerk of the Board  
Mark Hiepler, ESQ, Director  
Martin T. Daly, Director

**Staff - Present**

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

**Participants:**

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

**Guests**

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, May 25, 2021, at 12:02 p.m., by Christopher Loh, President.
2. **Pledge of Allegiance** – Director Doria
3. **Amendments to The Agenda** – None
4. **Public Comment** – None
5. **Presentations** – None
6. **Consent Agenda** - It was **MOVED** by Director Doria, **SECONDED** by Director Loh, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

**Roll Call Vote: Ayes:** Loh, Doria, Hiepler, Daly      **Nays:** None      **Absent:** Loft

*Director Loft arrived at 12:15 p.m.*

7. **Action Items**

**A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending April 30, 2021.

It was **MOVED** by Director Loft, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending April 30, 2021.

**Roll Call Vote: Ayes:** Loh, Doria, Loft, Hiepler, Daly      **Nays:** None      **Abstain:** None

**8. Chief Executive Officer Report**

CEO Ralston reported on the continued coordinated efforts with Ventura County Special Districts Association, California Special Districts Association, and Association of California Health Care Districts, in petitioning for the inclusion of all special districts in the second round of COVID relief funding from the state ARPA. Relief funding to date has been provided to states, counties, and cities. The ARPA funding provides a method for the state to reimburse special districts for the losses incurred during their essential services during COVID-19. Most special districts have not been included in any of the relief funding legislation; ports and harbor districts have been included to some degree.

Ms. Ralston reported that District reopening efforts continue, and will follow guidelines and recommendations of the VCPH, which announced they will follow the guidance of the California Public Health Department. Many District programs continue to come back into service following nearly 14 months of closure or virtual option only. Capacity restriction, masking, and social distancing requirements will continue to dictate some of the reopening structure.

**9. Board President's Report**

President Loh discussed District representation for the Ventura County Special Districts Association. Director Daly indicated interest and was appointed by President Loh as the Districts representative.

**10. Closed Session – 1:15 p.m.**

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

**11. Announcement of Closed Session**

The Board reconvened from Closed Session at 1:50 p.m. There was no reportable action.

**12. Having no further business this meeting was adjourned at 1:51 p.m.**

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Richard Loft  
Clerk of the Board

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**SECTION 8**

**SECTION 8**

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

**JUNE 8, 2021**

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**SECTION 9**

**ITEMS FOR BOARD ACTION**

**SECTION 9-A**

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
STAFF RECOMMENDATION THAT THE BOARD OF DIRECTORS APPROVE  
THE FISCAL YEAR 2021/2022 OPERATING AND CAPITAL BUDGETS.  
(SECOND READING MAY BE WAIVED.)**

**JUNE 8, 2021**

**Camarillo Health Care District**  
**Statements of Activities**  
*Year-to-Date Performance May 2021*  
*Consolidated All Departments*

	11 Months Ended	2020-21	2021-22	<i>Budget vs Budget</i>	
	May 31, 2021	Annual Budget	Annual Budget	Variance	Budget vs Budget
				Fav/(unfav)	% Change
<b>REVENUE</b>					
ADC Fees	35,251	189,840	270,720	80,880	42.60%
City of Cam CDBG CV3	0	0	50,000	50,000	100.00%
City of Cam SNP HDM	30,833	37,000	37,000	0	0.00%
Community Education	25	22,720	18,220	(4,500)	-19.81%
Contract-Caregiver Navigation Project	10,600	13,875	13,875	0	0.00%
Contract-J Hopkins Univ	240	0	0	0	0.00%
Contract-PICF Anthem	7,524	2,050	1,380	(670)	-32.68%
Contract-PICF-Blue Shield	3,044	10,762	2,900	(7,862)	-73.05%
Contract-PICF-Falls	4,163	38,242	19,000	(19,242)	-50.32%
Contract-VCAAAA-Evid Base	1,880	10,800	10,800	0	0.00%
Counseling	0	0	5,000	5,000	100.00%
Donations	19,250	1,250	2,000	750	60.00%
Donations-Scholarship	0	2,500	2,500	0	0.00%
Facility Use Rental	3,402	8,000	5,000	(3,000)	-37.50%
Facility Use-Lease	4,950	5,401	6,370	969	17.94%
Fischer Fund Distribution	143,709	125,000	145,000	20,000	16.00%
Grant - City of Camarillo Rides	30,067	0	0	0	0.00%
Grant-Rupe Found Vet Caregiver	30,000	30,000	0	(30,000)	-100.00%
Grant-SCAN Community	1,500	11,400	11,551	151	1.32%
Grant-VCAAAA Caregiver Respite	27,053	36,750	36,750	0	0.00%
Grant-VCAAAA-Sr Nutrition	79,239	96,058	96,058	0	0.00%
Grant-VCAAAA-SS Line	40,084	50,000	50,000	0	0.00%
Health Screening Fees	0	200	200	0	0.00%
Healthy Attitude Advertising	4,000	5,000	5,000	0	0.00%
Interest Income	16,038	30,000	25,000	(5,000)	-16.67%
Lifeline Fees	33,616	34,362	27,552	(6,810)	-19.82%
Other Income -Admin	34,493	5,010	19,082	14,072	280.88%
Sponsorship	1,050	1,200	1,200	0	0.00%
Sr Nutrition Congregate	40	1,584	0	(1,584)	-100.00%
Sr Nutrition Home Delivered	34,617	17,850	17,000	(850)	-4.76%
Support Services Offset	204,261	385,194	328,337	(56,857)	-14.76%
Tax Revenue-Admin	2,960,818	2,741,713	3,020,034	278,321	10.15%
Transport Fees ADC	3,893	23,000	22,800	(200)	-0.87%
Transportation Fees	5,455	19,754	11,350	(8,404)	-42.54%
<b>TOTAL REVENUE</b>	<b>3,771,095</b>	<b>3,956,515</b>	<b>4,261,679</b>	<b>305,164</b>	<b>7.71%</b>

**EXPENSES**

Salaries	1,075,684	1,519,171	1,646,917	127,746	-8.41%
Benefits					
<i>Payroll Taxes</i>	86,040	116,217	130,401	14,185	-12.21%
<i>Benefits-PERS-Health</i>	141,676	237,000	270,179	33,179	-14.00%
<i>Benefits-PERS-Retirement</i>	87,321	122,642	131,103	8,461	-6.90%
<i>Benefits - Workers Comp</i>	34,149	42,428	38,257	(4,171)	9.83%
<i>Benefits - Life/ADD</i>	24,450	27,614	30,555	2,941	-10.65%
<i>Benefits-OPEB</i>	46,619	44,040	59,134	15,094	-34.27%
<i>PERS Retirement UAL</i>	108,121	231,900	136,000	(95,900)	41.35%
Advertising & Promotion	3,549	20,052	25,000	4,948	-24.68%
Association Fees	56,652	61,803	64,277	2,474	-4.00%
Audit Fees	22,310	21,500	23,000	1,500	-6.98%
Bank & Credit Card Charges	8,156	5,040	8,500	3,460	-68.65%
Community/Staff Outreach	478	14,016	14,227	211	-1.51%
Continuing Education-Staff	7,022	8,108	29,485	21,377	-263.65%
Continuing Education-Trustee	17,802	29,091	29,936	845	-2.90%

	11 Months Ended	2020-21	2021-22	<i>Budget vs Budget</i>	
	May 31, 2021	Annual Budget	Annual Budget	Variance	Budget vs Budget
				Fav/(unfav)	% Change
Contractors/Consultants	137,916	201,576	283,568	81,992	-40.68%
Depreciation Expense	97,032	116,438	124,999	8,561	-7.35%
Dues/Subscriptions	23,472	43,569	44,631	1,062	-2.44%
Election Costs	1,538	40,500	0	(40,500)	100.00%
Fleet Maintenance	3,885	16,447	20,000	3,553	-21.60%
Gas & Oil	4,569	12,813	15,000	2,187	-17.07%
Instructor Agreement Fees	0	8,000	13,000	5,000	-62.50%
Insurance	65,534	68,476	147,329	78,853	-115.15%
Interest Expense	0	7,233	7,233	0	-100.00%
LAFCO Assessments	2,534	2,275	2,424	149	-6.55%
Legal Fees	16,124	30,000	30,000	0	0.00%
Licenses & Fees	6,606	9,503	10,214	711	-7.48%
Mileage	10,518	22,881	28,956	6,075	-26.55%
Minor Equipment	5,782	22,456	17,029	(5,427)	24.17%
Partnership Initiatives	0	0	2,000	2,000	-100.00%
Postage	29,929	38,921	38,742	(179)	0.46%
Printing	27,604	73,349	73,908	559	-0.76%
Program Mats/Activities	3,211	31,471	31,155	(316)	1.00%
Refunds	1,433	2,510	2,510	0	0.00%
Repairs & Maintenance	27,954	45,709	49,558	3,849	-8.42%
Storage Rent/Equip Lease	25,004	30,045	28,022	(2,023)	6.73%
Supplies	11,256	46,027	21,999	(24,028)	52.20%
Support Services	204,261	385,194	328,337	(56,857)	14.76%
Telephone	19,859	21,960	21,960	0	0.00%
Trustee Stipends	6,200	10,600	9,900	(700)	6.60%
Utilities	24,159	27,600	26,456	(1,144)	4.14%
<b>TOTAL EXPENSES</b>	<b>2,476,411</b>	<b>3,816,175</b>	<b>4,015,901</b>	<b>199,726</b>	<b>-5.23%</b>
<b>NET POSITION</b>	<b>1,294,684</b>	<b>140,340</b>	<b>245,778</b>	<b>105,438</b>	



Camarillo  
**HEALTH**  
**CARE DISTRICT**

## Proposed Operating & Capital Budget FY 2021-22

2021-22

# Board of Directors

<i>President</i>	Christopher Loh, MD
<i>Vice President</i>	Tom Doria, MD
<i>Clerk of the Board</i>	Richard Loft, MD
<i>Director</i>	Mark Hiepler, Esq.
<i>Director</i>	Martin Daly

## MISSION

The mission of the Camarillo Health Care District is to be a highly respected, preferred partner in Ventura County's continuum of health care by providing valuable, effective, measurable and integrated community-based health services that optimize health and wellness.

# Guiding Principles

- Valuing public trust through transparency and integrity in governance
- Acknowledging the value of resources through accountable stewardship and visionary development of funding opportunities
- Engaging in Patient-Centered Care to tailor client services base on individual goals, preferences and values
- Improving patient outcomes, reducing costs, and improving quality of care across a continuum of providers
- Building core competencies and a knowledge base of emerging research, programs, technologies, policies and initiatives that improve health outcomes in the community, by recruiting, training and retaining a professional workforce
- Recognizing and honoring the significant contribution and sacrifice of family caregivers by providing excellence in education, training and support



# Departments

This table represents the department names assigned for the purpose of clarity in accounting, reporting and discussion. Through the years departments have changed, discontinued or merged, creating numerical gaps.

	Department Name	Building
Dept 1	Administration	F
Dept 2	Adult Day Center	E
Dept 4	Lifeline Services	E
Dept 5	Facilities & Community Education	E
Dept 6	Senior Nutrition Program	G
Dept 7	Support Services	-- <i>allocated services</i> --
Dept 8	Caregiver Center	H
Dept 9	Transportation Services	E
Dept 11	Care Management Services	G

# COVID-19: Impacts Three Fiscal Years



FY 2019/2020



FY 2020/2021



FY 2021-2022

March 13, 2020.....July 1, 2020 - June 30, 2021.....July 1, 2021 – June 30, 2022



## Elements of Revenue

- Property Tax Distribution
- Fees for Service
- Contracts/Grants
- Legacies & Bequests
- Investment Income
- Other/Misc
- Support Services

## Elements of Expenditures

- Salary
- Benefits/PERS/OPEB
- Programs & Services
- Facilities & Depreciation
- Oversight
- Legal
- Operations
- Support Services

# Elements of Revenue

## Property Tax Receipts

- 70.86% of proposed revenue
- 2% proposed increase YOY
- Twice a year (*based on county collection*)
  - 55% distribution in December
  - 40% distribution in April
  - True up 5% remainder of fiscal year

## Fees for Services

Adult Day Center (Dept 2)

Lifeline (Dept 4)

Transportation (Dept 9)

Community Education/Counseling/Screenings (Dept 5, 8, 11)

7 Facility Use/Rental (Dept 5)

# Elements of Revenue, cont.

## **Grants/Contracts**

- VCAAA
  - Senior Nutrition, Senior Support Line, Home Mods/Respite, Caregivers
- Partners In Care
- City of Camarillo
- The SCAN Foundation

## **Support Services (Offset)**

- Fully allocated services

# Elements of Revenue, cont.

## **Legacies & Bequests**

- Russell Fischer Fund
  - Approx \$3M; \$1.7M distributed
  - Care-a-Van services
- Other bequests

## **Investment Income**

- Interest earned

## **Other/Misc Donations**

- General donations; Program donations
- Dividends

# Elements of Expenditures

## Salaries

- Workforce is largest expense

## Benefits, PERS, OPEB

- Some required by law
- Some affected by factors over which there is minimal or no control
- Some have been strategically developed to recruit/retain excellent staff

# Elements of Expenditures, cont.

## **Programs & Services**

- Initiatives
- Contractors/Consultants
- Instructor fees
- Continuing Education-Staff
- Mileage
- Program materials
- Gas/oil
- Fleet Maintenance
- Minor equipment
- Supplies
- Advertising/ Promotion
- Refunds
- Printing

## **Support Services (Offset)**

- Fully allocated services

# Elements of Expenditures, cont.

## Operations

- Community Outreach
- Dues/Subscriptions
- Postage
- Insurance (Facilities, Auto, Workers Comp, Operations)
- Bank/Credit Card Charges

## Legal

- General counsel

# Elements of Expenditures, cont.

## Facilities/Depreciation

- Repairs/Maintenance
- Association fees
- Insurance
- Storage Rent/Equipment lease
- Telephone
- Utilities
- Licenses/fees



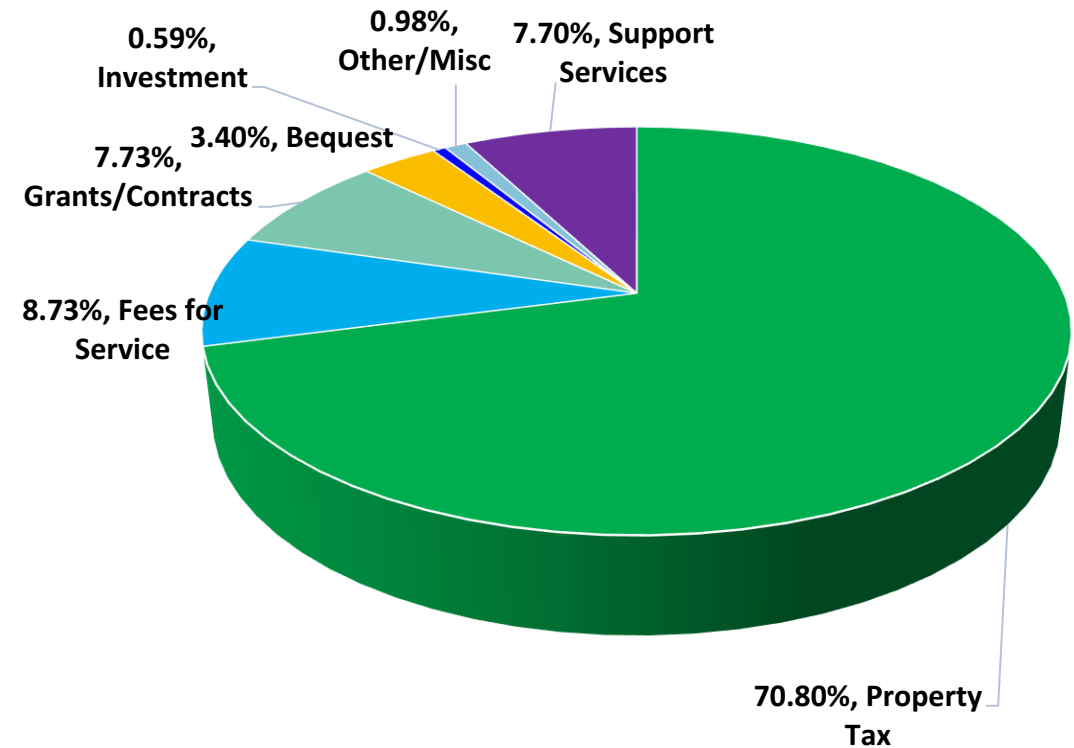
# Elements of Expenditures, cont.

## Oversight

- Audit fees
- Dues/Subscriptions
- Continuing Educ-Trustee
- Trustee Stipend
- LAFCo
- Insurance Coverage

# Revenue Categories

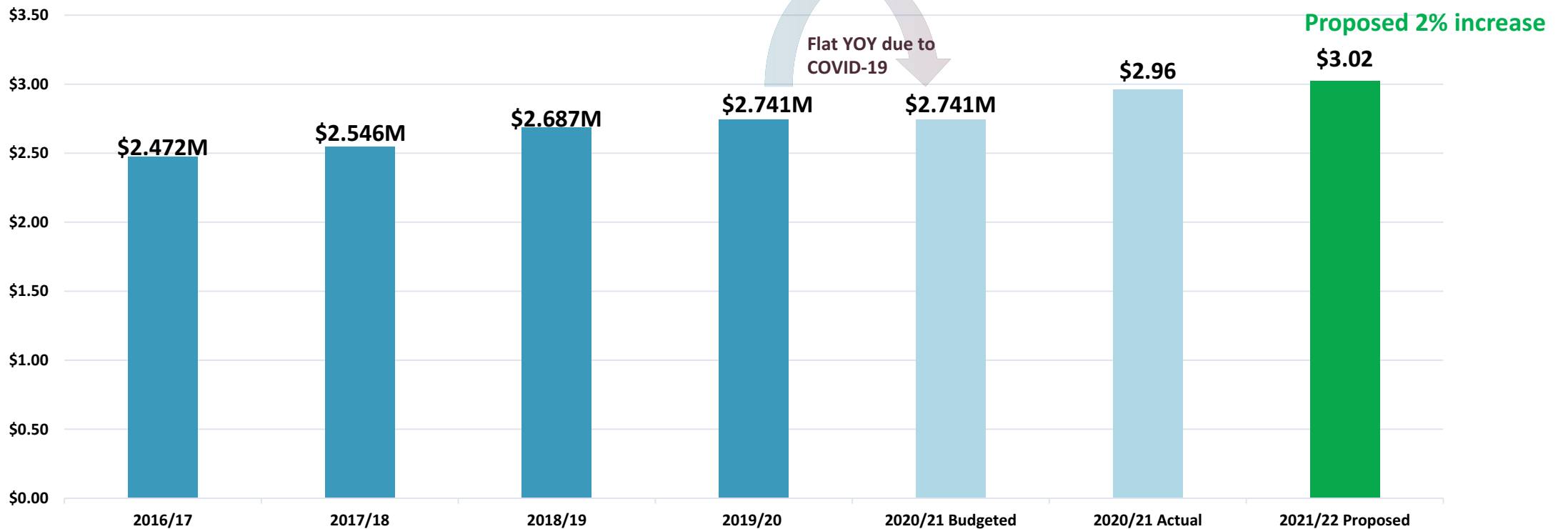
Category	Budgeted 2020/21	Proposed 2021/22	YOY Variance
Property Tax	\$2,741,713	\$3,020,034	\$278,321
Fees for Service	\$327,711	\$372,212	\$44,501
Grants & Contracts	\$336,937	\$329,314	(\$7,623)
Support Services	\$385,194	\$328,337	(\$56,857)
Legacies & Bequests	\$125,000	\$145,000	\$20,000
Investment Income	-	\$25,000	\$25,000
Other/Misc	\$39,960	\$41,782	\$1,822
<b>TOTAL</b>	<b>\$3,956,515</b>	<b>\$4,261,679</b>	<b>\$305,164</b>



# Property Tax Receipts

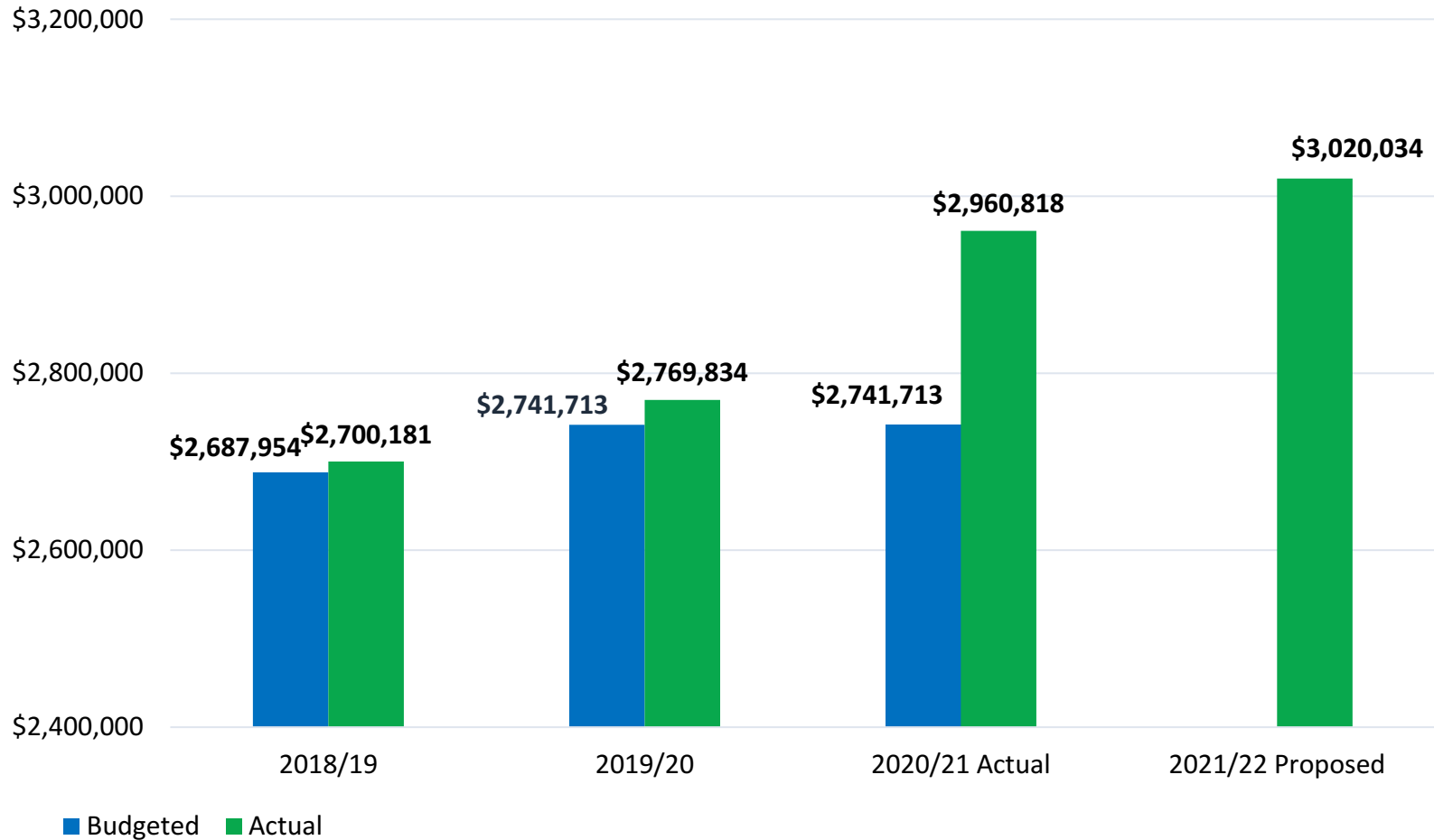
## Historical Perspective

Tax Receipts shown in millions



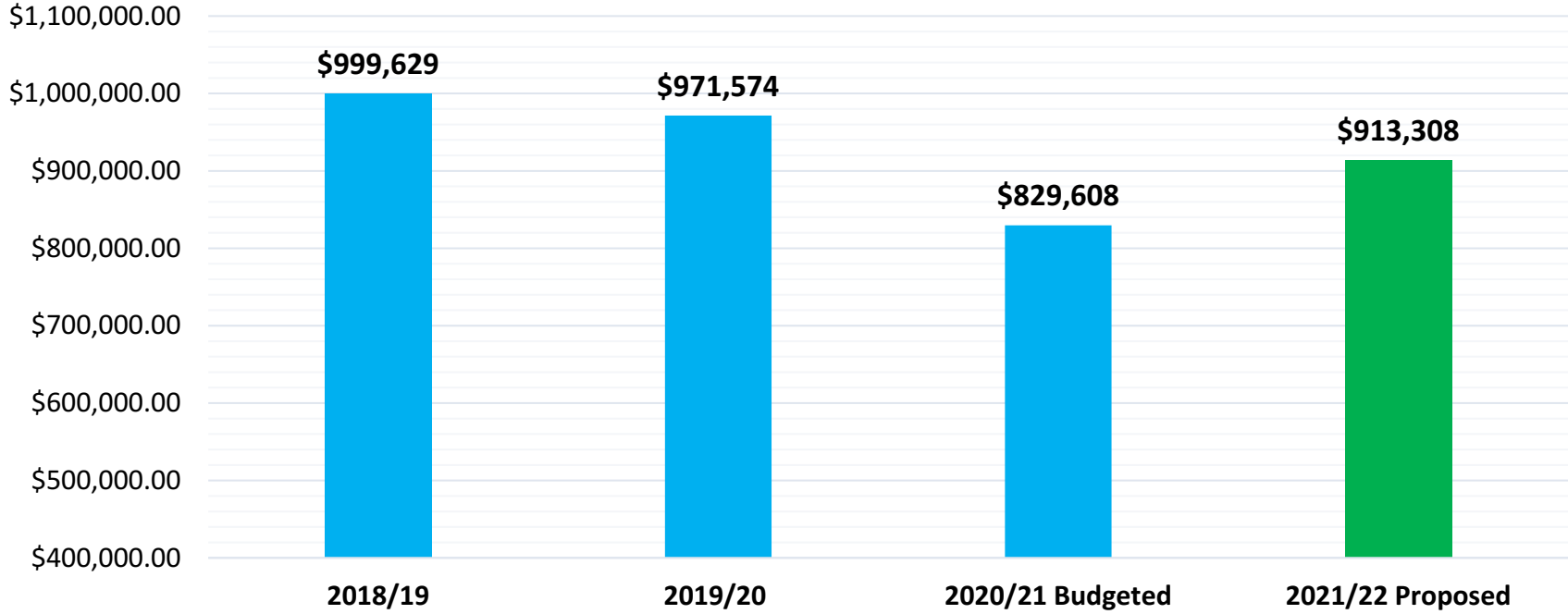
# Property Tax Receipts

3-Yr Review Budget to Actual Comp, Plus Proposed

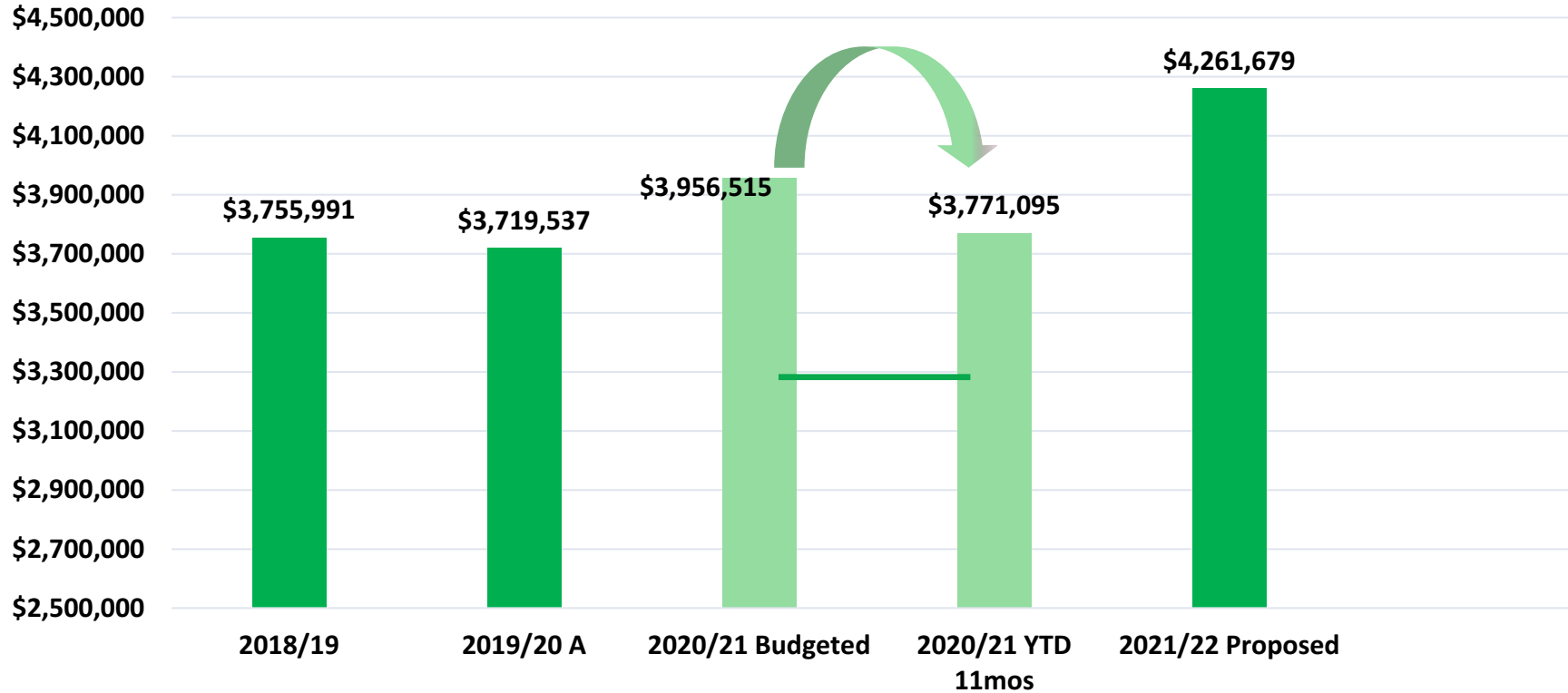


	Actual variance over budget
2017/18	3.97%
2018/19	.46%
2019/20	1.03%
2020/21	7.99%
2021/22	Proposed 2% increase

# Enterprise Revenue



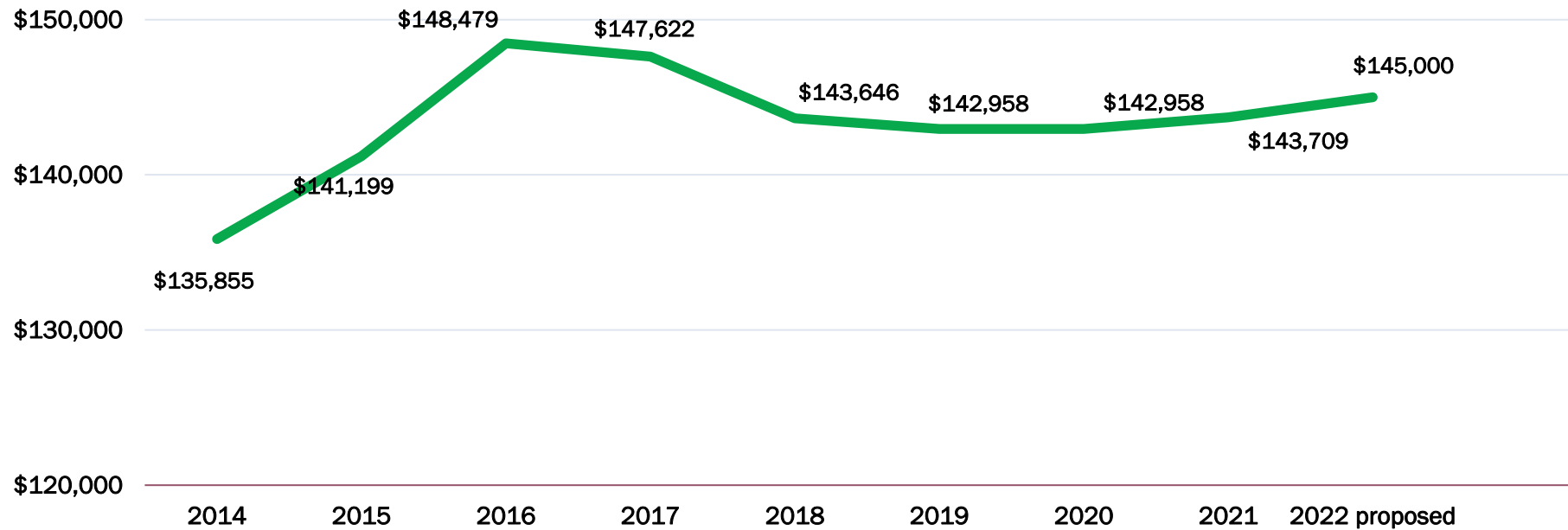
# Total Revenue, All Types



# Russell Fischer Fund Distribution

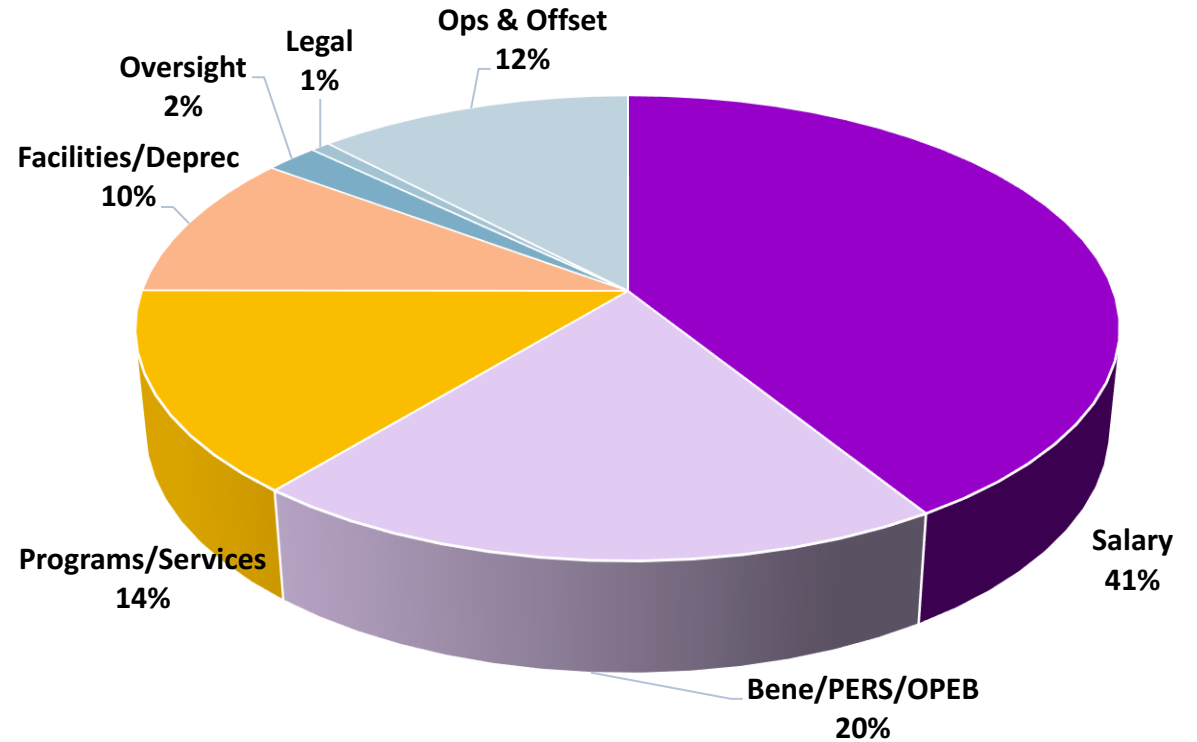
## Transportation Services

*\$1,783,384 since initial distribution 2009*



# Expenditure Categories

Category	Budgeted 2020/21	Proposed 2021/22	YOY Variance
Salary	\$1,519,171	\$1,646,917	\$127,746
Benefit/PERS/OPEB	\$821,841	\$795,630	(\$26,211)
Program/Service	\$465,691	\$563,610	\$97,919
Facilities/Deprec	\$333,985	\$404,273	\$70,288
Oversight	\$119,215	\$81,064	(\$38,151)
Legal	\$30,000	\$30,000	-
Operations/Offset	\$526,272	\$494,407	\$353,329
<b>TOTAL</b>	<b>\$3,816,175</b>	<b>\$4,015,901</b>	<b>\$199,726</b>





# Workforce

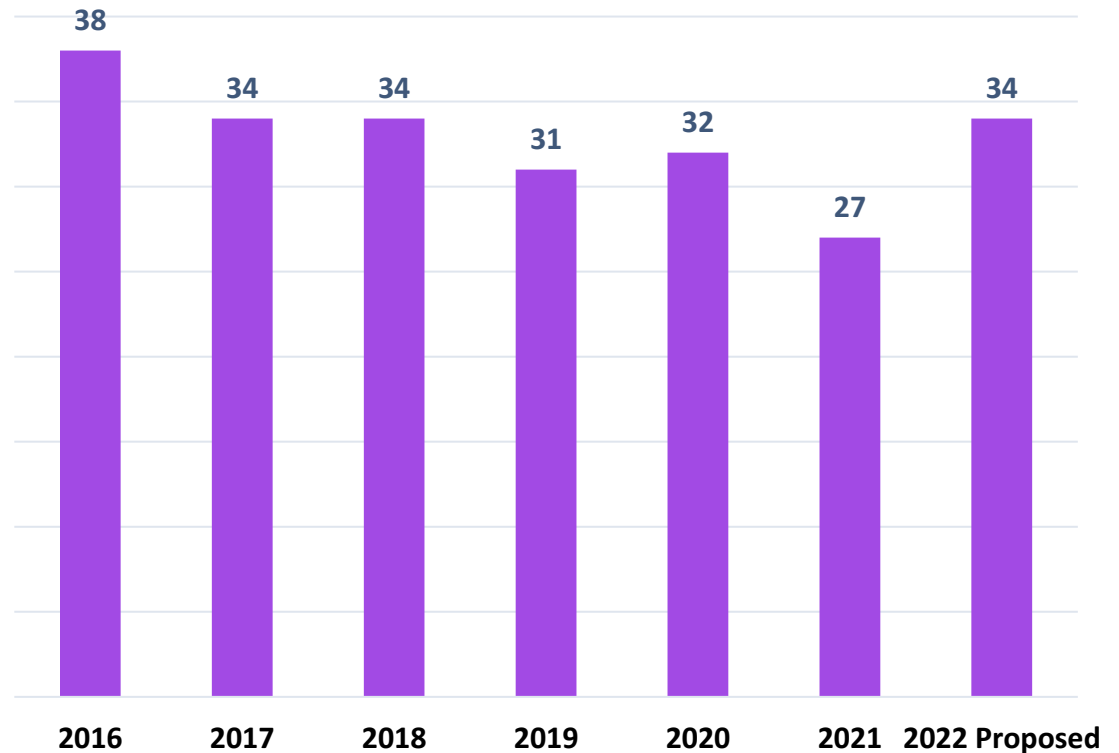
As a service agency, the District's largest expense and most valuable asset, is the workforce.

One of the Guiding Principles states that the District will:

*“Build(ing) core competencies and a knowledge base of emerging research, programs, technologies, policies and initiatives that improve health outcomes in the community, by recruiting, training and retaining a professional workforce”.*

The current and proposed positions offer the District an intentional approach to continued success in innovation and excellence.

### Historical view of workforce; # of EEs



# Workforce

## Challenges

- Loss of staff: COVID childcare issues; relocated closer to family; new job
- Difficulty recruiting; unwilling to RTW; make same/more on unemployment/stimulus
- COVID relief funding; higher paying jobs with cities/counties
- Base pay increases

Current	
Tenure	# of EEs
0-5 years	14
6-10 years	3
11-15 years	4
16+ years	6
<b>TOTAL</b>	<b>27</b>

Hrs/wk	# of EEs
40 hrs/wk	16
39-30 hrs/wk	7
Less than 30 hrs/wk	4

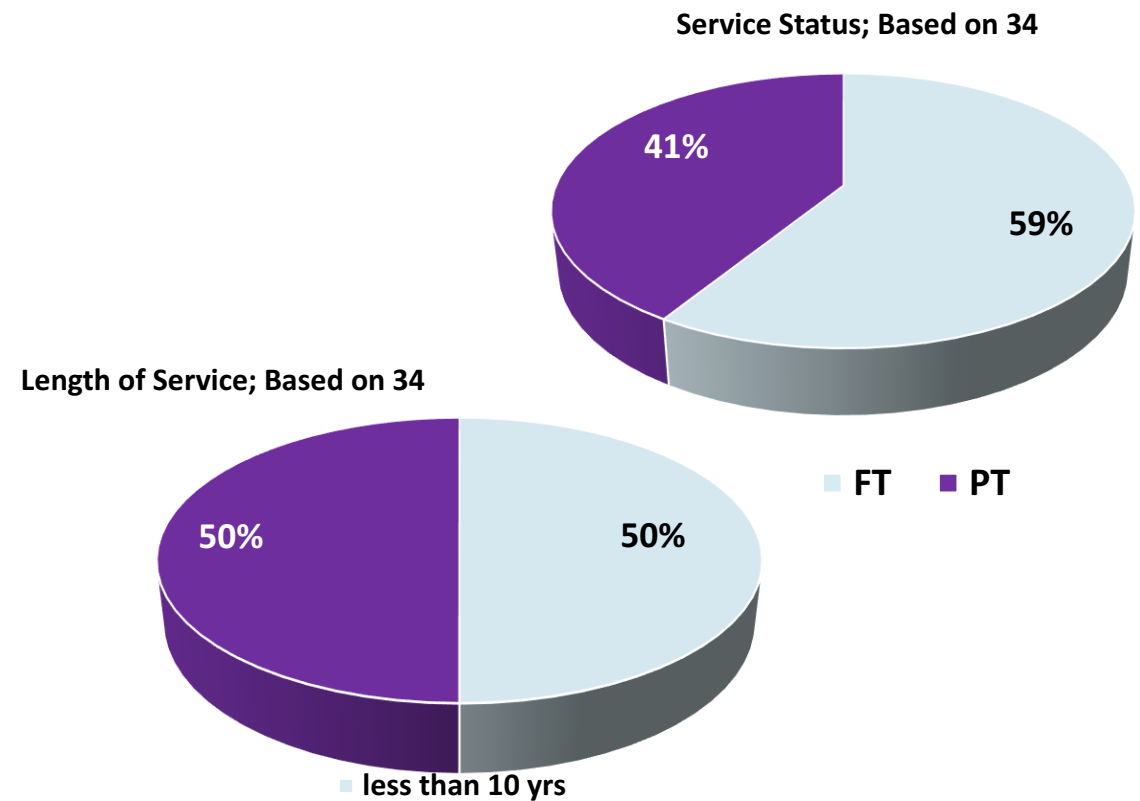
Proposed	
Tenure	# of EEs
0-5 years	21
6-10 years	3
11-15 years	4
16+ years	6
<b>TOTAL</b>	<b>34</b>

Hrs/wk	# of EEs
40 hrs/wk	20
39-30 hrs/wk	10
Less than 30 hrs/wk	4

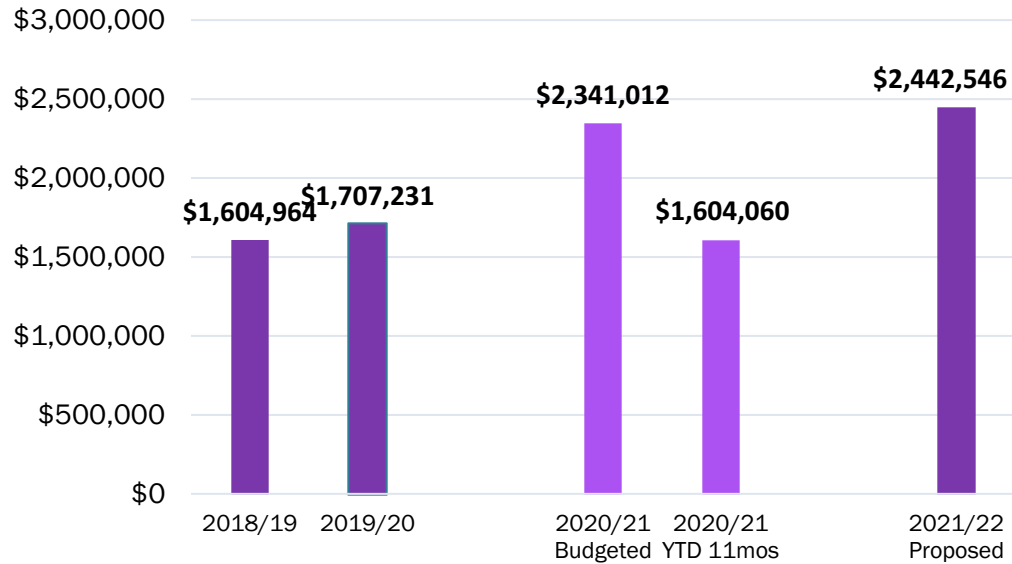
# Workforce

Dept/Program	Current	New/Open	Proposed Dept Totals
Administration	5	1/0	6
Adult Day Center	4	0/2	6
Lifeline	1	0/0	1
Facilities/Comm Ed	3	1/0	4
Senior Nutrition	5	0/0	5
Transportation	3	0/1	4
Caregiver Center	4	0/0	4
Care Management	2	0/2	4
<b>TOTAL</b>	<b>27</b>	<b>2/5</b>	<b>34</b>

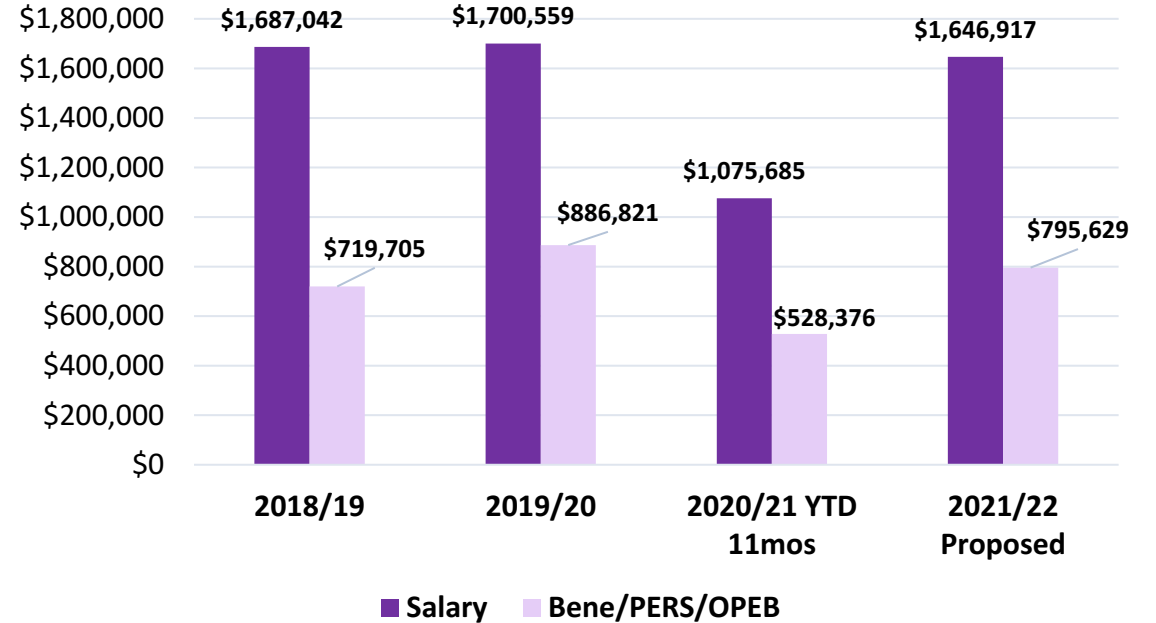


# Labor Costs

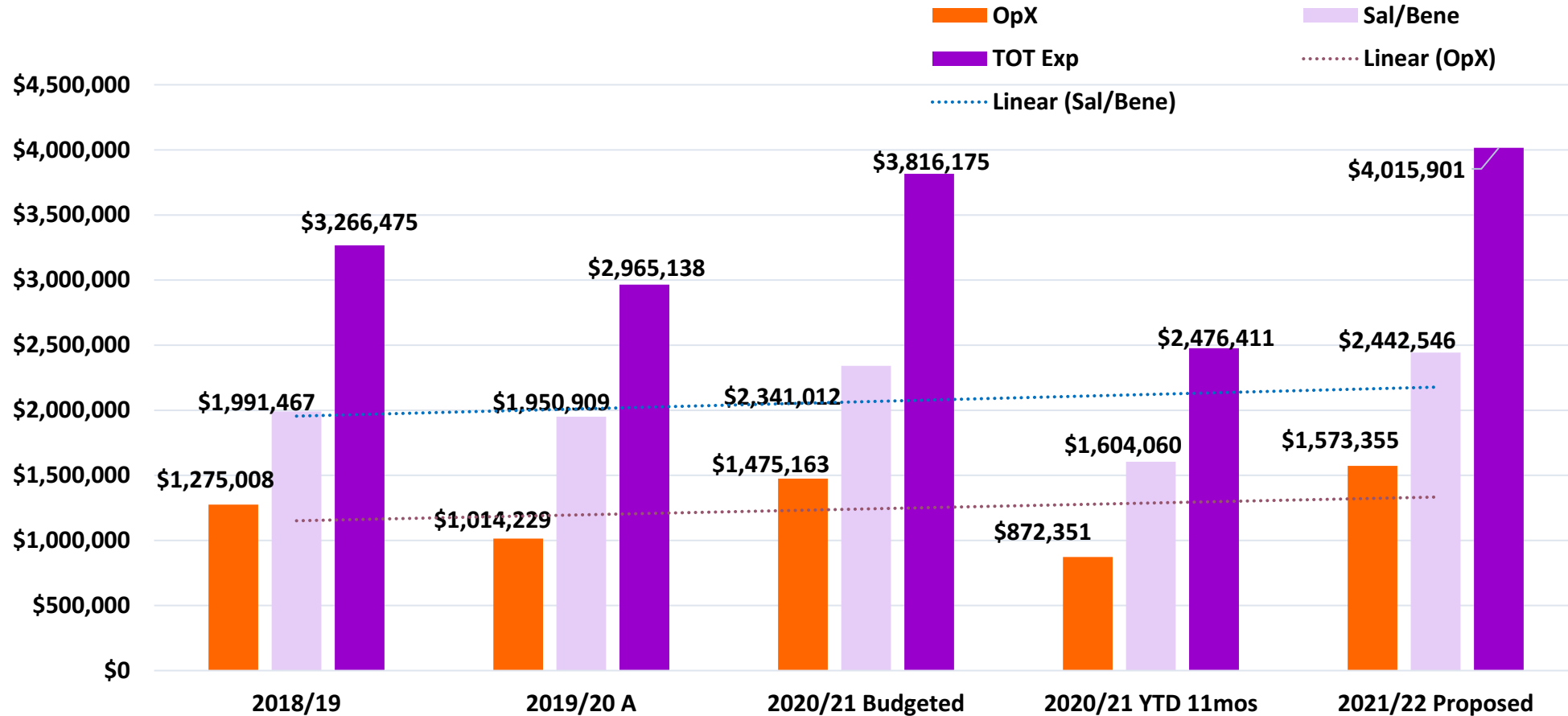
## Total Labor Costs: Salary + Benefits



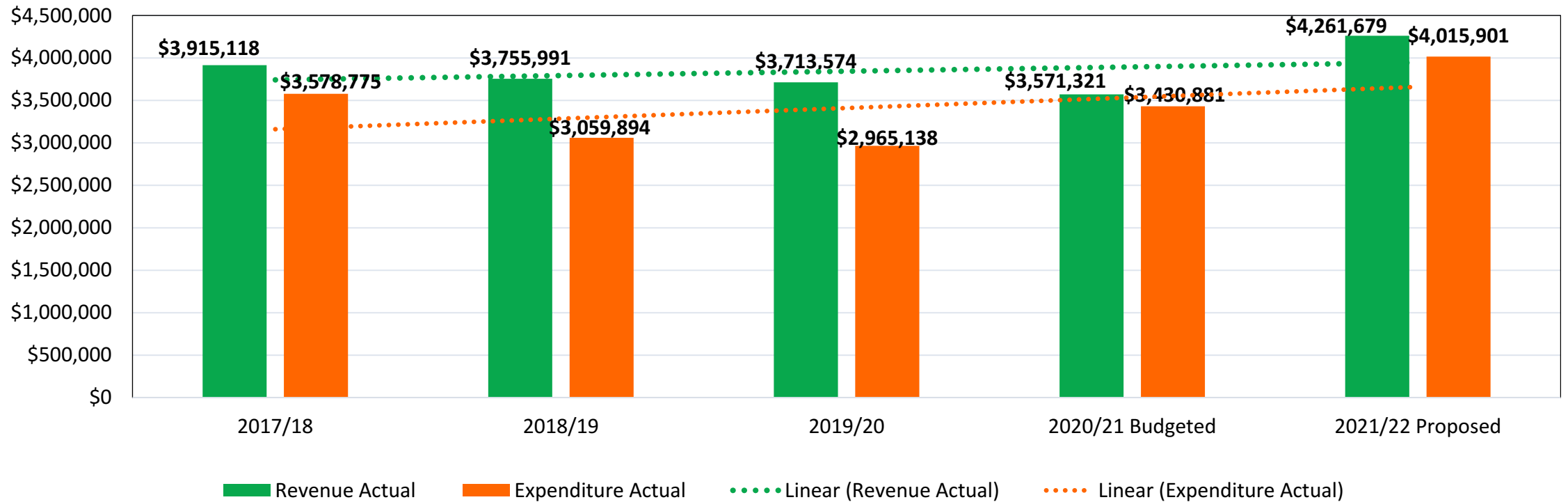
## Total Labor Costs: Salary to Benefits Comparison



# Operating & Labor Cost Comparison

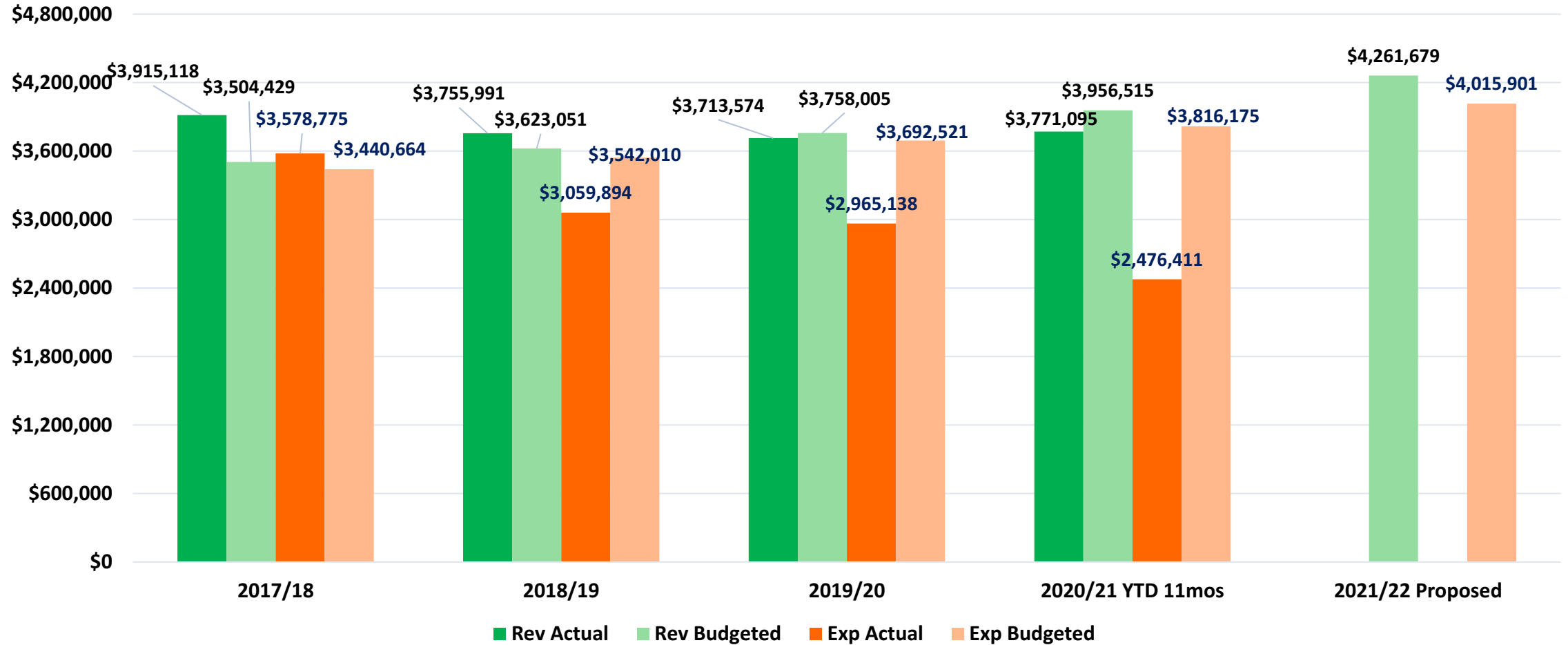


# Total Revenue & Total Expenditures



# Total Revenue & Total Expenditures

## Performance to Budget



# Proposed Operating Budget, Consolidated FY 2021-2022

Revenue	Amount
Property Tax	\$3,020,034
Fee for Service	\$372,212
Support Offset	\$328,337
Grants/Contracts	\$329,314
Bequest	\$145,000
Other/Misc	\$41,782
Investment Income	\$25,000

Expense	Amount
Salary	\$1,646,917
Bene/PERS/OPEB	\$795,630
Programs/Services	\$563,610
Facilities/Deprec	\$404,273
Operations	\$494,407
Oversight	\$81,064
Legal	\$30,000

## Total Consolidated

Revenue	\$4,261,679
Total Expenses	\$4,015,901
<b>NET POSITION</b>	<b>\$245,778</b>



# Proposed Capital Budget:

FY 2021-2022

Dept	Description	Quantity	Unit Price	Amt not to exceed
Facilities	HVAC Unit replacement Unit #4; installed approx. 1983; Bldg E117 Unit #5; installed approx. 2000; ADC, Bldg E121 Unit #11; installed approx.. 1998; Bldg G187	3	\$8,500	\$25,500
Facilities	Room Divider Wall* Custom folding wall/room divider; Sequoia 1 & 2; installed 2001	1	\$13,000	\$13,000
Software	Website renovation	1	\$35,000	\$35,000
Software	Enterprise-wide database/client management software	1	\$55,000	\$55,000
Senior Nutrition	Relocate SNP Program to District facility	1	\$23,508	\$23,508
	Retrofit Flooring	1	\$12,000	\$12,000
	Modify Exterior Entrance	1		
	<b>Sub-total</b>			<b>\$164,008</b>
	<b>Contingency 5%</b>			<b>\$8,200</b>
	<b>TOTAL</b>			<b>\$172,208</b>

3.

\*rolling item YOY

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**SECTION 9**

**ITEMS FOR BOARD ACTION**

**SECTION 9-B**

**REVIEW/ DISCUSSION/ACTION – IT IS THE RECOMMENDATION OF  
ADMINISTRATION THAT THE JUNE 22, 2021 BOARD OF DIRECTORS  
MEETING BE WAIVED IF THE OPERATING AND CAPITAL BUDGETS FOR  
FISCAL YEAR 2021/2022 ARE APPROVED  
ON THE FIRST READING, JUNE 08, 2021.**

**JUNE 8, 2021**

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**SECTION 9**

**ITEMS FOR BOARD ACTION**

**SECTION 9-C**

**REVIEW/ DISCUSSION/ACTION – IT IS THE RECOMMENDATION OF THE  
AD HOC COMMITTEE THAT THE BOARD OF DIRECTORS ENTER INTO  
EMPLOYMENT AGREEMENT NEGOTIATIONS WITH  
CHIEF EXECUTIVE OFFICER.**

**JUNE 8, 2021**

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**SECTION 10**

**CHIEF EXECUTIVE OFFICER REPORT**

**JUNE 8, 2021**

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**SECTION 11**

**BOARD PRESIDENT REPORT**

**JUNE 8, 2021**

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**SECTION 12**

**BOARD MEMBERS COMMENTS AND/OR REPORTS**

**JUNE 8, 2021**

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## FUTURE MEETING AND EVENTS

### Board of Directors Meetings

• <b>Executive Committee: Loh, Doria</b>	Tuesday, June 15, 2021, 12:00 p.m. – Budget Second Reading – May be cancelled if Budget approved after the first reading.
• <b>Full Board:</b>	Tuesday, June 22, 2021, 12:00 p.m. - Budget Second Reading – May be cancelled if Budget approved after the first reading.
• <b>Executive Committee: Loh, Doria</b>	Tuesday, July 20, 2021, 12:00 p.m.
• <b>Finance Committee: Hiepler, Daly</b>	Tuesday, July 27, 2021, 10:30 a.m.
• <b>Full Board:</b>	Tuesday, July 27, 2021, 12:00 p.m.
• <b>Full Board:</b>	August 2021 – Dark
• <b>Executive Committee: Loh, Doria</b>	Tuesday, September 21, 2021, 12:00 p.m.
• <b>Full Board:</b>	Tuesday, September 28, 2021, 12:00 p.m.
• <b>Executive Committee: Loh, Doria</b>	Tuesday, October 19, 2021, 12:00 p.m.
• <b>Finance Committee: Hiepler, Daly</b>	Tuesday, October 26, 2021, 10:30 a.m.
• <b>Full Board:</b>	Tuesday, October 26, 2021, 12:00 p.m.