



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

**Regular Board Meeting  
July 28, 2020, 12:00 P.M.  
Zoom Meeting**

**Camarillo Health Care District Board of Directors Meeting  
Jul 28, 2020 12:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting  
<https://zoom.us/j/98824009684>**

**Meeting ID: 988 2400 9684  
One tap mobile  
+16699009128,,98824009684# US (San Jose)  
+12532158782,,98824009684# US (Tacoma)**

**Dial by your location**  
**+1 669 900 9128 US (San Jose)**  
**+1 253 215 8782 US (Tacoma)**  
**+1 346 248 7799 US (Houston)**  
**+1 646 558 8656 US (New York)**  
**+1 301 715 8592 US (Germantown)**  
**+1 312 626 6799 US (Chicago)**

**Meeting ID: 988 2400 9684  
Find your local number: <https://zoom.us/j/98824009684>**

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## **2020 Board Meeting Calendar**

January 28, 2020, 12:00 p.m.

February 25, 2020, 12:00 p.m.

March 24, 2020, 12:00 p.m. **Cancelled due to COVID-19**

April 28, 2020, 12:00 p.m.

May 26, 2020, 12:00 p.m.

June 9, 2020, 12:00 p.m. (Budget)

June 23, 2020, 12:00 p.m. (If Needed)

July 28, 2020, 12:00 p.m.

August – Dark

September 29, 2020, 12:00 p.m.

October 27, 2020, 12:00 p.m.

November 17, 2020, 8:30 a.m. (Board Work Study)

December - Dark

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## Agenda – July 28, 2020 – 12:00 p.m.

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

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

#### **Zoom Meeting**

Meeting URL: <https://zoom.us/j/98824009684> - Meeting ID: 988 2400 9684

Join by Telephone - US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 - Meeting ID: 988 2400 9684

#### **Board of Directors**

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

#### **Staff**

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

#### **Participants**

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

1. **CALL TO ORDER**

2. **ROLL CALL**

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

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

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

COVID-19 RESPONSE: The Board reserves this time to hear from the public. If you wish to make a general public comment, or comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on Monday, July 27, 2020 to the Clerk to the Board at [karenv@camhealth.com](mailto:karenv@camhealth.com). The Clerk to the Board will print your email, distribute copies to all Board Members prior to the meeting, and the Board President or Chief Executive Officer will read the emailed comments aloud during general public comments, or during the specified agenda item.

6. **PRESENTATION - None**

7. **CONSENT AGENDA**

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

- A. Approval of the Minutes of the Regular Board Meeting of June 9, 2020.  
**(Please see Section 7-A)**

- B. Approval of the Minutes of the Executive Committee Meeting of July 21, 2020.  
(Please see Section 7-B)**

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_  
Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

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

**9. ITEMS FOR ACTION**

- A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of, District disbursements, financial reports, and monthly investment report for period ending May 31, 2020. **(Please see Section 9-A)**

**Suggested Motion:** Motion to approve District disbursements, financial reports, and monthly investment report for period ending May 31, 2020.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_  
Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

- B. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of, District disbursements, financial reports, and monthly investment report for period ending June 30, 2020. **(Please see Section 9-A)**

**Suggested Motion:** Motion to approve District disbursements, financial reports, and monthly investment report for period ending June 30, 2020.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Abstain \_\_\_\_\_ Pass \_\_\_\_\_  
Loh \_\_\_\_\_ Brown \_\_\_\_\_ Loft \_\_\_\_\_ Hiepler \_\_\_\_\_ Doria \_\_\_\_\_

**10. CHIEF EXECUTIVE OFFICER REPORT**

**11. BOARD PRESIDENT REPORT**

**12. BOARD MEMBERS COMMENTS AND/OR REPORTS**

Finance/Investment Committee Report – Committee Chair, Tom Doria

**13. FUTURE MEETING AND EVENTS**

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**Board of Directors Meetings**

• <b>Executive Committee: Loh, Brown</b>	August 2020 Dark
• <b>Full Board:</b>	August Dark
• <b>Executive Committee: Loh, Brown</b>	Tuesday, September 15, 12:00 p.m.
• <b>Full Board:</b>	Tuesday, September 28, 2020, 12:00 p.m.
• <b>Executive Committee: Loh, Brown</b>	Tuesday, October 20, 2020, 12:00 p.m.
• <b>Finance Committee: Hiepler, Doria</b>	Tuesday, October 27, 2020, 11:00 a.m.
• <b>Full Board:</b>	Tuesday, October 27, 2020, 12:00 p.m.
• <b>Executive Committee: Loh, Brown</b>	November 2020 Dark
• <b>Full Board</b>	November 2020 Dark

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**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 our website, [www.camhealth.com](http://www.camhealth.com) on Friday, July 24 2020, on or before 4:00 p.m.

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**SECTION 7**

**CONSENT AGENDA**

**SECTION 7-A  
APPROVAL OF MINUTES OF  
THE REGULAR BOARD MEETING OF JUNE 09, 2020**

**JULY 28, 2020**



**MINUTES** **June 9, 2020**

**Regular Meeting of the Board of Directors**  
Zoom Meeting – Meeting ID 929 6084 3385

**Board of Directors - Present**

Christopher Loh, MD, President  
Rodger Brown, MBA, Vice President  
Richard Loft, MD, Director, Clerk of the Board  
Mark Hiepler, ESQ, Director  
Tom Doria, MD, Director

**Participants:**

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

**Staff - Present**

Kara Ralston, Chief Executive Officer  
Sonia Amezcua, Chief Administrative Officer  
Renee Murphy, Accounting Manager  
Karen Valentine, Clerk to the Board  
Lynette Harvey, Clinical Services Director, Care Management  
Mary Ann Ratto, Director, Adult Day Center  
Blair Barker, Director, Wellness and Caregiver Center

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, June 9, 2020, at 12:03 p.m., by Christopher Loh, President.
2. **Pledge of Allegiance** – Director Doria
3. **Amendments to The Agenda** – None
4. **Public Comment** – None
5. **Presentations** – None
6. **Consent Agenda** - It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the Consent Agenda as presented.

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

7. **Action Items**

**A. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval of the Fiscal Year 2020/2021 Operating and Capital budgets.

It was **MOVED** by Director Hiepler, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the Fiscal Year 2020/2021 Operating and Capital budgets.

**Roll Call Vote - Aye:** Loh, Brown, Loft, Hiepler, Doria      **Nays:** None      **Absent:** None

**B. Review/ Discussion /Action** – Consideration, discussion, and recommendation for approval to extend the Chief Executive Officer employment agreement until June 30, 2023.

It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve the extension of the Chief Executive Officer's employment agreement until June 30, 2023.

**Roll Call Vote - Aye:** Loh, Brown, Loft, Hiepler, Doria                      **Nays:** None    **Absent:** None

**C. Review/ Discussion/ Action** – It is the recommendation of Administration that the June 23, 2020 Board of Directors Meeting be waived due to the approval of the Fiscal Year 2020/2021 Operating and Capital budgets.

It was **MOVED** by Director Brown, **SECONDED** by Director Doria, and **MOTION PASSED** that the Board of Directors approve waiving the June 23, 2020 Board of Directors Meeting due to the approval of the Fiscal Year 2020/2021 Operating and Capital budgets.

**Roll Call Vote - Aye:** Loh, Brown, Loft, Hiepler, Doria                      **Nays:** None    **Absent:** None

**8. Chief Executive Officer Report**

Chief Executive Officer, Kara Ralston, reported that the District continues to make preparation for reopening upon the lifting of the Governor's "Stay at Home Order." District staff has received symptom and protocol training regarding mitigating the spread of COVID-19. Protocols for Cleaning and Sanitizing the Workplace, Temperature Testing and Screening for Symptoms associated with COVID-19 have been developed, distributed and posted. Prior to entering any District facility or worksite, District employees and members of the public shall be required to submit to a temperature test and verbally attest to the absence of any presentation of symptoms associated with COVID-19.

CEO Ralston reported that staff remains in contact with Adult Day Center clients and their families, and continue to prepare and send weekly activity packages, with positive feedback from those clients. The District continues working with the Area Agency on Aging to accommodate additional home delivered meal clients, and is providing almost 6,000 meals each month.

**9. Board President's Report**

President, Christopher Loh inquired if the District was in a position to promote the Common Flu Shot and possibly provide facility space to host a Flu Shot Clinic.

**10. Board Members Comments and/or Reports**

Director Doria inquired about a COVID-19 Release and Assumption of Risk for Adult Day Clients.

Director Loft inquired how many additional Home Delivered Meal Clients the District could accommodate. CEO Ralston reported the District will start at 50 additional clients, and then review the need and resources.

**11. Having no further business this meeting was adjourned at 1:34 p.m.**

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Richard Loft  
Clerk of the Board

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**SECTION 7**

**CONSENT AGENDA**

**SECTION 7-B  
APPROVAL OF MINUTES OF  
THE EXECUTIVE COMMITTEE MEETING OF JULY 21, 2020.**

**JULY 28, 2020**

# MINUTES

July 21, 2020

**Executive/Agenda Building Committee Meeting**  
Camarillo Health Care District Board of Directors  
**<https://zoom.us/j/94575430605> - Meeting ID: 945 7543 0605**  
**Dial: US: +1 (669) 900 9128 - Meeting ID: 945 7543 0605**

**Board Members Present:**

Christopher Loh, MD, President  
Rod Brown, MBA, Vice President

**Staff Present:**

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

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1. **Call to Order** – The Executive Committee Meeting was called to order by President Christopher Loh, at 12:00 p.m.
2. **Roll Call** – Director Loh, Director Brown
3. **Public Comment** – No Public Comment
4. Reviewed the proposed Agenda for the July 28, 2020 Regular Board of Directors Meeting.
5. **Consent Agenda**
  - Reviewed the Regular Board Meeting Minutes of June 9, 2020.
6. **Action Items**
  - A. Reviewed District disbursements and financial reports for period ending May 31, 2020.
  - B. Reviewed District disbursements for period ending June 30, 2020.
7. **CEO Report** – CEO Ralston discussed legislative efforts by California Special Districts Association to include special districts in eligibility criteria to receive FEMA funding for unbudgeted pandemic expenses and losses. To date Special Districts have not been included in any FEMA funding reimbursements, even though required to provide essential services.
8. **Board President’s Report** – None
9. **Meeting Adjourned at 12:55 p.m.**

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Christopher Loh  
President



**SECTION 9**

**ITEMS FOR BOARD ACTION**

**SECTION 9-A  
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF DISTRICT DISBURSEMENTS,  
FINANCIAL REPORTS, AND MONTHLY INVESTMENT REPORT  
FOR PERIOD ENDING MAY 31, 2020.**

**JULY 28, 2020**

# Camarillo Health Care District

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

Sorted by Vendor

May 2020 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
68158	5/6/2020	ACCESS	Access TLC Caregivers DBA	1,342.00	V	Mar
68187	5/7/2020	ACCESS	Access TLC Caregivers DBA	2,332.00	V	Apr
68159	5/6/2020	AFLAC	Aflac	681.06	V	MO, Apr
68210	5/27/2020	AFLAC	Aflac	681.06	V	MO, May
68191	5/7/2020	GADDIS	Alexa Gaddis	103.68	EE	
68160	5/6/2020	ALLIANT	Alliant Insurance Services, Inc	1,329.00	V	ANN
68161	5/6/2020	ASSISTED	Assisted Healthcare Services	110.00	V	
68190	5/7/2020	DUNCAN	Audree Duncan	58.35	EE	
68211	5/27/2020	BETA	Beta Healthcare Group	2,884.75	V	MO
68212	5/27/2020	BETA WC	Beta Healthcare Group	1,946.00	V	MO
68176	5/6/2020	KNOX	Carrie Knox	2,180.00	V	
68179	5/6/2020	LOH	Christopher Loh, MD	200.00	B	
68197	5/19/2020	COLANTUONO	Colantuono, Highsmith, Whatley, PC	728.00	V	
68163	5/6/2020	COMFORT	Comfort Keepers dba	440.00	V	Mar
68188	5/7/2020	COMFORT	Comfort Keepers dba	1,672.00	V	Apr
68164	5/6/2020	COMMANDER	Commander Printed Products	4,021.88	V	3K Masks
68213	5/27/2020	COMMANDER	Commander Printed Products	8,031.71	V	QTLY
68196	5/19/2020	CO VENTURA	County of Ventura Environmental	628.30	V	ANN
68165	5/6/2020	CPI	CPI Solutions, Inc	1,495.95	V	Admin Tablet
68198	5/19/2020	CPI	CPI Solutions, Inc	4,577.60	V	MO
68166	5/6/2020	CSDA	CSDA Financial Serv	330.00	V	
68167	5/6/2020	DIAL	Dial Security	294.00	V	
68168	5/6/2020	DIGITAL	Digital Deployment, Inc	200.00	V	MO
68169	5/6/2020	DOS CAMINOS	Dos Caminos Plaza	4,909.52	V	MO
68170	5/6/2020	DOSCAMSTORA	Dos Caminos Plaza, Inc	50.00	V	MO
68172	5/6/2020	FRONTIER	Frontier Communications	130.98	V	MO
68173	5/6/2020	HARTFORD	Hartford Life	1,153.73	V	MO
68199	5/19/2020	HAYMAN	Hayman Consulting dba	665.00	V	
68174	5/6/2020	HOME REMEDIE	Home Remedies dba	600.00	V	Mar
68200	5/19/2020	HOME REMEDIE	Home Remedies dba	300.00	V	Apr
68201	5/19/2020	ITS	Integrated Telemanagement Services, Inc	1,004.58	V	MO
68175	5/6/2020	JTS	JTS Facility Services	1,600.00	V	MO
68189	5/7/2020	DO	Juliann Do	52.50	EE	
68177	5/6/2020	LEAF	Leaf	2,025.32	V	MO
68181	5/6/2020	MORALES	Luis Morales III	120.90	EE	
68171	5/6/2020	FONSECA	Mariana Fonseca	157.06	EE	
68180	5/6/2020	METLIFE	MetLife Small Business	1,011.42	V	MO
68182	5/6/2020	PAREDES	Patricia Paredes	173.08	EE	
68202	5/19/2020	PETTY	Petty Cash - Administrat	75.01		
68178	5/6/2020	LOFT	Richard Loft, MD	100.00	B	
68162	5/6/2020	BROWN	Rodger Brown	300.00	B	
68195	5/13/2020	SIGN CENTRIC	Sign Centric & Awnings, Inc	4,575.00	V	Acrylic barriers

# Camarillo Health Care District

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

Sorted by Vendor

May 2020 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68215	5/27/2020	SO CA EDISON	Southern California Edison	1,385.89	V	MO
68203	5/19/2020	SO CA GAS	Southern California Gas	401.35	V	MO
68214	5/27/2020	DORIA	Thomas Doria, MD	100.00	B	
68204	5/19/2020	TIM'S RELIAB	Timothy Jawork's Reliable Window	149.00	V	MO
68183	5/6/2020	TNT	TNT Automotive	678.04	V	CV15 - safety,bulbs,pulley
68192	5/7/2020	TNT	TNT Automotive	748.34	V	CV17,19 safety,lift,battery
68205	5/19/2020	TNT	TNT Automotive	316.32	V	CV16 safety,belt,pulley
68216	5/27/2020	TNT	TNT Automotive	132.50	V	CV18 safety,wire check
68193	5/7/2020	TROPICAL	Tropical Car Wash	234.00	V	MO
68194	5/7/2020	USPOSTMASTER	U.S. Postmaster	7,304.03	V	QTLY
68206	5/19/2020	UMPQUA	Umpqua Bank	3,946.19	V	
68184	5/6/2020	US POST METR	United States Postal Svc	300.00	V	
68207	5/19/2020	US POST METR	United States Postal Svc	500.00	V	
68185	5/6/2020	VALIC	VALIC	1,186.50	V	MO, Apr
68208	5/19/2020	VALIC	VALIC	1,186.50	V	MO, May
68186	5/6/2020	VISION	Vision Services Plan	241.93	V	MO
68209	5/19/2020	VOYAGER	Voyager Fleet Systems Inc	353.32	V	MO
				-----		
				Cash account Total	74,435.35	
				Report Total	74,435.35	

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

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## Check Register Monthly Comparison

### FY 2019/20

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg (varies through year as amts added)
\$148,320	\$83,532	\$172,880	\$100,718	\$57,749	\$73,885	\$84,153	\$73,422	\$55,954	\$93,468	\$74,435		\$92,592
<b>YTD Total</b>											<b>\$1,018,516</b>	

Notes FY 19/20:

July '19 Annual insurances

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

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

### FY 2018/19

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg
\$191,346	\$67,537	\$177,381	\$78,216	\$66,770	\$72,910	\$90,114	\$70,252	\$72,696	\$66,526	\$76,709	\$110,209	\$95,055
<b>YTD Total</b>											<b>\$1,140,665</b>	

Notes FY 18/19:

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

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

**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  
Comparison to Budget for the  
Eleven Months Ending May 31, 2020**

	Audited Actual 17 - 18	Audited Actual 18 - 19	Current Year- to-Date	Budget to- date	Annual Budget 2019- 20	Y-T-D vs Annual Budget. Target at 11 months is 98%
<b>REVENUES</b>						
Tax revenue	\$ 2,622,977	\$ 2,704,736	\$ 2,741,004	\$ 2,513,237	\$ 2,741,713	99.97%
Program and facilities revenue	364,026	379,498	318,281	391,175	426,373	74.65%
Grants and agency funding	520,445	396,091	315,906	357,601	385,409	81.97%
Community Support and sponsorship	10,148	6,129	9,762	4,858	5,300	184.19%
Investment and interest income	178,365	203,813	192,529	180,533	193,000	99.76%
Other income	219,157	65,723	63,638	5,693	6,210	1024.77%
<b>Total Revenues</b>	<b>\$ 3,915,118</b>	<b>\$ 3,755,991</b>	<b>\$ 3,641,120</b>	<b>\$ 3,453,098</b>	<b>3,758,005</b>	<b>96.89%</b>
<b>EXPENSES</b>						
Personnel cost						
Wages and salaries	1,458,930	1,489,950	1,385,581	1,558,845	1,700,559	81.48%
Payroll taxes	116,185	114,970	107,249	119,252	130,093	82.44%
Benefits	395,795	300,746	320,924	384,570	419,531	76.50%
OPEB	367,024	15,216	40,944	221,872	242,042	16.92%
Retirement UAL	50,594	70,585	91,882	95,155	95,155	96.56%
<b>Total personnel cost</b>	<b>2,388,528</b>	<b>1,991,467</b>	<b>1,946,580</b>	<b>2,379,693</b>	<b>2,587,379</b>	<b>75.23%</b>
<b>Other expenses</b>						
Contractors and professional fees	420,682	305,056	260,391	288,328	312,378	83.36%
Facilities and related	251,617	261,817	281,439	222,556	242,788	115.92%
Depreciation	156,337	150,842	124,043	124,041	135,318	91.67%
Program related expense	81,180	89,948	68,864	83,276	90,846	75.80%
Advertising and promotion	98,188	97,206	79,728	105,532	109,555	72.77%

**Eleven Months Ending May 31, 2020**

	<b>Audited Actual 17 - 18</b>	<b>Audited Actual 18 - 19</b>	<b>Current Year- to-Date</b>	<b>Budget to- date</b>	<b>Annual Budget 2019- 20</b>	<b>Y-T-D vs Annual Budget. Target at 11 months is 98%</b>
Supplies and office expense	53,232	52,003	52,455	49,072	53,533	97.99%
Dues and subscriptions	30,733	28,665	32,326	33,271	34,774	92.96%
Board and staff	68,808	55,080	48,293	93,129	101,595	47.53%
Community partnerships	1,000	-	-	4,000	4,000	0.00%
Combined other expenses	28,469	27,809	18,458	18,742	20,355	90.68%
<b>Total other expenses</b>	<b>1,190,247</b>	<b>1,068,426</b>	<b>965,997</b>	<b>1,021,946</b>	<b>1,105,142</b>	<b>87.41%</b>
<b>Operations Net</b>	<b>336,342</b>	<b>696,097</b>	<b>728,543</b>	<b>51,458</b>	<b>65,484</b>	<b>1112.55%</b>
<b>Adjustments</b>						
<b>Total expenses</b>	<b>3,578,775</b>	<b>3,059,894</b>	<b>2,912,578</b>	<b>3,401,639</b>	<b>3,692,521</b>	<b>78.88%</b>
<b>Net position after adjustments</b>	<b>\$ 336,342</b>	<b>\$ 696,097</b>	<b>\$ 728,543</b>	<b>\$ 51,458</b>	<b>\$ 65,484</b>	<b>1112.55%</b>

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**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of May 2020**

<b>ASSETS</b>	<b>May 31, 2020</b>		<b>May 31, 2019</b>			
<b>Current Assets:</b>						
Cash and Checking Accounts	\$	339,173	\$	353,766	(14,593.00)	-4.1%
Investment Accounts		4,344,532		3,855,889	488,643.00	12.7%
Tax, Grants and Accounts Receivable		156,380		151,222	5,158.00	3.4%
<b>Total Current Assets</b>		<b>4,840,085</b>		<b>4,360,877</b>	<b>479,208.00</b>	<b>11.0%</b>
<b>Noncurrent Assets:</b>						
Property, plant and equipment - net		1,240,926		1,324,676	(83,750.00)	-6.3%
IS equipment - net		21,392		25,505	(4,113.00)	-16.1%
Transportation vehicles - net		6,198		27,022	(20,824.00)	-77.1%
Prepays		2,591		3,960	(1,369.00)	-34.6%
<b>Total Noncurrent Assets</b>		<b>1,271,107</b>		<b>1,381,163</b>	<b>(110,056.00)</b>	<b>-8.0%</b>
Deferred Outflows of Res GASB 68		490,486		490,144	342.00	0.1%
Deferred Outflows of Res GASB 75		73,897		500,000	(426,103.00)	-85.2%
<b>Total Assets</b>	<b>\$</b>	<b>6,675,575</b>	<b>\$</b>	<b>6,732,183</b>	<b>(56,608.00)</b>	<b>-0.8%</b>
<b>LIABILITIES AND NET ASSETS</b>						
<b>Current Liabilities:</b>						
Accounts Payable	\$	35,304	\$	44,269	(8,965.00)	-20.3%
Construction Loan 2020		88,688		88,688	0.00	0.0%
Employment costs		91,108		109,201	(18,093.00)	-16.6%
Scholarships		5,599		5,947	(348.00)	-5.9%
Deferred Revenue		35,467		40,667	(5,200.00)	-12.8%
<b>Total Current Liabilities</b>		<b>256,166</b>		<b>288,771</b>	<b>(32,605.00)</b>	<b>-11.3%</b>
<b>Noncurrent Liabilities</b>						
Construction Loan to 2021		98,790		187,478	(88,688.00)	-47.3%
Net Pension Liability GASB 68		1,423,420		1,449,034	(25,614.00)	-1.8%
Accrued OPEB liability GASB 75		420,524		1,746,599	(1,326,075.00)	-75.9%
Deferred Inflows of Res GASB 68		202,655		211,794	(9,139.00)	-4.3%
Deferred Inflows of Res GASB 75		540,826		0	540,826.00	
<b>Total Noncurrent Liabilities</b>		<b>2,686,215</b>		<b>3,594,904</b>	<b>(908,689.00)</b>	<b>-25.3%</b>
<b>Net Assets:</b>						
Unrestricted - prior		2,999,201		1,966,678	1,032,523.00	52.5%
Unrestricted - current		733,994		881,830	(147,836.00)	-16.8%
<b>Total Net Assets</b>		<b>3,733,195</b>		<b>2,848,508</b>	<b>884,687.00</b>	<b>31.1%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$</b>	<b>6,675,575</b>	<b>\$</b>	<b>6,732,183</b>	<b>(56,608.00)</b>	<b>-0.8%</b>

**Quick Ratio**

	Cash, Checking, Investment		Cash, Checking, Investment
18.28	4,683,706	14.58	4,209,656

**Current Ratio**

	Current Assets		Current Assets
18.894	4,840,085	15.10	4,360,877

**Camarillo Health Care District**  
**Statements of Net Assets**  
as of May 2020

<b>ASSETS</b>	<b>May 31, 2020</b>	<b>May 31, 2019</b>	<b>May 31, 2018</b>	<b>May 31, 2017</b>
<b>Current Assets:</b>				
Cash and Checking Accounts	\$ 339,173	\$ 353,766	\$ 482,961	\$ 278,485
Investment Accounts	4,344,532	3,855,889	3,578,021	2,925,685
Tax, Grants and Accounts Receivable	156,380	151,222	96,904	(14,617)
<b>Total Current Assets</b>	<b>\$ 4,840,085</b>	<b>4,360,877</b>	<b>4,157,886</b>	<b>3,189,554</b>
<b>Noncurrent Assets:</b>				
Property, plant and equipment - net	1,240,926	1,324,676	1,404,863	1,521,702
IS equipment - net	21,392	25,505	34,155	16,949
Transportation vehicles - net	6,198	27,022	53,395	79,769
Prepays	2,591	3,960	(10)	7,556
<b>Total Noncurrent Assets</b>	<b>1,271,107</b>	<b>1,381,163</b>	<b>1,492,404</b>	<b>1,625,976</b>
Deferred Outflows of Res GASB 68	490,486	490,144	413,331	264,803
Deferred Outflows of Res GASB 75	73,897	500,000	-	-
<b>Total Assets</b>	<b>\$ 6,675,575</b>	<b>\$ 6,732,183</b>	<b>\$ 6,063,622</b>	<b>\$ 5,080,333</b>
<b>LIABILITIES AND NET ASSETS</b>				
<b>Current Liabilities:</b>				
Accounts Payable	\$ 35,304	\$ 44,269	\$ 75,131	\$ 48,612
Construction Loan 2020	88,688	88,688	85,482	82,393
Employment costs	91,108	109,201	101,728	461,240
Scholarships	5,599	5,947	3,174	5,419
Deferred Revenue	35,467	40,667	14,367	5,400
<b>Total Current Liabilities</b>	<b>256,166</b>	<b>288,771</b>	<b>279,882</b>	<b>603,064</b>

**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of May 2020**

	May 31, 2020	May 31, 2019	May 31, 2018	May 31, 2017
<b>Noncurrent Liabilities</b>				
Construction Loan to 2021	98,790	187,478	276,166	361,648
Net Pension Liability GASB 68	1,423,420	1,449,034	1,203,554	821,635
Accrued OPEB Liability GASB 75	420,524	1,746,599	1,410,173	-
Deferred Inflows of Res GASB 68	202,655	211,794	297,040	450,825
Deferred Inflows of Res GASB 75	540,826	-	-	-
<b>Total Noncurrent Liabilities</b>	<b>2,686,215</b>	<b>3,594,904</b>	<b>3,186,932</b>	<b>1,634,108</b>
<b>Net Assets:</b>				
Unrestricted - prior	2,999,201	1,966,678	1,630,336	2,535,771
Unrestricted - current	733,994	881,830	966,472	307,389
<b>Total Net Assets</b>	<b>3,733,195</b>	<b>2,848,508</b>	<b>2,596,808</b>	<b>2,843,160</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 6,675,575</b>	<b>\$ 6,732,183</b>	<b>\$ 6,063,622</b>	<b>\$ 5,080,333</b>

**Quick Ratio** (Cash, Checking & Investment Accounts divided by Total Current Liabilities)      18.28                      14.58                      14.51                      5.31

**Current Ratio** (Total Current Assets divided by Total Current Liabilities)      18.89                      15.10                      14.86                      5.29

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

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

Camarillo Health Care District  
Report to the Board  
For the Month Ending May 31, 2020

	Notes	Balance as of 4/30/20	Interest Rate at 5/31/20	Interest Earned	Deposits	Withdrawals	Transfers	Current Balance 5/31/20	% of Total Restricted/ Non-Restricted
<b>Restricted Cash Accounts</b>									
Funds - Restricted Scholarship	1	\$ 5,499	n/a	n/a				\$ 5,499	100.0%
<b>Total Restricted Cash</b>		<b>\$ 5,499</b>		<b>\$ -</b>				<b>\$ 5,499</b>	<b>100%</b>
<b>Non-Restricted Cash Accounts and Investments</b>									
Local Agency Investment Fund (LAIF)	2,3	\$ 3,005,316	2.03%				\$ 900,000	\$ 3,905,316	83.5%
Bank of the West General	3,4,5	1,397,316	n/a	n/a	50,205	(215,001)	(900,000)	332,520	7.1%
Mechanics Bus. Savings	6	152,224	0.05%	6	970			153,201	3.3%
Mechanics Bus. Checking		280,706	0.02%	5	-	-		280,711	6.0%
Ventura County Treasurer Pool	7	5,288	1.88%		16	-		5,304	0.1%
Petty and Cash Drawer Accounts		1,155	n/a	n/a				1,155	0.0%
<b>I Unrestricted Cash and Investments</b>		<b>\$ 4,842,005</b>		<b>\$ 11</b>				<b>\$ 4,678,206</b>	<b>100%</b>
<b>Total Cash and Investments</b>		<b>\$ 4,847,504</b>		<b>\$ 11</b>				<b>\$ 4,683,705</b>	
<b>Change during month</b>								<b>\$ (163,799)</b>	

1. there was no activity in the **Scholarship** funds
2. \$900,000 was deposited in **LAIF** from the tax check received in April
3. \$900,000 was transferred from **BOTW** General to **LAIF**
4. \$50,205 was deposited into **Bank of the West General** account
5. \$215K was withdrawn from **Bank of the West General** account to pay monthly payables
6. \$970 was deposited in **Mechanics Business Savings**; this is the cash deposits account
7. \$16 interest from March 2020 was received this month in **VC Treasurer Pool**. Interest rate is from March

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

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



**SECTION 9**

**ITEMS FOR BOARD ACTION**

**SECTION 9-B  
REVIEW/ DISCUSSION /ACTION – CONSIDERATION, DISCUSSION, AND  
RECOMMENDATION FOR APPROVAL OF DISTRICT DISBURSEMENTS,  
FINANCIAL REPORTS, AND MONTHLY INVESTMENT REPORT  
FOR PERIOD ENDING JUNE 30, 2020.**

**JULY 28, 2020**

# Camarillo Health Care District

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

Sorted by Check Vendor

(Report period: June 1, 2020 to June 30, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
Cash Account #4 [Bank of the West General]						
68217	6/4/2020	ACCESS	Access TLC Caregivers DBA	660.00	V	
68241	6/11/2020	ACQUA	Acqua Clear, Inc	578.18	V	QTLY
68243	6/11/2020	GADDIS	Alexa Gaddis	143.98	EE	
68218	6/4/2020	ASA	American Society on Aging	685.00	V	ANN
68219	6/4/2020	B&BMAIL	B & B Mailing Services	1,811.86	V	QTLY
68253	6/25/2020	BETA WC	Beta Healthcare Group	2,487.00	V	MO
68260	6/25/2020	KNOX	Carrie Knox	60.00	V	
68236	6/4/2020	LOH	Christopher Loh, MD	200.00	B	
68261	6/25/2020	LOH	Christopher Loh, MD	100.00	B	
68242	6/11/2020	CMH	CMH Centers for Family Health	45.00	V	
68221	6/4/2020	COMFORT	Comfort Keepers dba	1,826.00	V	
68222	6/4/2020	COMMANDER	Commander Printed Products	11,099.00	V	QTLY
68255	6/25/2020	COMMANDER	Commander Printed Products	1,148.15	V	
68256	6/25/2020	CPI	CPI Solutions, Inc	4,377.60	V	MO
68223	6/4/2020	CSDA	CSDA Financial Serv	495.00	V	
68224	6/4/2020	DIGITAL	Digital Deployment, Inc	200.00	V	MO
68227	6/4/2020	DOS CAMINOS	Dos Caminos Plaza	4,909.52	V	MO
68228	6/4/2020	DOSCAMSTORAG	Dos Caminos Plaza, Inc	50.00	V	MO
68230	6/4/2020	FRONTIER	Frontier Communications	130.98	V	MO
68231	6/4/2020	HARTFORD	Hartford Life	972.52	V	MO
68258	6/25/2020	HAYMAN	Hayman Consulting dba	693.50	V	
68244	6/11/2020	HOME REMEDIE	Home Remedies dba	200.00	V	
68259	6/25/2020	ITS	Integrated Telemanagement Services, Inc	980.67	V	MO
68232	6/4/2020	JTS	JTS Facility Services	1,850.00	V	MO
68225	6/4/2020	DO	Juliann Do	93.67	EE	
68233	6/4/2020	LEAF	Leaf	2,025.32	V	MO
68234	6/4/2020	LIEBERT	Liebert Cassidy Whitmore	1,133.00	V	
68246	6/11/2020	MORALES	Luis Morales III	181.11	EE	
68229	6/4/2020	FONSECA	Mariana Fonseca	157.87	EE	
68237	6/4/2020	METLIFE	MetLife Small Business	923.14	V	MO
68262	6/25/2020	MJL	MJL & Associates	111.00	V	
68263	6/25/2020	NUNN	Nunn Better, Inc	2,620.00	V	
68270	6/25/2020	NUNN	Nunn Better, Inc	1,360.00	V	
68238	6/4/2020	PAREDES	Patricia Paredes	Voided	EE	
68247	6/11/2020	PETTY	Petty Cash - Administrat	244.84		
68235	6/4/2020	LOFT	Richard Loft, MD	100.00	B	
68245	6/11/2020	LOFT	Richard Loft, MD	100.00	B	
68220	6/4/2020	BROWN	Rodger Brown	200.00	B	
68254	6/25/2020	BROWN	Rodger Brown	300.00	B	
68239	6/4/2020	SIGN CENTRIC	Sign Centric & Awnings, Inc	4,762.00	V	
68249	6/11/2020	SOUND	Sound Generations, Project Enhance	100.00	V	
68265	6/25/2020	SO CA EDISON	Southern California Edison	1,617.02	V	MO

# Camarillo Health Care District

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

Sorted by Check Vendor

(Report period: June 1, 2020 to June 30, 2020)

Check Number	Date	EFT #/ Vendor	Name	Net Amount	Type	Timing
68248	6/11/2020	SO CA GAS	Southern California Gas	319.18	V	MO
68226	6/4/2020	DORIA	Thomas Doria, MD	200.00	B	
68257	6/25/2020	DORIA	Thomas Doria, MD	100.00	B	
68250	6/11/2020	TIM'S RELIAB	Timothy Jawork's Reliable Window	149.00	V	MO
68251	6/11/2020	TROPICAL	Tropical Car Wash	208.00	V	MO
68252	6/11/2020	UMPQUA	Umpqua Bank	12,684.54	V	
68266	6/25/2020	US POST METR	United States Postal Svc	500.00	V	
68268	6/25/2020	VCSDA	V C S D A	150.00	V	
68267	6/25/2020	VALIC	VALIC	1,186.50	V	MO
68269	6/25/2020	VILLASENOR	Veronica Villasenor	44.14	EE	
68240	6/4/2020	VISION	Vision Services Plan	206.08	V	MO
68264	6/25/2020	RANTZ	Wayne Rantz	69.00	ADC Refund	
Cash account Total				67,549.37		
Report Total				67,549.37		

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

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## Check Register Monthly Comparison

### FY 2019/20

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

Notes FY 19/20:

July '19 Annual insurances

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

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

### FY 2018/19

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Mo. Avg
\$191,346	\$67,537	\$177,381	\$78,216	\$66,770	\$72,910	\$90,114	\$70,252	\$72,696	\$66,526	\$76,709	\$110,209	\$95,055
<b>YTD Total</b>											<b>\$1,140,665</b>	

Notes FY 18/19:

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

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

**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**  
**Comparison to Budget for the**  
**Twelve Months Ending June 30, 2020**  
*PRELIMINARY*

	Audited Actual 17 - 18	Audited Actual 18 - 19	Current Year- to-Date	Budget to- date	Annual Budget 2019- 20	Y-T-D vs Annual Budget. Target at 12 months is 100%
<b>REVENUES</b>						
Tax revenue	\$ 2,622,977	\$ 2,704,736	\$ 2,745,410	\$ 2,741,713	\$ 2,741,713	100.13%
Program and facilities revenue	364,026	379,498	327,583	426,373	426,373	76.83%
Grants and agency funding	520,445	396,091	343,035	385,409	385,409	89.01%
Community Support and sponsorship	10,148	6,129	9,787	5,300	5,300	184.66%
Investment and interest income	178,365	203,813	204,462	193,000	193,000	105.94%
Other income	219,157	65,723	63,913	6,210	6,210	1029.19%
<b>Total Revenues</b>	<b>\$ 3,915,118</b>	<b>\$ 3,755,991</b>	<b>\$ 3,694,189</b>	<b>\$ 3,758,005</b>	<b>3,758,005</b>	<b>98.30%</b>
<b>EXPENSES</b>						
Personnel cost						
Wages and salaries	1,458,930	1,489,950	1,553,136	1,700,559	1,700,559	91.33%
Payroll taxes	116,185	114,970	115,188	130,093	130,093	88.54%
Benefits	395,795	300,746	350,892	419,531	419,531	83.64%
OPEB	367,024	15,216	45,312	242,042	242,042	18.72%
Retirement UAL	50,594	70,585	91,882	95,155	95,155	96.56%
<b>Total personnel cost</b>	<b>2,388,528</b>	<b>1,991,467</b>	<b>2,156,410</b>	<b>2,587,379</b>	<b>2,587,379</b>	<b>83.34%</b>
<b>Other expenses</b>						
Contractors and professional fees	420,682	305,056	277,521	312,378	312,378	88.84%
Facilities and related	251,617	261,817	300,500	242,788	242,788	123.77%
Depreciation	156,337	150,842	135,319	135,318	135,318	100.00%
Program related expense	81,180	89,948	73,008	90,846	90,846	80.36%
Advertising and promotion	98,188	97,206	81,602	109,555	109,555	74.48%

**Twelve Months Ending June 30, 2020**

	<b>Audited Actual 17 - 18</b>	<b>Audited Actual 18 - 19</b>	<b>Current Year- to-Date</b>	<b>Budget to- date</b>	<b>Annual Budget 2019- 20</b>	<b>Y-T-D vs Annual Budget. Target at 12 months is 100%</b>
Supplies and office expense	53,232	52,003	62,754	53,533	53,533	117.22%
Dues and subscriptions	30,733	28,665	33,330	34,774	34,774	95.85%
Board and staff	68,808	55,080	50,972	101,595	101,595	50.17%
Community partnerships	1,000	-	-	4,000	4,000	0.00%
Combined other expenses	28,469	27,809	16,807	20,355	20,355	82.57%
<b>Total other expenses</b>	<b>1,190,247</b>	<b>1,068,426</b>	<b>1,031,812</b>	<b>1,105,142</b>	<b>1,105,142</b>	<b>93.36%</b>
<b>Operations Net</b>	<b>336,342</b>	<b>696,097</b>	<b>505,966</b>	<b>65,484</b>	<b>65,484</b>	<b>772.66%</b>
<b>Adjustments</b>						
<b>Total expenses</b>	<b>3,578,775</b>	<b>3,059,894</b>	<b>3,188,222</b>	<b>3,692,521</b>	<b>3,692,521</b>	<b>86.34%</b>
<b>Net position after adjustments</b>	<b>\$ 336,342</b>	<b>\$ 696,097</b>	<b>\$ 505,966</b>	<b>\$ 65,484</b>	<b>\$ 65,484</b>	<b>772.66%</b>

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**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of June 2020**  
*PRELIMINARY*

<b>ASSETS</b>	<b>Jun 30, 2020</b>	<b>Jun 30, 2019</b>		
<b>Current Assets:</b>				
Cash and Checking Accounts	\$ 499,272	\$ 142,256	357,016.00	251.0%
Investment Accounts	4,045,771	3,857,506	188,265.00	4.9%
Tax, Grants and Accounts Receivable	148,474	186,491	(38,017.00)	-20.4%
<b>Total Current Assets</b>	<b>4,693,516</b>	<b>4,186,252</b>	<b>507,264.00</b>	<b>12.1%</b>
<b>Noncurrent Assets:</b>				
Property, plant and equipment - net	1,236,730	1,337,408	(100,678.00)	-7.5%
IS equipment - net	20,767	24,871	(4,104.00)	-16.5%
Transportation vehicles - net	14,493	24,824	(10,331.00)	-41.6%
Prepays	541	191	350.00	183.2%
<b>Total Noncurrent Assets</b>	<b>1,272,531</b>	<b>1,387,294</b>	<b>(114,763.00)</b>	<b>-8.3%</b>
Deferred Outflows of Res GASB 68	490,486	490,486	0.00	0.0%
Deferred Outflows of Res GASB 75	73,897	73,897	0.00	0.0%
<b>Total Assets</b>	<b>\$ 6,530,430</b>	<b>\$ 6,137,929</b>	<b>392,501.00</b>	<b>6.4%</b>
<b>LIABILITIES AND NET ASSETS</b>				
<b>Current Liabilities:</b>				
Accounts Payable	\$ 47,217	\$ 61,119	(13,902.00)	-22.7%
Construction Loan 2020	88,688	88,688	0.00	0.0%
Employment costs	158,744	172,203	(13,459.00)	-7.8%
Scholarships	5,599	5,316	283.00	5.3%
Deferred Revenue	38,800	36,500	2,300.00	6.3%
<b>Total Current Liabilities</b>	<b>339,048</b>	<b>363,825</b>	<b>(24,777.00)</b>	<b>-6.8%</b>
<b>Noncurrent Liabilities</b>				
Construction Loan to 2021	98,790	187,478	(88,688.00)	-47.3%
Net Pension Liability GASB 68	1,423,420	1,423,420	0.00	0.0%
Accrued OPEB liability GASB 75	420,524	420,524	0.00	0.0%
Deferred Inflows of Res GASB 68	202,655	202,655	0.00	0.0%
Deferred Inflows of Res GASB 75	540,826	540,826	0.00	0.0%
<b>Total Noncurrent Liabilities</b>	<b>2,686,215</b>	<b>2,774,903</b>	<b>(88,688.00)</b>	<b>-3.2%</b>
<b>Net Assets:</b>				
Designated Funds	2,999,201	2,303,104	696,097.00	30.2%
Unrestricted - current	505,966	696,097	(190,131.00)	-27.3%
<b>Total Net Assets</b>	<b>3,505,167</b>	<b>2,999,201</b>	<b>505,966.00</b>	<b>16.9%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 6,530,430</b>	<b>\$ 6,137,929</b>	<b>392,501.00</b>	<b>6.4%</b>

**Quick Ratio**

	Cash, Checking, Investment		Cash, Checking, Investment
13.41	4,545,044	10.99	3,999,763

**Current Ratio**

	Current Assets		Current Assets
13.843	4,693,516	11.51	4,186,252

**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of June 2020**

*PRELIMINARY*

<b>ASSETS</b>	<b>Jun 30, 2020</b>	<b>Jun 30, 2019</b>	<b>Jun 30, 2018</b>	<b>Jun 30, 2017</b>
<b>Current Assets:</b>				
Cash and Checking Accounts	\$ 499,272	\$ 142,256	\$ 251,880	\$ 417,560
Investment Accounts	4,045,771	3,857,506	3,079,558	2,630,565
Tax, Grants and Accounts Receivable	148,474	186,491	212,501	143,799
<b>Total Current Assets</b>	<b>\$ 4,693,516</b>	<b>4,186,253</b>	<b>3,543,939</b>	<b>3,191,925</b>
<b>Noncurrent Assets:</b>				
Property, plant and equipment - net	1,236,730	1,337,408	1,392,054	1,511,144
IS equipment - net	20,767	24,871	32,482	14,575
Transportation vehicles - net	14,493	24,824	51,198	77,571
Prepays	541	191	(1,386)	4,402
<b>Total Noncurrent Assets</b>	<b>1,272,531</b>	<b>1,387,294</b>	<b>1,474,348</b>	<b>1,607,692</b>
Deferred Outflows of Res GASB 68	490,486	490,486	293,007	413,331
Deferred Outflows of Res GASB 75	73,897	73,897		
<b>Total Assets</b>	<b>\$ 6,530,430</b>	<b>\$ 6,137,929</b>	<b>\$ 5,311,295</b>	<b>\$ 5,212,947</b>
<b>LIABILITIES AND NET ASSETS</b>				
<b>Current Liabilities:</b>				
Accounts Payable	\$ 47,217	\$ 61,119	\$ 78,888	\$ 56,694
Construction Loan 2020	88,688	88,688	85,482	82,393
Employment costs	158,744	172,203	161,696	160,926
Scholarships	5,599	5,316	2,969	4,783
Deferred Revenue	38,800	36,500	14,367	5,400
<b>Total Current Liabilities</b>	<b>339,048</b>	<b>363,825</b>	<b>343,401</b>	<b>310,196</b>

**Camarillo Health Care District**  
**Statements of Net Assets**  
**as of June 2020**

*PRELIMINARY*

	Jun 30, 2020	Jun 30, 2019	Jun 30, 2018	Jun 30, 2017
<b>Noncurrent Liabilities</b>				
Construction Loan to 2021	98,790	187,478	276,166	361,648
Net Pension Liability GASB 68	1,423,420	1,423,420	1,203,554	1,203,554
Accrued OPEB Liability GASB 75	420,524	420,524	910,173	384,083
Deferred Inflows of Res GASB 68	202,655	202,655	176,716	297,040
Deferred Inflows of Res GASB 75	540,826	540,826	-	-
<b>Total Noncurrent Liabilities</b>	<b>2,686,215</b>	<b>2,774,903</b>	<b>2,566,608</b>	<b>2,246,325</b>
<b>Net Assets:</b>				
Designated Reserves	2,999,201	2,303,104	1,630,336	2,535,771
Unrestricted - current	505,966	696,097	770,949	120,655
<b>Total Net Assets</b>	<b>3,505,168</b>	<b>2,999,201</b>	<b>2,401,285</b>	<b>2,656,426</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 6,530,430</b>	<b>\$ 6,137,929</b>	<b>\$ 5,311,295</b>	<b>\$ 5,212,947</b>

**Quick Ratio** (Cash, Checking & Investment Accounts divided by Total Current Liabilities)      13.41                      10.99                      9.70                      9.83

**Current Ratio** (Total Current Assets divided by Total Current Liabilities)      13.84                      11.51                      10.32                      10.29

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

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

Camarillo Health Care District  
Report to the Board  
For the Month Ending June 30, 2020

	Notes	Balance as of 5/31/20	Interest Rate at 6/30/20	Interest Earned	Deposits	Withdrawals	Transfers	Current Balance 6/30/20	% of Total Restricted/ Non-Restricted
<b>Restricted Cash Accounts</b>									
Funds - Restricted Scholarship	1	\$ 4,003	n/a	n/a				\$ 4,003	100.0%
<b>Total Restricted Cash</b>		<b>\$ 4,003</b>		<b>\$ -</b>				<b>\$ 4,003</b>	<b>100%</b>
<b>Non-Restricted Cash Accounts and Investments</b>									
Local Agency Investment Fund (LAIF)	2,3	\$ 3,905,316	2.03%	\$ 11,920			\$ (300,000)	\$ 3,605,316	79.4%
Bank of the West General	3,4,5	332,520	n/a	n/a	67,576	(207,577)	300,000	492,518	10.8%
Mechanics Bus. Savings	6	153,201	0.05%	10	1,226			154,437	3.4%
Mechanics Bus. Checking		280,711	0.02%	2		-		280,713	6.2%
Ventura County Treasurer Pool	7	5,304	2.13%			-		5,304	0.1%
Petty and Cash Drawer Accounts		1,155	n/a	n/a				1,155	0.0%
<b>I Unrestricted Cash and Investments</b>		<b>\$ 4,678,207</b>		<b>\$ 11,933</b>				<b>\$ 4,539,443</b>	<b>100%</b>
<b>Total Cash and Investments</b>		<b>\$ 4,682,210</b>		<b>\$ 11,933</b>				<b>\$ 4,543,446</b>	
<b>Change during month</b>								<b>\$ (138,764)</b>	

1. there was no activity in the **Scholarship** fund
2. \$11,920 interest for quarter ending June '20
3. \$300,000 was transferred from **LAIF to BOTW**
4. \$67,576 was deposited into **Bank of the West General** account
5. \$208K was withdrawn from **Bank of the West General** account to pay monthly payables
6. \$1,226 was deposited in **Mechanics Business Savings**; this is the cash deposits account
7. interest from June '20 was not received this month in **VC Treasurer Pool**. Interest rate is from March

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

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



**SECTION 10**

**CHIEF EXECUTIVE OFFICER REPORT**

**JULY 28, 2020**

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**MEMORANDUM**

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**Date:** July 9<sup>th</sup>, 2020  
**To:** Kara Ralston, CEO  
**From:** Lynn Jones, Community Outreach Manager (COM)  
**Subject:** June 2020 Board Report

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**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**

- 3 units were installed
- 10 units were removed
- 418 total Lifeline subscribers

Description	June 2020	May 2020	Monthly Variance	June 2019	Yearly Variance	Fiscal YTD
Total Subscribers	418	424	-6	482	-4	418
Total Units Removed with extra buttons (including transfers out to SSI programs)	10	4	+6	15	-5	153
Total Number of Installations with extra buttons	3	3	0	6	-3	65
Net Installations	-6	-1	-5	-9	-3	-64
In District/ Out of District	0/3	2/1		1/5	-1/-2	19/46

All numbers on chart are from Philips Lifeline Carepartnersconnect web page

**Deactivations in June totaled 10 Clients**

The average length of stay for those deactivating in June was 3 years, 4 months. The national average is 2.7 years.

**-more-**

### **Lifeline Operational Calls**

In total, including other miscellaneous activity, Lifeline Central answered or responded to 253 calls from District subscribers in June.

	June 2020	May 2020	Monthly Variance	Jun 2019	Yearly Variance	Fiscal YTD
Accidental Button Pushes (No EMS called)	87	97	-10	137	-50	1430
Client Tests Performed	149	117	+32	166	-17	1576
Incidents	29	31	-2	24	+5	297
Service Calls	9	5	+4	51	-42	184
Welcome/Information Calls	2	3	-1	9	-7	50
<b>Total</b>	276	253	+23	387	-111	3537

**Detailed Incident Report:** In June 2020, Lifeline reported 29 calls for help from CHCD subscribers. Out of the 29 calls only 1 was transported to a local hospital which represented .03% of button-help calls. EMS was called to the scene for a total of 16 times for the month of June representing about 55% of all incidents. Overall, falls were the number one reason (55%) for needing assistance.

## June 2020 Report

**Date:** July 20, 2020  
**To:** Kara Ralston, CEO  
**From:** Blair Barker, Care Services Director  
 Jennifer Young, Senior Nutrition Coordinator

**Monthly Program Report: June 2020**

The Senior Nutrition Program (SNP) provides supplemental nutrition for residents age 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 may receive up to 21 meals/week.**

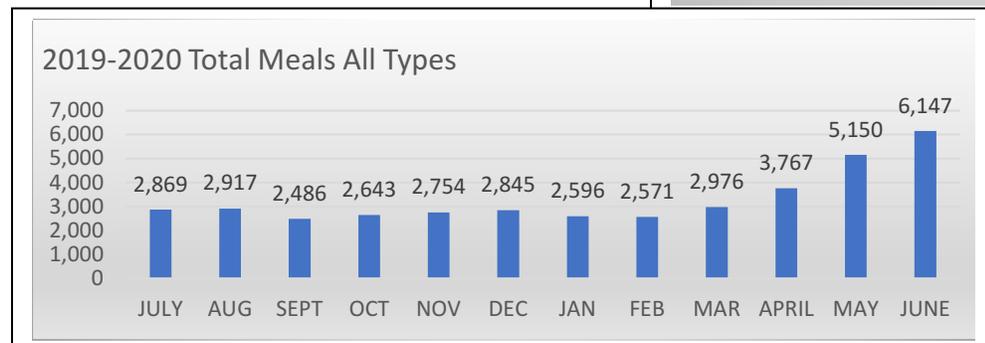
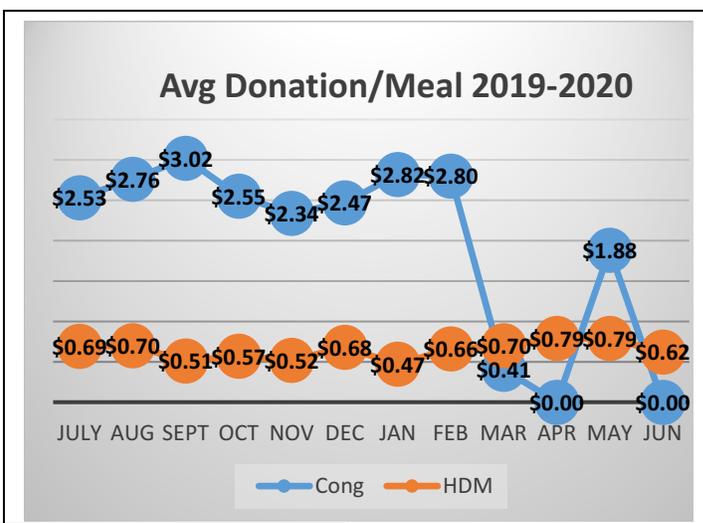
**Congregate Meals (aka Apple-A-Day Café)** are normally served at the District congregate (Cong) site on the third Thursday of each month. **During COVID-19 restrictions,** congregate clients can choose to either pick up a frozen meal at the District, or have up to 21 meals/week delivered to their home.

*The SNP is also partially funded by the Older Americans Act, through the Ventura County Area Agency on Aging (VCAAA), the City of Camarillo, and an in-kind partnership with Pleasant Valley Recreation & Parks District. 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

	June 2020	Unduplicated Clients FYTD
<b>New HDM clients</b>	55 -25 disenroll 30 net gain	447*
<b>New Cong. clients</b>	0	85 (includes 8 paid clients)

*\*includes 6 disabled, <60 clients funded by VCAAA Found.*



## 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 370,000 meals, averaging over 24,000 meals/year.

TOTAL MEALS SERVED (cumulative)		VCAAA Funding	VCAAA meals allowed	% program split	City 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
<b>FYTD</b> Total meals served FY 2019-2020 July-June (HDM+C)	39,719*	\$84,375	27,500	96%HDM 4% Cong	\$37,000 + \$7500
<b>TOTAL cumulative meals served since program inception; all meal types; commenced April 2005</b>	<b>378,156</b>				

\*includes meals for (6) <60 disabled clients funded by the VCAAA Foundation

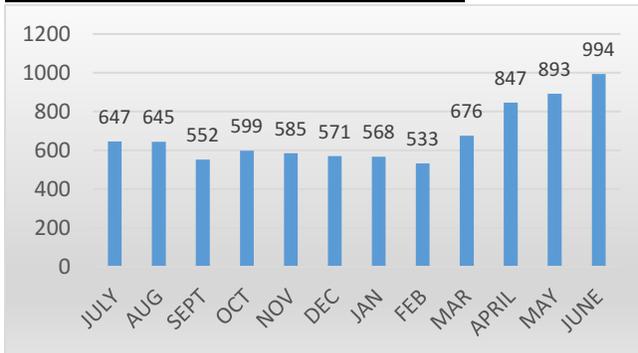
## HDM Referral Sources

Referral Source June 2020	HDM	Cong
Friend/Neighbor/Family	4	0
Former Congregate Client	1	0
Website/Online Search	7	0
Healthy Attitudes magazine	0	0
Social Worker/APS Referr3l	0	0
Doctor office/Hospital	0	0
VCAAA referral	30	0
Previous HDM Client	3	0
Internal District referral	2	0
Casa del Norte Mobile Home Park Manager referral	8	0
Walk-in	0	0
District Produce Day	0	0
Hospice	0	0
<b>TOTAL</b>	<b>55</b>	<b>0</b>

## HDM Cancellations

Reason Stated	June 2020
Dislikes the food	5
Family/Caregiver now providing meals	1
Moved in with Family	0
Moved into Care Facility	0
Moved to Great Plates Program	0
No longer desires services	4
No longer meets criteria	0
No longer needs service	0
Health has improved- can shop	4
Dietary restrictions	1
Relocation out of service area	3
Deceased	2
On hold for extended time	5
<b>TOTAL</b>	<b>25</b>

### HDM: Total Clients Served 2019-20



\*client count is a duplicated count because people eat everyday

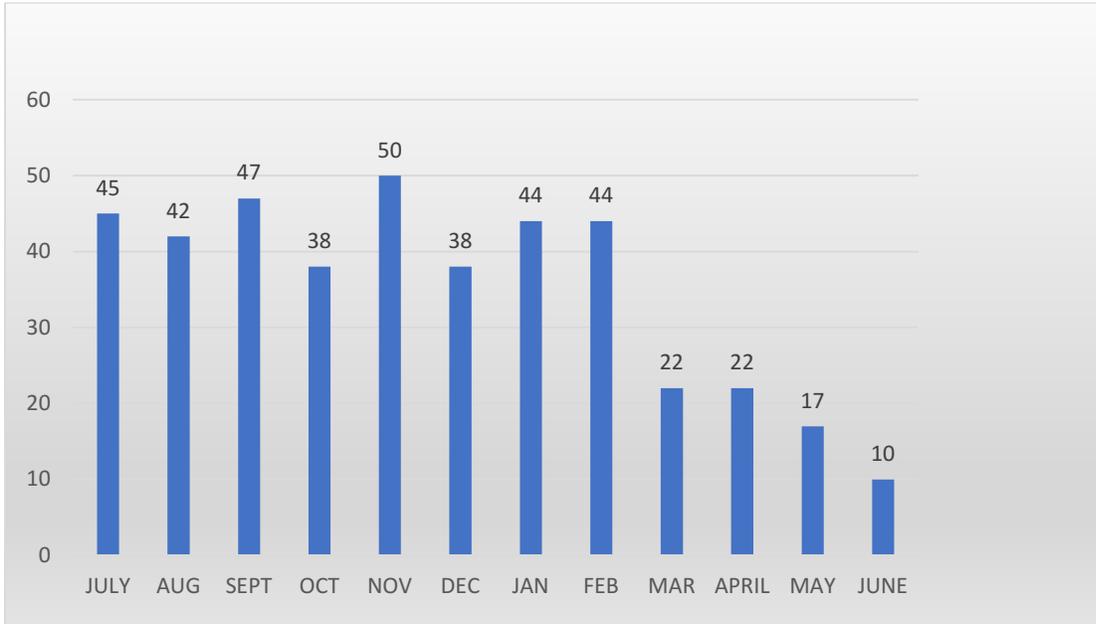
### HDM: Total Donations Received 2019-20



### HDM: Total Meals Provided 2019-20



**CONGREGATE: Total Meals Provided 2019-20**



**CONGREGATE: Total Donations Received 2019-20**



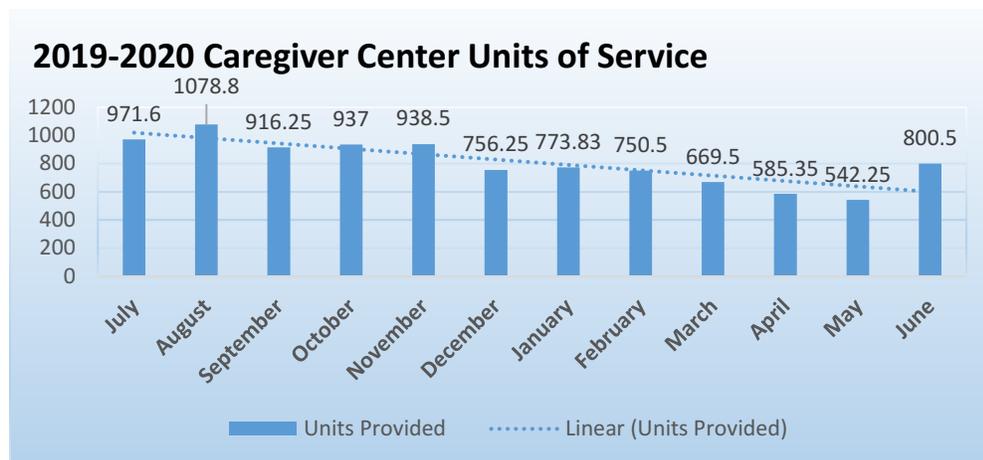
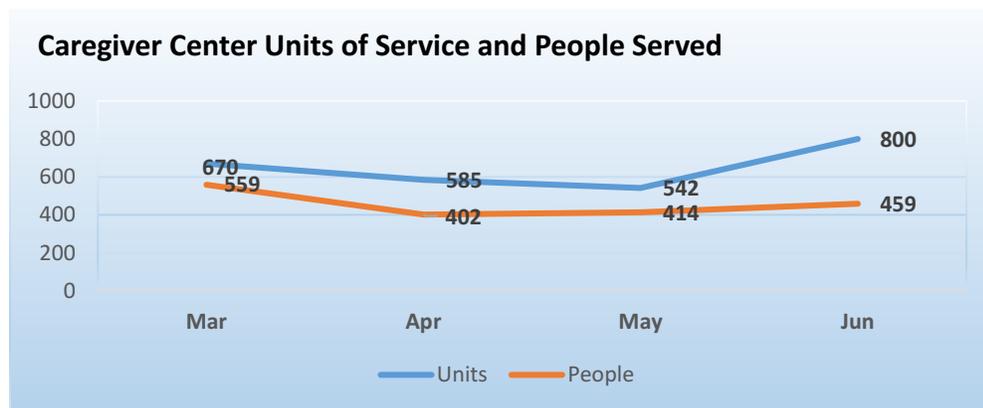
# MEMORANDUM

DATE: July 10, 2020  
 TO: Kara Ralston, CEO  
 FROM: Blair Barker, MPH, Care Services Director  
 Caregiver Center of Ventura County  
 RE: June 2020 Monthly Report

## PROGRAM DESCRIPTION

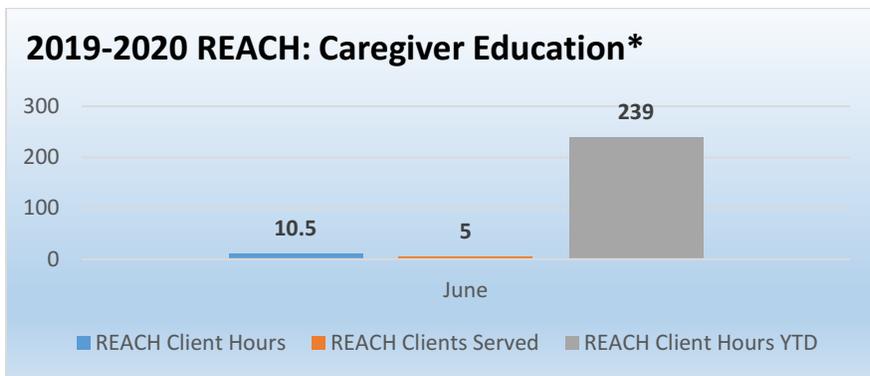
The goal of the Caregiver Center of Ventura County (Center) is to decrease the impact of caregiver burden and empower people to better health. This is accomplished through strategic partnerships with medical and community-based providers for the delivery of caregiver education and training, access to resources, and increased quality of life outcomes. The Caregiver Center has a comprehensive array of programs and services including REACH, Personalized Care Consultations, Senior Support Line, Caregiver Skill-building, Respite Services, Home Modification Services, Dementia Education Classes, Support Groups, Walk-in Inquiry, and Caregiver Reminder Contacts.

## Overview of Units of Service Provided



Program	June - Units	June - People
REACH: in-person	0	0
REACH: phone	10.5	5
Dealing with Dementia: class	0	0
Dementia Live: class	0	0
Community Voice – DFVC: class	0	0
Caregivers CAN: class	0	0
Care Consultation: in-person	1	1
Care Consultation: phone	11.75	10
Caregiver Support Group	0	0
Respite: In Home Hours	317.25	10
Respite: ADP Hours	0	0
Home Modifications: Units Installed	6	2
Assistive Devices: Units installed	0	0
Senior Support Line: Peer Counseling	84	83
Senior Support Line: Telephone Reassurance	133	111
Memory Café	0	0
Caregiver Wellness Screening (Zarit Burden)	0	0
Depression Screening (PHQ-9)	0	0
Client follow-up ( <i>in-person, phone call, email, similar</i> )	8	8
Client Walk-ins	8	8
Resource & Education Request	68	68
Inquiry response: Email/phone reply	75	75
Caregiver Email Outreach	78	78
<b>TOTAL</b>	<b>800.5</b>	<b>459</b>

### REACH Program



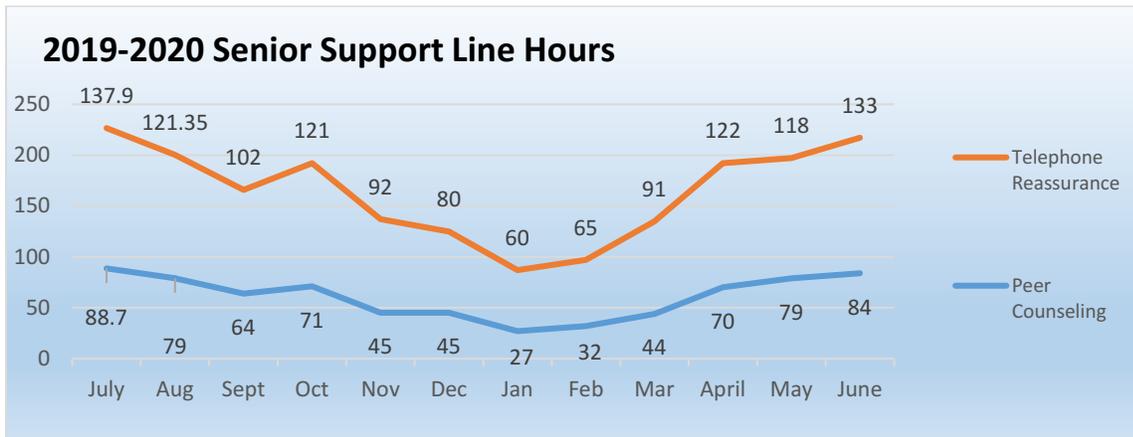
REACH: Caregiver Education	June	YTD
REACH: Total Client Units*	10.5	239
REACH: Clients served	5	78
<b>TOTAL</b>	<b>15.5</b>	<b>317</b>

\*This number includes REACH in-person and phone visits (units = hours)

This chart represents monthly and FYTD counts of clients served as well as the hours provided by the Center through the Rosalyn Carter Institute’s REACH (Resources Enhancing Alzheimer’s Caregivers Health) program.

**Senior Support Line**

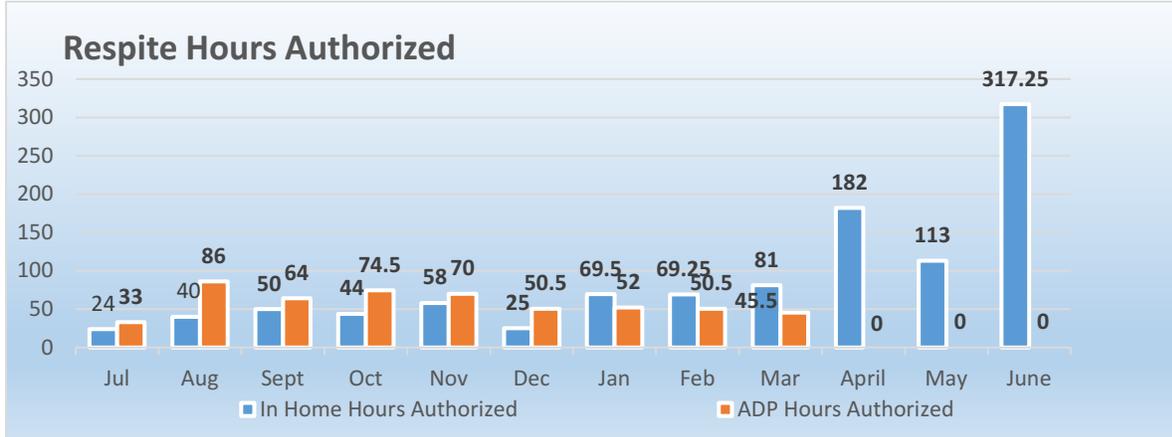
This chart represents monthly and FYTD measures of Senior Support Line (SSL) activities, either peer counseling or telephonic reassurance. Partially Funded Program through Older Americans Act federal funding, SSL is a toll-free reassurance and socialization program for Ventura County residents aged 60 and older, providing emotional and social support to reduce risks of isolation, socialization, wellness and safety checks, and connections to community resources.



Senior Support Line (Title IIIB)	June	YTD	Annual Contract Goal	Target 100% of FY
Peer Counseling: Hours	84	649	616	118%
Peer Counseling: Persons Served (unduplicated monthly)	83	686	375	203%
Telephone Reassurance: Hours *	133	1125.25	NA	NA
Telephone Reassurance: Contacts	385	3,243	2,236	159%
Telephone Reassurance: Persons Served (unduplicated monthly)	111	1,005	278	397%
<b>TOTAL</b>	<b>796</b>	<b>6,708.25</b>	<b>3,505</b>	

**Respite Hours Authorized**

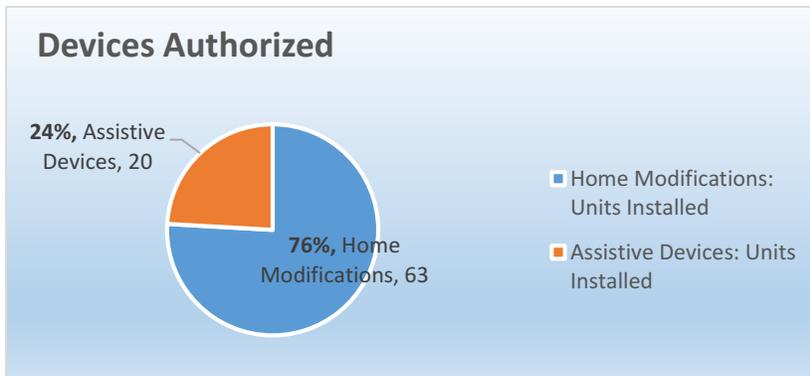
This chart represents monthly and FYTD measures of Respite hours and clients served by those hours, either in-home, and at the Adult Day Center. The District periodically receives funding for Home Modifications, Assistive Devices, in-home respite and adult day center respite through Older Americans Act, Title III E funding awarded by the VCAAA. Due to COVID-19 closures, no respite hours were authorized for Adult Day Center, but there was a significant spike in authorizations for home respite.



Respite (Older Americans Act Title III E)	June	YTD	Annual Contract Goal	Target 100% of FY
Respite: In-home (hours)	317.25	960	522	206%
Respite: In-home (people)	10	56	NA	NA
Respite: ADP (hours)	0	526	667	79%
Respite: ADP (persons served)	0	42	NA	NA
<b>TOTAL</b>	<b>327.25</b>	<b>1,584</b>	<b>1,189</b>	

**Home Modifications and Assistive Devices**

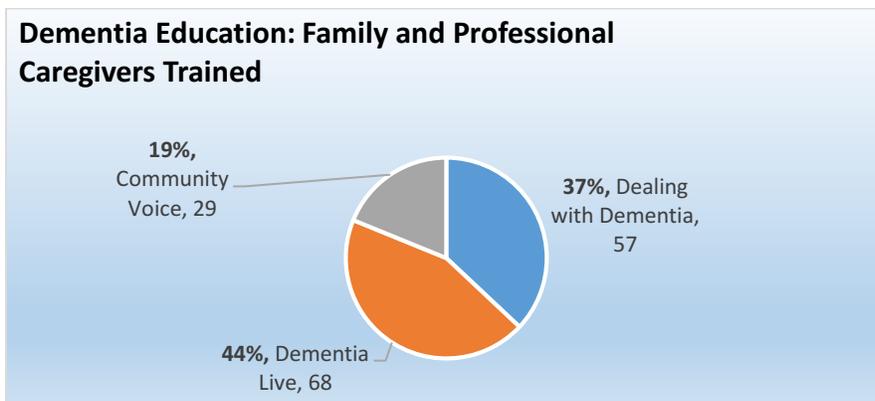
This chart FYTD counts of clients served, units served (by type: home modifications (anything that requires a bolt, screw, etc.) and assistive devices (no installation required) installed). The District periodically receives funding for Home Modifications, Assistive Devices, in-home respite and adult day center respite through Older Americans Act, Title III E funding awarded by the VCAAA.



Home Modifications (Title III E)	June	YTD	Annual Contract Goal	Target of FY 100%
Home Modifications: Units installed	6	63	68	93%
Home Modifications: Persons served	2	27	NA	NA
Assistive Devices: Units provided	0	20	3	667%
Assistive Devices: Persons served	0	16	NA	NA
<b>TOTAL</b>	<b>8</b>	<b>126</b>	<b>71</b>	

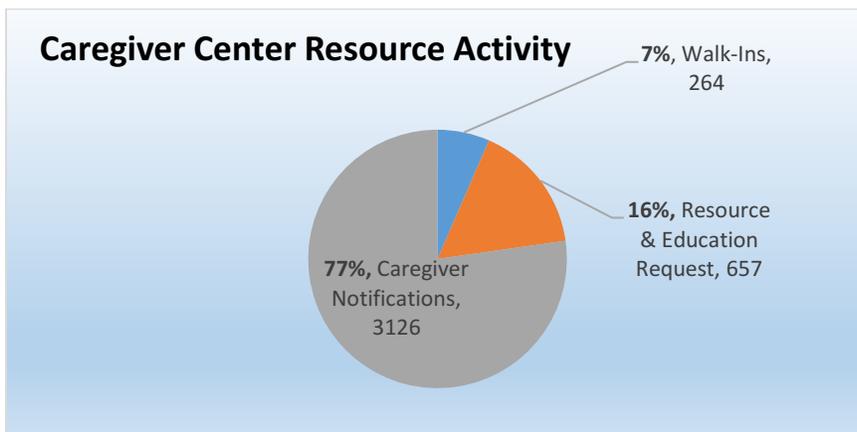
**Dementia Friendly Caregiver Engagement Project**

This chart represents monthly and FYTD counts of clients and organizations served by the Center’s dementia education programs. Grant funding is provided by the Arthur N. Rupe Foundation to expand dementia specialty programs and services to family and professional caregivers. These programs and services are an integral of the Dementia Friendly Ventura County initiative (led by the VCAAA).



**Caregiver Center Resource Activity**

This chart represents monthly and FYTD counts of Center’s Resource Specialists’ activity, including individuals that walk-in, telephonic resource and education requests, as well as Caregiver Notifications (email or snail mail).



<b>Caregiver Center Resource Activity</b>	<b>June</b>	<b>YTD</b>
Client walk-ins	8	264
Resource & Education Request	35	657
Caregiver Notification	78	3,126
<b>TOTAL</b>	<b>121</b>	<b>4,047</b>

The innovative dementia-specialty work accomplished in the Caregiver Center positions the District as a preferred provider to secure contracts and grant awards. The Center’s work contributes to the District’s strategic plan initiatives by providing evidence-based dementia training to caregivers to increase skillsets and education needed to provide quality care for their care partner and protect their own health.

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**SECTION 11**

**BOARD PRESIDENT REPORT**

**JULY 28, 2020**

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## **SECTION 12**

### **BOARD MEMBERS COMMENTS AND/OR REPORTS**

**JULY 28, 2020**