



EXECUTIVE COMMITTEE MEETING
SEPTEMBER 16, 2024 – 12:30 PM

**CAMARILLO HEALTH CARE DISTRICT
3615 E LAS POSAS ROAD, OAK ROOM
CAMARILLO, CA 93010**

AGENDA

Executive Committee Meeting

September 16, 2024, 12:30 p.m.

Camarillo Health Care District
3615 E Las Posas Road, Camarillo, CA 93010
Oak Room

Board Members

Thomas Doria, MD, President
Neal Dixon, MD, Vice President

Staff

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

-
1. **Call to Order** – The Meeting of the Executive/Agenda Building Committee was called to order by _____, at _____.
 2. **Public Comment** - Ca. Government Code Section 54954.3 - The Board reserves this time to hear from the public.
 3. Approval of the Minutes; Executive Committee Meeting of August 12, 2024.
 4. Review the proposed Agenda for the Regular Board Meeting of September 26, 2024.
 5. **Board President Report**
 6. Next Executive Committee Meeting will be held on October 14, 2024, at 12:30 p.m.
 7. Meeting adjourned at _____.

ADA compliance statement; In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk to the Board of Directors, Brandie Thomas, 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.

SECTION 3

**EXECUTIVE COMMITTEE MINUTES
OF AUGUST 12, 2024**



MINUTES

August 12, 2024

Executive Committee Meeting

Camarillo Health Care District
3615 E Las Posas Road, Camarillo, CA 93010
Oak Room

Board of Directors – Present

Thomas Doria, MD, President
Neal Dixon, MD, Vice President

Staff - Present

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

-
1. **Call to Order** – The Executive Committee Meeting was called to order by President Doria, at 12:39 p.m.
 2. **Public Comment** – None
 3. Approved Minutes of Executive Committee Meeting of May 13, 2024.
 4. Reviewed the proposed Agenda for the Regular Board Meeting of August 22, 2024.
 5. **Board President Report**
 6. Next Executive Committee Meeting will be held on September 16, 2024, at 12:30 p.m.
 7. Meeting adjourned at 1:35 p.m.

Thomas Doria, MD
President

SECTION 4

**PROPOSED AGENDA FOR REGULAR BOARD MEETING
OF SEPTEMBER 26, 2024**



AGENDA

Regular Meeting of the Board of Directors

September 26, 2024 – 11:30 a.m.

Camarillo Health Care District
3615 E Las Posas Road, Camarillo, CA 93010
Sequoia Rooms

Board of Directors

Thomas Doria, MD, President
Neal Dixon, MD, Vice President
Paula Feinberg, Clerk of the Board
Christopher Loh, MD, Director
Lydia Dixon, PhD, Director

Staff

Kara Ralston, Chief Executive Officer
Sonia Amezcua, Chief Administrative Officer
Blair Barker, Program Officer
Brandie Thomas, Clerk to the Board

Senior Counsel

Aleks Giragosian, Esq., *Colantuono Highsmith
Whatley, PC*

Participants

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE** – Director L. Dixon

4. **PRESENTATION** – Mayor Tony Trembley; Healthy Camarillo Initiative

5. **AMENDMENT(S) TO THE POSTED AGENDA: *Motion to approve*** Agenda as amended.
 Motion _____ Second _____ Pass _____ Fail _____
 Doria _____ N. Dixon _____ Feinberg _____ Loh _____ L. Dixon _____

6. **PUBLIC COMMENT – Ca. GC Section 54954.3**
 The Board reserves this time to hear from the public. Speakers are requested to 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.

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. **Meeting Minutes Pages 17-19**

Recommendation: Approval of Regular Board Meeting of August 22, 2024. **(Section 7-A)**

B. **Financial Reports Pages 23-27**

Recommendation: Approval of financial reports for period ending August 31, 2024.

(Section 7-B)

Motion to approve Consent Agenda as presented.

Motion _____ Second _____ Pass _____ Fail _____

Doria _____ N. Dixon _____ Feinberg _____ Loh _____ L. Dixon _____

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

AGENDA ITEMS-ACTION

9. A. **Review/ Discussion /Action** – Consideration of approval of Healthy Camarillo Initiative MOU. **(Section 9-A) Pages 31-33**

Motion: _____

Motion _____ Second _____ Pass _____ Fail _____

Doria _____ N. Dixon _____ Feinberg _____ Loh _____ L. Dixon _____

B. **Review/ Discussion /Action** - Consideration, discussion, and approval of the Disclosure of Reimbursement Report for fiscal year 2023/2024, District Policy 1120. **(Section 9-B) Pages 37-39**

Motion to approve Disclosure of Reimbursement Report for fiscal year 2023/2024, District Policy 1120.

Motion _____ Second _____ Pass _____ Fail _____

Doria _____ N. Dixon _____ Feinberg _____ Loh _____ L. Dixon _____

C. Review/ Discussion /Action - Consideration, discussion, and approval of District Resolution 24-09, Adopting the 2025 Regular Board Meeting Calendar. **(Section 9-C) Pages 43-49**

Motion to approve District Resolution 24-09, Adopting the 2025 Regular Board Meeting Calendar.

Motion _____ Second _____ Pass _____ Fail _____
 Doria _____ N. Dixon _____ Feinberg _____ Loh _____ L. Dixon _____

AGENDA ITEMS-DISCUSSION

10. EMERGING OPPORTUNITIES

- Discussion and consideration of emerging initiatives based on community need

11. REPORTS

- Board President Comments
- Board Committee Report(s)
 - Program & Emerging Opportunities Committee
 - Healthy Camarillo Committee
- Board Member Comments
- Chief Executive Officer Report

12. FUTURE MEETING AND EVENTS

BOARD OF DIRECTORS MEETINGS

Executive Committee: Doria/Dixon	October 14, 2024 – 12:30 p.m.
Finance Committee: Loh/Feinberg	October 24, 2024 – 10:00 a.m.
Regular Full Board	October 24, 2024 – 11:30 a.m.
Executive Committee: Doria/Dixon	November 12, 2024 – 12:30 p.m.
Regular Full Board	November 21, 2024 – 11:30 a.m.
Regular Full Board	December - DARK

13. 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 a 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, Brandie Thomas, 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 on www.camhealth.com and the Camarillo Health Care District Administration Office, on or before, September 23, 2024, at 11:30 a.m.

CONSENT AGENDA 7-A
REGULAR BOARD MEETING MINUTES
OF AUGUST 22, 2024



MINUTES

August 22, 2024

Regular Meeting of the Board of Directors

Camarillo Health Care District
3615 E. Las Posas Rd. Camarillo, CA 93010
Sequoia Rooms

Board of Directors - Present

Thomas Doria, MD, President
Neal Dixon, MD, Vice President
Paula Feinberg, Clerk of the Board
Christopher Loh, MD, Director
Lydia Dixon, PhD, Director

Staff - Present

Kara Ralston, Chief Executive Officer
Sonia Amezcua, Chief Administrative Officer
Blair Barker, Program Officer
Brandie Thomas, Clerk to the Board

Participants

Aleks Giragosian, Esq., *Colantuono Highsmith
Whatley, PC*

Participants

Rick Wood, *CSDA Financial Services*
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 Thursday, August 22, 2024, at 11:30 a.m., by Thomas Doria, President.
2. **Pledge of Allegiance** – Director Loh
3. **Amendments to the Agenda** - None
4. **Public Comment** – None
5. **Consent Agenda**

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

ROLL CALL VOTE: **Ayes:** Doria, N. Dixon, Feinberg, Loh, L. Dixon **Nays:** **Absent:**

6. **Action Items**

8-A. Review/ Discussion /Action: Consideration, discussion, and approval of the biennial review of the District’s Conflict of Interest Code. A local agency’s conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests (Form 700). To ensure conflict of interest codes remain current, each local agency is required to review its code at least every even numbered year.

It was **MOVED** by Director N. Dixon, **SECONDED** by Director L. Dixon, and **MOTION PASSED** that the Board of Directors approve the biennial review of the District’s Conflict of Interest Code. No amendment is required.

ROLL CALL VOTE: Ayes: Doria, N. Dixon, Feinberg, Loh, L. Dixon **Nays:** **Absent:**

8-B. Review/ Discussion /Action: Consideration, discussion, and approval of restated Section 125 Cafeteria Plan. Health Premium Ad Hoc Committee recommends approval.

It was **MOVED** by Director Doria, **SECONDED** by Director N. Dixon, and **MOTION PASSED** that the Board of Directors approve the restated Section 125 Cafeteria Plan.

ROLL CALL VOTE: Ayes: Doria, N. Dixon, Feinberg, Loh, L. Dixon **Nays:** **Absent:**

8-C. Review/ Discussion /Action: Consideration, discussion, and approval of District Resolution 24-08, changing the employer contribution rate for health insurance premiums from \$790.00 to \$1,150.00. Health Premium Ad Hoc Committee recommends approval.

It was **MOVED** by Director Doria, **SECONDED** by Director N. Dixon, and **MOTION PASSED** that the Board of Directors approve District Resolution 24-08, changing the employer contribution rate for health insurance premiums from \$790.00 to \$1,150.00.

ROLL CALL VOTE: Ayes: Doria, N. Dixon, Feinberg, Loh, L. Dixon **Nays:** **Absent:**

7. **9-A. Closed Session – *The Board entered closed session at 12:12 p.m.***

1. Public Employee Performance Evaluation (Gov. Code 54957)

Title: Chief Executive Officer

2. Conference with Labor Negotiator (Gov. Code 54957.6)

Name of District Negotiator: Aleks Giragosian, General Counsel

Name of District Employee: Kara Ralston, Chief Executive Officer

9-B. Reconvene and Announcement from Closed Session – *The Board reconvened at 1:03 p.m. No reportable action.*

Pursuant to Government Code 54957.7(b) – The legislative body of any local agency shall publicly report any reportable action taken in closed session and the vote or abstention on that action of every member present.

8. **Action Item**

Review/ Discussion /Action: - Consideration, discussion, and recommendation from the CEO Performance Evaluation Ad Hoc Committee, that the Board of Directors approve the first amendment to the CEO Employment Agreement.

It was **MOVED** by Director Loh, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approve the first amendment to the CEO Employment Agreement.

ROLL CALL VOTE: **Ayes:** Doria, N. Dixon, Feinberg, Loh, L. Dixon **Nays:** **Absent:**

9. **Emerging Opportunities**

- No ideas submitted for discussion.

10. **Reports**

- **Board President Comments** – No comments.
- **Health Insurance Premium Ad Hoc Committee** – Committee study and recommendation has concluded with approval of Action Items 8-B and 8-C.
- **Program & Opportunity Committee** – No report.
- **Healthy Camarillo Committee** – CEO Ralston continues to meet with City of Camarillo officials regarding the collaborative Healthy Camarillo Initiative. The group reviewed a draft MOU explaining the concept. At the suggestion of the Board, City of Camarillo Mayor Tony Trembley will attend the September 26, 2024, meeting for a presentation.
- **Board Member Comments** – No comments.
- **CEO Report**
 - The BALANCEfit and POWERfit services of the Fall Prevention Program have received the Innovative Program of the Year award from California Special Districts Association (CSDA); the award will be presented at the CSDA annual conference in September 2024. This is the second consecutive year of winning this award in this category, and the 4th time in the last nine years.
 - City of Camarillo has granted \$40,000 in support of the Senior Nutrition Program.
 - The District has completed its workplace violence prevention plan in light of SB553 and will continue efforts toward training.
 - The Little Zoo program visited the Adult Day Center with a variety of animals for the participants to interact with

11. Having no further business this meeting was adjourned at 1:22 p.m.

Thomas Doria, MD
President

CONSENT AGENDA 7-B

**DISTRICT FINANCIAL REPORTS
FOR PERIOD ENDING AUGUST 31, 2024**

1:27 PM

3-Sep-24

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Alphabetically

August 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
81076	8/14/2024	ACCESS	Access TLC Caregivers DBA	495.00	V - VCAAA grant	MO
81087	8/28/2024	AFLAC	Aflac	1,279.14	V - benefits/ins	MO
81052	8/7/2024	ALEXOS MAINT	Alexos Maintenance, LLC	320.00	V - misc repairs	
81077	8/14/2024	COLBERT	April Colbert	75.91	EE - reimb for mileage	
81071	8/8/2024	GALLAGHER	Arthur J. Gallagher Risk Management	35,621.74	V - insurance renewal	ANNL
81075	8/8/2024	GALLAGHER	Arthur J. Gallagher Risk Management	5,551.08	V - insurance renewal	ANNL
81053	8/7/2024	BAY ALARM	Bay Alarm Company	444.45	V - camera security	MO
81074	8/8/2024	THOMAS, B	Brandie Thomas	87.20	EE - VCSDA reimb	
81088	8/28/2024	BUGS	Bugs N Things INC	200.00	V - pest control - ant spray	QTRLY
81054	8/7/2024	C3 INTEL	C3 Intelligence, Inc	350.00	V - HR/background checks	ONGOING
81093	8/28/2024	LOH	Christopher Loh, MD	315.00	BOD	MO
81081	8/15/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	1,437.00	V - legal services - may services	MO
81082	8/15/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	3,157.00	V - legal services - june services	MO
81083	8/15/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,541.00	V - legal services - july services	MO
81055	8/7/2024	FRONTIER	Frontier Communications	249.47	V - cable services	MO
81072	8/8/2024	HAYMAN	Hayman Consulting dba	3,600.00	V - Comptroller financial service	MO
81056	8/7/2024	ITS	Integrated Telemanagement Services, Inc	1,373.58	V - telephone services	MO
81057	8/7/2024	JTS	JTS Facility Services	2,310.00	V - janitorial services	MO
81058	8/7/2024	LEAF	Leaf	58.48	V - copier service	ANNL
81090	8/28/2024	DIXON ZACHER	Lydia Zacher Dixon	105.00	BOD	MO
81078	8/14/2024	JONES, M.	Marlene L. Jones	10.00	V - refund for class	
81073	8/8/2024	MERIPLEX/CPI	Meriplex Solutions	1,877.25	V - updated computer	
81079	8/14/2024	MERIPLEX/CPI	Meriplex Solutions	1,186.00	V - hp warranty renewal	

81060	8/7/2024	ROGERS	Mikal P Rogers	570.50 V - instructor fees	MO
81089	8/28/2024	DIXON	Neal P. Dixon	420.00 BOD	MO
81092	8/28/2024	FEINBERG	Paula-Jeanne Feinberg	210.00 BOD	MO
81080	8/14/2024	PETTY	Petty Cash - Administrat	496.01 V - reimb petty cash box	ONGOING
81061	8/7/2024	SAFEWAY	Safeway Inc	339.29 V - ADC nutrition	MO
81084	8/21/2024	SAFEWAY	Safeway Inc	56.36 V - ADC nutrition	MO
81094	8/28/2024	SAFEWAY	Safeway Inc	199.94 V - ADC nutrition	MO
81062	8/7/2024	SAGE BUSINES	Sage Business Care	1,240.00 V - annual software renewal	ANNL
81095	8/28/2024	SO CA EDISON	Southern California Edison	4,553.65 V - utilities	MO
81063	8/7/2024	SO CA GAS	Southern California Gas	343.64 V - utilities	MO
81064	8/7/2024	STAPLES	Staples Business Advantage	328.35 V - office supplies	MO
81096	8/28/2024	THE ARK	The ARK of SC	450.00 V - powerful tools facilitors training	
81059	8/7/2024	LITTLE ZOO	The Little Zoo	375.00 V - ADC activity	
81091	8/28/2024	DORIA	Thomas Doria, MD	210.00 BOD	MO
81065	8/7/2024	TRI COUNTY	Tri County Office Furniture, Inc	4,980.21 V - table replacement	
81097	8/28/2024	TRI COUNTY	Tri County Office Furniture, Inc	1,822.76 V - furniture replacement	
81101	8/28/2024	TRI COUNTY	Tri County Office Furniture, Inc	998.19 V - furniture replacement; chairs	
81066	8/7/2024	TROPICAL	Tropical Car Wash	530.00 V - fleet maintenance	MO
81098	8/28/2024	TROPICAL	Tropical Car Wash	580.00 V - fleet maintenance	MO
81067	8/7/2024	UMPQUA	Umpqua Bank	6,367.62 V - credit card	MO
81068	8/7/2024	US POST METR	United States Postal Svc	500.00 V - postal machine	ONGOING
81086	8/21/2024	VCSDA	V C S D A	75.00 V - meeting dues	
81099	8/28/2024	VCSDA	V C S D A	150.00 V - annual membership dues	ANNL
81085	8/21/2024	VALIC	VALIC	1,413.05 V - benefits/ins	MO
81069	8/7/2024	VOYAGER	Voyager Fleet Systems Inc	1,481.47 V - fleet gas	MO
81100	8/28/2024	VOYAGER	Voyager Fleet Systems Inc	1,134.58 V - fleet gas	MO
81070	8/7/2024	XEROX	Xerox Financial Services	2,016.30 V - copier lease	MO

\$94,486.22
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Legend of Payment Type	
BOD =	Board of Director
EE =	Employee
V =	Vendor

1:27 PM

3-Sep-24

Camarillo Health Care District

Check Register (Checks and EFTs of All Types)

Sorted by Check Number

August 2024 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #1 [Five Star - General]						
81052	8/7/2024	ALEXOS MAINT	Alexos Maintenance, LLC	320.00	V - misc repairs	MO
81053	8/7/2024	BAY ALARM	Bay Alarm Company	444.45	V - camera security	MO
81054	8/7/2024	C3 INTEL	C3 Intelligence, Inc	350.00	V - HR/background checks	ONGOING
81055	8/7/2024	FRONTIER	Frontier Communications	249.47	V - cable services	MO
81056	8/7/2024	ITS	Integrated Telemanagement Services, Inc	1,373.58	V - telephone services	MO
81057	8/7/2024	JTS	JTS Facility Services	2,310.00	V - janitorial services	MO
81058	8/7/2024	LEAF	Leaf	58.48	V - copier service	ANNL
81059	8/7/2024	LITTLE ZOO	The Little Zoo	375.00	V - ADC activity	MO
81060	8/7/2024	ROGERS	Mikal P Rogers	570.50	V - instructor fees	MO
81061	8/7/2024	SAFEWAY	Safeway Inc	339.29	V - ADC nutrition	MO
81062	8/7/2024	SAGE BUSINES	Sage Business Care	1,240.00	V - annual software renewal	ANNL
81063	8/7/2024	SO CA GAS	Southern California Gas	343.64	V - utilities	MO
81064	8/7/2024	STAPLES	Staples Business Advantage	328.35	V - office supplies	MO
81065	8/7/2024	TRI COUNTY	Tri County Office Furniture, Inc	4,980.21	V - table replacement	MO
81066	8/7/2024	TROPICAL	Tropical Car Wash	530.00	V - fleet maintenance	MO
81067	8/7/2024	UMPQUA	Umpqua Bank	6,367.62	V - credit card	MO
81068	8/7/2024	US POST METR	United States Postal Svc	500.00	V - postal machine	ONGOING
81069	8/7/2024	VOYAGER	Voyager Fleet Systems Inc	1,481.47	V - fleet gas	MO
81070	8/7/2024	XEROX	Xerox Financial Services	2,016.30	V - copier lease	MO
81071	8/8/2024	GALLAGHER	Arthur J. Gallagher Risk Management	35,621.74	V - insurance renewal	ANNL
81072	8/8/2024	HAYMAN	Hayman Consulting dba	3,600.00	V - Comptroller financial service	MO
81073	8/8/2024	MERIPLEX/CPI	Meriplex Solutions	1,877.25	V - updated computer	
81074	8/8/2024	THOMAS, B	Brandie Thomas	87.20	EE - VCSDA reimb	

81075	8/8/2024	GALLAGHER	ARTHUR J. GALLAGHER RISK MANAGEMENT	5,551.08	V - insurance renewal	ANNL
81076	8/14/2024	ACCESS	Access TLC Caregivers DBA	495.00	V - VCAAA grant	MO
81077	8/14/2024	COLBERT	April Colbert	75.91	EE - reimb for mileage	
81078	8/14/2024	JONES, M.	Marlene L. Jones	10.00	V - refund for class	
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81081	8/15/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	1,437.00	V - legal services - may services	MO
81082	8/15/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	3,157.00	V - legal services - june services	MO
81083	8/15/2024	COLANTUONO	Colantuono, Highsmith, Whatley, PC	2,541.00	V - legal services - july services	MO
81084	8/21/2024	SAFEWAY	Safeway Inc	56.36	V - ADC nutrition	MO
81085	8/21/2024	VALIC	VALIC	1,413.05	V - benefits/ins	MO
81086	8/21/2024	VCSDA	V C S D A	75.00	V - meeting dues	MO
81087	8/28/2024	AFLAC	Aflac	1,279.14	V - benefits/ins	MO
81088	8/28/2024	BUGS	Bugs N Things INC	200.00	V - pest control - ant spray	QTRLY
81089	8/28/2024	DIXON	Neal P. Dixon	420.00	BOD	MO
81090	8/28/2024	DIXON ZACHER	Lydia Zacher Dixon	105.00	BOD	MO
81091	8/28/2024	DORIA	Thomas Doria, MD	210.00	BOD	MO
81092	8/28/2024	FEINBERG	Paula-Jeanne Feinberg	210.00	BOD	MO
81093	8/28/2024	LOH	Christopher Loh, MD	315.00	BOD	MO
81094	8/28/2024	SAFEWAY	Safeway Inc	199.94	V - ADC nutrition	MO
81095	8/28/2024	SO CA EDISON	Southern California Edison	4,553.65	V - utilities	MO
81096	8/28/2024	THE ARK	The ARK of SC	450.00	V - powerful tools facilitors training	
81097	8/28/2024	TRI COUNTY	Tri County Office Furniture, Inc	1,822.76	V - furniture replacement	
81098	8/28/2024	TROPICAL	Tropical Car Wash	580.00	V - fleet maintenance	MO
81099	8/28/2024	VCSDA	V C S D A	150.00	V - annual memberships dues	ANNL
81100	8/28/2024	VOYAGER	Voyager Fleet Systems Inc	1,134.58	V - fleet gas	MO
81101	8/28/2024	TRI COUNTY	Tri County Office Furniture, Inc	998.19	V -furniture replacement; chairs	

\$94,486.22
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Legend of Payment Type	
BOD =	Board of Director
EE =	Employee
V =	Vendor

Check Register Monthly Comparison

FY 2024/25

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$145,876	\$94,486	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120,181
YTD Total											\$240,362	

w/out transfer

Notes FY 24/25

- Jul '24 Progress pymt Auditor \$10,000
- Jul '24 ADC Tovertafel System \$13,030
- Aug '24 Arthur J. Gallagher Ins Policies \$41,172.82
- Aug '24 Tri County Furniture \$4,980.21

DRAFT

FY 2023/24

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$169,824	\$59,053	\$123,545	\$3,146,143	\$96,299	\$71,201	\$2,222,982	\$79,747	\$69,296	\$104,044	\$81,193	\$306,713	\$114,439
YTD Total											\$6,530,040	

w/out transfer

Notes FY 23/24:

- Aug '23 OARR Grant \$48k
- Sept '23 OARR Grant \$20k
- Nov '23 OARR Grant \$43k
- Jan '24 Progress pymt Auditor \$10,000
- Jan '24 Purchase new Ford Escape vehicle \$34,890.45
- Jan '24 Various Cabinets/Wall Panels/Tackboard \$5,031 (50% deposit)
- Feb '24 Repair on ADC grease trap \$22,895
- Apr '24 Annual audit pymt \$15,956
- Apr '24 OARR Grant \$29,405
- May-24 Insurance policy renewals \$91,260.65
- May-24 Van wrap \$12,393.48
- Jun-24 Insurance policy renewals \$20,858.00
- Jun-24 Purchase of new computers \$15,950.05
- Jun-24 Purchase of new chairs for board/classroom \$4,150.56
- Jun-24 Purchase of ADC activity equipment \$28,047.00
- Jun-24 Purchase 1 year advertising contract with ACORN \$18,408.00

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.

ACTION ITEM 9-A

HEALTHY CAMARILLO INITIATIVE MOU

Memorandum of Understanding Healthy Camarillo

This Memorandum of Understanding (“MOU”) is effective upon the date of signature by all parties, and is between the City of Camarillo, a California general law municipal corporation (City), Camarillo Health Care District, ~~a California independent special district (CHCD)~~, and Pleasant Valley Recreation & Park District, ~~a California independent special district (PVRPD)~~ and referred to collectively as “Parties”.

Recitals

1. The Parties to this Memorandum of Understanding (MOU) recognize the importance of collaboration in addressing the health priorities of the residents of the City of Camarillo as identified in the 2022 Ventura County Community Health Needs Assessment (VCCHNA). ~~This MOU intends to combine the resources and expertise of the City of Camarillo, Camarillo Health Care District, and Pleasant Valley Recreation & Park District to improve health outcomes for the communities served by the Parties (“Community”).~~

2. The purpose of this MOU is to combine the Parties’ resources and expertise and formalize the partnership between the City of Camarillo, the Camarillo Health Care District, and the Pleasant Valley Recreation & Park District. These entities aim to address the identified health priorities in the VCCHNA and improve the overall health and well-being of the Community.

Now therefore, the Parties to this MOU agree as follows:

Section 1. Community Health Priorities: The Parties agree that the identified Community Health Priorities are as follows:

- Mental health and substance abuse across all age groups.
- Prevention of chronic health conditions by promoting healthy lifestyles.
- Advancing equitable access to healthcare for underserved populations.

Section 2. Commitment to Resources: Parties agree to identify resources to support community health initiatives. This may include exploring grants, partnerships, and sponsorship opportunities to support program development and implementation. ~~No Party is obligated to expend funds and any use of staff time is at the sole discretion of each Party.~~

Section 3. Program Development and Implementation: The Parties agree to work together to develop programs and initiatives targeting the identified health priorities.

Section 4. Identification of Program Costs: The Parties agree to identify costs associated with developing and implementing any identified health programs and initiatives. This includes but is not limited to staffing, materials, facilities, and marketing expenses. No Party is obligated to expend funds or use staff time under this MOU.

Section 5. Coordination of Marketing Activities: The Parties will coordinate and develop marketing activities to promote health programs and initiatives to the community. This coordinated effort may include the creation of unified branding, advertising, social media outreach, and community engagement events.

Section 6. Establishment of Governance Structures: The Parties agree to work together to develop the best governance structure for Healthy Camarillo. This includes exploring models for collaboration, decision-making processes, and creating stakeholder engagement mechanisms. These efforts aim to ensure effective coordination and oversight of health programs and initiatives.

Section 7. Term. This MOU shall commence upon the date of signature by all Parties and shall remain in effect for a period of three (3) years unless terminated by any Party with 30 days written notice to the others. This Agreement may also be extended by mutual agreement of the Parties.

Section 8. Mutual Indemnification and Hold Harmless. Each Party to the MOU shall indemnify, defend, protect, hold harmless, and release the other Parties, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with this MOU, or caused by any act, omission, or negligence of such indemnifying Party or its agents, employees, contractors, subcontractors, or invitees related to this MOU. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying Party or Parties under workers' compensation acts, disability benefit acts, or other employee benefit acts. This indemnity provision survives the Agreement.

Section 9. Miscellaneous Provisions:

9.1 **Notices.** All notices required by this MOU will be deemed given when in writing and delivered personally or deposited in the United States mail, postage prepaid, return receipt requested, addressed to the other Party at the address set forth below:

To City of Camarillo
601 Carmen Drive
Camarillo, CA 93010

To Camarillo Health Care District
3639 E. Las Posas Road, Suite 117
Camarillo, CA 93010

To Pleasant Valley Recreation & Park District
1605 E. Burnley Street
Camarillo, CA 93010

The address to which any notice, demand, or other writing may be given or made or sent to any Party as above provided may be changed by written notice given by that Party as above provided.

9.2 **Governing Law.** This MOU has been made in the State of California and shall be construed under California Law. Any legal action regarding the MOU shall be in the venue of Superior Court in the County of Ventura, California.

9.3 **Assignment.** The Parties may not assign this MOU or the rights and obligations hereunder without the specific written consent of the others.

9.4 **Entire Agreement.** This document represents the MOU between the Parties with respect to the subject matter hereof. All prior negotiations and written and/or oral agreements between the Parties with respect to the subject matter of this MOU are merged into this MOU.

9.5 **Amendments.** This MOU may be modified in writing only, signed by the Parties.

9.6 **Counterparts.** This MOU may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

9.7 **Survival.** The obligations of this MOU, which by their nature would continue beyond the termination of the MOU shall survive termination of this MOU.

9.8 **Severability.** If any provision of this MOU is found by a court of competent jurisdiction to be void, invalid or unenforceable, the same will either be reformed to comply with applicable law or stricken if not so comfortable, so as not to affect the validity or enforceability of this MOU.

9.9 **Waiver.** No delay or failure to require performance of any provision of this MOU shall constitute a waiver of that provision as to that or any other instance. Any waiver granted by a Party must be in writing and shall apply to the specific instance expressly stated.

IN WITNESS WHEREOF, the Parties have caused this MOU to be executed by their respective governing officials duly authorized by their respective legislative bodies.

CITY OF CAMARILLO

Tony Trembley, Mayor
DATE:

CAMARILLO HEALTH CARE DISTRICT

Thomas Doria, MD, President of the Board of Directors
DATE:

**PLEASANT VALLEY RECREATION AND
PARK DISTRICT**

Mark Malloy, Board Chair

DATE:

ACTION ITEM 9-B

**DISCLOSURE OF REIMBURSEMENT REPORT FOR FISCAL YEAR 2023/2024,
DISTRICT POLICY 1120**

Camarillo Health Care District

POLICY MANUAL

POLICY TITLE: Disclosure of Reimbursement Policy

POLICY NUMBER: 1120

1120.1 This policy is established to provide for the process for the annual disclosure report of employee and director reimbursements consistent with the provisions of California Government Code §53065.5.

1120.2 By no later than October 1st after the end of each fiscal year, the Chief Executive Officer will submit a detailed report to the Board of Directors, that discloses any reimbursement paid to any employee or member of the Board of Directors, by the District, within the immediately preceding fiscal year, of at least one hundred dollars (\$100), for each individual charge for service or product received.

1120.3 “Individual charge” includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any one employee or member of the Board of Directors of the District.

1120.4 This report shall be made available for public inspection following ratification, and can also be obtained by contacting the District.



**Annual Disclosure Report
2023-2024**

<u>Name</u>	<u>Date</u>	<u>Amount</u>	<u>Reason</u>
Barker, Blair	03/03/2023	\$420.00	Certified Case Manager Exam

ACTION ITEM 9-C

**DISTRICT RESOLUTION 24-09,
ADOPTING THE 2025 REGULAR BOARD MEETING CALENDAR**



RESOLUTION NO. 24-09

Adopt the 2025 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 Thursday of each month at 11:30 a.m., with the following exceptions: June will calendar two meetings for budget process; August and September will meet on the third Thursday; November will meet on the third Thursday at 8:30 a.m.;

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:

Thursday: January 23, 2025, 11:30 a.m.
February 27, 2025, 11:30 a.m.
March 27, 2025, 11:30 a.m.
April 24, 2025, 11:30 a.m.
May 22, 2025, 11:30 a.m.
June 5, 2025, 11:30 a.m. (Budget)
June 26, 2025, 11:30 a.m. (optional)
July 2025 - Dark
August 21, 2025, 11:30 a.m.
September 18, 2025, 11:30 a.m.
October 23, 2025, 11:30 a.m.
November 20, 2025, 8:30 a.m. (Annual Board Leadership and Education)
December 2025 – Dark

ADOPTED, SIGNED AND APPROVED this 26th day of September 2024.

Thomas Doria, MD, President
Board of Directors

Attest: _____
Paula Feinberg, Clerk of the Board
Board of Directors

STATE OF CALIFORNIA)

COUNTY OF VENTURA) ss

I, **Paula Feinberg**, Board of Directors of the Camarillo Health Care District **DO HEREBY CERTIFY** that the foregoing Resolution 24-09 was duly adopted by the Board of Directors of said District at a Regular Meeting held on the 26th day of September 2024, and it was adopted by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN _____

Paula Feinberg, Clerk of the Board
Board of Directors
Camarillo Health Care District



2025 Board Meeting Calendar

January 23, 2025, 11:30 a.m.

February 27, 2025, 11:30 a.m.

March 27, 2025, 11:30 a.m.

April 24, 2025, 11:30 a.m.

May 22, 2025, 11:30 a.m.

June 5, 2025, 11:30 a.m. (Budget)

June 26, 2025, 11:30 a.m. (Optional)

July - Dark

August 21, 2025, 11:30 a.m.

September 18, 2025, 11:30 a.m.

October 23, 2025, 11:30 a.m.

November 20, 2025, 8:30 a.m.
(Annual Board Leadership and Education)

December - Dark

January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
			23	Fin Com 10 AM		

February

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March

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April

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25	26	27	28	29	30	31

June

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29	30					

July

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DARK

August

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31				21	Fin Com 10 AM	

September

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October

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			23	Fin Com 10 AM		

November

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December

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DARK

Executive Committee Meeting	Board Meeting	Finance Committee Meeting	Association Annual Meetings
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2025 Board and Committee Meeting Calendar

Board Meetings	Executive Committee Meetings
January 23, 2025 – 11:30 a.m.	January 13, 2025 – 12:30 p.m.
February 27, 2025 – 11:30 a.m.	February 18, 2025 – 12:30 p.m.
March 27, 2025 – 11:30 a.m.	March 17, 2025 – 12:30 p.m.
April 24, 2025 – 11:30 a.m.	April 14, 2025 – 12:30 p.m.
May 22, 2025 – 11:30 a.m.	May 12, 2025 – 12:30 p.m.
June 5, 2025 – 11:30 a.m. Budget Presentation	June 16, 2025 – 12:30 p.m. (If Needed)
June 26, 2025 – 11:30 a.m. – 2 nd Reading (If Needed)	July 2025 - Dark
July 2025 - Dark	August 11, 2025 – 12:30 p.m.
August 21, 2025 – 11:30 a.m.	September 8, 2025 – 12:30 p.m.
September 18, 2025 – 11:30 a.m.	October 13, 2025 – 12:30 p.m.
October 23, 2025 – 11:30 a.m.	November 10, 2025 – 12:30 p.m.
November 20, 2025 – 8:30 a.m. (Annual Board Leadership)	December 2025– Dark
December 2025 – Dark	
Special Events	Finance/Investment Committee Meetings
Aug 25-28, 2025 – CSDA Annual Conference – Monterey	January 23, 2025 – 10:00 a.m.
Sept 24-26, 2025 – ACHD Annual Conference – San Diego	April 24, 2025 – 10:00 a.m.
	August 21, 2025 – 10:00 a.m.
	October 23, 2025 – 10:00 a.m.