



Regular Board Meeting
3615 E Las Posas Road, Sequoia Rooms
Camarillo, CA 93010
Tuesday, September 27, 2022
12:00 PM

Join Zoom Meeting
Meeting ID: 865 7270 3418
One tap mobile
+16694449171,,86572703418# US
+17193594580,,86572703418# US
1 (346) 248-7799 – Audio Only

SEPTEMBER 27, 2022



2022 Board Meeting Calendar

January 25, 2022, 12:00 p.m.

February 22, 2022, 12:00 p.m.

March 22, 2022, 12:00 p.m.

April 26, 2022, 12:00 p.m.

May 24, 2022, 12:00 p.m.

June 7, 2022, 12:00 p.m. (Budget)

June 28, 2022, 12:00 p.m. (Optional)

July 26, 2022, 12:00 p.m.

August – Dark

September 27, 2022, 12:00 p.m.

October 25, 2022, 12:00 p.m.

November 15, 2022, 8:30 a.m. (Board Work Study)

December - Dark

**Camarillo Health Care District
Procedures for Communication With
The Board of Directors**

Meetings with the Board of Directors are conducted for the purpose of accomplishing District business. As a matter of District policy and state law, meetings shall ordinarily be held in public. Pursuant to state law, the Board of Directors may conduct closed meeting sessions to discuss certain matters which are confidential.

Community involvement in the District is an essential element of an effective health care district.

Communications with the Board of Directors as a unit may be either in writing or by personal appearance at a meeting of the Board.

Written Communication – In order that the subject of the communication may be placed on the agenda, it must be requested in correspondence to the Board. Written communication addressed to the Board of Directors should reach the Administration office of the District no later than ten (10) business days prior to the date of the meeting at which the matter concerned is to be discussed.

Oral Presentations by Members of the Public to the Board of Directors and Requests by the Public to Place a Matter Directly Related to District Business on a Board Agenda – When an individual or group expects to communicate with the Board of Directors by means of personal appearance at a meeting of the Board or requests that a matter relating to District business be added to the Board’s agenda, the District’s Chief Executive Officer must be notified no later than ten (10) days before the Board meeting at which the matter concerned is to be discussed by the Board and those submitting the request.

Individuals wishing to comment on an agenda item when an item appears on the agenda for discussion or at the designated time for Public Comments, during the Board meeting, shall complete a Speakers Card and submit it to the Clerk of the Board.

It is desirable that when a statement presented to the Board is extensive or is formally requesting consideration of specific items the statement should be written and a copy filed with the Board of Directors.

Public comments at Board Meetings – The Board may receive comments or testimony at regularly scheduled meetings on matters **not on the agenda** which any member of the public may wish to bring before the Board, provided that no action is taken by the Board on such matters at the same meeting at which such testimony is taken.

In addressing the Board, the following rules of courtesy will be observed:

- **All remarks will be addressed to the President of the Board.**
- **All persons will identify themselves and state their address.**
- **Individuals will speak on a specific item of concern.**
- **Three (3) minutes will be allowed individuals, or in the case of a group of people speaking on a specific item, ten (10) minutes will be permitted for the presentation.**
- **Members of the Board of Directors reserve the right to waive time limitations.**

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the Board of Directors conducting the meeting may order the meeting room cleared, and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section.

The Board may discuss and take action on any agenda item properly submitted by a member of the public and published in an agenda. The Board President reserves the right to limit discussion and/or defer further deliberations on an agenda topic to a subsequent meeting if additional information is needed to render a decision or appropriate action. Matters involving legal procedure will be referred to Administration for study or further referral.



Agenda

September 27, 2022 – 12:00 p.m.
Regular Meeting of the Board of Directors
Camarillo Health Care District
3615 E Las Posas Road, Camarillo, CA 93010
Sequoia Rooms
Join Zoom Meeting
Meeting ID: 865 7270 3418
One tap mobile
+16694449171,,86572703418# US
+17193594580,,86572703418# US
1 (346) 248-7799 – Audio Only

Board of Directors

Tom Doria, MD, President
Christopher Loh, MD, Director
Neal Dixon, MD, Director
Paula Feinberg, Director

Staff

Kara Ralston, Chief Executive Officer
Sonia Amezcua, Chief Administrative Officer
Karen Valentine, Clerk to the Board
Brandie Thomas, 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 Loh
- 4. **ACTION ITEM**

Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of District Resolution 22-13, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from September 27, 2022 through October 27, 2022.

Suggested Motion – Motion to approve District Resolution 22-13, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from September 27, 2022 through October 27, 2022.

Motion _____ Second _____ Abstain _____ Pass _____
Doria _____ Loh _____ Dixon _____ Feinberg _____

- 5. **DELETIONS/CORRECTIONS TO THE POSTED AGENDA**

6. 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.

- Members of the public can observe or participate in the virtual Meeting during open session by clicking on the following Zoom link to join the virtual meeting:
<https://us06web.zoom.us/j/86572703418> - Meeting ID: 865 7270 3418
Or join by telephone: 1 (346) 248-7799 – Meeting ID: 865 7270 3418
- Public who cannot participate but want to make a public comment can submit your comment via email by 4 p.m. on Monday, September 26, 2022, to the Clerk to the Board at 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. There will be a maximum of three minutes allowed per public comment.

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 July 26, 2022.
(Please see Section 7-A)
- B. Approval of the Minutes of the Finance Committee Meeting of July 26, 2022.
(Please see Section 7-B)
- C. Approval of the Minutes of the Executive Committee Meeting of September 20, 2022.
(Please see Section 7-C)

Suggested Motion: Motion to approve Consent Agenda as presented.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

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

9. **ACTION ITEMS**

A. Review/ Discussion /Action – Consideration, discussion, and action to fill the vacancy on the Camarillo Health Care District Board of Directors, Zone 3. **(Please see Section 9-A)**

a. **Director Candidate Presentations: (Listed in order application received)**
(See Section 9-A)

1. Louanne Kroell

Applicants and Board will engage in 5-7 minute interactive sessions, which will include a brief candidate’s statement and a question-and-answer period with the Board.

Discussion of Candidate(s):

Nominations:

Suggested Motion: Motion to nominate _____ to fill the Zone 3 vacancy on the Board of Directors of the Camarillo Health Care District. This seat is due to go to election in November of 2024.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

B. 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 July 31, 2022.

(Please see Section 9-B)

Suggested Motion: Motion to approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending July 31, 2022.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

C. 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 August 31, 2022.

(Please see Section 9-C)

Suggested Motion: Motion to approve District Check Register, Check Register Comparison, Financial Reports, and monthly Investment and Designated Reserve Report for period ending August 31, 2022.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

D. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of District Resolution 22-14, Adopting the 2023 Regular Board Meeting Calendar. **(Please see Section 9-D)**

Suggested Motion: Motion to approve District Resolution 22-14, Adopting the 2023 Regular Board Meeting Calendar.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

E. Review/ Discussion /Action – Consideration, discussion, and recommendation for approval of the Finance/Investment Committee recommended changes from annual review of District Finance Policy. **(Please see Section 9-E)**

Suggested Motion: Recommended changes to District Finance Policy.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

F. Review/ Discussion/ Action – Consideration, discussion, and recommendation for approval of the Finance/Investment Committee recommended changes from annual review of District Investment Policy. **(Please see Section 9-F)**

Suggested Motion: Recommended changes to District Investment Policy.

Motion _____ Second _____ Abstain _____ Pass _____

Doria _____ Loh _____ Dixon _____ Feinberg _____

10. CHIEF EXECUTIVE OFFICER REPORT

11. BOARD PRESIDENT REPORT – Discussion of Board Committee assignment and Officers of the Board.

12. BOARD MEMBERS COMMENTS AND/OR REPORTS

13. **FUTURE MEETING AND EVENTS**

Board of Directors Meetings

• Executive Committee: Doria	October 17, 2022, 10:30 a.m.
• Finance Committee: Loh	October 25, 2022, 10:30 a.m.
• Full Board:	October 25, 2022, 12:00 p.m.
• Executive Committee: Doria	November 8, 2022, 10:30 a.m.
• Full Board:	November 15, 2022, 8:30 a.m.
• Full Board:	December 2022 - Dark

14. **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 www.camhealth.com on Friday, September 23, 2022, on or before 4:00 p.m.



SECTION 4

ITEMS FOR BOARD ACTION

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
RECOMMENDATION FOR APPROVAL OF DISTRICT RESOLUTION 22-13,
AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF
DIRECTORS FOR A 30-DAY PERIOD,
FROM SEPTEMBER 27, 2022 THROUGH OCTOBER 27, 2022.**

SEPTEMBER 27, 2022

RESOLUTION NO. 22-13

AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS FOR A 30-DAY PERIOD

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

WHEREAS, the Camarillo Health Care District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Camarillo Health Care District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's Board conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, such conditions now exist in the District, specifically, the Governor proclaimed a State of Emergency on March 4, 2020 due to COVID-19; and

WHEREAS, on June 11, 2021, the State Public Health Officer ordered all individuals to follow the state guidance on face coverings and its website recommends physical distancing; and

WHEREAS, the Ventura County Health Officer's website recommends masking and physical distancing; and

WHEREAS, as a consequence of the state of emergency and the state and local public health guidance, the Board of Directors does hereby find that the Camarillo Health Care

District shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, members of the public will be able to participate remotely through the digital means listed on the meeting agenda.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

SECTION 2. Remote Teleconference Meetings. The Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

SECTION 3. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective for the 30 days between September 27, 2022 and October 27, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

SECTION 4: Certification. The Clerk of the Board shall certify to the passage and adoption of this Resolution and cause it to be maintained in the records of the District.

ADOPTED, SIGNED, AND APPROVED this 27th day of September, 2022.

Thomas Doria, MD, President
Board of Directors
Camarillo Health Care District

Attest: _____
Chris Loh, MD, Director
Board of Directors
Camarillo Health Care District

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, Chris Loh, Board of Directors of the Camarillo Health Care District

DO HEREBY CERTIFY that the foregoing Resolution No. 22-13 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 27th day of September 2022 by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Chris Loh, MD, Director
Board of Directors
Camarillo Health Care District



SECTION 5

DELETIONS/CORRECTIONS TO THE POSTED AGENDA

SEPTEMBER 27, 2022



SECTION 6

PUBLIC COMMENTS - 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.

- **MEMBERS OF THE PUBLIC CAN OBSERVE OR PARTICIPATE IN THE VIRTUAL MEETING DURING OPEN SESSION BY CLICKING ON THE FOLLOWING ZOOM LINK TO JOIN THE VIRTUAL MEETING:
HTTPS://US06WEB.ZOOM.US/J/86572703418 -
MEETING ID: 865 7270 3418 OR JOIN BY TELEPHONE:
1 (346) 248-7799 – MEETING ID: 865 7270 3418**
- **PUBLIC WHO CANNOT PARTICIPATE BUT WANT TO MAKE A PUBLIC COMMENT CAN SUBMIT YOUR COMMENT VIA EMAIL BY 4 P.M. ON MONDAY, SEPTEMBER 26, 2022, TO THE CLERK TO THE BOARD AT 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. THERE WILL BE A MAXIMUM OF THREE MINUTES ALLOWED PER PUBLIC COMMENT.**

SEPTEMBER 27, 2022



SECTION 7

CONSENT AGENDA

**SECTION 7-A
APPROVAL OF MINUTES OF
THE REGULAR BOARD MEETING OF JULY 26, 2022**

SEPTEMBER 27, 2022

Regular Meeting of the Board of Directors

Camarillo Health Care District
3615 E. Las Posas Rd. Camarillo, CA 93010
Sequoia Rooms
Zoom Link
Meeting ID: 815 9568 2283

Board of Directors - Present

Tom Doria, MD, President
Mark Hiepler, ESQ, Clerk of the Board
Christopher Loh, MD, Director
Neal Dixon, MD, Director

Staff - Present

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

Participants:

Paula Feinberg, Director Candidate

Participants:

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

-
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, July 26, 2022, at 12:03 p.m., by Tom Doria, President.

 2. **Action Item**

Review/ Discussion/ Action – Consideration, discussion and recommendation for approval of District Resolution 22-12, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from July 26, 2022 through Aug 25, 2022.

It was **MOVED** by Director Loh, **SECONDED** by Director Doria, and **MOTION PASSED** to approve District Resolution 22-12, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period from July 26, 2022 through Aug 25, 2022.

Roll Call Vote: Ayes: Doria, Hiepler, Loh **Nays:** **Absent:** Dixon

 3. **Pledge of Allegiance** – Director Hiepler

Director Dixon joined meeting at 12:06 p.m.

 4. **Amendments to The Agenda** – None

 5. **Public Comment** – None

 6. **Presentation**
 - *Certificate of Recognition honoring the retirement of Daksha Patel, following sixteen years of dedicated service with the Camarillo Health Care District.*

7. **Consent Agenda** – It was **MOVED** by Director Hiepler, **SECONDED** by Director Dixon, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.
Roll Call Vote: Ayes: Doria, Hiepler, Loh, Dixon **Nays:** **Absent:**

8. **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 May 31, 2022.

It was **MOVED** by Director Loh, **SECONDED** by Director Hiepler, 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 May 31, 2022.

Roll Call Vote: Ayes: Doria, Hiepler, Loh, Dixon **Nays:** **Absent:**

Director Dixon left meeting at 12:43 p.m.

- B. **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 June 30, 2022.

It was **MOVED** by Director Loh, **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 June 30, 2022.

Roll Call Vote: Ayes: Doria, Hiepler, Loh **Nays:** **Absent:** Dixon

- C. **Review/ Discussion /Action** – Consideration, discussion, and action to fill the vacancy on the Camarillo Health Care District Board of Directors, Zone 4. Applicant Paula Feinberg and the Board engaged in discussion which included a brief candidate statement.

It was **MOVED** by Director Doria, **SECONDED** by Director Hiepler, and **MOTION PASSED** to nominate Paula Feinberg to fill the Zone 4 vacancy on the Board of Directors of the Camarillo Health Care District.

Roll Call Vote: Ayes: Doria, Hiepler, Loh **Nays:** **Absent:** Dixon

9. **CEO Report**

- CEO Ralston engaged Board of Directors in Pre-Launch demonstration of the Virtual Reality Program.

10. **Board President's Report**

- President Doria will consider assignment of a Vice President and Executive Committee member.

11. **Board Members Comments** – None

12. Having no further business this meeting was adjourned at 2:40 p.m.

Tom Doria, MD
President



SECTION 7

CONSENT AGENDA

**SECTION 7-B
APPROVAL OF MINUTES OF
THE FINANCE COMMITTEE MEETING OF JULY 26, 2022.**

SEPTEMBER 27, 2022

**Finance/Investment Committee Meeting
Camarillo Health Care District
3615 E Las Posas Road, Camarillo, CA 93010
Oak Room
Zoom Meeting
Meeting ID: 831 5138 6014**

Board of Directors

Mark Hiepler, Esq., Clerk of the Board
Christopher Loh, MD, Director

Staff

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

Participants:

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

-
1. **Call to Order** – The Finance/Investment Committee Meeting was called to order by Director Hiepler, at 10:30 a.m.
 2. **No public comment.**
 3. Reviewed Quarterly Investment and Reserve Report and Tax Revenue Report for period ending June 30, 2022.
 4. Reviewed Preliminary Operating Results and Departmental Activities for quarter ending June 30, 2022.
 5. Reviewed Check Register and Check Register Comparison for quarter ending June 30, 2022.
 6. Annual review of District Finance Policies. Policy changes recommended.
 7. Annual review of District Investment Policies. Policy changes recommended.
 8. Quarterly legal expense review.
 9. CEO Report – CEO Ralston provided a status update on vehicle procurement.
 10. The next Finance/Investment Committee Meeting will be held on October 25, 2022, at 10:30 a.m.
 11. Having no further business, this meeting is adjourned at 11:47 a.m.

Christopher Loh, MD
Director



SECTION 7

CONSENT AGENDA

**SECTION 7-C
APPROVAL OF MINUTES OF
THE EXECUTIVE COMMITTEE MEETING OF SEPTEMBER 20, 2022.**

SEPTEMBER 27, 2022

MINUTES

September 20, 2022

**Camarillo Health Care District Board of Directors
Executive/Agenda Building Committee Meeting
Zoom Meeting
Meeting ID: 841 4391 7054**

Board Members Present:

Thomas Doria, MD, President

Staff Present:

Kara Ralston, Chief Executive Officer

Karen Valentine, Clerk to the Board

Brandie Thomas, Clerk to the Board

-
1. **Call to Order** – The Executive Committee Meeting was called to order by President Thomas Doria, at 10:31 a.m.
 2. **Roll Call** – Doria
 3. **Action Item** – Reviewed action to approve District Resolution 22-13, Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-Day Period, from September 27, 2022 through October 27, 2022.
 4. **Public Comment** - None
 5. Reviewed the proposed Agenda for the Regular Board Meeting scheduled for September 27, 2022.
 6. **Consent Agenda**
 - A. Reviewed the Minutes of the Regular Board Meeting of July 26, 2022.
 - B. Reviewed the Minutes of the Finance/Investment Committee Meeting of July 26, 2022.
 7. **Action Items**
 - A. Reviewed process to fill vacancy on the Camarillo Health Care District Board of Directors, Zone 3.
 - B. Reviewed District Check Register and Check Register Comparison for period ending July 31, 2022.
 - C. Reviewed District Check Register and Check Register Comparison for period ending August 31, 2022.
 - D. Reviewed District Resolution 22-14, Adopting the 2023 Regular Board Meeting Calendar.
 8. **Staff/Community Presentation/Acknowledgement** – Discussed presentation of Certificate of Recognition for Camarillo City Councilmember Charlotte Craven.
 9. **CEO Report**
 - CEO Ralston provided a status update on the recent vehicle purchase and will provide a more in-depth report at the next meeting.

10. Board President Report

- President Doria considered assignment of Board Committee and Officers of the Board.

11. Next Executive Committee Meeting will be held on October 17, 2022, at 10:30 a.m.

12. Meeting Adjourned at 10:52 a.m.

Thomas Doria
President



SECTION 8

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

SEPTEMBER 27, 2022



SECTION 9

ITEMS FOR BOARD ACTION

**SECTION 9-A
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND
ACTION TO FILL THE VACANCY ON THE CAMARILLO HEALTH CARE
DISTRICT BOARD OF DIRECTORS, ZONE 3.**

SEPTEMBER 27, 2022



APPLICATION FOR APPOINTMENT

Camarillo Health Care District Board of Directors Vacancy: Zone 3

Instructions: If you are interested in serving on the Camarillo Health Care District Board of Directors, please complete this application, attach a resume if one is available, and return it to:

*Camarillo Health Care District,
3639 E. Las Posas Road, Suite 117
Camarillo, CA 93010
Attn: Clerk to the Board*

Date Due: Friday September 2, 2022, by 4:00 pm

Name: Louanne Kroell Age (optional) _____
 Address of Residence: 420 Castleton St
 Mailing Address: 420 Castleton St., Camarillo, CA 93012
 Contact Phone: 805 279-6555 Email: louannept@yahoo.com

EDUCATION

Institution	Major	Degree	Year
CSUN	Physical Therapy	BS	1985
CSUN	Health Education	BS	1985

WORK/VOLUNTEER EXPERIENCE

Organization	City	Position	From	To
LMVNA	Ventura, CA	Physical Therapist	2002	present
Camarillo Animal Shelter	Camarillo	Volunteer	5/22	present



QUALIFICATIONS FOR SERVICE

CA Health and Safety Code, Section 32100: "The elective officers of a local hospital [health care] district shall be a board of...five members, each of whom shall be a registered voter residing in the district, and whose term shall be four years, with the exception of the first board."

Following the adoption of the "zone" elections process in 2019, and the Re-districting following the 2020 Census results, Camarillo Health Care District Board of Directors candidates must also live within the boundaries of the vacant zone. Please visit www.camhealth.com, or call Clerk of the Board at 805-482-9382, to request your address verification for the vacant zone.

STATEMENT OF QUALIFICATIONS

Please briefly describe your qualifications and why you are interested in serving on the Board of Directors (attach separate sheet if necessary):

I have worked as a physical therapist in Camarillo since 2002, specializing in home care, treating patients that are homebound. I am quite aware of the challenges faced by many senior citizens in our community. I have a very positive impression of Camarillo Health Care District.

I grew up in Camarillo and am grateful that I am now in a position to give back to the community.

Lastly, I like to think of myself as a compassionate person, one with good common sense, and fairly good communication skills. My hope is that I will be able to make a meaningful contribution to the Board of Directors.

Thank you for considering my application.

CERTIFICATION:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.

Signature L. Knell

Date 8-31-22



By: _____

Date Received:	8/31/22
Time Received:	11:56 AM
Staff Initial:	BT
Zone Accuracy Verified:	Yes
Board Clerk Initial:	BT



SECTION 9

ITEMS FOR BOARD ACTION

SECTION 9-B

**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 JULY 31, 2022.**

SEPTEMBER 27, 2022

Camarillo Health Care District

2:50 PM **Check Register (Checks and EFTs of All Types)**
 30-Aug-22 Sorted by Alphabetical
 July 2022 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
69508	7/6/2022	ACHD	ACHD	8,111.00	V	ANNUAL
69539	7/20/2022	ACCESS	Access TLC Caregivers DBA	2,373.00	V	MO
69509	7/6/2022	ALLIANT	Alliant Insurance Services, Inc	1,457.22	V	MO
69510	7/6/2022	ANDERSON	Anderson Refrigeration dba	626.98	V	MO
69554	7/27/2022	B&BMAIL	B & B Mailing Services	1,814.41	V	
69540	7/20/2022	BAY ALARM	Bay Alarm Company	1,233.45	V	MO
69541	7/20/2022	BCI	BC Industrial Services LLC	278.25	V	
69511	7/6/2022	BETA	Beta Healthcare Group	40,860.76	V	ANNUAL
69527	7/13/2022	BOLANOS	Alexandra Bolanos	100.16	EE	
69512	7/6/2022	C3 INTEL	C3 Intelligence, Inc	360.00	V	MO
69513	7/6/2022	CENTER GLASS	Center Glass Company	347.00	V	
69528	7/13/2022	CMH	CMH Centers for Family Health	180.00	V	MO
69514	7/6/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	106.50	V	ONGOING
69542	7/20/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,221.50	V	ONGOING
69555	7/27/2022	COMMANDER	Commander Printed Products	16,630.17	V	QTRLY
69529	7/13/2022	CPI	CPI Solutions, Inc	200.00	V	MO
69543	7/20/2022	CPI	CPI Solutions, Inc	4,748.10	V	MO
69544	7/20/2022	CSDA	CA Special Districts Assoc	220.00	V	MO
69530	7/13/2022	DOCUMENT SYS	Document Systems (DBA)	10.42	V	
69515	7/6/2022	DOS CAMINOS	Dos Caminos Plaza	5,742.00	V	MO
69516	7/6/2022	DUXBURY	Sarah Duxbury	125.72	EE	
69545	7/20/2022	F M PEARCE	F M Pearce Co, Inc.	1,571.87	V	MO
69517	7/6/2022	FRONTIER	Frontier Communications	130.98	V	MO
69518	7/6/2022	HARTFORD	Hartford Life	1,055.20	V	MO
69519	7/6/2022	HAYMAN	Hayman Consulting dba	2,774.00	V	MO
69546	7/20/2022	HOME REMEDIE	Home Remedies dba	1,500.00	V	MO
69520	7/6/2022	IBRC	IBRC, Inc	2,299.00	V	
69531	7/13/2022	ITS	Integrated Telemangement Services, Inc	953.20	V	MO
69521	7/6/2022	JTS	JTS Facility Services	40.00	V	MO
69547	7/20/2022	JTS	JTS Facility Services	2,310.00	V	MO
69556	7/27/2022	JTS	JTS Facility Services	150.00	V	MO
69557	7/27/2022	LAFCO	LAFCO	2,413.00	V	ANNUAL
69532	7/13/2022	LEAF	Leaf	2,025.32	V	MO
69522	7/6/2022	LEAVITT	Leavitt Insurance Services of L.A., Inc	38,388.32	V	ANNUAL
69523	7/6/2022	LIEBERT	Liebert Cassidy Whitmore	4,870.00	V	ONGOING
69533	7/13/2022	LOH	Christopher Loh, MD	100.00	BOD	MO
69524	7/6/2022	METLIFE	MetLife Small Business	794.52	V	MO
69548	7/20/2022	PETTY	Petty Cash - Administrat	202.47	V	MO
69525	7/6/2022	PITNEYBOWES	Pitney Bowes	189.74	V	MO
69558	7/27/2022	PVREC	Pleasant Valley Recreation & Park Distr	175.00	V	
69549	7/20/2022	SAFEWAY	Safeway Inc	165.85	V	MO
69534	7/13/2022	SO CA GAS	Southern California Gas	261.21	V	MO
69535	7/13/2022	STAPLES	Staples Business Advantage	1,007.07	V	MO
69550	7/20/2022	STRYKER	Stryker Medical	446.16	V	
69536	7/13/2022	TAPIA	Mayra Tapia	115.65	EE	
69551	7/20/2022	THOMAS	Thomas Family Window Cleaning LLC	268.88	V	MO
69537	7/13/2022	UMPQUA	Umpqua Bank	11,979.36	V	MO
69552	7/20/2022	VALIC	VALIC	1,339.39	V	MO
69559	7/27/2022	VCLA	Ventura County Leadership Academy	2,000.00	V	ANNUAL
69553	7/20/2022	VCSDA	V C S D A	150.00	V	MO
69526	7/6/2022	VISION	Vision Services Plan	260.74	V	MO
69538	7/13/2022	VOYAGER	Voyager Fleet Systems Inc	2,140.53	V	MO

Report Total \$169,824.10

Camarillo Health Care District

2:50 PM **Check Register (Checks and EFTs of All Types)**
 30-Aug-22 Sorted by Check Number
 July 2022 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
69508	7/6/2022	ACHD	ACHD	8,111.00	V	ANNUAL
69509	7/6/2022	ALLIANT	Alliant Insurance Services, Inc	1,457.22	V	MO
69510	7/6/2022	ANDERSON	Anderson Refrigeration dba	626.98	V	MO
69511	7/6/2022	BETA	Beta Healthcare Group	40,860.76	V	ANNUAL
69512	7/6/2022	C3 INTEL	C3 Intelligence, Inc	360.00	V	MO
69513	7/6/2022	CENTER GLASS	Center Glass Company	347.00	V	
69514	7/6/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	106.50	V	ONGOING
69515	7/6/2022	DOS CAMINOS	Dos Caminos Plaza	5,742.00	V	MO
69516	7/6/2022	DUXBURY	Sarah Duxbury	125.72	EE	
69517	7/6/2022	FRONTIER	Frontier Communications	130.98	V	MO
69518	7/6/2022	HARTFORD	Hartford Life	1,055.20	V	MO
69519	7/6/2022	HAYMAN	Hayman Consulting dba	2,774.00	V	MO
69520	7/6/2022	IBRC	IBRC, Inc	2,299.00	V	
69521	7/6/2022	JTS	JTS Facility Services	40.00	V	MO
69522	7/6/2022	LEAVITT	Leavitt Insurance Services of L.A., Inc	38,388.32	V	ANNUAL
69523	7/6/2022	LIEBERT	Liebert Cassidy Whitmore	4,870.00	V	ONGOING
69524	7/6/2022	METLIFE	MetLife Small Business	794.52	V	MO
69525	7/6/2022	PITNEYBOWES	Pitney Bowes	189.74	V	MO
69526	7/6/2022	VISION	Vision Services Plan	260.74	V	MO
69527	7/13/2022	BOLANOS	Alexandra Bolanos	100.16	EE	
69528	7/13/2022	CMH	CMH Centers for Family Health	180.00	V	MO
69529	7/13/2022	CPI	CPI Solutions, Inc	200.00	V	MO
69530	7/13/2022	DOCUMENT SYS	Document Systems (DBA)	10.42	V	
69531	7/13/2022	ITS	Integrated Telemanagement Services, Inc	953.20	V	MO
69532	7/13/2022	LEAF	Leaf	2,025.32	V	MO
69533	7/13/2022	LOH	Christopher Loh, MD	100.00	BOD	MO
69534	7/13/2022	SO CA GAS	Southern California Gas	261.21	V	MO
69535	7/13/2022	STAPLES	Staples Business Advantage	1,007.07	V	MO
69536	7/13/2022	TAPIA	Mayra Tapia	115.65	EE	
69537	7/13/2022	UMPQUA	Umpqua Bank	11,979.36	V	MO
69538	7/13/2022	VOYAGER	Voyager Fleet Systems Inc	2,140.53	V	MO
69539	7/20/2022	ACCESS	Access TLC Caregivers DBA	2,373.00	V	MO
69540	7/20/2022	BAY ALARM	Bay Alarm Company	1,233.45	V	MO
69541	7/20/2022	BCI	BC Industrial Services LLC	278.25	V	
69542	7/20/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,221.50	V	ONGOING
69543	7/20/2022	CPI	CPI Solutions, Inc	4,748.10	V	MO
69544	7/20/2022	CSDA	CA Special Districts Assoc	220.00	V	MO
69545	7/20/2022	F M PEARCE	F M Pearce Co, Inc.	1,571.87	V	MO
69546	7/20/2022	HOME REMEDIE	Home Remedies dba	1,500.00	V	MO
69547	7/20/2022	JTS	JTS Facility Services	2,310.00	V	MO
69548	7/20/2022	PETTY	Petty Cash - Administrat	202.47	V	MO
69549	7/20/2022	SAFEWAY	Safeway Inc	165.85	V	MO
69550	7/20/2022	STRYKER	Stryker Medical	446.16	V	
69551	7/20/2022	THOMAS	Thomas Family Window Cleaning LLC	268.88	V	MO
69552	7/20/2022	VALIC	VALIC	1,339.39	V	MO
69553	7/20/2022	VCSDA	V C S D A	150.00	V	MO
69554	7/27/2022	B&BMAIL	B & B Mailing Services	1,814.41	V	
69555	7/27/2022	COMMANDER	Commander Printed Products	16,630.17	V	QTRLY
69556	7/27/2022	JTS	JTS Facility Services	150.00	V	MO
69557	7/27/2022	LAFCO	LAFCO	2,413.00	V	ANNUAL
69558	7/27/2022	PVREC	Pleasant Valley Recreation & Park Distr	175.00	V	
69559	7/27/2022	VCLA	Ventura County Leadership Academy	2,000.00	V	ANNUAL

Report Total \$169,824.10

Check Register Monthly Comparison

FY 2022/23

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$169,824	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$169,824
YTD Total											\$169,824	

Notes FY 22/23:

FY 2021/22

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)	w/out tranfer
\$188,410	\$55,759	\$162,111	\$80,903	\$72,497	\$354,833	\$50,684	\$81,261	\$69,187	\$70,138	\$72,504	\$115,382	\$188,410	\$0
YTD Total											\$1,373,668		

Notes FY 21/22:

- July '21 Annual Insurance Invoices increased by \$28k
- Sept '21 Final loan payment of \$99,044
- Sept '21 New HVAC unit for Build H \$11,720
- Oct '21 Construction Costs for HUR window and SNP relocation \$9,018
- Nov '21 New Flooring Cedar room Bldg E \$16,167
- Dec '21 Move relief funds of \$300k from Mechanics cking to savings
- Feb '22 RUPE Grant payment \$7,548
- Feb '22 Healthy Attitudes will have 4 issues in 21/22 vs 3 in 20/21 - Additional cost of \$10-13k
- Mar '22 Nunn Better Plumbing \$2,495 multiple locations
- Apr '22 Commander Printed Products - \$14,580 Healthy Attitudes back pre Covid copies
- Apr '22 Al Loh Construction - Dept 5 New Window \$1,912
- Apr '22 CPI - newlpad & Keyboard & APC Electric Smart - \$3,215
- May '22 New HVAC unit for Build F \$11,888
- June '22 New Senso Machine - Cognitive Motor Traiing & Testing System \$11,500

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.

Camarillo Health Care District
Statements of Activities

Month-to-Date Variance, July 2022 - current month, Consolidated by department

	<i>1 Month Ended July 31, 2022</i>	<i>1 Month Ended July 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	264,649.42	264,649.43	(0.01)	0.0 %
Community Education	0.00	1,075.00	(1,075.00)	-100.0 %
Transportation Fees	1,360.00	1,833.33	(473.33)	-25.8 %
Transport Fees ADC	1,915.00	2,083.33	(168.33)	-8.1 %
Health Screening Fees	0.00	16.67	(16.67)	-100.0 %
Lifeline Fees	0.00	1,720.00	(1,720.00)	-100.0 %
Sr Nutrition Home Delivered	2,707.00	2,500.00	207.00	8.3 %
Contract-PICF-Falls	2,126.76	1,166.67	960.09	82.3 %
Contract-PICF-Blue Shield	0.00	70.25	(70.25)	-100.0 %
ADC Fees	9,240.00	16,666.67	(7,426.67)	-44.6 %
Grant-VCAA Caregiver Respite	1,481.27	3,062.50	(1,581.23)	-51.6 %
Contract-Caregiver Navigation Project	0.00	400.00	(400.00)	-100.0 %
Donations-Scholarship	0.00	208.33	(208.33)	-100.0 %
Sponsorship	0.00	100.00	(100.00)	-100.0 %
Interest Income	19.98	875.00	(855.02)	-97.7 %
Facility Use Rental	586.00	666.67	(80.67)	-12.1 %
Facility Use-Lease	0.00	757.75	(757.75)	-100.0 %
Donations	0.00	125.00	(125.00)	-100.0 %
Grant-VCAA-Sr Nutrition	8,135.82	8,778.58	(642.76)	-7.3 %
City of Camarillo-CDBG CV3	4,166.67	4,166.67	0.00	
City of Cam Care-A-Van	2,375.00	2,375.00	0.00	
Grant-Rupe Foundation-SHARE	208.33	833.33	(625.00)	-75.0 %
Grant-VCAA-SS Line	3,763.36	4,166.67	(403.31)	-9.7 %
Grant-SCAN Community	0.00	816.67	(816.67)	-100.0 %
TOTAL REVENUE	302,734.61	319,113.52	(16,378.91)	-5.1 %
	302,734.61	319,113.52	(16,378.91)	-5.1 %
	302,734.61	319,113.52	(16,378.91)	-5.1 %
EXPENSES				
Salaries	95,870.19	142,382.08	46,511.89	32.7 %
Payroll Taxes	13,845.52	11,189.84	(2,655.68)	-23.7 %
Benefits-PERS-Health	13,890.14	20,144.99	6,254.85	31.0 %
Benefits-PERS-Retirement	20,405.91	11,090.16	(9,315.75)	-84.0 %

	<i>1 Month Ended July 31, 2022</i>	<i>1 Month Ended July 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Benefits - Workers Comp	5,749.70	5,440.33	(309.37)	-5.7 %
Benefits - Life/ADD	2,394.59	2,344.76	(49.83)	-2.1 %
Benefits-OPEB	5,854.67	5,551.42	(303.25)	-5.5 %
PERS Retirement UAL	153,175.00	158,446.00	5,271.00	3.3 %
Partnershp Initiatives	0.00	166.67	166.67	100.0 %
Legal Fees	816.50	2,916.67	2,100.17	72.0 %
Contractors-Operations	7,974.43	11,126.00	3,151.57	28.3 %
Contractors Facilities	3,812.33	4,324.25	511.92	11.8 %
Instructor Agreement Fees	0.00	1,083.33	1,083.33	100.0 %
Community/Staff Outreach	138.63	1,464.74	1,326.11	90.5 %
Dues/Subscriptions	18,529.06	16,167.58	(2,361.48)	-14.6 %
Continuing Education-Trustee	2,035.68	2,922.83	887.15	30.4 %
Continuing Education-Staff	3,729.19	5,925.25	2,196.06	37.1 %
Trustee Stipends	500.00	825.00	325.00	39.4 %
LAFCO Assessments	2,413.00	214.08	(2,198.92)	-1027.1 %
Mileage	774.71	989.57	214.86	21.7 %
Program Matls/Activities	1,198.19	2,780.66	1,582.47	56.9 %
Gas & Oil	1,899.65	1,250.00	(649.65)	-52.0 %
Fleet Maintenance	2,212.86	1,666.67	(546.19)	-32.8 %
Minor Equipment	601.60	2,321.93	1,720.33	74.1 %
Supplies	436.30	1,535.33	1,099.03	71.6 %
Postage	1,886.10	3,360.16	1,474.06	43.9 %
Advertising & Promotion	1,040.54	3,795.59	2,755.05	72.6 %
Refunds	0.00	209.17	209.17	100.0 %
Printing	16,703.10	16,993.00	289.90	1.7 %
Repairs & Maintenance	716.49	605.25	(111.24)	-18.4 %
Association Fees	5,874.07	5,785.66	(88.41)	-1.5 %
Insurance	7,094.23	9,442.00	2,347.77	24.9 %
Storage Rent/Equip Lease	2,960.94	749.25	(2,211.69)	-295.2 %
Telephone	2,101.39	2,160.00	58.61	2.7 %
IT Services	4,748.10	5,166.67	418.57	8.1 %
Utilities	4,059.35	2,892.49	(1,166.86)	-40.3 %
Bank & Credit Card Charges	22.05	565.42	543.37	96.1 %
TOTAL EXPENSES	405,464.21	465,994.80	60,530.59	13.0 %
OPERATING RESULTS	(102,729.60)	(146,881.28)	44,151.68	30.1 %
OTHER INCOME & EXPENSE				
Other Income -Admin	0.00	1,525.00	(1,525.00)	-100.0 %
Depreciation Expense	(9,732.44)	(10,179.84)	447.40	4.4 %
TOTAL OTHER INCOME & EXPENSE	(9,732.44)	(8,654.84)	(1,077.60)	-12.5 %
AFTER OTHER INCOME & EXPENSE	(112,462.04)	(155,536.12)	43,074.08	27.7 %

	<i>1 Month Ended July 31, 2022</i>	<i>1 Month Ended July 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
NET RESULTS	(112,462.04)	(155,536.12)	43,074.08	27.7 %

Camarillo Health Care District

Statements of Activities

Year-to-Date Only, July 2022 - current month, July 2021 - 12 months back, Consolidated by department

	<i>1 Months Ended July 31, 2022</i>	<i>1 Months Ended July 31, 2021</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	264,649.42	251,669.50	12,979.92	5.2 %
Community Education	0.00	160.00	(160.00)	-100.0 %
Transportation Fees	1,360.00	1,785.00	(425.00)	-23.8 %
Transport Fees ADC	1,915.00	1,355.00	560.00	41.3 %
Lifeline Fees	0.00	2,600.00	(2,600.00)	-100.0 %
Sr Nutrition Home Delivered	2,707.00	3,183.30	(476.30)	-15.0 %
Contract-PICF-Falls	2,126.76	626.76	1,500.00	239.3 %
ADC Fees	9,240.00	11,016.00	(1,776.00)	-16.1 %
Grant-VCAAA Caregiver Respite	1,481.27	1,174.52	306.75	26.1 %
Interest Income	19.98	7.69	12.29	159.8 %
Facility Use Rental	586.00	486.00	100.00	20.6 %
Facility Use-Lease	0.00	450.00	(450.00)	-100.0 %
Grant-VCAAA-Sr Nutrition	8,135.82	7,867.93	267.89	3.4 %
City of Camarillo-CDBG CV3	4,166.67	4,166.67	0.00	
City of Cam Care-A-Van	2,375.00	0.00	2,375.00	
Grant-Rupe Foundation-SHARE	208.33	0.00	208.33	
Support Services Offset	0.00	147,277.02	(147,277.02)	-100.0 %
Grant-VCAAA-SS Line	3,763.36	3,763.36	0.00	
TOTAL REVENUE	302,734.61	437,588.75	(134,854.14)	-30.8 %
	302,734.61	437,588.75	(134,854.14)	-30.8 %
	302,734.61	437,588.75	(134,854.14)	-30.8 %
EXPENSES				
Salaries	95,870.19	90,016.60	(5,853.59)	-6.5 %
Payroll Taxes	13,845.52	11,167.69	(2,677.83)	-24.0 %
Benefits-PERS-Health	13,890.14	13,871.62	(18.52)	-0.1 %
Benefits-PERS-Retirement	20,405.91	6,663.64	(13,742.27)	-206.2 %
Benefits - Workers Comp	5,749.70	2,957.94	(2,791.76)	-94.4 %
Benefits - Life/ADD	2,394.59	2,281.77	(112.82)	-4.9 %
Benefits-OPEB	5,854.67	5,110.13	(744.54)	-14.6 %
PERS Retirement UAL	153,175.00	131,240.00	(21,935.00)	-16.7 %
Legal Fees	816.50	1,513.50	697.00	46.1 %
Contractors-Operations	7,974.43	11,936.98	3,962.55	33.2 %
Contractors Facilities	3,812.33	0.00	(3,812.33)	
Support Services	0.00	147,277.02	147,277.02	100.0 %

	<i>1 Months Ended July 31, 2022</i>	<i>1 Months Ended July 31, 2021</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Community/Staff Outreach	138.63	42.00	(96.63)	-230.1 %
Dues/Subscriptions	18,529.06	10,903.54	(7,625.52)	-69.9 %
Continuing Education-Trustee	2,035.68	1,824.10	(211.58)	-11.6 %
Continuing Education-Staff	3,729.19	2,736.95	(992.24)	-36.3 %
Trustee Stipends	500.00	600.00	100.00	16.7 %
LAFCO Assessments	2,413.00	2,447.00	34.00	1.4 %
Mileage	774.71	1,000.42	225.71	22.6 %
Program Matls/Activities	1,198.19	398.89	(799.30)	-200.4 %
Gas & Oil	1,899.65	1,751.92	(147.73)	-8.4 %
Fleet Maintenance	2,212.86	208.00	(2,004.86)	-963.9 %
Minor Equipment	601.60	2,257.25	1,655.65	73.3 %
Supplies	436.30	87.41	(348.89)	-399.1 %
Postage	1,886.10	2,003.76	117.66	5.9 %
Advertising & Promotion	1,040.54	523.28	(517.26)	-98.8 %
Printing	16,703.10	11,963.91	(4,739.19)	-39.6 %
Repairs & Maintenance	716.49	8,047.13	7,330.64	91.1 %
Association Fees	5,874.07	5,353.92	(520.15)	-9.7 %
Insurance	7,094.23	8,059.17	964.94	12.0 %
Storage Rent/Equip Lease	2,960.94	2,620.06	(340.88)	-13.0 %
Telephone	2,101.39	1,787.38	(314.01)	-17.6 %
IT Services	4,748.10	0.00	(4,748.10)	
Utilities	4,059.35	3,383.08	(676.27)	-20.0 %
Licenses & Fees	0.00	3,519.56	3,519.56	100.0 %
Bank & Credit Card Charges	22.05	861.60	839.55	97.4 %
TOTAL EXPENSES	405,464.21	496,417.22	90,953.01	18.3 %
OPERATING RESULTS	(102,729.60)	(58,828.47)	(43,901.13)	-74.6 %
OTHER INCOME & EXPENSE				
Other Income -Admin	0.00	375.00	(375.00)	-100.0 %
Depreciation Expense	(9,732.44)	(9,703.21)	(29.23)	-0.3 %
TOTAL OTHER INCOME & EXPENSE	(9,732.44)	(9,328.21)	(404.23)	-4.3 %
AFTER OTHER INCOME & EXPENSE	(112,462.04)	(68,156.68)	(44,305.36)	-65.0 %
NET RESULTS	(112,462.04)	(68,156.68)	(44,305.36)	-65.0 %

Camarillo Health Care District
Statements of Activities

Year-to-Date Performance, July 2022 - current month, Consolidated by department

	<i>1 Months Ended July 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
REVENUE				
Tax Revenue-Admin	264,649.42	3,175,793.00	2,911,143.58	8.3 %
Community Education	0.00	12,900.00	12,900.00	
Transportation Fees	1,360.00	22,000.00	20,640.00	6.2 %
Transport Fees ADC	1,915.00	25,000.00	23,085.00	7.7 %
Health Screening Fees	0.00	200.00	200.00	
Lifeline Fees	0.00	20,640.00	20,640.00	
Sr Nutrition Home Delivered	2,707.00	30,000.00	27,293.00	9.0 %
Contract-PICF-Falls	2,126.76	14,000.00	11,873.24	15.2 %
Contract-PICF-Blue Shield	0.00	843.00	843.00	
ADC Fees	9,240.00	200,000.00	190,760.00	4.6 %
Grant-VCAAA Caregiver Respite	1,481.27	36,750.00	35,268.73	4.0 %
Contract-Caregiver Navigation Project	0.00	4,800.00	4,800.00	
Donations-Scholarship	0.00	2,500.00	2,500.00	
Sponsorship	0.00	1,200.00	1,200.00	
Healthy Attitude Advertising	0.00	5,000.00	5,000.00	
Interest Income	19.98	10,500.00	10,480.02	0.2 %
Facility Use Rental	586.00	8,000.00	7,414.00	7.3 %
Facility Use-Lease	0.00	9,093.00	9,093.00	
Donations	0.00	1,500.00	1,500.00	
Fischer Fund Distribution	0.00	150,000.00	150,000.00	
Grant-VCAAA-Sr Nutrition	8,135.82	105,343.00	97,207.18	7.7 %
City of Camarillo-CDBG CV3	4,166.67	50,000.00	45,833.33	8.3 %
City of Cam Care-A-Van	2,375.00	28,500.00	26,125.00	8.3 %
Grant-Rupe Foundation-SHARE	208.33	10,000.00	9,791.67	2.1 %
Grant-VCAAA-SS Line	3,763.36	50,000.00	46,236.64	7.5 %
Grant-SCAN Community	0.00	9,800.00	9,800.00	
TOTAL REVENUE	302,734.61	3,984,362.00	3,681,627.39	7.6 %
	302,734.61	3,984,362.00	3,681,627.39	7.6 %
	302,734.61	3,984,362.00	3,681,627.39	7.6 %
EXPENSES				
Salaries	95,870.19	1,708,585.00	1,612,714.81	5.6 %
Payroll Taxes	13,845.52	134,278.00	120,432.48	10.3 %

	<i>1 Months Ended July 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Benefits-PERS-Health	13,890.14	241,740.00	227,849.86	5.7 %
Benefits-PERS-Retirement	20,405.91	133,082.00	112,676.09	15.3 %
Benefits - Workers Comp	5,749.70	65,284.00	59,534.30	8.8 %
Benefits - Life/ADD	2,394.59	28,137.00	25,742.41	8.5 %
Benefits-OPEB	5,854.67	66,617.00	60,762.33	8.8 %
PERS Retirement UAL	153,175.00	158,446.00	5,271.00	96.7 %
Audit Fees	0.00	24,500.00	24,500.00	
Partnershp Initiatives	0.00	2,000.00	2,000.00	
Legal Fees	816.50	35,000.00	34,183.50	2.3 %
Contractors-Operations	7,974.43	133,512.00	125,537.57	6.0 %
Contractors Facilities	3,812.33	51,891.00	48,078.67	7.3 %
Instructor Agreement Fees	0.00	13,000.00	13,000.00	
Community/Staff Outreach	138.63	17,577.00	17,438.37	0.8 %
Dues/Subscriptions	18,529.06	40,157.00	21,627.94	46.1 %
Continuing Education-Trustee	2,035.68	35,074.00	33,038.32	5.8 %
Continuing Education-Staff	3,729.19	50,403.00	46,673.81	7.4 %
Trustee Stipends	500.00	9,900.00	9,400.00	5.1 %
Election Costs	0.00	30,000.00	30,000.00	
LAFCO Assessments	2,413.00	2,569.00	156.00	93.9 %
Mileage	774.71	11,875.00	11,100.29	6.5 %
Program Matls/Activities	1,198.19	33,368.00	32,169.81	3.6 %
Gas & Oil	1,899.65	15,000.00	13,100.35	12.7 %
Fleet Maintenance	2,212.86	20,000.00	17,787.14	11.1 %
Minor Equipment	601.60	27,863.00	27,261.40	2.2 %
Supplies	436.30	18,424.00	17,987.70	2.4 %
Postage	1,886.10	40,322.00	38,435.90	4.7 %
Advertising & Promotion	1,040.54	45,547.00	44,506.46	2.3 %
Refunds	0.00	2,510.00	2,510.00	
Printing	16,703.10	91,231.00	74,527.90	18.3 %
Repairs & Maintenance	716.49	7,263.00	6,546.51	9.9 %
Association Fees	5,874.07	69,428.00	63,553.93	8.5 %
Insurance	7,094.23	113,304.00	106,209.77	6.3 %
Storage Rent/Equip Lease	2,960.94	8,991.00	6,030.06	32.9 %
Telephone	2,101.39	25,920.00	23,818.61	8.1 %
IT Services	4,748.10	62,000.00	57,251.90	7.7 %
Utilities	4,059.35	34,710.00	30,650.65	11.7 %
Licenses & Fees	0.00	8,388.00	8,388.00	
Bank & Credit Card Charges	22.05	6,785.00	6,762.95	0.3 %
TOTAL EXPENSES	405,464.21	3,624,681.00	3,219,216.79	11.2 %
OPERATING RESULTS	(102,729.60)	359,681.00	462,410.60	-28.6 %
OTHER INCOME & EXPENSE				
Other Income -Admin	0.00	18,300.00	18,300.00	
Depreciation Expense	(9,732.44)	(122,158.00)	(112,425.56)	8.0 %

	<i>1 Months Ended July 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL OTHER INCOME & EXPENSE	(9,732.44)	(103,858.00)	(94,125.56)	9.4 %
AFTER OTHER INCOME & EXPENSE	(112,462.04)	255,823.00	368,285.04	-44.0 %
NET RESULTS	(112,462.04)	255,823.00	368,285.04	-44.0 %

Tax Revenue Analysis by Month
July 31, 2022

1	A	N		O		P		Q		R		S		T		U		V		W		X		Y						
		Fiscal Year 2022-23		Fiscal Year 21-22		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21				
2		\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget		
3		65,989.87	65,989.87	2.08%	87,329.27	87,329.27	2.89%	63,219.88	63,219.88	2.31%	67,487.98	67,487.98	2.46%																	
4	Jul	12,801.31	78,791.18	2.48%	0.00	87,329.27	3.19%	0.00	63,219.88	2.31%	0.00	67,487.98	2.46%																	
5	Aug		78,791.18	2.48%	10,745.16	98,074.43	3.58%	19,159.30	82,379.18	3.00%	8,700.85	76,188.83	2.78%																	
6	Sep		78,791.18	2.48%	4,510.32	102,584.75	3.74%	3,588.84	85,968.02	3.14%	6,624.41	82,813.24	3.02%																	
7	Oct		78,791.18	2.48%	52,882.57	155,467.32	5.67%	44,105.30	130,073.32	4.74%	40,912.52	123,725.76	4.51%																	
8	Nov		78,791.18	2.48%	1,674,903.64	1,830,370.96	66.76%	1,474,833.48	1,604,906.80	58.54%	1,452,748.50	1,576,474.26	57.50%																	
9	Dec		78,791.18	2.48%	37,732.82	1,868,103.78	68.14%	159,995.29	1,764,902.09	64.37%	30,242.04	1,606,716.30	58.60%																	
10	Jan		78,791.18	2.48%	0.00	1,868,103.78	68.14%	0.00	1,764,902.09	64.37%	9,531.93	1,616,248.23	58.95%																	
11	Feb		78,791.18	2.48%	12,402.60	1,880,506.38	68.59%	5,801.59	1,770,703.68	64.58%	7,030.61	1,623,278.84	59.21%																	
12	Mar		78,791.18	2.48%	1,165,534.21	3,046,040.59	111.10%	1,142,745.05	2,913,448.73	106.26%	1,090,807.04	2,714,085.88	98.99%																	
13	Apr		78,791.18	2.48%	27,987.55	3,074,028.14	112.12%	57,605.09	2,971,053.82	108.36%	26,918.30	2,741,004.18	99.97%																	
14	May		78,791.18	2.48%	39,063.68	3,113,091.82	113.55%	2,798.96	2,973,852.78	108.47%	28,830.72	2,769,834.90	101.03%																	
15	Jun		78,791.18	2.48%																										
16																														
17		Approved			Approved			Approved			Approved			Approved			Approved			Approved			Approved			Approved				
18		Budget	3,175,793.00		Budget	3,020,034.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00
19	Over (Under) Budget		(3,097,002)			26,006.59			232,139.78			28,121.90																		

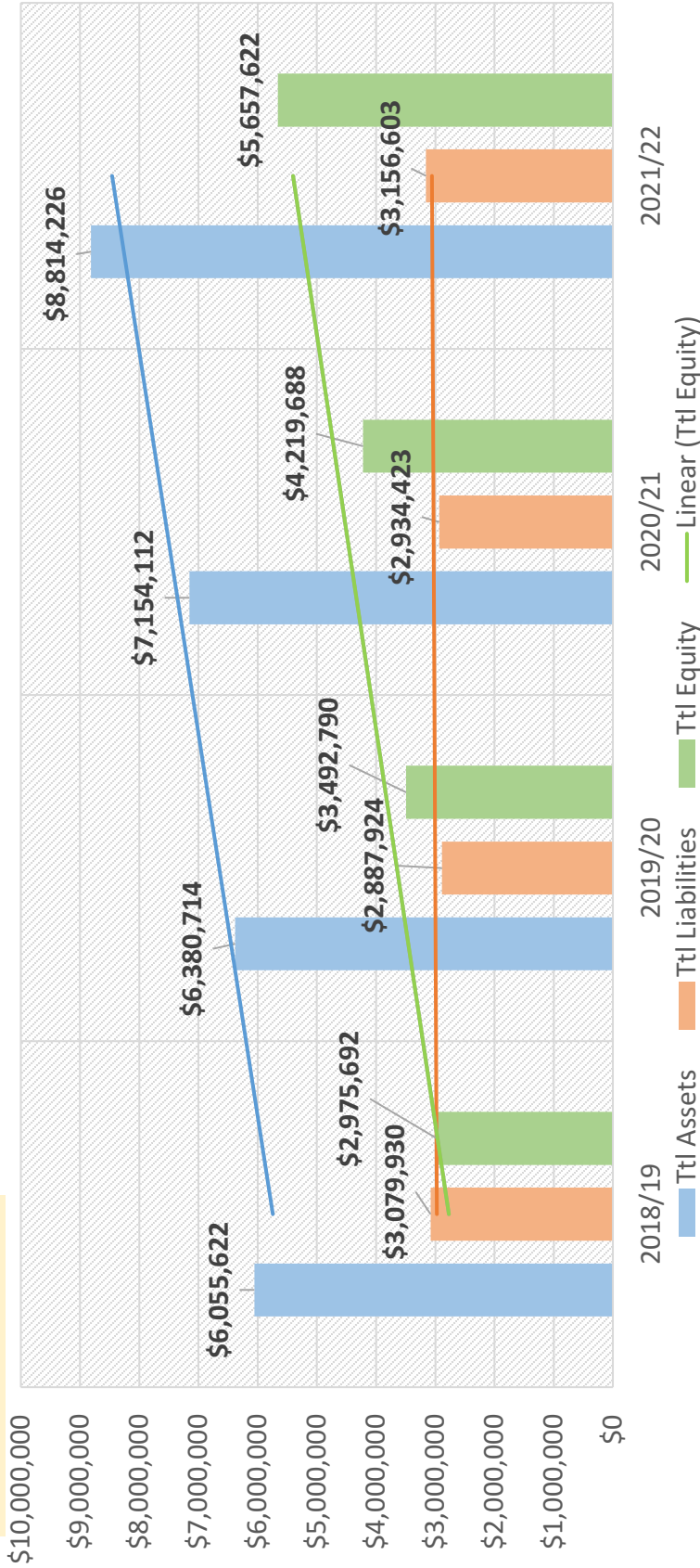
Camarillo Health Care District

Statement of Net Assets

	<u>July 2022</u>	<u>July 2021</u>	<u>\$</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
ASSETS				
Current Assets				
CASH ACCOUNTS				
Bank of the West General	1,560,410.59	569,161.29	991,249.30	174.2%
Petty Cash-Administration	1,000.00	1,000.00	0.00	0.0%
Cash Drawer-Community Educ	50.00	50.00	0.00	0.0%
Cash Drawer-Transportation	20.00	20.00	0.00	0.0%
Cash Drawers- Senior Nutrition	85.00	85.00	0.00	0.0%
Cash-Local Agency Investment	4,052,848.80	4,037,305.84	15,542.96	0.4%
Cash - County Treasury Invstmn	5,693.52	5,572.25	121.27	2.2%
Mechanics, Rabo Savings	629,536.53	164,119.24	465,417.29	283.6%
Mechanics, Rabo Checking	0.00	280,603.53	(280,603.53)	-100.0%
Cash-Restricted-Scholarship	7,623.75	6,483.75	1,140.00	17.6%
TOTAL CASH ACCOUNTS	6,257,268.19	5,064,400.90	1,192,867.29	23.6%
Accounts Receivable	5,116.00	2,128.00	2,988.00	140.4%
Accrued Interest Receivable	0.00	12.59	(12.59)	-100.0%
City of Cam-SNP HDM Rcbl	0.00	37,000.00	(37,000.00)	-100.0%
City of Cam CDBG CV3 Rec	16,666.67	4,166.67	12,500.00	300.0%
City of Cam Care-A-Van	2,375.00	0.00	2,375.00	100.0%
Grant-VCAAA -Sr Nutrition Recl (3C)	22,162.66	16,641.01	5,521.65	33.2%
Grant-VCAAA Caregiver Rec (3E)	17,473.81	19,144.30	(1,670.49)	-8.7%
Grant-VCAAA SS Line Rec (3B)	12,130.08	11,780.08	350.00	3.0%
Johns Hopkins ADS Rec	0.00	240.00	(240.00)	-100.0%
Contract-PICF Anthem	0.00	3,906.00	(3,906.00)	-100.0%
Contract-PICF-Falls	2,126.76	2,146.76	(20.00)	-0.9%
Contract-AAA-Evidence Based	0.00	(160.00)	160.00	100.0%
Due Fr County-Property Tax	277,450.73	251,669.50	25,781.23	10.2%
TOTAL Current Assets	6,612,769.90	5,413,075.81	1,199,694.09	22.2%
Fixed Assets				
Buildings & Improvements	3,160,905.36	3,099,105.18	61,800.18	2.0%
IS Equip	102,122.40	102,122.40	0.00	0.0%
Equipment & Furnishings	257,831.73	246,331.73	11,500.00	4.7%
Transportation Vehicles	214,214.37	214,214.37	0.00	0.0%
Accum Depreciation-Buildings	(2,120,380.38)	(2,020,394.74)	(99,985.64)	-4.9%
Accum Depreciation-IS Equip	(96,536.37)	(90,054.83)	(6,481.54)	-7.2%
Accum Depreciation-Equip&Furn	(195,880.24)	(186,312.26)	(9,567.98)	-5.1%
Accum Depreciation-Vehicles	(211,341.96)	(210,558.61)	(783.35)	-0.4%
TOTAL Fixed Assets	1,110,934.91	1,154,453.24	(43,518.33)	-3.8%
Other Assets				
Prepaid Insurance	71,596.75	82,813.72	(11,216.97)	-13.5%
Prepaid Workers Comp	(6,487.37)	(692.13)	(5,795.24)	-837.3%
Prepaid Postage	171.59	477.06	(305.47)	-64.0%
Pre Paid Rental/Lease	2,097.00	1,215.00	882.00	72.6%

	<i>July 2022</i>	<i>July 2021</i>	<i>\$ Variance</i>	<i>% Variance</i>
Deferred Outflows of Resources GASB 68	472,711.00	472,711.00	0.00	0.0%
Overfunded GASB 75	423,617.00	0.00	423,617.00	100.0%
Deferred Outflows of Resources GASB 75	126,815.00	30,058.00	96,757.00	321.9%
TOTAL Other Assets	1,090,520.97	586,582.65	503,938.32	85.9%
TOTAL ASSETS	8,814,225.78	7,154,111.70	1,660,114.08	23.2%
LIABILITIES				
Current Liabilities				
Accounts Payable	37,054.32	30,217.60	6,836.72	22.6%
Medical Premium Payable-Emp	0.00	(593.99)	593.99	100.0%
PERS Payable - Retirement	12,738.54	0.00	12,738.54	100.0%
Accrued Vacation	102,845.22	92,646.08	10,199.14	11.0%
Accrued Interest Expenses	0.00	3,287.72	(3,287.72)	-100.0%
Scholarships-Volunteer Expense	1,595.97	1,595.97	0.00	0.0%
Scholarships-Senior Services	6,027.78	4,887.78	1,140.00	23.3%
Deferred Revenue	26,784.50	17,140.92	9,643.58	56.3%
TOTAL Current Liabilities	187,046.33	149,182.08	37,864.25	25.4%
Long-Term Liabilities				
Construction Loan to 2021	0.00	95,464.29	(95,464.29)	-100.0%
Net Pension Liability GASB 68	1,773,279.00	1,773,279.00	0.00	0.0%
Accrued OPEB Liability GASB 75	0.00	469,896.00	(469,896.00)	-100.0%
Deferred Inflows of Resources GASB 68	122,106.00	122,106.00	0.00	0.0%
Deferred Inflows of Resources GASB 75	1,074,172.00	324,496.00	749,676.00	231.0%
TOTAL Long-Term Liabilities	2,969,557.00	2,785,241.29	184,315.71	6.6%
TOTAL LIABILITIES	3,156,603.33	2,934,423.37	222,179.96	7.6%
EQUITY				
Designated Reserves	2,999,201.22	2,999,201.22	0.00	0.0%
Retained Earnings	2,770,883.27	1,288,643.79	1,482,239.48	115.0%
Year-to-Date Earnings	(112,462.04)	(68,156.68)	(44,305.36)	-65.0%
TOTAL EQUITY	5,657,622.45	4,219,688.33	1,437,934.12	34.1%
TOTAL LIABILITIES & EQUITY	8,814,225.78	7,154,111.70	1,660,114.08	23.2%

a.o. July, 2022...all years



**Camarillo Health Care District
Investment & Reserves Report
31-Jul-22
2022 - 2023**

LAIF	7/31/2022	Interest Earned
Vehicle Fleet Reserve	75,752	0
Technology Reserve	152,431	0
Project/Special Use Reserve	151,504	0
Capital Improvement Reserve	505,012	0
General Operating Reserve	1,023,421	0
Undesignated - General Operating	2,144,729	0
Total LAIF	4,052,849	0

Quick Ratio	Current Ratio
33.45	35.35

Bank of the West		
General Operating Fund	1,560,411	0.00
Total Bank of the West	1,560,411	0.00

Mechanics Bank		
Checking	0	0.00
Savings	629,537	19.98
Total Savings & CD's	629,537	19.98

Scholarships & Petty Cash Funds	8,779	
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Ventura County Treasurer Pool	5,694	0.00
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Total in interest earning accounts	6,257,268	19.98
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Reserve Funds	Minimum Target	6/30/2022 Balance	2022 Allocated	2022/2023 Interest	7/31/2022 Balance	Annual Funding Goal
Vehicle Fleet Reserve	75,000	75,752	0	0	75,752	5,000
Technology Reserve	150,000	152,431	0	0	152,431	5,000
Project/Special Use Reserve	150,000	151,504	0	0	151,504	5,000
Capital Improvement Reserve	500,000	505,012	0	0	505,012	10,000
General Operating Reserve	1,941,834	1,023,421	0	0	1,023,421	100,000
Reserves & Contingencies	2,816,834	1,908,120	0	0	1,908,120	125,000

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.



SECTION 9

ITEMS FOR BOARD ACTION

SECTION 9-C

**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 AUGUST 31, 2022.**

SEPTEMBER 27, 2022

13-Sep-22

Camarillo Health Care District

9:31 AM **Check Register (Checks and EFTs of All Types)**

Sorted by Alphabetically

August 2022 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
69560	8/3/2022	ACCESS	Access TLC Caregivers DBA	232.50	V	MO
69561	8/3/2022	AFLAC	Aflac	1,044.03	V	MO
69564	8/3/2022	BOLANOS	Alexandra Bolanos	93.54	EE	
69591	8/17/2022	ANDERSON	Anderson Refrigeration dba	318.99	V	MO
69562	8/3/2022	BETA	Beta Healthcare Group	2,600.76	V	MO
69563	8/3/2022	BETA WC	Beta Healthcare Group	2,601.42	V	MO
69605	8/25/2022	THOMAS, B	Brandie Thomas	105.98	EE	
69565	8/3/2022	C3 INTEL	C3 Intelligence, Inc	221.80	V	MO
69569	8/3/2022	CSDA	CA Special Districts Assoc	1,684.83	V	MO
69595	8/17/2022	KNOX	Carrie Knox	165.00	V	
69576	8/3/2022	LOH	Christopher Loh, MD	200.00	BOD	MO
69583	8/10/2022	CMH	CMH Centers for Family Health	110.00	V	MO
69601	8/25/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	816.50	V	MO
69566	8/3/2022	CONDUENT	Conduent Business Services, LLC	2,925.00	V	ONE TIME
69567	8/3/2022	CONEJO AWARD	Conejo Awards Corp	72.93	V	
69602	8/25/2022	CONEJO AWARD	Conejo Awards Corp	27.89	V	
69568	8/3/2022	CPI	CPI Solutions, Inc	4,872.41	V	MO
69592	8/17/2022	CPI	CPI Solutions, Inc	4,748.10	V	MO
69584	8/10/2022	DK FLEET	DK Fleet Inc.	1,926.57	V	MO
69572	8/3/2022	DOS CAMINOS	Dos Caminos Plaza	5,742.00	V	MO
69586	8/10/2022	FRONTIER	Frontier Communications	274.14	V	MO
69574	8/3/2022	HARTFORD	Hartford Life	1,058.00	V	MO
69593	8/17/2022	HAYMAN	Hayman Consulting dba	3,097.00	V	MO
69587	8/10/2022	HOME REMEDIE	Home Remedies dba	600.00	V	MO
69594	8/17/2022	ITS	Integrated Telemanagement Services, Inc	946.11	V	MO
69575	8/3/2022	JTS	JTS Facility Services	2,310.00	V	MO
69588	8/10/2022	LEAF	Leaf	2,025.32	V	MO
69599	8/17/2022	TAPIA	Mayra Tapia	107.94	EE	
69577	8/3/2022	METLIFE	MetLife Small Business	882.80	V	MO
69570	8/3/2022	DIXON	Neal P. Dixon	100.00	BOD	MO
69589	8/10/2022	PARADISE	Paradise Signs, Inc.	178.33	V	
69573	8/3/2022	FEINBERG	Paula-Jeanne Feinberg	100.00	V	
69603	8/25/2022	PETTY	Petty Cash - Administrat	153.40	V	MO
69596	8/17/2022	SAFEWAY	Safeway Inc	466.30	V	MO
69585	8/10/2022	DUXBURY	Sarah Duxbury	130.46	EE	
69578	8/3/2022	SO CA EDISON	Southern California Edison	3,819.24	V	MO
69597	8/17/2022	SO CA GAS	Southern California Gas	240.11	V	MO
69598	8/17/2022	STRYKER	Stryker Medical	186.37	V	
69571	8/3/2022	DORIA	Thomas Doria, MD	200.00	BOD	MO
69604	8/25/2022	THOMAS	Thomas Family Window Cleaning LLC	268.88	V	MO
69579	8/3/2022	TROPICAL	Tropical Car Wash	208.00	V	MO
69606	8/25/2022	TROPICAL	Tropical Car Wash	208.00	V	MO
69590	8/10/2022	UMPQUA	Umpqua Bank	8,255.47	V	MO
69580	8/3/2022	US POST METR	United States Postal Svc	500.00	V	ONGOING
69581	8/3/2022	VCSDA	V C S D A	66.00	V	MO
69582	8/3/2022	VISION	Vision Services Plan	260.74	V	MO
69600	8/17/2022	VOYAGER	Voyager Fleet Systems Inc	1,899.65	V	MO

Report Total

59,052.51

13-Sep-22

Camarillo Health Care District

9:31 AM **Check Register (Checks and EFTs of All Types)**

Sorted by Check Number

August 2022 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
69560	8/3/2022	ACCESS	Access TLC Caregivers DBA	232.50	V	MO
69561	8/3/2022	AFLAC	Aflac	1,044.03	V	MO
69562	8/3/2022	BETA	Beta Healthcare Group	2,600.76	V	MO
69563	8/3/2022	BETA WC	Beta Healthcare Group	2,601.42	V	MO
69564	8/3/2022	BOLANOS	Alexandra Bolanos	93.54	EE	
69565	8/3/2022	C3 INTEL	C3 Intelligence, Inc	221.80	V	MO
69566	8/3/2022	CONDUENT	Conduent Business Services, LLC	2,925.00	V	ONE TIME
69567	8/3/2022	CONEJO AWARD	Conejo Awards Corp	72.93	V	
69568	8/3/2022	CPI	CPI Solutions, Inc	4,872.41	V	MO
69569	8/3/2022	CSDA	CA Special Districts Assoc	1,684.83	V	MO
69570	8/3/2022	DIXON	Neal P. Dixon	100.00	BOD	MO
69571	8/3/2022	DORIA	Thomas Doria, MD	200.00	BOD	MO
69572	8/3/2022	DOS CAMINOS	Dos Caminos Plaza	5,742.00	V	MO
69573	8/3/2022	FEINBERG	Paula-Jeanne Feinberg	100.00	V	
69574	8/3/2022	HARTFORD	Hartford Life	1,058.00	V	MO
69575	8/3/2022	JTS	JTS Facility Services	2,310.00	V	MO
69576	8/3/2022	LOH	Christopher Loh, MD	200.00	BOD	MO
69577	8/3/2022	METLIFE	MetLife Small Business	882.80	V	MO
69578	8/3/2022	SO CA EDISON	Southern California Edison	3,819.24	V	MO
69579	8/3/2022	TROPICAL	Tropical Car Wash	208.00	V	MO
69580	8/3/2022	US POST METR	United States Postal Svc	500.00	V	ONGOING
69581	8/3/2022	VCSDA	V C S D A	66.00	V	MO
69582	8/3/2022	VISION	Vision Services Plan	260.74	V	MO
69583	8/10/2022	CMH	CMH Centers for Family Health	110.00	V	MO
69584	8/10/2022	DK FLEET	DK Fleet Inc.	1,926.57	V	MO
69585	8/10/2022	DUXBURY	Sarah Duxbury	130.46	EE	
69586	8/10/2022	FRONTIER	Frontier Communications	274.14	V	MO
69587	8/10/2022	HOME REMEDIE	Home Remedies dba	600.00	V	MO
69588	8/10/2022	LEAF	Leaf	2,025.32	V	MO
69589	8/10/2022	PARADISE	Paradise Signs, Inc.	178.33	V	
69590	8/10/2022	UMPQUA	Umpqua Bank	8,255.47	V	MO
69591	8/17/2022	ANDERSON	Anderson Refrigeration dba	318.99	V	MO
69592	8/17/2022	CPI	CPI Solutions, Inc	4,748.10	V	MO
69593	8/17/2022	HAYMAN	Hayman Consulting dba	3,097.00	V	MO
69594	8/17/2022	ITS	Integrated Telemanagement Services, Inc	946.11	V	MO
69595	8/17/2022	KNOX	Carrie Knox	165.00	V	
69596	8/17/2022	SAFEWAY	Safeway Inc	466.30	V	MO
69597	8/17/2022	SO CA GAS	Southern California Gas	240.11	V	MO
69598	8/17/2022	STRYKER	Stryker Medical	186.37	V	
69599	8/17/2022	TAPIA	Mayra Tapia	107.94	EE	
69600	8/17/2022	VOYAGER	Voyager Fleet Systems Inc	1,899.65	V	MO
69601	8/25/2022	COLANTUONO	Colantuono, Highsmith, Whatley, PC	816.50	V	MO
69602	8/25/2022	CONEJO AWARD	Conejo Awards Corp	27.89	V	
69603	8/25/2022	PETTY	Petty Cash - Administrat	153.40	V	MO
69604	8/25/2022	THOMAS	Thomas Family Window Cleaning LLC	268.88	V	MO
69605	8/25/2022	THOMAS, B	Brandie Thomas	105.98	EE	
69606	8/25/2022	TROPICAL	Tropical Car Wash	208.00	V	MO

Report Total

59,052.51

Check Register Monthly Comparison

FY 2022/23

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$169,824	\$59,053	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$114,438
YTD Total											\$228,877	

Notes FY 22/23:

FY 2021/22

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)	w/out tranfer
\$188,410	\$55,759	\$162,111	\$80,903	\$72,497	\$354,833	\$50,684	\$81,261	\$69,187	\$70,138	\$72,504	\$115,382	\$122,085	\$0
YTD Total											\$1,373,668		

Notes FY 21/22:

- July '21 Annual Insurance Invoices increased by \$28k
- Sept '21 Final loan payment of \$99,044
- Sept '21 New HVAC unit for Build H \$11,720
- Oct '21 Construction Costs for HUR window and SNP relocation \$9,018
- Nov '21 New Flooring Cedar room Bldg E \$16,167
- Dec '21 Move relief funds of \$300k from Mechanics cking to savings
- Feb '22 RUPE Grant payment \$7,548
- Feb '22 Healthy Attitudes will have 4 issues in 21/22 vs 3 in 20/21 - Additional cost of \$10-13k
- Mar '22 Nunn Better Plumbing \$2,495 multiple locations
- Apr '22 Commander Printed Products - \$14,580 Healthy Attitudes back pre Covid copies
- Apr '22 Al Loh Construction - Dept 5 New Window \$1,912
- Apr '22 CPI - newlpad & Keyboard & APC Electric Smart - \$3,215
- May '22 New HVAC unit for Build F \$11,888
- June '22 New Senso Machine - Cognitive Motor Traiing & Testing System \$11,500

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.

Camarillo Health Care District

Statements of Activities

Year-to-Date Variance, August 2022 - current month, Consolidated by department

	<i>2 Months Ended August 31, 2022</i>	<i>2 Months Ended August 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
REVENUE				
Tax Revenue-Admin	529,298.84	529,298.86	(0.02)	0.0 %
Community Education	224.00	2,150.00	(1,926.00)	-89.6 %
Transportation Fees	2,475.00	3,666.66	(1,191.66)	-32.5 %
Transport Fees ADC	3,922.50	4,166.66	(244.16)	-5.9 %
Health Screening Fees	0.00	33.34	(33.34)	-100.0 %
Lifeline Fees	0.00	3,440.00	(3,440.00)	-100.0 %
Sr Nutrition Home Delivered	5,554.00	5,000.00	554.00	11.1 %
Contract-PICF-Falls	4,551.76	2,333.34	2,218.42	95.1 %
Contract-PICF-Blue Shield	0.00	140.50	(140.50)	-100.0 %
ADC Fees	18,928.00	33,333.34	(14,405.34)	-43.2 %
Grant-VCAAA Caregiver Respite	5,268.81	6,125.00	(856.19)	-14.0 %
Contract-Caregiver Navigation Project	0.00	800.00	(800.00)	-100.0 %
Donations-Scholarship	0.00	416.66	(416.66)	-100.0 %
Sponsorship	0.00	200.00	(200.00)	-100.0 %
Interest Income	47.33	1,750.00	(1,702.67)	-97.3 %
Facility Use Rental	1,172.00	1,333.34	(161.34)	-12.1 %
Facility Use-Lease	482.75	1,515.50	(1,032.75)	-68.1 %
Donations	0.00	250.00	(250.00)	-100.0 %
Grant-VCAAA-Sr Nutrition	16,358.20	17,557.16	(1,198.96)	-6.8 %
City of Camarillo-CDBG CV3	8,333.34	8,333.34	0.00	
City of Cam Care-A-Van	4,750.00	4,750.00	0.00	
Grant-Rupe Foundation-SHARE	416.66	1,666.66	(1,250.00)	-75.0 %
Grant-VCAAA-SS Line	7,526.70	8,333.34	(806.64)	-9.7 %
Grant-SCAN Community	0.00	1,633.34	(1,633.34)	-100.0 %
TOTAL REVENUE	609,309.89	638,227.04	(28,917.15)	-4.5 %
	609,309.89	638,227.04	(28,917.15)	-4.5 %
	609,309.89	638,227.04	(28,917.15)	-4.5 %
EXPENSES				
Salaries	211,669.53	284,764.16	73,094.63	25.7 %
Payroll Taxes	23,139.20	22,379.68	(759.52)	-3.4 %
Benefits-PERS-Health	28,126.62	40,289.98	12,163.36	30.2 %
Benefits-PERS-Retirement	16,723.55	22,180.32	5,456.77	24.6 %

	<i>2 Months Ended August 31, 2022</i>	<i>2 Months Ended August 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Benefits - Workers Comp	9,338.63	10,880.66	1,542.03	14.2 %
Benefits - Life/ADD	4,791.98	4,689.52	(102.46)	-2.2 %
Benefits-OPEB	11,714.62	11,102.84	(611.78)	-5.5 %
PERS Retirement UAL	153,175.00	158,446.00	5,271.00	3.3 %
Partnershp Initiatives	0.00	333.34	333.34	100.0 %
Legal Fees	2,371.00	5,833.34	3,462.34	59.4 %
Contractors-Operations	17,073.42	22,252.00	5,178.58	23.3 %
Contractors Facilities	6,569.54	8,648.50	2,078.96	24.0 %
Instructor Agreement Fees	0.00	2,166.66	2,166.66	100.0 %
Community/Staff Outreach	399.87	2,929.48	2,529.61	86.4 %
Dues/Subscriptions	20,098.38	18,348.43	(1,749.95)	-9.5 %
Continuing Education-Trustee	4,159.89	5,845.66	1,685.77	28.8 %
Continuing Education-Staff	8,615.19	9,850.50	1,235.31	12.5 %
Trustee Stipends	500.00	900.00	400.00	44.4 %
LAFCO Assessments	2,413.00	2,569.00	156.00	6.1 %
Mileage	1,703.22	1,979.14	275.92	13.9 %
Program Matls/Activities	2,126.05	5,561.32	3,435.27	61.8 %
Gas & Oil	4,112.20	2,500.00	(1,612.20)	-64.5 %
Fleet Maintenance	2,470.15	3,333.34	863.19	25.9 %
Minor Equipment	1,496.39	4,643.86	3,147.47	67.8 %
Supplies	669.05	3,070.66	2,401.61	78.2 %
Postage	1,951.68	3,377.16	1,425.48	42.2 %
Advertising & Promotion	1,794.66	3,795.59	2,000.93	52.7 %
Refunds	40.00	418.34	378.34	90.4 %
Printing	16,703.10	16,993.00	289.90	1.7 %
Repairs & Maintenance	1,531.62	1,210.50	(321.12)	-26.5 %
Association Fees	11,748.14	11,571.32	(176.82)	-1.5 %
Insurance	14,188.46	18,884.00	4,695.54	24.9 %
Storage Rent/Equip Lease	5,689.91	1,498.50	(4,191.41)	-279.7 %
Telephone	4,209.21	4,320.00	110.79	2.6 %
IT Services	9,496.20	10,333.34	837.14	8.1 %
Utilities	8,737.41	5,784.98	(2,952.43)	-51.0 %
Bank & Credit Card Charges	43.90	1,130.84	1,086.94	96.1 %
TOTAL EXPENSES	609,590.77	734,815.96	125,225.19	17.0 %
OPERATING RESULTS	(280.88)	(96,588.92)	96,308.04	99.7 %
OTHER INCOME & EXPENSE				
Other Income -Admin	275.00	3,050.00	(2,775.00)	-91.0 %
Depreciation Expense	(19,464.88)	(20,359.68)	894.80	4.4 %
TOTAL OTHER INCOME & EXPENSE	(19,189.88)	(17,309.68)	(1,880.20)	-10.9 %
AFTER OTHER INCOME & EXPENSE	(19,470.76)	(113,898.60)	94,427.84	82.9 %

	<i>2 Months Ended August 31, 2022</i>	<i>2 Months Ended August 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
NET RESULTS	(19,470.76)	(113,898.60)	94,427.84	82.9 %

Camarillo Health Care District
Statements of Activities

**Year-to-Date Only, August 2022 - current month, August 2021 - 12
months back, Consolidated by department**

	<u>2 Months Ended</u> <u>August 31, 2022</u>	<u>2 Months Ended</u> <u>August 31, 2021.</u>	<u>Variance</u> <u>Fav/<Unf></u>	<u>% Var</u>
REVENUE				
Tax Revenue-Admin	529,298.84	503,339.00	25,959.84	5.2 %
Community Education	224.00	305.00	(81.00)	-26.6 %
Transportation Fees	2,475.00	3,630.00	(1,155.00)	-31.8 %
Transport Fees ADC	3,922.50	2,755.00	1,167.50	42.4 %
Lifeline Fees	0.00	5,176.00	(5,176.00)	-100.0 %
Sr Nutrition Home Delivered	5,554.00	6,288.90	(734.90)	-11.7 %
Contract-PICF-Falls	4,551.76	626.76	3,925.00	626.2 %
Contract-VCAAA-Evid Base	0.00	360.00	(360.00)	-100.0 %
ADC Fees	18,928.00	21,409.00	(2,481.00)	-11.6 %
Grant-VCAAA Caregiver Respite	5,268.81	5,040.04	228.77	4.5 %
Sponsorship	0.00	200.00	(200.00)	-100.0 %
Interest Income	47.33	15.91	31.42	197.5 %
Facility Use Rental	1,172.00	972.00	200.00	20.6 %
Facility Use-Lease	482.75	905.85	(423.10)	-46.7 %
Grant-VCAAA-Sr Nutrition	16,358.20	15,661.39	696.81	4.4 %
City of Camarillo-CDBG CV3	8,333.34	8,333.34	0.00	
City of Cam Care-A-Van	4,750.00	0.00	4,750.00	
Grant-Rupe Foundation-SHARE	416.66	0.00	416.66	
Support Services Offset	0.00	155,760.73	(155,760.73)	-100.0 %
Grant-VCAAA-SS Line	7,526.70	7,526.72	(0.02)	0.0 %
TOTAL REVENUE	<u>609,309.89</u>	<u>738,305.64</u>	<u>(128,995.75)</u>	<u>-17.5 %</u>
	<u>609,309.89</u>	<u>738,305.64</u>	<u>(128,995.75)</u>	<u>-17.5 %</u>
	<u>609,309.89</u>	<u>738,305.64</u>	<u>(128,995.75)</u>	<u>-17.5 %</u>
EXPENSES				
Salaries	211,669.53	191,980.22	(19,689.31)	-10.3 %
Payroll Taxes	23,139.20	18,930.33	(4,208.87)	-22.2 %
Benefits-PERS-Health	28,126.62	27,944.64	(181.98)	-0.7 %
Benefits-PERS-Retirement	16,723.55	14,833.20	(1,890.35)	-12.7 %
Benefits - Workers Comp	9,338.63	5,077.98	(4,260.65)	-83.9 %
Benefits - Life/ADD	4,791.98	4,510.00	(281.98)	-6.3 %
Benefits-OPEB	11,714.62	10,220.85	(1,493.77)	-14.6 %
PERS Retirement UAL	153,175.00	131,240.00	(21,935.00)	-16.7 %
Legal Fees	2,371.00	2,216.50	(154.50)	-7.0 %
Contractors-Operations	17,073.42	24,257.44	7,184.02	29.6 %

	<i>2 Months Ended August 31, 2022</i>	<i>2 Months Ended August 31, 2021</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Contractors Facilities	6,569.54	0.00	(6,569.54)	
Support Services	0.00	155,760.73	155,760.73	100.0 %
Community/Staff Outreach	399.87	468.74	68.87	14.7 %
Dues/Subscriptions	20,098.38	16,040.82	(4,057.56)	-25.3 %
Continuing Education-Trustee	4,159.89	3,681.05	(478.84)	-13.0 %
Continuing Education-Staff	8,615.19	2,182.68	(6,432.51)	-294.7 %
Trustee Stipends	500.00	700.00	200.00	28.6 %
LAFCO Assessments	2,413.00	2,447.00	34.00	1.4 %
Mileage	1,703.22	2,142.86	439.64	20.5 %
Program Matls/Activities	2,126.05	1,014.78	(1,111.27)	-109.5 %
Gas & Oil	4,112.20	3,419.25	(692.95)	-20.3 %
Fleet Maintenance	2,470.15	458.89	(2,011.26)	-438.3 %
Minor Equipment	1,496.39	2,424.99	928.60	38.3 %
Supplies	669.05	1,600.83	931.78	58.2 %
Postage	1,951.68	2,078.83	127.15	6.1 %
Advertising & Promotion	1,794.66	602.12	(1,192.54)	-198.1 %
Refunds	40.00	156.00	116.00	74.4 %
Printing	16,703.10	12,005.74	(4,697.36)	-39.1 %
Repairs & Maintenance	1,531.62	13,078.56	11,546.94	88.3 %
Association Fees	11,748.14	10,813.38	(934.76)	-8.6 %
Insurance	14,188.46	16,012.80	1,824.34	11.4 %
Storage Rent/Equip Lease	5,689.91	5,050.38	(639.53)	-12.7 %
Telephone	4,209.21	3,562.25	(646.96)	-18.2 %
IT Services	9,496.20	0.00	(9,496.20)	
Utilities	8,737.41	6,997.27	(1,740.14)	-24.9 %
Licenses & Fees	0.00	3,519.56	3,519.56	100.0 %
Bank & Credit Card Charges	43.90	1,654.13	1,610.23	97.3 %
TOTAL EXPENSES	609,590.77	699,084.80	89,494.03	12.8 %
OPERATING RESULTS	(280.88)	39,220.84	(39,501.72)	-100.7 %
OTHER INCOME & EXPENSE				
Other Income -Admin	275.00	650.00	(375.00)	-57.7 %
Depreciation Expense	(19,464.88)	(19,406.42)	(58.46)	-0.3 %
TOTAL OTHER INCOME & EXPENSE	(19,189.88)	(18,756.42)	(433.46)	-2.3 %
AFTER OTHER INCOME & EXPENSE	(19,470.76)	20,464.42	(39,935.18)	-195.1 %
NET RESULTS	(19,470.76)	20,464.42	(39,935.18)	-195.1 %

Camarillo Health Care District

Statements of Activities

Year-to-Date Performance, August 2022 - current month, Consolidated by department

	<i>2 Months Ended August 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
REVENUE				
Tax Revenue-Admin	529,298.84	3,175,793.00	2,646,494.16	16.7 %
Community Education	224.00	12,900.00	12,676.00	1.7 %
Transportation Fees	2,475.00	22,000.00	19,525.00	11.3 %
Transport Fees ADC	3,922.50	25,000.00	21,077.50	15.7 %
Health Screening Fees	0.00	200.00	200.00	
Lifeline Fees	0.00	20,640.00	20,640.00	
Sr Nutrition Home Delivered	5,554.00	30,000.00	24,446.00	18.5 %
Contract-PICF-Falls	4,551.76	14,000.00	9,448.24	32.5 %
Contract-PICF-Blue Shield	0.00	843.00	843.00	
ADC Fees	18,928.00	200,000.00	181,072.00	9.5 %
Grant-VCAAA Caregiver Respite	5,268.81	36,750.00	31,481.19	14.3 %
Contract-Caregiver Navigation Project	0.00	4,800.00	4,800.00	
Donations-Scholarship	0.00	2,500.00	2,500.00	
Sponsorship	0.00	1,200.00	1,200.00	
Healthy Attitude Advertising	0.00	5,000.00	5,000.00	
Interest Income	47.33	10,500.00	10,452.67	0.5 %
Facility Use Rental	1,172.00	8,000.00	6,828.00	14.7 %
Facility Use-Lease	482.75	9,093.00	8,610.25	5.3 %
Donations	0.00	1,500.00	1,500.00	
Fischer Fund Distribution	0.00	150,000.00	150,000.00	
Grant-VCAAA-Sr Nutrition	16,358.20	105,343.00	88,984.80	15.5 %
City of Camarillo-CDBG CV3	8,333.34	50,000.00	41,666.66	16.7 %
City of Cam Care-A-Van	4,750.00	28,500.00	23,750.00	16.7 %
Grant-Rupe Foundation-SHARE	416.66	10,000.00	9,583.34	4.2 %
Grant-VCAAA-SS Line	7,526.70	50,000.00	42,473.30	15.1 %
Grant-SCAN Community	0.00	9,800.00	9,800.00	
TOTAL REVENUE	609,309.89	3,984,362.00	3,375,052.11	15.3 %
	609,309.89	3,984,362.00	3,375,052.11	15.3 %
	609,309.89	3,984,362.00	3,375,052.11	15.3 %
EXPENSES				
Salaries	211,669.53	1,708,585.00	1,496,915.47	12.4 %
Payroll Taxes	23,139.20	134,278.00	111,138.80	17.2 %

	<i>2 Months Ended August 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Benefits-PERS-Health	28,126.62	241,740.00	213,613.38	11.6 %
Benefits-PERS-Retirement	16,723.55	133,082.00	116,358.45	12.6 %
Benefits - Workers Comp	9,338.63	65,284.00	55,945.37	14.3 %
Benefits - Life/ADD	4,791.98	28,137.00	23,345.02	17.0 %
Benefits-OPEB	11,714.62	66,617.00	54,902.38	17.6 %
PERS Retirement UAL	153,175.00	158,446.00	5,271.00	96.7 %
Audit Fees	0.00	24,500.00	24,500.00	
Partnershp Initiatives	0.00	2,000.00	2,000.00	
Legal Fees	2,371.00	35,000.00	32,629.00	6.8 %
Contractors-Operations	17,073.42	133,512.00	116,438.58	12.8 %
Contractors Facilities	6,569.54	51,891.00	45,321.46	12.7 %
Instructor Agreement Fees	0.00	13,000.00	13,000.00	
Community/Staff Outreach	399.87	17,577.00	17,177.13	2.3 %
Dues/Subscriptions	20,098.38	40,157.00	20,058.62	50.0 %
Continuing Education-Trustee	4,159.89	35,074.00	30,914.11	11.9 %
Continuing Education-Staff	8,615.19	50,403.00	41,787.81	17.1 %
Trustee Stipends	500.00	9,900.00	9,400.00	5.1 %
Election Costs	0.00	30,000.00	30,000.00	
LAFCO Assessments	2,413.00	2,569.00	156.00	93.9 %
Mileage	1,703.22	11,875.00	10,171.78	14.3 %
Program Matls/Activities	2,126.05	33,368.00	31,241.95	6.4 %
Gas & Oil	4,112.20	15,000.00	10,887.80	27.4 %
Fleet Maintenance	2,470.15	20,000.00	17,529.85	12.4 %
Minor Equipment	1,496.39	27,863.00	26,366.61	5.4 %
Supplies	669.05	18,424.00	17,754.95	3.6 %
Postage	1,951.68	40,322.00	38,370.32	4.8 %
Advertising & Promotion	1,794.66	45,547.00	43,752.34	3.9 %
Refunds	40.00	2,510.00	2,470.00	1.6 %
Printing	16,703.10	91,231.00	74,527.90	18.3 %
Repairs & Maintenance	1,531.62	7,263.00	5,731.38	21.1 %
Association Fees	11,748.14	69,428.00	57,679.86	16.9 %
Insurance	14,188.46	113,304.00	99,115.54	12.5 %
Storage Rent/Equip Lease	5,689.91	8,991.00	3,301.09	63.3 %
Telephone	4,209.21	25,920.00	21,710.79	16.2 %
IT Services	9,496.20	62,000.00	52,503.80	15.3 %
Utilities	8,737.41	34,710.00	25,972.59	25.2 %
Licenses & Fees	0.00	8,388.00	8,388.00	
Bank & Credit Card Charges	43.90	6,785.00	6,741.10	0.6 %
TOTAL EXPENSES	609,590.77	3,624,681.00	3,015,090.23	16.8 %
OPERATING RESULTS	(280.88)	359,681.00	359,961.88	-0.1 %
OTHER INCOME & EXPENSE				
Other Income -Admin	275.00	18,300.00	18,025.00	1.5 %
Depreciation Expense	(19,464.88)	(122,158.00)	(102,693.12)	15.9 %

	<i>2 Months Ended August 31, 2022</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL OTHER INCOME & EXPENSE	(19,189.88)	(103,858.00)	(84,668.12)	18.5 %
AFTER OTHER INCOME & EXPENSE	(19,470.76)	255,823.00	275,293.76	-7.6 %
NET RESULTS	(19,470.76)	255,823.00	275,293.76	-7.6 %

**Tax Revenue Analysis by Month
August 31, 2022**

1	A	N		O		P		Q		R		S		T		U		V		W		X		Y							
		Fiscal Year 2022-23		Fiscal Year 2021-22		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2019-20		Fiscal Year 2020-21					
2		\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget	\$ Received	YTD	% to Budget			
3		65,989.87	65,989.87	2.08%	87,329.27	87,329.27	2.89%	63,219.88	63,219.88	2.31%	67,487.98	67,487.98	2.31%	63,219.88	63,219.88	2.31%	67,487.98	67,487.98	2.31%	67,487.98	67,487.98	2.46%	67,487.98	67,487.98	2.46%	67,487.98	67,487.98	2.46%			
4	Jul	12,801.31	78,791.18	2.48%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%	0.00	87,329.27	3.19%
5	Aug		78,791.18	2.48%	10,745.16	98,074.43	3.58%	19,159.30	82,379.18	3.00%	8,700.85	76,188.83	2.78%	82,379.18	82,379.18	3.00%	8,700.85	76,188.83	2.78%	8,700.85	76,188.83	2.78%	8,700.85	76,188.83	2.78%	8,700.85	76,188.83	2.78%			
6	Sep		78,791.18	2.48%	4,510.32	102,584.75	3.74%	3,588.84	85,968.02	3.14%	6,624.41	82,813.24	3.02%	85,968.02	85,968.02	3.14%	6,624.41	82,813.24	3.02%	6,624.41	82,813.24	3.02%	6,624.41	82,813.24	3.02%	6,624.41	82,813.24	3.02%			
7	Oct		78,791.18	2.48%	52,882.57	155,467.32	5.67%	44,105.30	130,073.32	4.74%	40,912.52	123,725.76	4.51%	44,105.30	130,073.32	4.74%	40,912.52	123,725.76	4.51%	40,912.52	123,725.76	4.51%	40,912.52	123,725.76	4.51%	40,912.52	123,725.76	4.51%			
8	Nov		78,791.18	2.48%	1,674,903.64	1,830,370.96	66.76%	1,474,833.48	1,604,906.80	58.54%	1,452,748.50	1,576,474.26	57.50%	1,474,833.48	1,604,906.80	58.54%	1,452,748.50	1,576,474.26	57.50%	1,452,748.50	1,576,474.26	57.50%	1,452,748.50	1,576,474.26	57.50%	1,452,748.50	1,576,474.26	57.50%			
9	Dec		78,791.18	2.48%	37,732.82	1,868,103.78	68.14%	159,995.29	1,764,902.09	64.37%	30,242.04	1,606,716.30	58.60%	159,995.29	1,764,902.09	64.37%	30,242.04	1,606,716.30	58.60%	30,242.04	1,606,716.30	58.60%	30,242.04	1,606,716.30	58.60%	30,242.04	1,606,716.30	58.60%			
10	Jan		78,791.18	2.48%	0.00	1,868,103.78	68.14%	0.00	1,764,902.09	64.37%	9,531.93	1,616,248.23	58.95%	0.00	1,764,902.09	64.37%	9,531.93	1,616,248.23	58.95%	9,531.93	1,616,248.23	58.95%	9,531.93	1,616,248.23	58.95%	9,531.93	1,616,248.23	58.95%			
11	Feb		78,791.18	2.48%	12,402.60	1,880,506.38	68.59%	5,801.59	1,770,703.68	64.58%	7,030.61	1,623,278.84	59.21%	12,402.60	1,770,703.68	64.58%	7,030.61	1,623,278.84	59.21%	7,030.61	1,623,278.84	59.21%	7,030.61	1,623,278.84	59.21%	7,030.61	1,623,278.84	59.21%			
12	Mar		78,791.18	2.48%	1,165,534.21	3,046,040.59	111.10%	1,142,745.05	2,913,448.73	106.26%	1,090,807.04	2,714,085.88	98.99%	1,165,534.21	2,913,448.73	106.26%	1,090,807.04	2,714,085.88	98.99%	1,090,807.04	2,714,085.88	98.99%	1,090,807.04	2,714,085.88	98.99%	1,090,807.04	2,714,085.88	98.99%			
13	Apr		78,791.18	2.48%	27,987.55	3,074,028.14	112.12%	57,605.09	2,971,053.82	108.36%	26,918.30	2,741,004.18	99.97%	27,987.55	2,971,053.82	108.36%	26,918.30	2,741,004.18	99.97%	26,918.30	2,741,004.18	99.97%	26,918.30	2,741,004.18	99.97%	26,918.30	2,741,004.18	99.97%			
14	May		78,791.18	2.48%	39,063.68	3,113,091.82	113.55%	2,798.96	2,973,852.78	108.47%	28,830.72	2,769,834.90	101.03%	39,063.68	2,973,852.78	108.47%	28,830.72	2,769,834.90	101.03%	28,830.72	2,769,834.90	101.03%	28,830.72	2,769,834.90	101.03%	28,830.72	2,769,834.90	101.03%			
15	Jun		78,791.18	2.48%																											
16																															
17		Approved			Approved			Approved			Approved			Approved			Approved			Approved			Approved			Approved					
18		Budget	3,175,793.00		Budget	3,020,034.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00		Budget	2,741,713.00				
19	Over (Under) Budget		(3,097,002)			26,006.59			232,139.78			28,121.90			232,139.78			28,121.90			28,121.90			28,121.90			28,121.90				

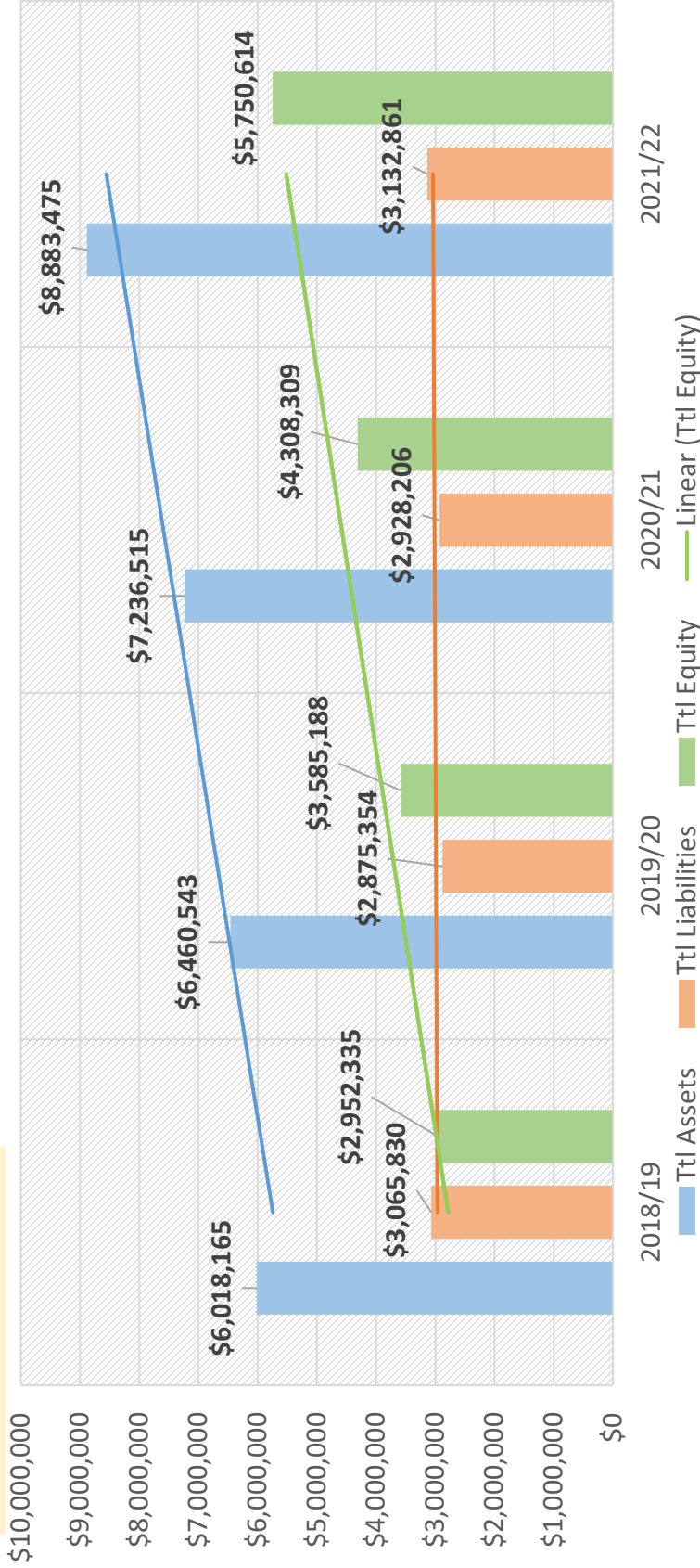
Camarillo Health Care District

Statement of Net Assets

	<u>August 2022</u>	<u>August 2021</u>	<u>\$</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
ASSETS				
Current Assets				
CASH ACCOUNTS				
Bank of the West General	1,409,937.29	433,105.41	976,831.88	225.5%
Bank of the West Payroll	0.00	(29.90)	29.90	100.0%
Petty Cash-Administration	1,000.00	1,000.00	0.00	0.0%
Cash Drawer-Community Educ	50.00	50.00	0.00	0.0%
Cash Drawer-Transportation	20.00	20.00	0.00	0.0%
Cash Drawers- Senior Nutrition	85.00	85.00	0.00	0.0%
Cash-Local Agency Investment	4,052,848.80	4,037,305.84	15,542.96	0.4%
Cash - County Treasury Invstmn	5,698.10	5,584.84	113.26	2.0%
Mechanics, Rabo Savings	630,405.58	164,991.60	465,413.98	282.1%
Mechanics, Rabo Checking	0.00	280,592.86	(280,592.86)	-100.0%
Cash-Restricted-Scholarship	7,623.75	6,483.75	1,140.00	17.6%
TOTAL CASH ACCOUNTS	6,107,668.52	4,929,189.40	1,178,479.12	23.9%
Accounts Receivable	6,550.00	1,282.00	5,268.00	410.9%
Other Receivable	0.00	214.00	(214.00)	-100.0%
City of Cam-SNP HDM Rcbl	0.00	37,000.00	(37,000.00)	-100.0%
City of Cam CDBG CV3 Rec	8,333.34	8,333.34	0.00	0.0%
City of Cam Care-A-Van	4,750.00	0.00	4,750.00	100.0%
Grant-VCAAA -Sr Nutrition Recl (3C)	16,358.20	15,661.39	696.81	4.4%
Grant-VCAAA Caregiver Rec (3E)	11,704.33	5,040.04	6,664.29	132.2%
Grant-VCAAA SS Line Rec (3B)	12,130.06	7,526.72	4,603.34	61.2%
Johns Hopkins ADS Rec	0.00	240.00	(240.00)	-100.0%
Contract-PICF Anthem	0.00	3,088.00	(3,088.00)	-100.0%
Contract-PICF-Falls	2,425.00	1,520.00	905.00	59.5%
Contract-AAA-Evidence Based	0.00	200.00	(200.00)	-100.0%
Due Fr County-Property Tax	529,298.84	503,339.00	25,959.84	5.2%
TOTAL Current Assets	6,699,218.29	5,512,633.89	1,186,584.40	21.5%
Fixed Assets				
Buildings & Improvements	3,160,905.36	3,099,105.18	61,800.18	2.0%
IS Equip	102,122.40	102,122.40	0.00	0.0%
Equipment & Furnishings	257,831.73	246,331.73	11,500.00	4.7%
Transportation Vehicles	214,214.37	214,214.37	0.00	0.0%
Accum Depreciation-Buildings	(2,128,708.65)	(2,028,676.61)	(100,032.04)	-4.9%
Accum Depreciation-IS Equip	(97,081.95)	(90,665.83)	(6,416.12)	-7.1%
Accum Depreciation-Equip&Furn	(196,673.55)	(187,057.31)	(9,616.24)	-5.1%
Accum Depreciation-Vehicles	(211,407.24)	(210,623.90)	(783.34)	-0.4%
TOTAL Fixed Assets	1,101,202.47	1,144,750.03	(43,547.56)	-3.8%
Other Assets				
Prepaid Insurance	65,087.96	75,517.61	(10,429.65)	-13.8%
Prepaid Workers Comp	(7,474.88)	(367.17)	(7,107.71)	-1935.8%
Prepaid Postage	606.01	401.99	204.02	50.8%

	<i>August 2022</i>	<i>August 2021</i>	<i>\$ Variance</i>	<i>% Variance</i>
Pre Paid Rental/Lease	1,692.00	810.00	882.00	108.9%
Deferred Outflows of Resources GASB 68	472,711.00	472,711.00	0.00	0.0%
Overfunded GASB 75	423,617.00	0.00	423,617.00	100.0%
Deferred Outflows of Resources GASB 75	126,815.00	30,058.00	96,757.00	321.9%
TOTAL Other Assets	1,083,054.09	579,131.43	503,922.66	87.0%
TOTAL ASSETS	8,883,474.85	7,236,515.35	1,646,959.50	22.8%
LIABILITIES				
Current Liabilities				
Accounts Payable	32,975.90	22,666.06	10,309.84	45.5%
Medical Premium Payable-Emp	0.00	14.04	(14.04)	-100.0%
Accrued Vacation	96,128.30	92,769.39	3,358.91	3.6%
Accrued Interest Expenses	0.00	3,890.47	(3,890.47)	-100.0%
Scholarships-Volunteer Expense	1,595.97	1,595.97	0.00	0.0%
Scholarships-Senior Services	6,027.78	4,887.78	1,140.00	23.3%
Deferred Revenue	26,576.17	17,140.92	9,435.25	55.0%
TOTAL Current Liabilities	163,304.12	142,964.63	20,339.49	14.2%
Long-Term Liabilities				
Construction Loan to 2021	0.00	95,464.29	(95,464.29)	-100.0%
Net Pension Liability GASB 68	1,773,279.00	1,773,279.00	0.00	0.0%
Accrued OPEB Liability GASB 75	0.00	469,896.00	(469,896.00)	-100.0%
Deferred Inflows of Resources GASB 68	122,106.00	122,106.00	0.00	0.0%
Deferred Inflows of Resources GASB 75	1,074,172.00	324,496.00	749,676.00	231.0%
TOTAL Long-Term Liabilities	2,969,557.00	2,785,241.29	184,315.71	6.6%
TOTAL LIABILITIES	3,132,861.12	2,928,205.92	204,655.20	7.0%
EQUITY				
Designated Reserves	2,999,201.22	2,999,201.22	0.00	0.0%
Retained Earnings	2,770,883.27	1,288,643.79	1,482,239.48	115.0%
Year-to-Date Earnings	(19,470.76)	20,464.42	(39,935.18)	-195.1%
TOTAL EQUITY	5,750,613.73	4,308,309.43	1,442,304.30	33.5%
TOTAL LIABILITIES & EQUITY	8,883,474.85	7,236,515.35	1,646,959.50	22.8%

a.o. August, 2022...all years



**Camarillo Health Care District
Investment & Reserves Report
31-Aug-22
2022 - 2023**

LAIF	8/31/2022	Interest Earned
Vehicle Fleet Reserve	75,752	0
Technology Reserve	152,431	0
Project/Special Use Reserve	151,504	0
Capital Improvement Reserve	505,012	0
General Operating Reserve	1,023,421	0
Undesignated - General Operating	2,144,729	0
Total LAIF	4,052,849	0

Quick Ratio	Current Ratio
37.40	41.02

Bank of the West		
General Operating Fund	1,409,937	0.00
Total Bank of the West	1,409,937	0.00

Mechanics Bank		
Checking	0	0.00
Savings	630,406	42.75
Total Savings & CD's	630,406	42.75

Scholarships & Petty Cash Funds	8,779	
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Ventura County Treasurer Pool	5,698	4.58
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Total in interest earning accounts	6,107,669	47.33
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Reserve Funds	Minimum Target	6/30/2022 Balance	2022 Allocated	2022/2023 Interest	8/31/2022 Balance	Annual Funding Goal
Vehicle Fleet Reserve	75,000	75,752	0	0	75,752	5,000
Technology Reserve	150,000	152,431	0	0	152,431	5,000
Project/Special Use Reserve	150,000	151,504	0	0	151,504	5,000
Capital Improvement Reserve	500,000	505,012	0	0	505,012	10,000
General Operating Reserve	1,941,834	1,023,421	0	0	1,023,421	100,000
Reserves & Contingencies	2,816,834	1,908,120	0	0	1,908,120	125,000

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.



SECTION 9

ITEMS FOR BOARD ACTION

SECTION 9-D

**REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION,
AND RECOMMENDATION FOR APPROVAL OF RESOLUTION 22-14,
ADOPTING THE 2023 REGULAR BOARD MEETING CALENDAR.**

SEPTEMBER 27, 2022

RESOLUTION NO. 22-14

Adopt the 2023 Regular Board Meeting Calendar

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

WHEREAS, Camarillo Health Care District holds its Regular Board of Directors meetings on the fourth Tuesday of each month at 12:00 p.m., with the following exceptions: June will calendar two meetings for budget process; and November will meet on the third Tuesday at 8:30 a.m.; and

WHEREAS, pursuant to District By-laws, Article IV, Section 1; **“REGULAR BOARD MEETINGS: A minimum of ten (10) regular Board meetings per year shall be held at a time and place to be fixed by resolution. The Board may, from time to time, by resolution, change the time and place of such meetings.”**;

THEREFORE, BE IT RESOLVED, that the Board of Directors adopts the following Board Meeting Schedule:

January 24, 2023, 12:00 p.m.
February 28, 2023, 12:00 p.m.
March 28, 2023, 12:00 p.m.
April 25, 2023, 12:00 p.m.
May 23, 2023, 12:00 p.m.
June 6, 2023, 12:00 p.m. (Budget)
June 27, 2023, 12:00 p.m. (optional)
July 25, 2023, 12:00 p.m.
August – Dark
September 26, 2023, 12:00 p.m.
October 24, 2023, 12:00 p.m.
November 14, 2023, 8:30 a.m. (Board Work Study)
December – Dark

ADOPTED, SIGNED AND APPROVED this 27th day of September 2022.

Thomas Doria, MD, President
Board of Directors

Attest: _____
Chris Loh, MD, Director
Board of Directors

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, **Chris Loh**, Board of Directors of the Camarillo Health Care District **DO HEREBY CERTIFY** that the foregoing Resolution 22-14 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 27th day of September 2022, and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN _____

Chris Loh, MD, Director
Board of Directors
Camarillo Health Care District



2023 Board Meeting Calendar

January 24, 2023, 12:00 p.m.

February 28, 2023, 12:00 p.m.

March 28, 2023, 12:00 p.m.

April 25, 2023, 12:00 p.m.

May 23, 2023, 12:00 p.m.

June 6, 2023, 12:00 p.m. (Budget)

June 27, 2023, 12:00 p.m. (Optional)

July 25, 2023, 12:00 p.m.

August – Dark

September 26, 2023, 12:00 p.m.

October 24, 2023, 12:00 p.m.

November 14, 2023, 8:30 a.m. (Board Work Study)

December - Dark

2023 Proposed Board and Committee Meeting Calendar

Board Meetings	Executive Committee Meetings
January 24, 2023 – 12:00 p.m.	January 17, 2023 – 10:30 a.m.
February 28, 2023 – 12:00 p.m.	February 21, 2023 – 10:30 a.m.
March 28, 2023 – 12:00 p.m.	March 21, 2023 – 10:30 a.m.
April 25, 2023 – 12:00 p.m.	April 18, 2023 – 10:30 a.m.
May 23, 2023 – 12:00 p.m.	May 16, 2023 – 10:30 a.m.
June 6, 2023 – 12:00 p.m. Budget Presentation	June 20, 2023 – 10:30 a.m. (If Needed)
June 27, 2023 – 12:00 p.m. – 2 nd Reading (If Needed)	July 18, 2023 – 10:30 a.m.
July 25, 2023 – 12:00 p.m.	August 2023 – Dark
August 2023 – Dark	September 19, 2023 – 10:30 a.m.
September 26, 2023 – 12:00 p.m.	October 17, 2023 – 10:30 a.m.
October 24, 2023 – 12:00 p.m.	November 7, 2023 – 10:30 a.m.
November 14, 2023 – 8:30 a.m. (Board Work Study)	December – Dark
December – Dark	
Special Events	Finance/Investment Committee Meetings
Aug 28-31, 2023 – CSDA Annual Conference – Monterey	January 24, 2023 – 10:30 a.m.
Sept 13-15, 2023 – ACHD Annual Conference – Tahoe	April 25, 2023 – 10:30 a.m.
	July 25, 2023 – 10:30 a.m.
	October 24, 2023 – 10:30 a.m.

January						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	24	Fin/Com 1/24 – 10:30 a.m.			

February						
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March						
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April						
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30		25	Fin/Com 4/25 – 10:30 a.m.			

May						
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July						
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30	31	25	Fin/Com 7/25 – 10:30 a.m.			

August						
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September						
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October						
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22	23	24	25	26	27	28
29	30	24	Fin/Com 10/24 – 10:30 a.m.			
						31

November						
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December						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31



SECTION 9

ITEMS FOR BOARD ACTION

**SECTION 9-E
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION,
AND RECOMMENDATION FOR APPROVAL OF THE FINANCE/INVESTMENT
COMMITTEE RECOMMENDED CHANGES FROM ANNUAL REVIEW OF
DISTRICT FINANCE POLICY.**

SEPTEMBER 27, 2022



FINANCE POLICY

Reviewed ~~Revised~~ September 27, 2022 ~~July 26, 2022~~ ~~January 26, 2021~~

~~Camarillo Health Care District
3639 E. Las Posas Road, Camarillo, CA 93010
805-388-1952~~

CAMARILLO HEALTH CARE DISTRICT FINANCE POLICY

SECTION 1

PURPOSE

The Camarillo Health Care District will follow generally accepted accounting principles and governmental accounting standards ~~for the purpose of managing District finances.~~

SECTION 2

FINANCE/INVESTMENT COMMITTEE

It is the policy of the District that the Finance/Investment Committee is responsible for the fiscal ~~control~~ oversight of District's cash and investments. Thus, the Finance/Investment Committee is responsible for monitoring, investing, and reinvesting District funds and for reporting or recommending any action to the Board of Directors. ~~The Finance/Investment Committee shall review the financial plan and report to the Board of Directors~~

The Finance/Investment Committee is authorized to make investments solely per the Government Code section 53601.5, et. Seq., the Health and Safety Code, Section 32000, et. Seq., and District Investment ~~Policies~~ Policy.

SECTION 3

BUDGET PROCESS

The annual fiscal operating and capital budgets ~~for the fiscal year~~ will project income, ~~and~~ expenses, and capital improvement expenses to provide ~~and will provide~~ for programs and support services planned for the year.

~~The annual capital budget for the fiscal year will project expenses for capital purchases as per the capital expense plan.~~

The Board of Directors will approve the annual operating ~~budget~~ and ~~the annual~~ capital budgets on or before June 30 each year, following staff presentation(s) detailing all aspects of the proposed budgets, including but not limited to such budgeting tools as financial statements, balance sheets, and variance discussions. ~~prior to the ensuing budget period.~~

~~Monthly financial statements comparing revenue and expenditures, including a balance sheet, will be provided to the Board of Directors, with significant variances clarified.~~

SECTION 4-

FINANCIAL PRACTICES

The Chief Executive Officer (CEO) will follow standard business practices in payment of District obligations and will maintain adequate liquidity to meet those obligations. Authorized signatories are the Chief Executive Officer (CEO), Chief Administrative Officer (CAO), and all members of the Board of Directors.

One signature will be required for checks up to the amount of \$5,000. Checks for more than that amount will require two (2) signatures, one of which shall be a member of the Board of Directors.

Wire transfers between District accounts shall require only one signature by an authorized signatory. All other wire transfers shall require two (2) signatures; one of which shall be a member of the Board of Directors.

Gifts of securities will be liquidated upon receipt unless otherwise restricted by the donor.

Funds will be invested according to ~~the approved- investment policies-~~ Policy approved by the Board of the District Directors.

The District will comply with the disclosure of reimbursements pursuant to Government Code Section 53065.5, which addresses reimbursement to a member of the Board of Directors for *“charges for services or product received.”*

SECTION 5-

ANNUAL AUDIT

The District will engage in an annual, independent financial audit by way of contract. Upon expiration of a current audit contract, the Board of Directors shall consider recommendations from the Finance/Investment Committee regarding a new audit contract and terms.

Following appropriate audit proposal review, the Finance/Investment Committee will present a recommendation to the Board of Directors for approval of an independent financial audit firm and contract terms.

The auditor will present complete audited financial statements, auditor's recommendation letter, and a Management Discussion & Analysis letter to the Board of Directors, for review and approval within six (6) regularly scheduled meetings of the Board of Directors, of the close of the fiscal year.

SECTION 6.

ASSET PROTECTION

~~Both the Investment Policy and T~~he Finance Policy of the District will be reviewed and approved by the Board of Directors annually.

Real estate may be acquired or divested under the CEO's supervision after approval by the Board of Directors and pursuant to Government Code 54956.8.

The CEO is authorized to purchase insurance against casualty and liability losses to the District or its Board members and employees in performance of their duties on behalf of the District.

SECTION 7.

RETURNED CHECK SERVICE CHARGE

It is the policy of the Camarillo Health Care District to charge clients a service charge for any payment by check that is not honored by their bank.

According to California Civil Code, Chapter 522, Section 1719 (1983 Statutes), any person who writes a check, or any order for payment of money, which is not honored for lack of funds may be held liable in a court of law for three (3) times the amount of the check or \$100.00, whichever is greater plus the amount of the check and court costs.

~~The District may charge a fee for each returned check, in addition to any finance charge that develops due to the late payment.~~

SECTION 8.

DISTRICT CREDIT CARDS

The Camarillo Health Care District has established credit card accounts in order to facilitate an efficient and cost-effective manner of handling purchasing needs. Credit card purchase shall be conducted in accordance with Credit Card Policy #1091.

~~The CEO must give prior approval for any use of District credit cards, or in his/her absence, the Chief Administrative Officer, or any Board member.~~

SECTION 9.

CAPITAL EXPENDITURE

The threshold for budgeted capital purchases shall be a value of \$3,000.00 or greater with an expected useful life of more than one year.

The Board of Directors approves an annual Capital Budget as part of the fiscal budgeting process. A list of capital expenditures will be included in the quarterly financial review.

SECTION 10.

DISTRICT FINANCE CHARGE

~~It is the policy of the~~ The Camarillo Health Care District ~~to will~~ charge clients a finance charge for any payment on account not made by the last day of the month.

The District may charge an interest rate of 12-% per year (1% per month) for unpaid balances.

Record of Review History

Year of Review	Date of Review	Status
1998	November	Revised
1999	October 19	Reviewed
2000	October 24	Revised
2002	May 21	Revised
2003	May 20	Revised
2004	February 24	Revised
2005	January 25	Revised
2006	July 25	Revised
2007	January 23	Revised
2007	November 13	Revised
2009	May 12	Revised
2010	September 28	Reviewed
2011	September 20	Reviewed
2012	January 24	Revised
2013	January 22	Revised

2016	April 26	Revised
2017	October 24	Revised
2019	September 24	Revised
2020	January 28	Revised
2021	January 26	Reviewed
<u>2022</u>	<u>September</u> <u>27</u> July 26	<u>Revised</u>



FINANCE POLICY

Revised September 27, 2022

CAMARILLO HEALTH CARE DISTRICT FINANCE POLICY

SECTION 1

PURPOSE

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The Finance/Investment Committee is authorized to make investments solely per the Government Code section 53601.5, et. Seq., the Health and Safety Code, Section 32000, et. Seq., and District Investment Policy.

SECTION 3

BUDGET PROCESS

The annual fiscal operating and capital budgets will project income, expenses, and capital improvement expenses to provide for programs and support services planned for the year. The Board of Directors will approve the annual operating and capital budgets on or before June 30 each year, following staff presentation(s) detailing all aspects of the proposed budgets, including but not limited to such budgeting tools as financial statements, balance sheets, and variance discussions.

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2007	January 23	Revised
2007	November 13	Revised
2009	May 12	Revised
2010	September 28	Reviewed
2011	September 20	Reviewed
2012	January 24	Revised
2013	January 22	Revised
2016	April 26	Revised
2017	October 24	Revised
2019	September 24	Revised
2020	January 28	Revised
2021	January 26	Reviewed
2022	September 27	Revised



SECTION 9

ITEMS FOR BOARD ACTION

**SECTION 9-F
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION,
AND RECOMMENDATION FOR APPROVAL OF THE FINANCE/INVESTMENT
COMMITTEE RECOMMENDED CHANGES FROM ANNUAL REVIEW OF
DISTRICT INVESTMENT POLICY.**

SEPTEMBER 27, 2022



INVESTMENT POLICY

~~Reviewed~~ ~~Revised~~ September 27, 2022 ~~July 26, 2022~~ ~~January 26, 2021~~

Camarillo Health Care District
3639 E. Las Posas Road, Camarillo, CA 93010
805-388-1952

SECTION 1

PURPOSE

To establish overall policies and procedures for the investment and management of ~~investment~~ funds.

SECTION 2

OBJECTIVES

Temporarily unexpended funds of the Camarillo Health Care District shall be invested in accordance with principles of sound treasury management and in accordance with provisions of California Government Code Sections 53600 et seq., the Health and Safety Code, Section 32000 et seq. and ~~these this~~ Investment Policyies.

2.1 Overall Risk Profile

The basic objectives of the Camarillo Health Care District's investment program are, in order of priority:

- (Safety): Safety of invested funds;
- (Liquidity): Maintenance of sufficient liquidity to meet cash flow needs; and,
- (Yield): Attainment of a reasonable yield consistent with the first two objectives.

2.2 Safety Objective

The Camarillo Health Care District shall insure the safety of its invested funds by limiting credit and interest rate risks. Credit risk is the risk of loss due to the failure of the security issuer or backer. Interest rate risk is the risk that the market value of portfolio securities will fall due to an increase in general interest rates. The achievement of these objectives shall be accomplished in the manner described below:

2.2.1. Credit risk will be mitigated by:

- Limiting investments to the safest types of securities;
- Pre-qualifying with an established procedure of the financial institutions with which it will do business;
- Diversifying the investment portfolio so that the failure of any one issuer or backer will not place an undue financial burden on the District; and
- Monitoring all of the District's investments to anticipate and respond appropriately to a significant reduction of credit worthiness of any of the issuers. The current financial health of depositories or security dealers ~~with~~ whom the District does business will be evaluated at least annually by staff. The results of the evaluation will be submitted to the Finance/Investment Committee.

2.2.2 Interest rate risk will be mitigated by:

- Structuring the District's portfolio so that securities mature to meet the District's cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to their maturation to meet those specific needs;
- Investment duration will be as outlined in California Government Code ~~Section~~ 53601; and

- Occasionally restructuring the portfolio to minimize the loss of market —value and/or to maintain reasonable cash flows.

2.2.3. The physical security or safekeeping of the District's investments is also an important element of safety; safekeeping requirements are defined in Section 4 of this Policy.)

2.3 Liquidity Objective

The District's financial portfolio must be structured in a manner which will provide that securities mature at approximately the same time as cash is needed to meet anticipated demands. Additionally, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. Investment instruments and maturities are described herein.

2.4 Yield Objective

Yield on the District's investment portfolio is of tertiary importance compared to the safety and liquidity objectives described above. Investments are limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed. While it may occasionally be necessary or strategically prudent for the District to sell a security prior to maturity to either meet unanticipated cash needs or to restructure the portfolio, these Policies specifically prohibit trading securities for the sole purpose of speculating or taking an unhedged position on the future direction of interest rates.

Specifically, "when, as and if issued" trading and open-ended portfolio restructuring transactions are prohibited.

No representative of the District is authorized to engage in margin transactions or reverse repurchase agreements on behalf of the District.

2.5 Time Frame for Investment Decisions

The District's investment portfolio shall be structured to provide that sufficient funds from investments are available every month to meet the District's anticipated cash needs. Subject to the safety provisions outlined above, the choice of investment instruments and maturities shall be based upon an analysis of anticipated cash needs, existing and anticipated revenues, interest rate trends and specific market opportunities. Investment duration will be as outlined in California Government Code Section 53601.

2.6 Definition of Investment & Reserve Funds

Investment and reserve funds, for the purpose of this Policy, are District funds which are available for investment at any one time, except those minimum balances required by the District's banks to compensate them for the cost of banking services, and which provide the means by which the District may achieve the objectives described in Reserve Policy #1150. For general operating purposes, it is deemed prudent to work toward the goal of an available sum equal to fifty percent (50%) of annual budgeted expenditures.

SECTION 3

INVESTMENT PARAMETERS

3.1 Types of Investments Authorized

Funds may be invested only in the following:

- U.S. Treasury Securities maturing in two (2) years or less
- California-approved local government investment pools;
- ~~The Local Agency Investment Fund (LAIF);~~
- ~~Ventura County Treasury Fund;~~
- Collateralized demand and time deposits in Los Angeles County and Ventura County banks and savings and loan associations;
- Certificates of deposit, preferably of banks and savings and loans headquartered in California, but if not available, any banking/savings and loan institution in the U. S., maturing in two (2) years or less, which shall be insured by each institution at the maximum amount required by regulations of the FDIC. Certificates of deposit may not exceed amount insured by FDIC at any one institution;
- Money market accounts;
 - ~~CalTRUST.~~

~~No more than 30% of the total portfolio shall be invested in any single type of investment. (Note: The Local Agency Investment Fund, CalTRUST, and the Ventura County Treasury Fund are pooled investments, consisting of a variety of instruments; therefore, they are not subject to the 30% rule.)~~

~~The portfolio shall be defined as the average amount, from the prior fiscal year, of investment funds and any "unrestricted cash and cash equivalent funds."~~

3.2. Qualification of Brokers, Dealers, and Financial Institutions

United States Treasury issue transactions shall be conducted only with the Federal Reserve, or the bank providing banking services for the District, or security dealers from the list issued by the Federal Reserve Bank of New York.

3.3 Pre-formatted Wire Transfers

Wherever possible, the District will use pre-formatted wire transfers to restrict the transfer of funds to pre-authorized accounts only. When transferring funds to an account, the bank is required to call back a second authorized employee for confirmation that the transfer is authorized. Wire transfers between brokers and/or security dealers are prohibited.

3.4 Notice of Policies

The District shall send a copy of the current ~~edition of the~~ Investment Policy to institutions as referenced in section 3.1, and enabling resolution upon opening an approveds accounts. ~~and annually to all institutions which are approved to handle Camarillo Health Care District investments. Receipt of this Policy and authorizing resolution, including confirmation that it has been reviewed by persons handling the District's account, shall be acknowledged in writing within thirty (30) days.~~

3.5 Place and Time for Conducting Business

Investment transactions shall not be conducted from any other place other than Camarillo Health Care District offices during normal business hours.

SECTION 4

SAFEKEEPING OF SECURITIES

4.1 Safekeeping

The District shall contract with a bank, trust company or broker for the safekeeping of securities which are owned by the District as part of its investment portfolio.

4.2 Security Transfers

The authorization to release District securities will be telephoned to the appropriate bank by an authorized District official other than the person who initiated the transaction.

Authorized District officials are the Chief Executive Officer and designees. A written confirmation outlining details for the transaction and confirming the telephoned instructions will be sent to the bank within five (5) working days.

SECTION 5

RESPONSIBILITIES

5.1 Responsibilities of the Accounting Department

The Accounting Department is charged with the responsibility for maintaining custody of all public funds and securities belonging to or under the control of the District, and for the deposit and investment of those funds in accordance with principles of sound treasury management and with applicable laws and ordinances.

5.2 Responsibilities of the Chief Financial Officer, or ~~Contracted Financial Services Vendor~~

The Chief Financial Officer, or contract financial services vendor, shall perform the monthly review and reconciliation of accounting investments, and general accounting office functions. ~~as well as be responsible for the conduct of all Accounting Department functions.~~

5.3 Responsibilities of the Chief Executive Officer

The Chief Executive Officer is responsible for directing and supervising the assigned designee and is responsible further to keep the Board of Directors fully advised as to the financial condition of the District.

5.4 Responsibilities of the District's Auditing Firm

The District's auditing firm's responsibilities shall include but not be limited to the examination and analysis of fiscal procedures and the examination, checking and verification of accounts and expenditures. A review of the District's investment program is a part of the responsibility described above.

5.5 Responsibilities of the Board of Directors

The Board of Directors shall annually review and approve the ~~written~~ Investment Policy. As provided in the ~~P~~policy, the ~~Directors-Board~~ shall receive, review, and accept quarterly and monthly investment reports, per California Government Code section 53646, and Government Code section 53607, which will be included in Financial Reports at regularly scheduled meetings.

5.6 Responsibilities of the Finance/Investment Committee

There shall be a Finance/Investment Committee consisting of two (2) members of the Board of Directors. The Board of Directors may also appoint ~~and~~ no more than two (2) citizens having experience in accounting, banking, or financial investments. Citizen members shall be approved by the Board, and serve one-year terms, commencing in January each year, upon confirmation by the Board.

No members of the Finance/Investment Committee shall profit in any way from activities of the Committee. The Chief Executive Officer and assigned designee(s) shall serve as staff liaison to the Committee. The Committee shall meet quarterly to discuss ~~the quarterly~~ investment reports and strategies, investment strategy, investment and banking procedures, as well as the anticipated cash flow projection, and any other significant investment-related activities, being undertaken. The Committee's meetings will be summarized in minutes, ~~which are~~ and distributed to the Board of Directors, with the quarterly investment report.

SECTION 6

INVESTMENT REPORTING

The District adopts California Government Code section 53607, and section 53646 et seq, to define reporting responsibilities.

SECTION 7

ANNUAL REVIEW AND INVESTMENT DELEGATION

~~These The~~ Investment ~~Policies-Policy~~ shall be reviewed annually by the Finance Committee and presented to the Board of Directors in accordance with State law to ensure its consistency with respect to the overall objectives of safety, liquidity, and yield. Proposed amendments to ~~these this~~ policy Policies shall be prepared by the Finance/Investment Committee before and submitted submission to the Board of Directors for consideration. ~~Also, t~~The Board will annually review and approve the delegated authority to invest District funds, as required by California Government Code section 53607.

Review/Revision History

Year of Review	Date of Review	Status
1995	November 23	Adopted and Approved
1996	January 23	Revised
1996	March 26	Revised
1997	June 24	Revised
1998	June 2	Revised
1998	October 27	Revised
1999	July 27	Revised
2000	February 22	Revised
2000	June 27	Revised
2000	July 25	Reviewed
2001	August 28	Revised
2002	May 21	Revised
2002	November 12	Revised
2003	August 26	Reviewed
2005	March 8	Reviewed
2006	July 25	Revised
2007	November 13	Revised
2009	May 12	Revised
2010	September 28	Reviewed
2011	September 20	Reviewed
2015	January 27	Reviewed
2016	September 27	Revised
2017	November 14	Revised
2018	March 27, 2018	Revised
2019	May 28, 2019	Revised
2021	January 26, 2021	Reviewed
<u>2022</u>	<u>September 27</u> July <u>26</u>	<u>Revised</u>



INVESTMENT POLICY

Revised September 27, 2022

Camarillo Health Care District
3639 E. Las Posas Road, Camarillo, CA 93010
805-388-1952

SECTION 1

PURPOSE

To establish overall policies and procedures for the investment and management of funds.

SECTION 2

OBJECTIVES

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- Monitoring all of the District's investments to anticipate and respond appropriately to a significant reduction of credit worthiness of any of the issuers. The current financial health of depositories or security dealers with whom the District does business will be evaluated at least annually by staff. The results of the evaluation will be submitted to the Finance/Investment Committee.

2.2.2 Interest rate risk will be mitigated by:

- Structuring the District's portfolio so that securities mature to meet the District's cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to their maturation to meet those specific needs;
- Investment duration will be as outlined in California Government Code Section 53601; and
- Occasionally restructuring the portfolio to minimize the loss of market value and/or to maintain reasonable cash flows.

2.2.3. The physical security or safekeeping of the District's investments is also an important element of safety; safekeeping requirements are defined in Section 4 of this Policy.

2.3 Liquidity Objective

The District's financial portfolio must be structured in a manner which will provide that securities mature at approximately the same time as cash is needed to meet anticipated demands. Additionally, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. Investment instruments and maturities are described herein.

2.4 Yield Objective

Yield on the District's investment portfolio is of tertiary importance compared to the safety and liquidity objectives described above. Investments are limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed. While it may occasionally be necessary or strategically prudent for the District to sell a security prior to maturity to either meet unanticipated cash needs or to restructure the portfolio, these Policies specifically prohibit trading securities for the sole purpose of speculating or taking an unhedged position on the future direction of interest rates.

Specifically, "when, as and if issued" trading and open-ended portfolio restructuring transactions are prohibited.

No representative of the District is authorized to engage in margin transactions or reverse repurchase agreements on behalf of the District.

2.5 Time Frame for Investment Decisions

The District's investment portfolio shall be structured to provide that sufficient funds from investments are available every month to meet the District's anticipated cash needs. Subject to the safety provisions outlined above, the choice of investment instruments and maturities shall be based upon an analysis of anticipated cash needs, existing and anticipated revenues, interest rate trends and specific market opportunities. Investment duration will be as outlined in California Government Code Section 53601.

2.6 Definition of Investment & Reserve Funds

Investment and reserve funds, for the purpose of this Policy, are District funds which are available for investment at any one time, except those minimum balances required by the District's banks to compensate them for the cost of banking services, and which provide the means by which the District may achieve the objectives described in Reserve Policy #1150. For general operating purposes, it is deemed prudent to work toward the goal of an available sum equal to fifty percent (50%) of annual budgeted expenditures.

SECTION 3

INVESTMENT PARAMETERS

3.1 Types of Investments Authorized

Funds may be invested only in the following:

- U.S. Treasury Securities maturing in two (2) years or less
- California-approved local government investment pools
- Collateralized demand and time deposits in Los Angeles County and Ventura County banks and savings and loan associations
- Certificates of deposit, preferably of banks and savings and loans headquartered in California, but if not available, any banking/savings and loan institution in the U. S., maturing in two (2) years or less, which shall be insured by each institution at the maximum amount required by regulations of the FDIC. Certificates of deposit may not exceed amount insured by FDIC at any one institution
- Money market accounts

3.2. Qualification of Brokers, Dealers, and Financial Institutions

United States Treasury issue transactions shall be conducted only with the Federal Reserve, or the bank providing banking services for the District, or security dealers from the list issued by the Federal Reserve Bank of New York.

3.3 Pre-formatted Wire Transfers

Wherever possible, the District will use pre-formatted wire transfers to restrict the transfer of funds to pre-authorized accounts only. When transferring funds to an account, the bank is required to call back a second authorized employee for confirmation that the transfer is authorized. Wire transfers between brokers and/or security dealers are prohibited.

3.4 Notice of Policies

The District shall send a copy of the current Investment Policy to institutions as referenced in section 3.1, upon opening approved accounts.

3.5 Place and Time for Conducting Business

Investment transactions shall not be conducted from any other place other than Camarillo Health Care District offices during normal business hours.

SECTION 4

SAFEKEEPING OF SECURITIES

4.1 Safekeeping

The District shall contract with a bank, trust company or broker for the safekeeping of securities which are owned by the District as part of its investment portfolio.

4.2 Security Transfers

The authorization to release District securities will be telephoned to the appropriate bank by an authorized District official other than the person who initiated the transaction.

Authorized District officials are the Chief Executive Officer and designees. A written confirmation outlining details for the transaction and confirming the telephoned instructions will be sent to the bank within five (5) working days.

SECTION 5

RESPONSIBILITIES

5.1 Responsibilities of the Accounting Department

The Accounting Department is charged with the responsibility for maintaining custody of all public funds and securities belonging to or under the control of the District, and for the deposit and investment of those funds in accordance with principles of sound treasury management and with applicable laws and ordinances.

5.2 Responsibilities of the Chief Financial Officer or Contracted Financial Services Vendor

The Chief Financial Officer or contract financial services vendor shall perform monthly review and reconciliation of accounting investments, and general accounting office functions.

5.3 Responsibilities of the Chief Executive Officer

The Chief Executive Officer is responsible for directing and supervising the assigned designee and is responsible further to keep the Board of Directors fully advised as to the financial condition of the District.

5.4 Responsibilities of the District's Auditing Firm

The District's auditing firm's responsibilities shall include but not be limited to the examination and analysis of fiscal procedures and the examination, checking and verification of accounts and expenditures. A review of the District's investment program is a part of the responsibility described above.

5.5 Responsibilities of the Board of Directors

The Board of Directors shall annually review and approve the Investment Policy. As provided in the policy, the Board shall receive, review, and accept quarterly and monthly investment reports, per California Government Code section 53646, and Government Code section 53607, which will be included in Financial Reports at regularly scheduled meetings.

5.6 Responsibilities of the Finance/Investment Committee

There shall be a Finance/Investment Committee consisting of two (2) members of the Board of Directors. The Board of Directors may also appoint no more than two (2) citizens having experience in accounting, banking, or financial investments. Citizen members shall be approved by the Board, and serve one-year terms, commencing in January each year, upon confirmation by the Board.

No members of the Finance/Investment Committee shall profit in any way from activities of the Committee. The Chief Executive Officer and assigned designee(s) shall serve as staff liaison to the Committee. The Committee shall meet quarterly to discuss investment reports and strategies, anticipated cash flow projection, and any other significant investment-related activities. The Committee's meetings will be summarized in minutes and distributed to the Board of Directors.

SECTION 6

INVESTMENT REPORTING

The District adopts California Government Code section 53607, and section 53646 et seq, to define reporting responsibilities.

SECTION 7

ANNUAL REVIEW AND INVESTMENT DELEGATION

The Investment Policy shall be reviewed annually by the Finance Committee and presented to the Board of Directors in accordance with State law to ensure its consistency with respect to the overall objectives of safety, liquidity, and yield. Proposed amendments to this policy shall be prepared by the Finance/Investment Committee and submitted to the Board of Directors for consideration. The Board will annually review and approve the delegated authority to invest District funds, as required by California Government Code section 53607.

Review/Revision History

Year of Review	Date of Review	Status
1995	November 23	Adopted and Approved
1996	January 23	Revised
1996	March 26	Revised
1997	June 24	Revised
1998	June 2	Revised
1998	October 27	Revised
1999	July 27	Revised
2000	February 22	Revised
2000	June 27	Revised
2000	July 25	Reviewed
2001	August 28	Revised
2002	May 21	Revised
2002	November 12	Revised
2003	August 26	Reviewed
2005	March 8	Reviewed
2006	July 25	Revised
2007	November 13	Revised
2009	May 12	Revised
2010	September 28	Reviewed
2011	September 20	Reviewed
2015	January 27	Reviewed
2016	September 27	Revised
2017	November 14	Revised
2018	March 27	Revised
2019	May 28	Revised
2021	January 26	Reviewed
2022	September 27	Revised



SECTION 10

CHIEF EXECUTIVE OFFICER REPORT

SEPTEMBER 27, 2022

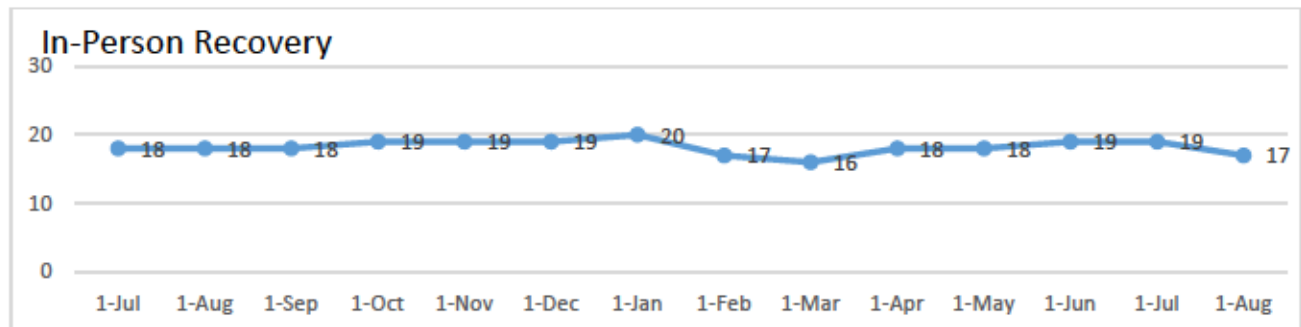
MEMORANDUM

DATE: August 31, 2022
TO: Kara Ralston, Chief Executive Officer
FROM: Mary Ann Ratto, Adult Day Center Director
SUBJECT: *August 2022 Monthly Report*

PROGRAM DESCRIPTION

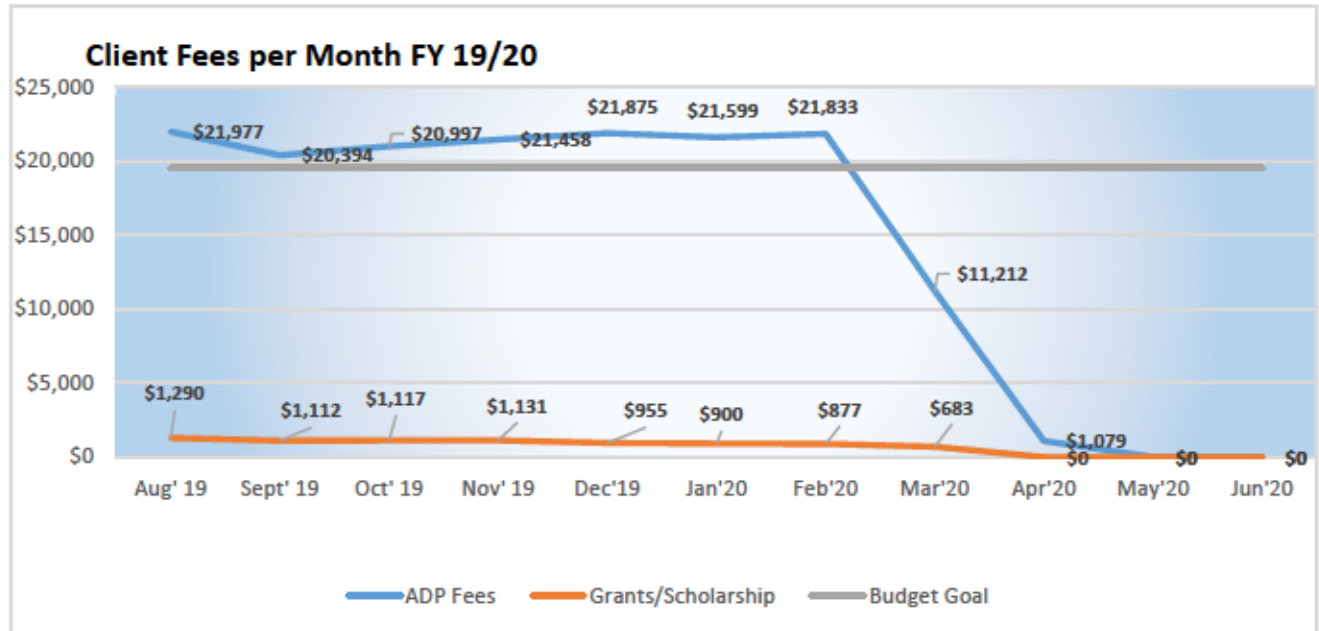
Since 1983, Camarillo Health Care District has operated a state-licensed Adult Day Center for adults (age 18 and over) with cognitive impairment and other special needs. With intentional thoughts, the Adult Day Center provides a compassionate and dynamic environment where persons with functional and cognitive disabilities can participate in meaningful activities, allowing them to remain as independent as possible with dignity, respect, and honor. Participants enjoy a variety of scheduled activities modified and designed to promote self-esteem, endurance, and engagement. Customized schedules are available full day, half day, multiple or single days in a week, with transportation options.

The subsequent charts reflect recovery efforts since reopening in September 2021. Operating under capacity restrictions, with full and afternoon half day offering at 6:1 ratio.

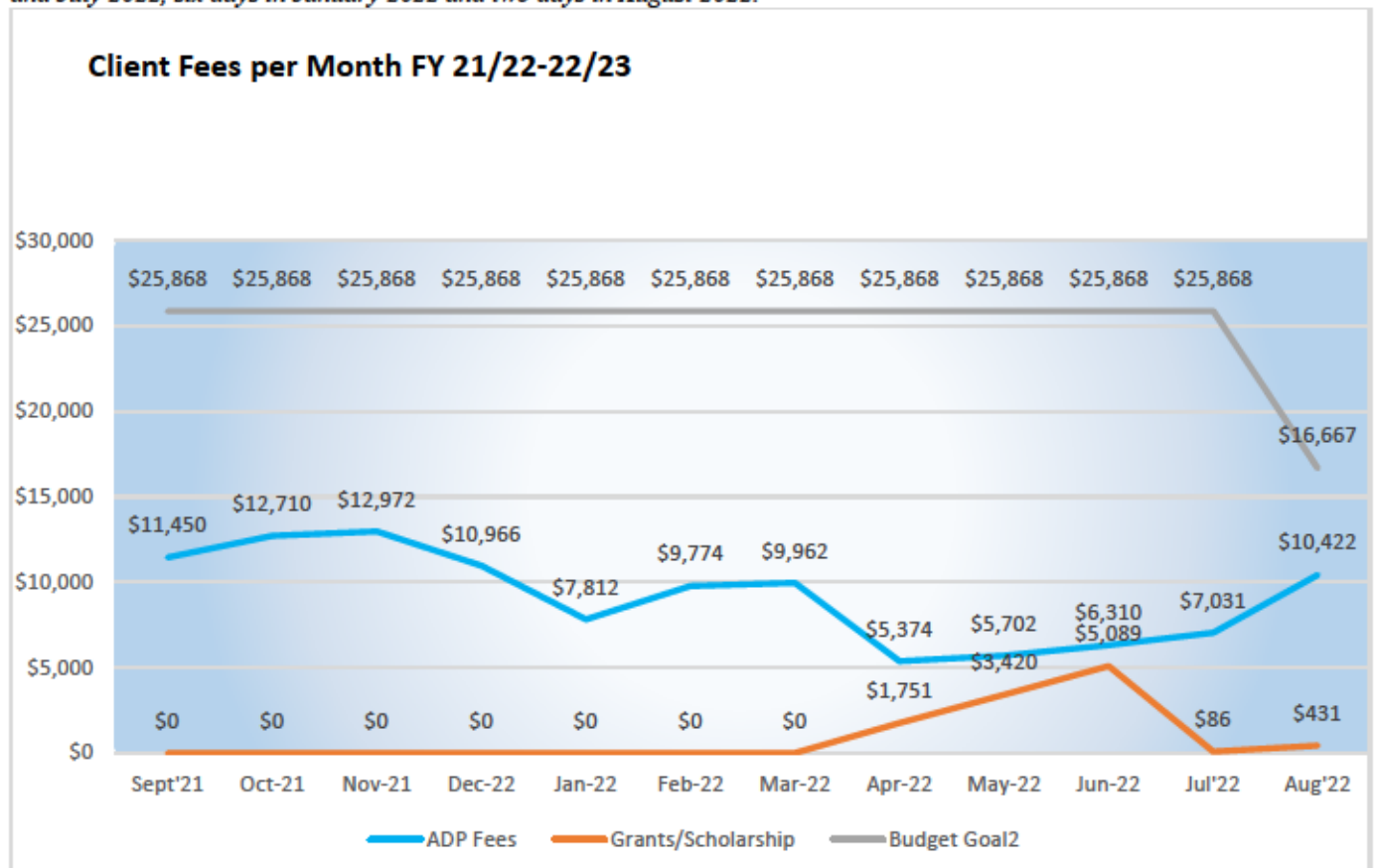


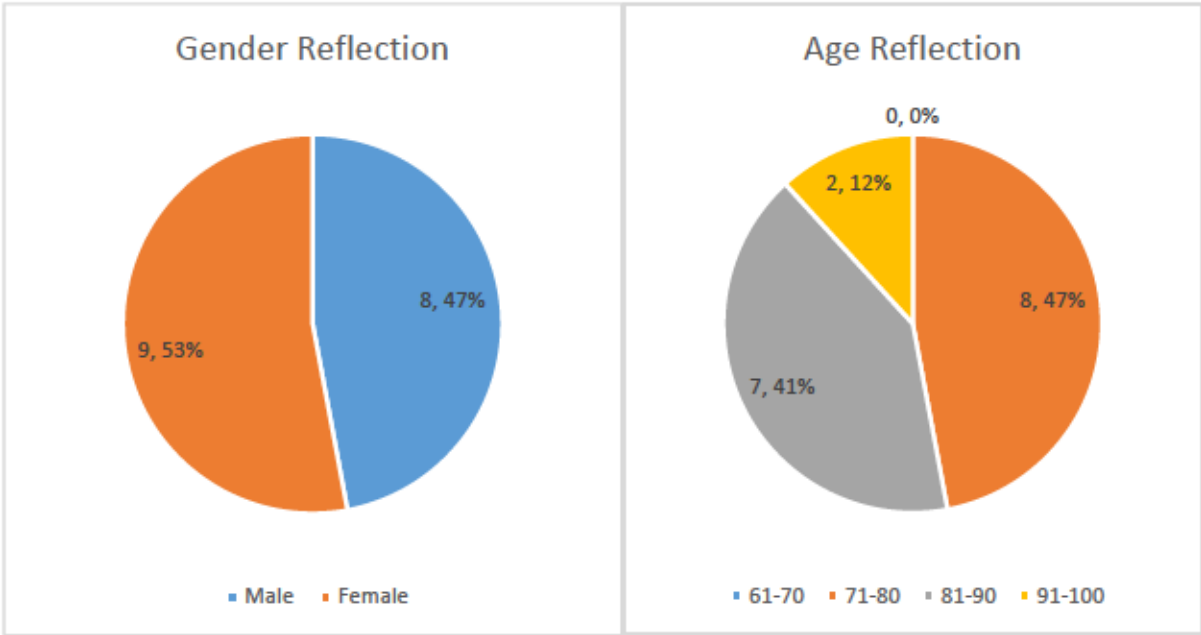
	August 2022	September 2022
Enrollment at start of new month	16	16
New Enrollment	1	1
Leave of Absence (LOA)	3	4
Disenrollment	0	1
Active Enrollment at close of month	17	

The following revenue charts reflect the success of the ADC, prior to the March 13, 2020 temporary suspension and the recovery efforts since reopening the ADC from September 8, 2020 through December 4, 2020 and April 19, 2021.



This chart reflects a dip in revenue during the months of December and January. Due to circumstances caused by the surge in Omicron cases, the center temporarily suspended in-person services for two days in December 2021 and July 2022, six days in January 2022 and two days in August 2022.





Total Clients: 17
Current average age: 82
Current oldest: 92 (ma)
Current youngest: 75 (ma and fe)

MEMORANDUM

Date: September 9, 2022
To: Kara Ralston, CEO
From: Blair Barker, Care Services Director
Subject: August 2022 Board Report

Program Description

Lifeline is an easy-to-use, in-home personal response service to ensure rapid response and assistance whenever needed...24 hours a day, 365 days a year.

Program Overview

- 1 unit was installed
- 7 units were removed
- 251 total Lifeline subscribers

Description	August 2022	July 2022	Monthly Variance	August 2021	Yearly Variance	Fiscal YTD
Total Subscribers	251	258	-5	315	-64	251
Total Units Removed with extra buttons (including transfers out to SSI programs)	7	10	-3	11	-4	17
Total Number of Installations with extra buttons	1	0	+1	2	-1	1
Net Installations	-6	-10	+4	-8	+2	-16
In District/Out of District	1/0	0/0	+1/0	2/0	-1/0	+1/0

All numbers on chart are from Philips Lifeline Carepartnersconnect web page

Deactivations in August totaled 10 Clients

The average length of stay for those deactivating in August was 3.91 years. The national average is 2 years and 7 months.

Lifeline Operational Calls

In total, including other miscellaneous activity, Lifeline Central answered or responded to 132 calls from District subscribers in August.

	August 2022	July 2022	Monthly Variance	August 2021	Yearly Variance	Fiscal YTD
Accidental Button Pushes (No EMS called)	65	45	+20	74	-9	110
Client Tests Performed	51	35	+16	87	-36	86
Incidents	15	11	+4	23	-8	26
Service Calls	0	0	0	13	-13	0
Welcome/Information Calls	1	0	+1	4	-4	1
Total	132	91	+41	201	-76	223

Detailed Incident Report: In August, Lifeline reported 15 calls for help from CHCD subscribers. Out of the 15 calls, 2 people was transported to a local hospital which represented 13% of button-help calls. EMS was called to the scene for a total of 8 times for the month of August representing about 53% of all incidents. Overall, falls were the number one reason (27%) for needing assistance.

MEMORANDUM

DATE: July 22, 2022
TO: Kara Ralston, CEO
FROM: Michelle Rogers, Community Education & Outreach Manager
SUBJECT: *Monthly Program Report: August 2022*

PROGRAM DESCRIPTION – Community Outreach

Community Education & Outreach focuses on developing, producing and facilitating the various educational and outreach platforms of Camarillo Health Care District. With 2022 as the building social media year after a hiatus during the pandemic, goals include:

- highlight classes, services, programs and departments, and posting consistently
- boost brand awareness by creating original content
- share timely and varied posts to create a dynamic social media portfolio
- curate, like and comment on content that aligns with mission; follow/like local agencies
- maintain a pulse on community conversations to help expand audience
- increase community engagement by asking and answering questions, hosting polls, and sharing our own thought leadership pieces that initiate and inform conversations

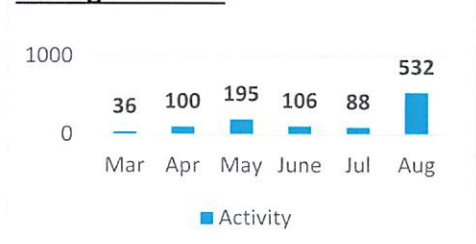
Facebook

- HIGHEST REACH: Elder Law appointments, reaching 1,760 people.
 - **Reach** is the number of people who saw any post at least once
 - **Impressions** are the number of times a post is seen and may include multiple views of the post by the same people
- TOTAL REACH: for the last 28 days is 48,000, which is up 31% over last month. Reach for the last 90 days is 74,189.
- FACEBOOK PAGE VISITS: We spiked in August with 532 visits. The increase in visits can be attributed to regular posting and a paid recruitment ad spend that reached more than 62,000 people.
- MOST REACTIONS: Senso balance machine; 14 reactions; 250% more reactions than our median posts.
 - **Reactions** is a button on a post that allows people to show different reactions to the content: “Like”, “Love”, “Haha”, “Wow”, “Sad” or “Angry”
- HIGHEST COMMENTS: “Join our Walking Group” with 9 comments.
- HIGHEST ENGAGEMENT: “Join our Walking Group” with 78 engagements
 - **Engagements** are a combination of reactions, likes, comments and shares.

FB Page "Followers"



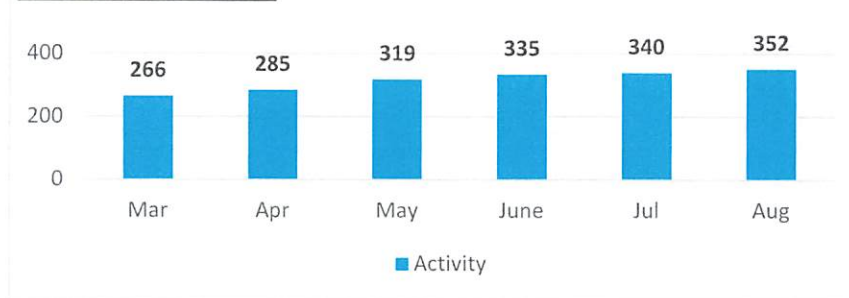
FB Page "Visits"



Twitter

- **ENGAGEMENT RATE:** engagement rate was 4.9% last month, with 35 retweets and 69 likes.
 - **Engagements** are clicks, retweets, replies, follows and likes
 - **Impressions** are the number of times a user saw the tweet
 - **Engagement rate** is the number of engagements divided by the total number of impressions
- **TOP TWEET:** “We’re Hiring,” with 79 impressions, five retweets and four likes.
- **MOST POPULAR tweet:** “UCLA Memory Training” deadline with 315 impressions, 8 engagements and a 2.5% engagement rate.
- **HIGHEST ENGAGEMENT:** Announcing summer classes; engagement rate of 13.3%.

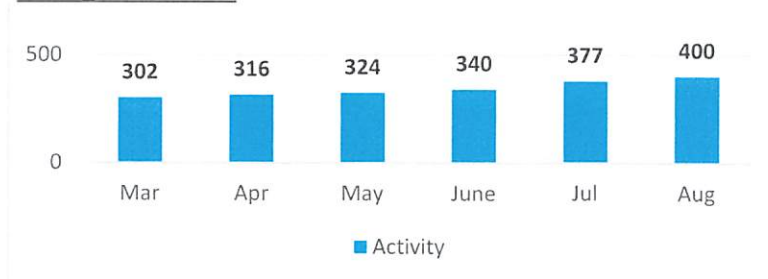
Twitter "Followers"



Instagram

- Reached 634 people, with 189 profile visits (starting from zero)
- **HIGHEST REACH:** “We’re Hiring”; reached 71 people.
- **SECOND MOST POPULAR POST:** “Living Well, Caring Well” event promotion; reached 67 people.
- **HIGHEST ENGAGEMENT:** “Digital Bridge” program, “From the Heart” podcasts (2 stories) and “We’re Hiring,” each had 10 likes.

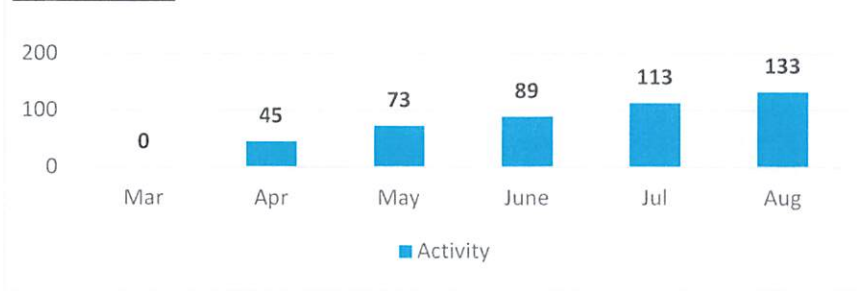
Instagram Reach



LinkedIn

- Video gets the highest engagement with our video “Tai Chi for Arthritis” earning a 13% engagement rate with 43 views.
- “We’re Hiring” post had five reactions, three shares and 31 views.
- We typically appear in 150 searches each week.

Page "Likes"



TikTok

- 29 videos in the last four months, with 8,932 total views; avg 2,200 views/month
- 356 views for "Walking Group" post
- 505 views of a video featuring our resource specialists showing off our informational resources and offices
- 744 views of post celebrating "Alzheimer's and Brain Awareness Month"
- HIGHEST VIEWS: video of the senso balance machine with 1,240 views

YouTube

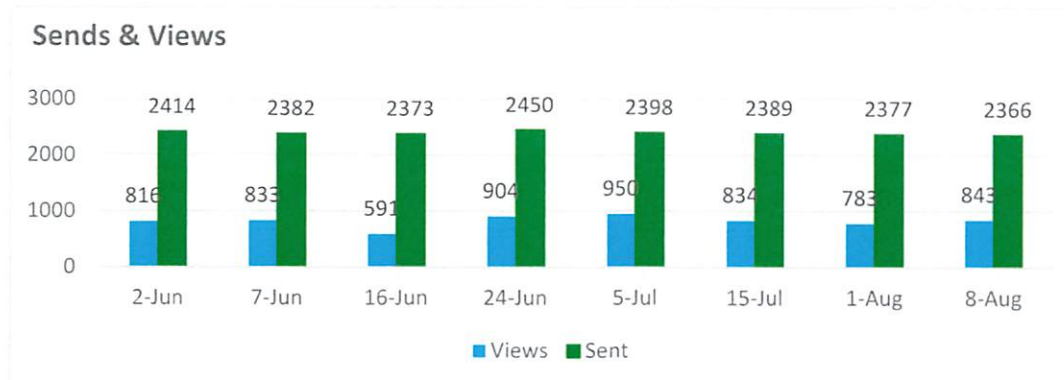
- Developed in June 2022 (7 subscribers)
- Posted 13 videos since launch
- 5,942 total views
- MOST VIEWED VIDEO: highlighting "Care-A-Van Transportation"; 5,225 views and 36,082 impressions/number of times the video was shown to viewers on YouTube (spiked by 4,664 views once it became a "suggested" video by YouTube.)

SoundCloud (podcast)

(SoundCloud is the platform used for the District's podcast which shares health and caregiver journeys, and true, first-person stories about life, love and learning.)

- 4 "From the Heart" podcasts
- 125 "listens" and 9 "likes"

E-Newsletter

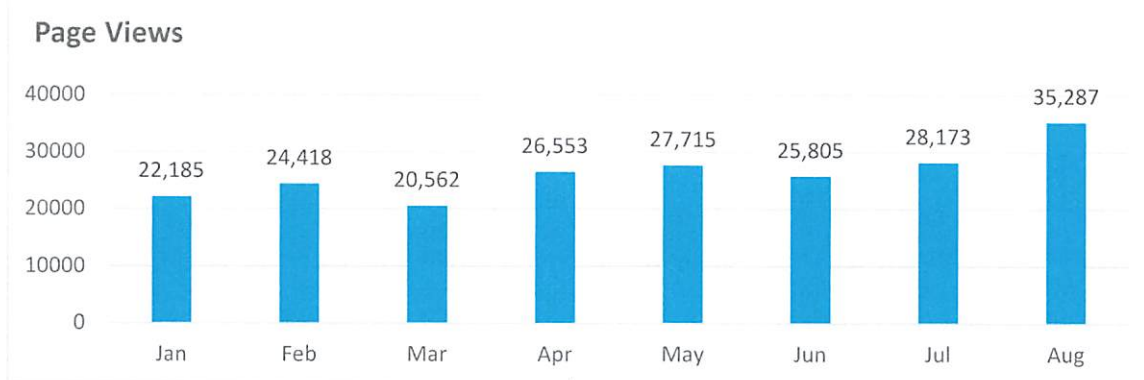


Since the launch of the e-newsletter on June 2, 2022, a total of eight newsletters have been sent. The open rate has been averaging 35%, which is considered a “top-tier score”; marketing experts say average open rate should be 15-25%.

- **Newsletter June 2**
 - focused on new classes, the Senso balance machine and SHARE grant/dementia program
 - 2,414 people received the newsletter
 - 816 people opened and viewed it
 - 34.7% (average open rate should be 15-25%)
- **Newsletter June 7**
 - focused on Digital Bridge, Zoom Room and Beginners Walking Group
 - 2,382 people received the newsletter
 - 833 people opened and viewed it
 - 35% open rate (average open rate should be 15-25%)
- **Newsletter June 16**
 - focused on the online publication of *Healthy Attitudes*
 - 2,373 people received the newsletter
 - 591 people opened and viewed it (low number viewing the content, but engaged group with a higher click-through rate than most at 4.6%)
 - 24.7% open rate (average open rate should be 15-25%)
- **Newsletter June 24**
 - focused on “From the Heart” podcast
 - 2,450 people received the newsletter
 - 904 people opened and viewed it
 - 37.6% open rate (average open rate should be 15-25%)
- **Newsletter July 5**
 - focused on Zone 4 Board vacancy
 - 2,398 people received the newsletter
 - 950 people (highest number yet) opened and viewed it
 - 40.4% open rate (average open rate should be 15-25%)
- **Newsletter July 15**
 - focused on “Video that Connect Us”
 - 2,389 people received the newsletter
 - 834 opened and viewed it
 - 35.6% open rate (average open rate should be 15-25%)
- **Newsletter Aug. 1**
 - focused on “Get to Know Us Better”
 - 2,377 people received the newsletter
 - 783 opened and viewed it
 - 33.6% open rate (average open rate should be 15-25%)
- **Newsletter Aug. 8**
 - focused on “Join Our Team”
 - 2,366 people received the newsletter
 - 843 opened and viewed it
 - 36.3% open rate (average open rate should be 15-25%)

Website

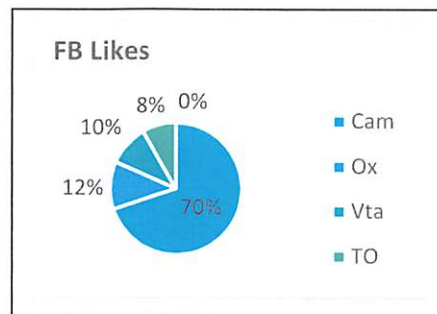
Average 24,000 views/month



CURRENT SOCIAL MEDIA AUDIENCE

- Facebook

- 87 percent women
- most age 35-65+



- Instagram

- 74 percent women
- most age 35-64, 20 percent from Camarillo, 8.5 percent Oxnard, 6.3 percent Ventura, 2.5 percent Thousand Oaks.

- Twitter

- Doesn't record audience profile data.

- LinkedIn

- 84 percent are from the greater LA area
- 18 percent work in business development, 16 percent in media and communication, 7 percent in human resources, 7 percent operations and 7 percent community and social services.

- TikTok, YouTube and SoundCloud: *Building stages*

MEMORANDUM

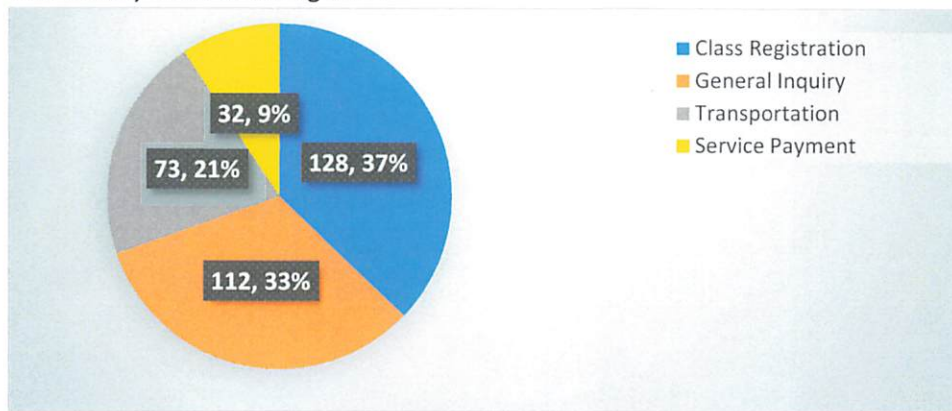
DATE: September 9, 2022
TO: Kara Ralston, CEO
FROM: Anja Olson, Facilities Coordinator
SUBJECT: *Monthly Program Report: August 2022*

PROGRAM DESCRIPTION – Facilities Department

The Facilities Department focuses on providing and maintaining a safe, clean and inviting environment that facilitates the presentation and delivery of District services, including customer service, reception and professional hospitality.

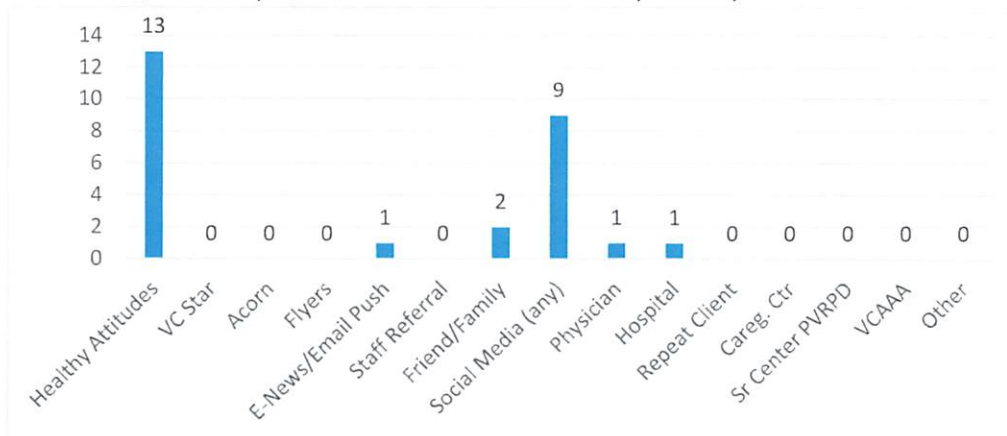
Reception Activity

This chart reflects incoming calls and/or walk-in clients. August is the 2nd month of summer edition of the *Healthy Attitudes* magazine.



Origin of Calls

In efforts to understand the success of outreach, Resource Specialists attempt to capture where callers heard about the service they're inquiring about. This chart reflects the categories (*not every caller remembers; some inquiries are not conducive to the question*).



August 2022 Report

Date: September 14, 2022
To: Kara Ralston, CEO
From: Blair Barker, Care Services Director
 Mayra Tapia, Senior Nutrition Coordinator
Monthly Program Report: August 2022

The Senior Nutrition Program (SNP) provides supplemental nutrition for residents aged 60 and over at either the congregate meal site or by home delivery, to enhance physical, mental and emotional well-being.

Home Delivered Meals (HDM) are delivered to homebound seniors who are unable to procure or prepare their own meals, and include fresh fruit and vegetables, dairy and grain products as supervised by VCAAA registered dietician. Up to 5 meals/week are delivered in a bundle once each week. *During COVID-19 restrictions, clients include seniors not normally home-bound, and non-senior disabled who are abiding by Stay-at-Home orders. As of August 11, 2021, all recipients may now only receive up to 5 meals/week, with some exceptions made (low-income, high nutrition risk, no other means to obtain food, etc.) (which is why the total meal count for this month decreased from previous months).*

Congregate Meals (aka Apple-A-Day Café) are normally served at the District congregate (Cong) site on the third Thursday of each month. *During COVID-19 restrictions, congregate clients may instead choose to pick up a frozen meal at the District once a month.*

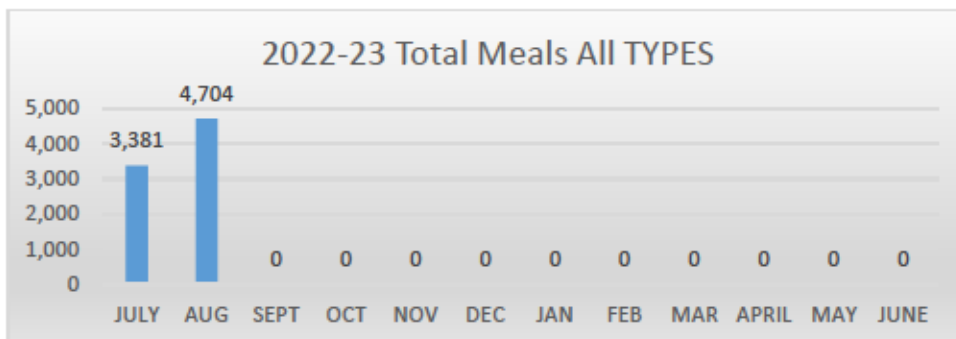
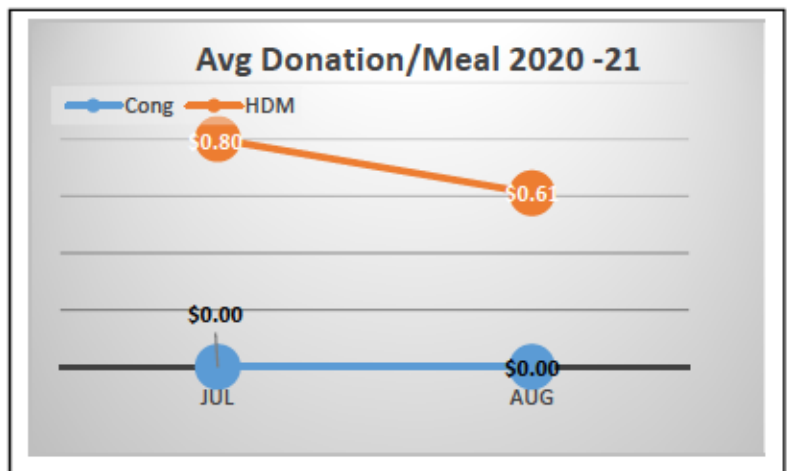
The SNP is also partially funded by the Older Americans Act, through the Ventura County Area Agency on Aging (VCAAA), VCAAA Foundation, and the City of Camarillo. There is no charge per funding agreement but a \$3.00 per meal donation by attendees is suggested as required by the VCAAA.

At-a-Glance

	August 2022	Unduplicated Clients FYTD
New HDM clients	27 <u>-15 disenroll</u> 12 net gain	267 *
New Cong. clients	0	0**

*includes HDM Clients currently on hold as well as 4 non-seniors funded by VCAAA Foundation.

**Due to COVID19, Cong clients shifted to HDM



Program History

The District began administrating the operational arm of the Senior Nutrition Program in April 2005, under grant funding from the Ventura County Area Agency on Aging (VCAAA). In FY 2006/07, the City of Camarillo approved funding support for the Home Delivered portion of the Senior Nutrition. VCAAA manages the food procurement part of the program, while the District provides the operational and logistical support of implementation. Since the District's participation in this program, more than 3,000 people have received more than 513,000 meals, averaging over 29,000 meals/year.

TOTAL MEALS SERVED (cumulative)		VCAAA Funding	VCAAA meals allowed	% program split	City Funding (HDM only)	City CBDG CV3 Funding (HDM only)
Program began April 1, 2005		\$27,602				
Total meals served FY 2005-2006	34,382	\$52,099				
Total meals served FY 2006-2007	28,234	\$84,468			\$32,000	
Total meals served FY 2007-2008	27,332	\$79,978			\$32,000	
Total meals served FY 2008-2009	26,168	\$82,424			\$35,000	
Total meals served FY 2009-2010	27,132	\$82,259			\$37,000	
Total meals served FY 2010-2011	22,598	\$84,166	25,700	62% HDM 38% Cong	\$37,000	
Total meals served FY 2011-2012	15,936	\$69,536	23,710	62% HDM 38% Cong	\$37,000	
Total meals served FY 2012-2013	12,941	\$60,800	20,075	96% HDM 4% Cong	\$37,000	
Total meals served FY 2013-2014	19,452	\$52,572	18,600	97% HDM 3% Cong	\$37,000	
Total meals served FY 2014-2015- (HDM+C)	23,036	\$52,572	20,460	97% HDM 3% Cong	\$37,000	
Total meals served FY 2015-2016 (HDM+C)	22,799	\$55,942	20,460	97% HDM 3% Cong	\$37,000	
Total meals served FY 2016-2017 (HDM+C+ ARCH)	23,148	\$69,660	22,320	93% HDM 7% Cong	\$37,000	
Total meals served FY 2017-2018 (HDM+C+ARCH)	25,396	\$69,375	22,500	97% HDM 3% Cong	\$37,000	
Total meals served FY 2018-2019 (HDM+C)	29,883	\$73,750	24,000	98% HDM 2% Cong	\$37,000	
Total meals served FY 2019-2020 (HDM+C)	39,719	\$84,375	27,500	96% HDM 4% Cong	\$37,000 + \$7500	
Total meals served July 2020- June 2021 (HDM+Cong.)	77,228	\$96,058	30,250	96% HDM 4% Cong	\$37,000	
FYTD Total meals served July 2021 - June 2022 (HDM+Cong.)	49,689	\$96,058	30,250	96% HDM 4% Cong	\$37,000	\$50,000
FYTD Total meals served July 2022 - August 2022 (HDM+Cong.)	8,085*	\$96,058	30,250	96% HDM 4% Cong	\$37,000	\$50,000
TOTAL cumulative meals served since program inception; all- meal types; commenced April 2005	513,158					

*includes meals for (4) <60 disabled clients funded by the VCAAA Foundation

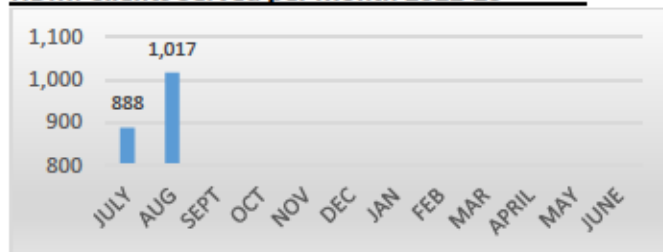
HDM Referral Sources

Referral Source August 2022	HDM	Cong
Friend/Neighbor/Family	5	0
Former Congregate Client	0	0
Website/Social Media	0	0
Healthy Attitudes magazine	5	0
Health care provider – APS/ Hospital/Doctor/Social Worker	3	0
VCAA referral	5	0
Previous Client	7	0
Internal District referral	1	0
Walk-in	0	0
Hospice	0	0
OASIS Catholic charities	1	0
TOTAL	27	0

HDM Cancellations

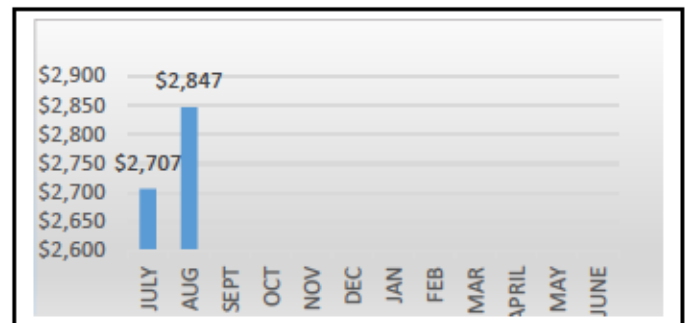
Reason Stated	August 2022
No longer requires services	6
Family/Caregiver now providing meals	3
Moved in with Family	0
Moved into Care Facility	1
Moved to alternate Program	0
No longer meets criteria	3
Health has improved - able to cook	0
Dietary restrictions	1
Relocation out of service area	0
Deceased	1
On hold for extended time	0
TOTAL	15

HDM: Clients Served per Month 2022-23

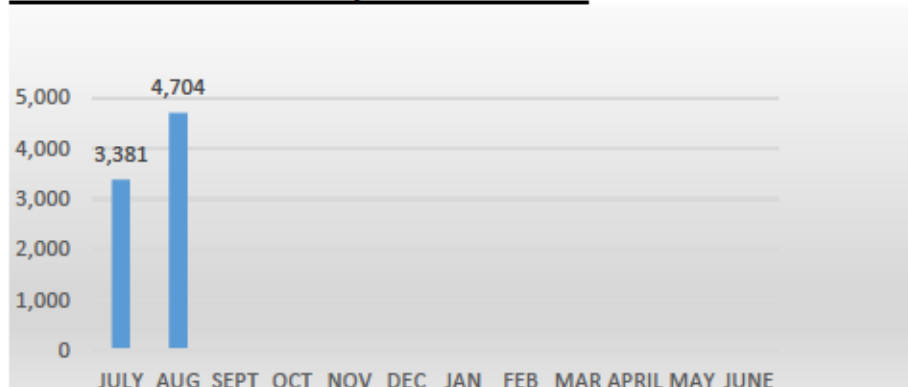


*client count is duplicated count as clients receive meals each week

HDM: Donations Rec'd per Month 2022-23



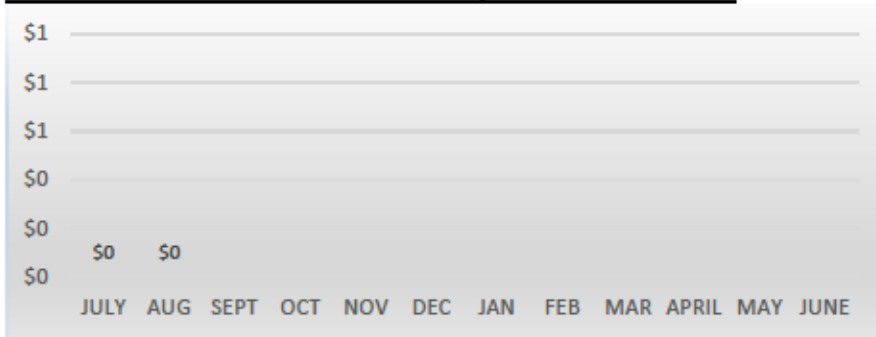
HDM: Total Meals Provided per Month 2022-23



CONGREGATE: Meals Provided per Month 2022-23



CONGREGATE: Donations Received per Month 2022-23



****Congregate remains as a frozen pick-up option due to COVID-19 restrictions. For July 2022, there were no clients who opted for a pickup. Many past congregare clients are currently being served under the HDM program.**

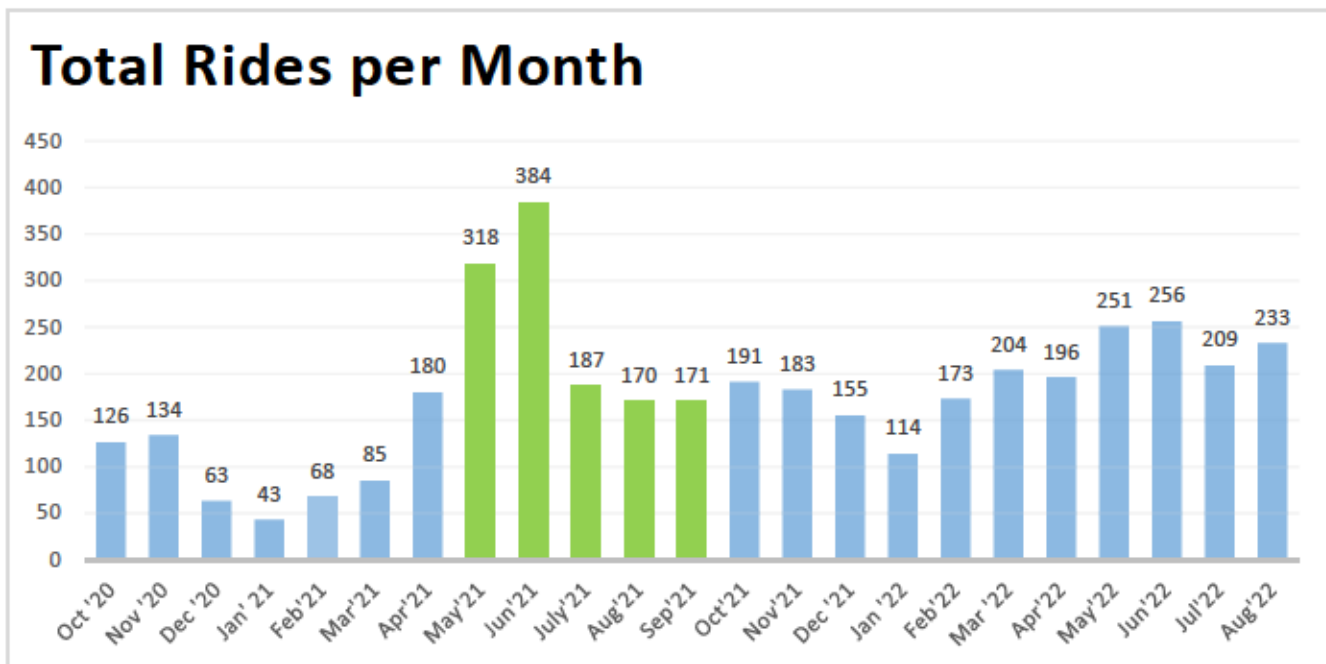
MEMORANDUM

DATE: August 31, 2022
TO: Kara Ralston, Chief Executive Officer
FROM: Mary Ann Ratto, Director Adult Day Center
SUBJECT: *August Monthly Report*

PROGRAM DESCRIPTION

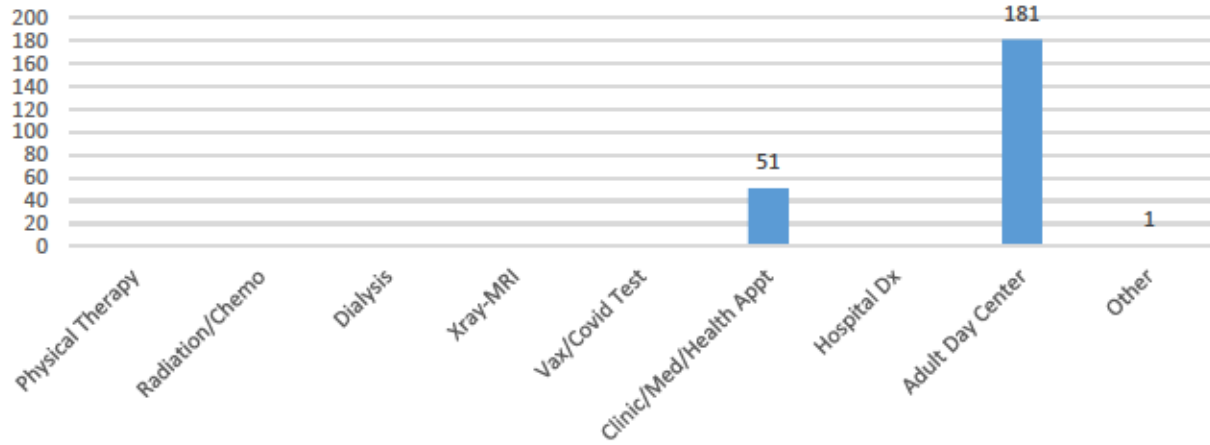
Camarillo Health Care District provides door-through-door transportation for non-emergency medical appointments and other activities of daily living, including to and from District programs, throughout Ventura County. Drivers are trained in CPR and First Aid, and have additional sensitivity training in transporting frail, elderly cognitively challenged and mobility-challenged riders. Vehicles are equipped with hydraulic lifts to accommodate wheelchair clients, oxygen canisters, and other assistive mobility devices.

Rides originate in the service area and can be provided to destinations throughout Ventura County, and to Kaiser in Woodland Hills. Transportation services remain available with proper capacity, safety and spread mitigation limits.

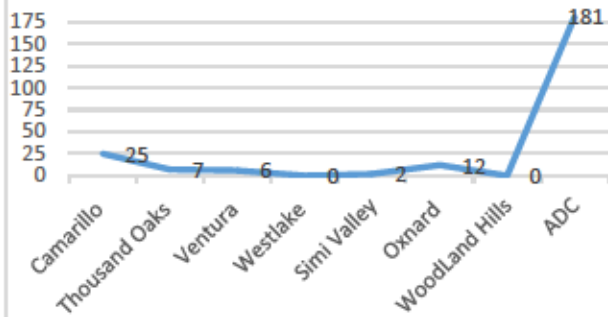


■ *In partnership with the City of Camarillo, Care-A-Van transportation services provided free rides to Camarillo residents from February 25, 2021-June 30, 2021.*

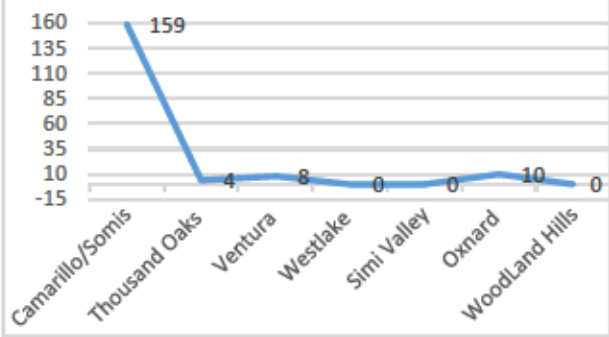
Cause or Reason for Ride



Ride Destinations



Adult Day Ride Destinations





SECTION 11

BOARD PRESIDENT REPORT

SEPTEMBER 27, 2022



SECTION 12

BOARD MEMBERS COMMENTS AND/OR REPORTS

SEPTEMBER 27, 2022

SECTION 13

FUTURE MEETING AND EVENTS

<u>Board of Directors Meetings</u>	
• Executive Committee: Doria	October 17, 2022, 10:30 a.m.
• Finance Committee: Loh	October 25, 2022, 10:30 a.m.
• Full Board:	October 25, 2022, 12:00 p.m.
• Executive Committee: Doria	November 8, 2022, 12:00 p.m.
• Full Board:	November 15, 2022, 8:30 a.m.
• Full Board:	December 2022 - Dark

SEPTEMBER 27, 2022