



## **EXECUTIVE COMMITTEE MEETING**

**MARCH 16, 2026 – 12:30 PM**

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





## **AGENDA**

### **Executive Committee Meeting**

**March 16, 2026, 12:30 p.m.**

Camarillo Health Care District

3615 E Las Posas Road, Camarillo, CA 93010

Oak Room

#### **Board Members**

Neal Dixon, MD, President

Paula Feinberg, Vice President

#### **Staff**

Blair Barker, 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. Review the proposed Agenda for the Regular Board Meeting of March 26, 2026.
  4. Board President Report
  5. Next Executive Committee Meeting will be held on April 13, 2026, at 12:30 p.m.
  6. 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**

**PROPOSED AGENDA FOR REGULAR BOARD MEETING  
OF MARCH 26, 2026**





## **AGENDA**

### **Regular Meeting of the Board of Directors**

**March 26, 2026 – 11:30 a.m.**

Camarillo Health Care District

3615 E Las Posas Road, Camarillo, CA 93010

Sequoia Rooms

#### **Board of Directors**

Neal Dixon, MD, President

Paula Feinberg, Vice President

Lydia Dixon, PhD, Clerk of the Board

Thomas Doria, MD, Director

Cris Loughridge, Director

#### **Staff**

Blair Barker, Chief Executive Officer

Sonia Amezcua, Chief Administrative Officer

Brandie Thomas, Clerk to the Board

#### **General Counsel**

Aleks Giragosian, Esq.,

*Colantuono Highsmith Whatley, PC*

#### **Participants**

Samantha Prall, *Platinum Strategies, Inc.*

**1. CALL TO ORDER**

**2. ROLL CALL**

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

**4. 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. Comments regarding items not on the agenda can be heard only; items on the agenda can be discussed. Three minutes per speaker; multiple speakers on the same topic/agenda item will be limited to 20 minutes total

**5. 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**

Recommendation: Approval of Regular Board Meeting of February 19, 2026.

**(Section 5-A)**

**B. Meeting Minutes**

Recommendation: Approval of Finance/Investment Committee Meeting of March 12, 2026.

**(Section 5-B)**

**C. Meeting Minutes**

Recommendation: Approval of Executive Committee Meeting of March 16, 2026.  
**(Section 5-C)**

**D. Financial Reports**

Recommendation: Approval of financial reports for period ending January 31, 2026.  
**(Section 5-D)**

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ L. Dixon \_\_\_\_\_ Doria \_\_\_\_\_ Loughridge \_\_\_\_\_

**AGENDA ITEMS-ACTION**

- 6. A. Review/ Discussion /Action** - Consideration, discussion, and Finance/Investment Committee recommendation for approval of the Financial Audit Report, period ending June 30, 2025, prepared and presented by Nigro & Nigro. **(Section 6-A)**

**Motion to approve** Financial Audit Report for period ending June 30, 2025, prepared and presented by Nigro & Nigro.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ L. Dixon \_\_\_\_\_ Doria \_\_\_\_\_ Loughridge \_\_\_\_\_

- B. Review/ Discussion /Action** - Consideration, discussion, and recommendation for approval to amend, restate, and rename Board Policy Manual, Policy 1086, Ethics Training to Mandatory Training Requirements. **(Section 6-B)**

**Motion to approve** Amended and Restated Board Policy Manual, Policy 1086, Mandatory Training Requirements.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ L. Dixon \_\_\_\_\_ Doria \_\_\_\_\_ Loughridge \_\_\_\_\_

- C. Review/ Discussion /Action** - Consideration, discussion, and recommendation to consider CSDA Board of Directors Call for Nominations Seat C. **(Section 6-C)**

**Motion to approve** Nomination of \_\_\_\_\_ for CSDA Board of Directors Seat C.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ L. Dixon \_\_\_\_\_ Doria \_\_\_\_\_ Loughridge \_\_\_\_\_

**D. Review/ Discussion /Action** - Consideration, discussion, and recommendation for approval to negotiate and procure two fleet vehicles with estimated total of \$280,000. (Section 6-D)

**Motion to approve** Negotiate and procure two fleet vehicles with estimated total of \$280,000.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_

N. Dixon \_\_\_\_\_ Feinberg \_\_\_\_\_ L. Dixon \_\_\_\_\_ Doria \_\_\_\_\_ Loughridge \_\_\_\_\_

**7. A. CLOSED SESSION**

1. Public Employee Performance Evaluation (Gov. Code 54957)  
Title: General Counsel

**B. RECONVENE AND ANNOUNCEMENT FROM CLOSED SESSION**

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.

**AGENDA ITEMS-DISCUSSION**

**8. PRESENTATION:** Aleks Giragosian, General Counsel, *Colantuono, Highsmith & Whatley, PC*

- 2025 Legislative Session Updates

**9. REPORTS**

- Board President Comments
- Board Committee Report(s)
  - Finance/Investment Committee: *Doria, Loughridge*
  - Program & Opportunity Committee: *Doria, Loughridge*
  - Healthy Camarillo Committee: *L. Dixon, N. Dixon*
- Board Member Comments
- Chief Executive Officer Report

**10. FUTURE MEETING AND EVENTS**

**BOARD OF DIRECTORS MEETINGS**

<b>VCSDA Meeting: Channel Islands National Park Service Visitor Center</b>	April 7, 2026 – 5:30 p.m.
Executive Committee: <b>N. Dixon/Feinberg</b>	April 13, 2026 – 12:30 p.m.
Finance Committee: <b>Doria/Loughridge</b>	April 23, 2026 – 10:00 a.m.
Regular Full Board	April 23, 2026 – 11:30 a.m.
Executive Committee: <b>N. Dixon/Feinberg</b>	May 11, 2026 – 12:30 p.m.

---

<b>SDLA Conference: San Diego</b>	May 11-14, 2026
Regular Full Board	May 21, 2026 – 11:30 a.m.
<b>VCSDA Meeting: Ventura County Fire Station 50, Camarillo</b>	June 2, 2026 – 5:30 p.m.
Regular Full Board	June 4, 2026 – 11:30 a.m. Budget Presentation
Executive Committee: <b>N. Dixon/Feinberg</b>	June 15, 2026 – 12:30 p.m. Waived if budget approved first reading
Regular Full Board	June 25, 2026 – 11:30 a.m. Waived if budget approved first reading

11. **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](http://www.camhealth.com) and the Camarillo Health Care District Administration Office, on or before, March 23, 2026, at 11:30 a.m.



**CONSENT AGENDA 5-A**

**REGULAR BOARD MEETING MINUTES  
OF FEBRUARY 19, 2026**



**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**

Paula Feinberg, Vice President  
Lydia Dixon, PhD, Clerk of the Board  
Cris Loughridge, Director

**Staff - Present**

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

**General Counsel**

Taylor Anderson, Esq.,  
*Colantuono Highsmith Whatley, PC*

- 
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, February 19, 2026, at 11:32 a.m., by Paula Feinberg, Vice President.

2. **Pledge of Allegiance** – Director Loughridge

3. **Public Comment** – None

4. **Consent Agenda**

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

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

5. **Action Items**

**6-A. Public Hearing: Board Compensation** – No public comments presented.

**Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of District Ordinance 26-01, Establishing the Compensation of Directors, increasing the compensation by five percent for the calendar year, effective April 20, 2026.

It was **MOVED** by Director L. Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approves District Ordinance 26-01, Establishing the Compensation of Directors, increasing the compensation by five percent for the calendar year, effective April 20, 2026.

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

**6-B. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval to amend Board Policy Manual, Policy 1060, Directors Compensation.

It was **MOVED** by Director L. Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approves amending Board Policy Manual, Policy 1060, Directors Compensation.

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

**6-C. Review/ Discussion /Action:** Consideration, discussion, and recommendation for approval of District Resolution 26-05, Amending District Bylaws, Article III, Section 3, Compensation.

It was **MOVED** by Director L. Dixon, **SECONDED** by Director Feinberg, and **MOTION PASSED** that the Board of Directors approves District Resolution 26-05, Amending District Bylaws, Article III, Section 3, Compensation.

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

**6-D. Review/ Discussion /Action:** Consideration, discussion, and recommendation from the Finance/Investment Committee amending District Finance Policy, Capital Expenditure, Section 9.

It was **MOVED** by Director Loughridge, **SECONDED** by Director L. Dixon, and **MOTION PASSED** that the Board of Directors approves amending District Finance Policy, Capital Expenditure, Section 9.

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

**6. Reports**

- **Board President Comments** – No comments.
- **Finance/Investment Committee** – No report.
- **Program & Emerging Opportunities Committee** – No report.
- **Healthy Camarillo Committee** – CEO Barker and Director L. Dixon met with the city on February 3, 2026. Barker updated city on VCAA dedesignation. Conversation continued regarding RFP and the consultant group.
- **Board Member Comments** – No comments.
- **CEO Report** –
  - CEO Barker announced Asa Vaughn-Burnett, Care Services Director, was selected to the Brain Injury Center Board.
  - CEO Barker will be attending the State of Medicare in California Convening in Sacramento, CA, February 26, 2026.
  - The District has applied for CDBG grants to fund general programs, including a pilot program.

**7.** Having no further business this meeting was adjourned at 12:11 p.m.

---

Paula Feinberg  
Vice President



**CONSENT AGENDA 5-B**

**FINANCE/INVESTMENT COMMITTEE MEETING MINUTES  
OF MARCH 12, 2026**



**Finance and Investment Committee Meeting**

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

**Board of Directors - Present**

Thomas Doria, MD, Director  
Cris Loughridge, Director

**Staff - Present**

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

**Participants**

Samantha Prall, *Platinum Strategies, Inc.*  
Paul Kaymark, *Nigro & Nigro (Zoom)*

- 
1. **Call to Order** – The Finance and Investment Committee meeting was called to order by Director Doria, at 10:01 a.m.
  2. No public comment.
  3. Reviewed “Draft” of Financial Audit Report for 2024-2025 Fiscal Year, presented by Paul Kaymark, CPA, Nigro & Nigro.
  4. The next Finance and Investment Committee Meeting will be held on April 23, 2026, at 10:00 a.m.
  5. Having no further business, this meeting was adjourned at 10:50 a.m.

---

Thomas Doria  
Director





**CONSENT AGENDA 5-D**

**FINANCIAL REPORTS  
FOR PERIOD ENDING JANUARY 31, 2026**



**Camarillo Health Care District**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending January 31, 2026**  
**Unaudited**

	YTD	Budget	YTD Budget Used
	FY 2026	FY 2026	58%
1 <b>Operating Revenues</b>			
2     Property Taxes	\$ 1,913,237	\$ 3,767,229	51%
3     Community Education	12,579	30,859	41%
4     Counseling	-	11,025	0%
5     ADC Fees	163,561	292,186	56%
6     Transportation Fees	24,601	50,400	49%
7 <b>Total Operating Revenues</b>	<b>2,113,978</b>	<b>4,151,699</b>	<b>51%</b>
8 <b>Non-Operating Revenues</b>			
9     Donations - Sr Nutrition Home Delivered	15,726	28,350	55%
10    Grants	214,513	633,614	34%
11    Donations	4,250	500	850%
12    Scholarship Revenue	2,000	1,900	105%
13    Fischer Fund Distribution	152,334	152,000	100%
14    Other Revenue	8,204	65,700	12%
15    Interest Income	159,455	195,000	82%
16 <b>Total Non-Operating Revenues</b>	<b>556,482</b>	<b>1,077,064</b>	<b>52%</b>
17 <b>Total Revenues</b>	<b>2,670,460</b>	<b>5,228,763</b>	<b>51%</b>
18 <b>Operating Expenses</b>			
19 <b>Salaries and Benefits</b>			
20     Employee Salaries	926,419	2,135,175	43%
21     Payroll Taxes	77,448	167,154	46%
22     Employee Benefits	340,132	842,285	40%
23     PERS Retirement UAL	49,083	50,725	97%
24 <b>Total Salaries and Benefits</b>	<b>1,393,082</b>	<b>3,195,339</b>	<b>44%</b>
25 <b>Services and Supplies</b>			
26     IT Services	42,450	64,200	66%
27     Audit Fees	20,000	20,000	100%
28     Legal Fees	32,932	55,500	59%
29     Professional Services	102,050	169,612	60%
30     Educator Costs	2,258	5,810	39%
31     Professional Development	37,154	125,451	30%
32     Emerging Community Opportunities	-	150,000	0%
33     Subscriptions & Licenses	50,619	70,743	72%
34     Board Stipends	3,749	14,774	25%
35     Election Costs	-	1,000	0%
36     LAFCO Assessments	3,696	3,696	100%
37     Mileage	1,393	6,821	20%
38     Program Materials/Activities	200,004	371,102	54%
39     Repairs & Maintenance	32,452	99,624	33%
40     Equipment & Supplies	111,497	156,721	71%
41     Printing and Postage	95,335	150,286	63%
42     Advertising & Community Outreach	20,830	48,235	43%
43     Association Fees	45,892	78,813	58%
44     Insurance	103,474	115,147	90%
45     Utilities & Leases	47,166	82,061	57%
46     Depreciation	-	-	0%
47 <b>Total Services and Supplies</b>	<b>952,951</b>	<b>1,789,596</b>	<b>53%</b>
48 <b>Total Expenses</b>	<b>2,346,032</b>	<b>4,984,935</b>	<b>47%</b>
49 <b>Net Income</b>	<b>\$ 324,427</b>	<b>\$ 243,828</b>	

*Preliminary - does not include all year end adjustments  
Substantially all disclosures required by accounting principles generally  
accepted in the United States are not included.*

**Camarillo Health Care District  
Statement of Net Assets  
Unaudited**

	<u>Jun-25</u>	<u>Jan-26</u>
<b>Assets</b>		
1 Petty Cash	\$ 2,135	\$ 2,135
2 Cash	3,218,767	3,900,474
3 Investments	4,332,819	4,441,830
4 Accounts Receivable	146,881	(204,909)
5 Grant Receivable	55,112	(21,273)
5 Prepays	135,144	8,225
6 Fixed Assets	1,004,779	982,699
7 Net Pension Asset	3,266,166	1,979,455
<b>Total Assets</b>	<b>\$ 12,161,804</b>	<b>\$ 11,088,636</b>
<b>Liability</b>		
8 Current Liabilities	259,311	175,677
9 Net Pension Liability	2,816,878	1,539,115
<b>Total Liability</b>	<b>\$ 2,903,098</b>	<b>\$ 1,582,683</b>
10 <b>Fund Balance</b>	<b>9,258,706</b>	<b>9,505,953</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 12,161,804</b>	<b>\$ 11,088,636</b>

*Preliminary - does not include all year end adjustments*

*Substantially all disclosures required by accounting principles generally accepted in the United States are not included.*

# CAMARILLO HEALTH CARE DISTRICT

## *Financial Statement Analysis*

January 2026 – 58% of Fiscal Year

Unaudited

**Line 2 Property Taxes:** Property tax revenue is collected in two primary installments, typically in December and April. Due to this timing, revenue fluctuations throughout the fiscal year are expected, and variances in this line item often reflect the seasonal receipt schedule rather than changes in projected annual revenue.

**Line 3 Community Education:** Includes revenue generated from all community education programs and classes. Budget projections are based on historical participant enrollment trends and the anticipated volume and type of educational offerings scheduled during the fiscal year. Year-to-date (YTD) actual revenue may fluctuate above or below budget depending on class enrollment levels and the timing of program delivery.

**Line 4 Counseling:** Includes revenue derived from counseling service fees. Budget estimates are based on projected individual appointments calculated from anticipated annual service volume. Actual results may vary year over year depending on appointment utilization, client demand, and timing of service delivery.

**Line 5 ADC Fees:** Includes revenue from Adult Day Care services. Budget projections are created by historical enrollment patterns, anticipated enrollment levels, daily maximum capacity ratios, client acuity (etiology), and average attendance per day, week, and month. Actual revenue may fluctuate based on participant enrollment, client needs, and capacity utilization.

**Line 6 Transportation Fees:** Includes transportation service fees and adjustments for fare refunds or overpayments. Budget projections are based on established fare rates and anticipated usage levels calculated from historical trip volume, including trips within and outside District boundaries. Variances may occur due to changes in ridership patterns or service demand.

**Line 9 Sr Nutrition Home Delivered:** Includes voluntary donations received in support of the Senior Nutrition home-delivered meal program. Budget amounts are based on historical donation trends. Actual revenue may vary depending on participant contribution levels and program utilization.

**Line 10 Grants:** Includes revenue from all awarded grants. Variances between YTD actuals and budget may occur due to timing of reimbursement requests, payment schedules, grant term periods, or the nature of funding (one-time, recurring, competitive renewal cycles, or mandatory cooling-off periods). Grant revenue may fluctuate year over year based on funding availability and award outcomes.

**Line 11 Donations:** Includes unrestricted and restricted donations received in support of District programming and services. This revenue category may vary year after year depending on donor activity and fundraising efforts.

**Line 12 Scholarship Revenue:** Includes restricted scholarship funding designated to subsidize participation in select programs, such as Transportation and Adult Day Services. YTD balance is caregiver symposium sponsorship from Ventura County Medical Resource Foundation.

**Line 13 Fischer Fund Distribution:** Represents annual distribution from the Fischer Fund, a bequest from former transportation client Russell Fischer. The fund is administered by the Ventura County Community Foundation (VCCF). The annual distribution amount is determined by VCCF in accordance with their investment and distribution policies and is typically disbursed in late October. The district does not determine the distribution amount or timing.

**Line 14 Other Revenue:** Includes miscellaneous revenue such as advertising in *Healthy Attitudes* magazine and facility rental income. Variances may occur depending on advertising demand, rental activity, and community usage trends.

**Line 15 Interest Income:** Includes interest earned on District bank accounts and investments. YTD variances are influenced by account balances and prevailing interest rates.

**Line 20 Employee Salaries:** Includes salary expenditures for all District employees across departments. Budgeted amounts reflect approved staffing levels and compensation schedules. Amounts may fluctuate year to year depending on staffing need. YTD is under budget due to a few budgeted positions currently being vacant.

**Line 21 Payroll Taxes:** Includes employer-paid payroll taxes for all District employees across departments. Costs fluctuate proportionally with salary expenditures. YTD is under budget due to a few budgeted positions currently being vacant.

**Line 22 Employee Benefits:** Includes employer contributions to CalPERS, Workers' Compensation, life insurance, and Other Post-Employment Benefits (OPEB). Variances may occur based on staffing levels, timing of benefit payments, actuarial adjustments, or life events during the fiscal year. YTD is under budget due to a few budgeted positions currently being vacant.

**Line 23 PERS Retirement UAL:** Represents the District's annual required payment toward CalPERS Unfunded Accrued Liability (UAL). This payment addresses the difference between projected retirement obligations and available plan assets. The annual payment is typically made in July; therefore, the expense is budgeted at 100% for the fiscal year regardless of interim reporting period.

**Line 26 IT Services:** Includes contracted information technology services and support. Variances may occur depending on operational needs, system upgrades, cybersecurity requirements, and service enhancements. YTD is at 66% of budget due to the need for software upgrades.

**Line 27 Audit Fees:** Includes independent auditing and accounting services. Variances may occur depending on audit scope, additional reporting requirements, or special projects. YTD is 100% of budget due to the audit being completed in the beginning of the fiscal year.

**Line 28 Legal Fees:** Includes legal services for general counsel, governance, compliance, and other District needs. Actual expenses may vary based on service demand and complexity of legal matters. YTD is right in line with budget.

**Line 29 Professional Services:** Includes contracted operational services such as accounting consultants, janitorial services, facility maintenance contractors, and other professional support across departments. YTD is right in line with budget.

**Line 30 Educator Costs:** Includes payments to contracted educators based on a 70/30 revenue-sharing agreement for eligible programs. YTD is under budget due to revenue sharing.

**Line 31 Professional Development:** Includes continuing education, certifications, and outreach-related professional development for Trustees and staff. YTD can trend over or under budget based on timing of education and certifications.

**Line 32 Emerging Community Opportunity:** Represents a strategic contingency allocation reserved for unanticipated opportunities aligned with the District's mission and vision. This line item allows the District to respond proactively to emerging community needs or collaborative initiatives.

**Line 33 Subscriptions & Licenses:** Includes annual licenses, software fees, professional dues, and subscriptions. Costs may fluctuate due to vendor pricing increases or additional licensing requirements. YTD is over budget due to subscriptions and licenses are paid in the beginning of the fiscal year.

**Line 34 Board Stipend:** Includes stipends paid to Board members for attendance at authorized meetings.

**Line 35 Election Costs:** Includes costs associated with Board elections in applicable fiscal years. Expenses vary depending on election cycles.

**Line 36 LAFCO Assessments:** includes costs for local agency formation commissions (LAFCO). LAFCO costs are charged to cover the work required to review and regulate changes in local government boundaries and services. The fees pay for the process that makes sure changes are legal, fair, and in public interest. YTD at 100% of budget due to fees due in July.

**Line 37 Mileage:** Includes reimbursement to employees for authorized use of personal vehicles for District business. YTD can trend over or under budget-based need of reimbursements.

**Line 38 Program Matis/Activities:** Includes supplies and materials necessary to deliver programs across departments. Variances may reflect changes in program volume or activity offerings. YTD is right in line with budget.

**Line 39 Repairs & Maintenance:** Includes costs related to maintenance and repair of District facilities and vehicles, including transportation fleet upkeep (such as gas, oil, 90-day service and more). YTD can trend over or under budget-based repair and maintenance needs.

**Line 40 Equipment & Supplies:** Includes minor equipment purchases and general departmental supplies. YTD at 71% of budget due to HVAC replacement.

**Line 41 Printing and Postage:** includes costs for printing mailing cost, and postage, for example the District's quarterly magazine and other outreach materials.

**Line 42 Advertising & Community Outreach:** Includes printing and mailing costs, including distribution of the District's quarterly magazine, and other outreach/advertising events, such as job announcements, health fairs, farmers market, ads in print and digital advertising.

**Line 43 Association Fees:** Includes monthly association dues managed by a property management company. Annual increases typically range between 2% and 8%. YTD is right in line with budget.

**Line 44 Insurance:** Includes costs of District insurance coverage such as crime, auto, directors & officers, liability, workers' compensation, cyber liability, and property insurance. YTD over budget due to majority of insurances paid in July for the fiscal year.

**Line 45 Utilities & Leases:** includes telephone, utility and storage rent costs for all departments. YTD is right in line with budget.

**Line 46 Depreciation:** Represents a non-cash accounting adjustment recorded at fiscal year-end to reflect the depreciation of capital assets.

**Line 59 Net Income:** Represents total revenues less total expenses for the fiscal period.





**ACTION ITEM 6-B**

**BOARD POLICY 1086  
MANDATORY TRAINING REQUIREMENTS**





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

3639 E. Las Posas Road  
Suite 117  
Camarillo, CA 93010

(805) 388-1952

www.camhealth.com

---

---

**CAMARILLO HEALTH CARE DISTRICT**  
**STAFF REPORT**

---

---

**DATE:** March 26, 2026  
**TO:** Board of Directors  
**FROM:** Aleks R. Giragosian, General Counsel  
Taylor M. Anderson, Assistant General Counsel  
**SUBJECT:** Adoption of Amended and Restated Board Policy 1086 –  
Mandatory Training Requirements

---

---

**RECOMMENDATION:** That the Board consider adoption of amended and restated Board Policy 1086 – Mandatory Training Requirements.

**DISCUSSION:**

The District currently maintains Policy No. 1086, titled “Ethics Training,” which was adopted to ensure compliance with the ethics training requirements mandated by AB 1234, codified at Government Code sections 53234 through 53235.2. AB 1234 requires local agency officials to complete two hours of ethics training within a specified period of first assuming office and every two years thereafter.

Recently, the Legislature enacted additional mandatory training requirements applicable to local agency officials and employees via Senate Bill 827. Specifically, Government Code sections 53238 through 53238.4, mandates that Board members, executive staff, and other designated personnel with financial decision-making responsibilities complete two hours of fiscal and financial training within a specified period of assuming office and every two years thereafter.

Due to the additional training requirements now applicable to District officials and employees, staff recommends updating the prior ethics policy to a more general mandatory training policy that captures all three required training categories — ethics training under AB 1234, fiscal and financial training, and sexual harassment prevention training — in a single, unified policy.

The proposed amended and restated Policy No. 1086 incorporates the following key changes from the prior version:

- **Revised Title:** Updated from "Ethics Training" to "Mandatory Training Requirements" to reflect the policy's broader scope.
- **Fiscal and Financial Training:** Incorporates Government Code sections 53238–53238.4, addressing who must complete the training, deadlines, two-year recurrence, and two-hour minimum duration.
- **Sexual Harassment Prevention Training:** Reflects existing requirements under Government Code sections 12950.1 and 53237–53237.5.
- **Quick-Reference Chart:** New Section 1086.4 provides a consolidated chart covering all required trainings, including who must complete each, deadlines, recurrence, duration, and legal authority.
- **General Requirements:** Consolidates administrative requirements for all trainings: five-year CPRA record retention; reimbursed proof of participation; annual Board notice of training options; allowance for Directors on other agency boards to satisfy requirements once every two years; statutory/regulatory curricula standards; and completion of ethics and fiscal trainings via self-study, in person, or online.
- **Automatic Incorporation of Future Legal Changes:** Any state or federal amendments to existing training requirements, or newly mandated trainings, will be automatically incorporated into the policy to ensure continuous compliance without repeated amendments.

#### **Fiscal Impact:**

The District's budget includes funding for staff and Board trainings, including AB 1234 and sexual harassment trainings. Costs associated with newly required fiscal and financial training is expected to be minimal and within the scope of existing operational budgets. Many qualified training programs are available at no cost or low cost through entities such as the California Special Districts Association, the Fair Political Practices Commission, the Institute of Local Governments.

#### **ENVIRONMENTAL DETERMINATION:**

This item is exempt from review under the California Environmental Quality Act (Ca. Public Resources Code §§ 21000, et seq., "CEQA") and CEQA regulations (14 California Code of Regulations §§ 15000, et seq.) because it does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not

result in direct or indirect physical changes in the environment. Accordingly, Attachments A and B do not constitute a “project” that requires environmental review. (see specifically 14 CCR § 15378(b)(2, 5)).

**ATTACHMENTS:**

Attachment A – Proposed Amended and Restated District Policy 1086 – Mandatory Training Requirements

Attachment B – Current District Policy 1086 – Ethics Trainings

# **Attachment A**

## **Proposed Amended and Restated District Policy 1086 (Mandatory Training Requirements)**

---

# Camarillo Health Care District

## **POLICY MANUAL**

**POLICY TITLE: Mandatory Training Requirements**

**POLICY NUMBER: 1086**

### **1086.1 Purpose and Scope**

This policy outlines mandatory training requirements for District officers, officials, and employees to ensure compliance with state law for government officials and employees.

### **1086.2 Definitions**

- A. "Appointed Officials" means members of all commissions, committees and District bodies other than the Board of Directors that are subject to the Ralph M. Brown Act.
- B. "Designated Executive Staff" means the Chief Executive Officer, Chief Administrative Officer, and Directors.
- C. "Supervisory Employee" has the same meaning as Gov. Code Section 12926, as it may be amended, and includes District Directors.
- D. "Nonsupervisory Employee" means any person that does not meet the definition of a supervisory employee.

### **1086.3 General Requirements**

- A. All individuals subject to this policy, including Directors, designated executive staff, appointed officials, supervisory employees, non-supervisory employees, and any other designated personnel, shall complete all required trainings outlined in Section 1086.4 in accordance with this policy and applicable law.
- B. District staff shall maintain records indicating the date that Directors completed the a training and the name of the entity that provided the training, if any. These records shall be maintained for at least five years after directors receive the training, and are public records subject to disclosure under the California Public Records Act.
- C. Directors shall obtain proof of participation after completing the ethics training. Applicable costs for attending the training will be reimbursed by the District. These records shall be maintained for at least five years after directors receive the training, and are public records subject to disclosure under the California Public Records Act.
- D. District staff shall provide the Board of Directors with information on available training

that meets the requirements of this policy at least once every year.

- E. Any Director who serves on the board of another agency/entity that also requires the trainings in this policy, are only required to take each training once every two years. The Director must provide proof of each training completed to the District if completed with another agency.
- F. All training provided to meet the requirements under this policy must comply with applicable legal standards and content requirements. The District shall ensure that training providers utilize curricula that meet all statutory and regulatory mandates for each training type, and shall not offer training for compliance purposes unless the training demonstrably meets these standards.
- G. Ethics and fiscal and financial trainings may consist of either a qualified training course or a qualified set of self- study materials with tests, and may be taken at home, in person or on line.
- H. Should state or federal law amend any training requirement contained in this policy or require additional trainings after adoption of this policy, this policy shall automatically incorporate such changes and require compliance by all affected individuals as mandated by law.

**1086.4 Required Trainings**

Training Type	Who Must Complete	Initial Deadline	Frequency	Duration	Legal Authority
Ethics Training	<ul style="list-style-type: none"> <li>Board of Directors</li> <li>Designated Executive Staff</li> <li>Staff designated by the District’s Conflict of Interest Code</li> <li>Appointed Officials</li> </ul>	<ul style="list-style-type: none"> <li>Officials serving after 1/1/26: 6 months from first day of service</li> <li>Officials serving before 1/1/26: 1 year from first day of service</li> </ul>	Every 2 years	2 hours	Gov. Code §§ 53234–53235.2
Fiscal & Financial Training	<ul style="list-style-type: none"> <li>Board of Directors</li> <li>Designated Executive Staff</li> <li>Managers and Accounting Staff</li> <li>Appointed Officials who make decisions or recommendations regarding financial administration, budgeting, or the use of public resources</li> <li>Any other person require</li> </ul>	<ul style="list-style-type: none"> <li>Officials serving after 1/1/26: 6 months from first day of service</li> <li>Officials serving as of 1/1/26: By 1/1/28</li> </ul>	Every 2 years	2 hours	Gov. Code § 53238 – 53238.4.
Sexual Harassment Prevention – Supervisory Employee	<p>All supervisory employees including:</p> <ul style="list-style-type: none"> <li>Board of Directors</li> <li>Appointed Officials</li> <li>Designated Executive Staff</li> </ul>	Within 6 months of assuming supervisory position/office	Every 2 years	2 hours (interactive)	Gov. Code §§ 12950.1; 53237 – 53237.5
Sexual Harassment Prevention – Non-Supervisory Employee	All non-supervisory employees	Within 6 months of hire	Every 2 years	1 hour (interactive)	Gov. Code § 12950.1
Sexual Harassment Prevention – Temporary or Seasonal Employees	Temporary/seasonal employees hired for less than 6 months	Within 30 days of hire OR 100 hours worked (whichever comes first)	Every 2 years (if still employed)	<ul style="list-style-type: none"> <li>2 hours (supervisory)</li> <li>1 hour (non-supervisory)</li> </ul>	Gov. Code § 12950.1

# **Attachment B**

Current District Policy 1086 (Ethics Trainings)

---

# Camarillo Health Care District

## **POLICY MANUAL**

**POLICY TITLE: Ethics Training**

**POLICY NUMBER: 1086**

**1086.1** All Directors and designated executive staff of the Camarillo Health Care District shall receive two hours of training in general ethics principals and ethics laws relevant to public service within one year of election or appointment to the Board of Directors and at least once every two years thereafter, pursuant to Government Code Sections 53234 through 53235.2.

**1086.2** This policy shall also apply to all staff members that the Board of Directors designates and to members of all commissions, committees and other bodies that are subject to the Ralph M Brown Open Meeting Act.

**1086.3** All ethics training shall be provided by entities whose curricula have been approved by the California Attorney General and the Fair Political Practices Commission.

**1086.4** Directors shall obtain proof of participation after completing the ethics training. Applicable costs for attending the training will be reimbursed by the District.

**1086.4.1** District staff shall maintain records indicating both the dates that Directors completed the ethics training and the name of the entity that provided the training. These records shall be maintained for at least five years after directors receive the training, and are public records subject to disclosure under the California Public Records Act.

**1086.5** District staff shall provide the Board of Directors with information on available training that meets the requirements of this policy at least once every year.

**1086.6** Ethics training may consist of either a qualified training course or a qualified set of self-study materials with tests, and may be taken at home, in person or on line.

**1086.7** Any Director of the Camarillo Health Care District who serves on the board of another agency/entity that also requires qualified ethics training, is only required to take the training once every two years.





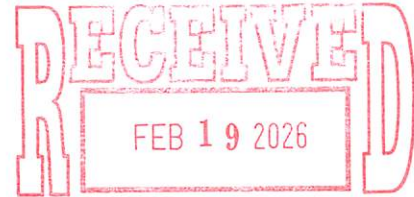
**ACTION ITEM 6-C**

**CSDA BOARD OF DIRECTORS  
CALL FOR NOMINATIONS SEAT C**





**California Special  
Districts Association**  
*Districts Stronger Together*



By: \_\_\_\_\_

**DATE:** February 9, 2026

**TO:** CSDA Voting Member Presidents and General Managers

**FROM:** CSDA Elections and Bylaws Committee

**SUBJECT:** **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT C**

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2027 - 2029 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.  
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**Nomination Procedures:** Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 10, 2026. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814  
Fax: 916.442.7889  
E-mail: [amberp@csda.net](mailto:amberp@csda.net)

**Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.**

CSDA will begin electronic voting on June 9, 2026. All votes must be received through the system no later than 5:00 p.m. July 24, 2026. The successful candidates will be notified no later than July 31, 2026. All selected Board Members will be introduced at the CSDA Annual Conference in Palm Desert, CA in August 2026.

#### **Expiring Terms**

(See enclosed map for Network breakdown)

<b>Northern Network</b>	Seat C – Fred Ryness, Director, Burney Water District*
<b>Sierra Network</b>	Seat C – Pete Kampa, General Manager, Groveland Community Services District*
<b>Bay Area Network</b>	Seat C – Antonio Martinez, Director, Contra Costa Water District*
<b>Central Network</b>	Seat C – Curtis Jorritsma, General Manager, Hilmar County Water District*
<b>Coastal Network</b>	Seat C – Vince Ferrante, Director, Moss Landing Harbor District*
<b>Southern Network</b>	Seat C – Nikki Winslow, District Director, Altadena Library District*

(\* = Incumbent is running for re-election)

**CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district June 9, 2026. All votes must be received through the system no later than 5:00 p.m. July 24, 2026.**

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [amberp@csda.net](mailto:amberp@csda.net) **by April 24, 2026** in order to ensure that you will receive a paper ballot on time.*

**CSDA will mail paper ballots on June 9, 2026 per district request only.**

If you have any questions, please contact Amber Phelen at [amberp@csda.net](mailto:amberp@csda.net).



**California Special  
Districts Association**  
*Districts Stronger Together*

## **2027-2029 TERM BOARD OF DIRECTORS NOMINATION FORM**

**Name of Candidate:** \_\_\_\_\_

**Title/District:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Network:** \_\_\_\_\_ (see map)

**Telephone:** \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

**Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732

amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS:***

**April 10, 2026 at 5:00 p.m.**



## **2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** \_\_\_\_\_

**District/Company:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Elected/Appointed/Staff:** \_\_\_\_\_

**Length of Service with District:** \_\_\_\_\_

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

---

---

- 2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):**

---

---

- 3. List your local government involvement (such as LAFCo, Association of Governments, etc.):**

---

---

- 4. List your involvement in civic and/or non-profit organization:**

---

---

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special Districts Association

# DISTRICT NETWORKS



## 2026 Board of Directors by Networks

### Northern Network

Greg Orsini, *McKinleyville Community Service District*  
 Fred Ryness, *Burney Water District*  
 Kevin Phillips, *Paradise Irrigation District*

### Sierra Network

Steve Palmer, *Donner Summit Public Utilities District*  
 Pete Kampa, *Groveland Community Services District*  
 Noelle Mattock, *El Dorado Hills Community Services District*

### Bay Area Network

Kathryn Slater-Carter, *San Mateo County Harbor District*  
 Ryan Clausnitzer, *Alameda County Mosquito Abatement District*  
 Antonio Martinez, *Contra Costa Water District*

### Central Network

Curtis Jorritsma, *Hilmar County Water District*  
 Patrick Ostly, *North of River Sanitary District*  
 Lorenzo Rios, *Clovis Veterans Memorial District*

### Coastal Network

Scott Duffield, *Heritage Ranch Community Services District*  
 Vincent Ferrante, *Moss Landing Harbor District*  
 Elaine Magner, *Pleasant Valley Recreation & Park District*

### Southern Network

Don Bartz, *Phelon Pinon Hills Community Services District*  
 Jo MacKenzie, *Vista Irrigation District*  
 Nikki Winslow, *Altadena Library District*