

Fallbrook Regional HEALTH DISTRICT

138 S. Brandon St. • Fallbrook CA 92028 • 760-731-9187

BOARD OF DIRECTORS REGULAR BOARD MEETING

WEDNESDAY
DECEMBER 12, 2018

6:00 PM

AT

NEW MEETING LOCATION
FALLBROOK WELLNESS CENTER
1636 EAST MISSION ROAD
FALLBROOK, CA 92028



AGENDA

FALLBROOK REGIONAL HEALTH DISTRICT REGULAR BOARD MEETING

Wednesday, December 12, 2018, 6:00 p.m.

NEW MEETING LOCATION

Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

B. OATH OF OFFICE ADMINISTERED TO DIRECTORS – Blaise Jackson, General Counsel

Karen “Kate” Schwartz-Frates	4-year term	December 2018 to December 2022
Jennifer Jeffries	4-year term	December 2018 to December 2022
Howard Salmon	4-year term	December 2018 to December 2022

C. OFFICERS AND COMMITTEES OF THE BOARD

- C1. Nomination and Election of Officers of the Board
 - President (General Counsel – until Board president elected, who will then chair meeting)
 - Vice President
 - Secretary
- C2. Appointment of the Treasurer (President)
- C3. Committee Assignment(s)

D. ADDITIONS TO AGENDA

Pursuant to the Brown Act, additions to the Agenda as posted are exceptional, and expressly limited to three specific situations, as set forth in Government Code 54954.2(b): (1) an “emergency” as determined by majority vote of the board; (2) a 2/3 vote of the board finding that an item requires immediate action – and the need for this action arose in time after the agenda was posted or (3) the item was continued from an earlier meeting (no more than 5 days earlier), at which time the item was validly posted on the agenda of the earlier meeting.

E. BOARD MEMBER AND PUBLIC COMMENTS

Opportunity for board members and citizens to speak on items of interest within subject matter jurisdiction of the District. For the record, please state your name. “Request to speak” cards should be filled out in advance and presented to the Board President or the recording secretary. The Board has a policy limiting any speaker to not more than five minutes

F. CONSENT ITEMS

- F1. Approval of October 2018 Financial Statements
- F2. Minutes of November 7, 2018 Finance Committee Meeting
- F3. Minutes of November 8, 2018 Special Board Meeting
- F4. Minutes of November 14, 2018 Regular Board Meeting
- F5. Minutes of November 16, 2018 Special Board Meeting

G. REPORTS

- G1. Finance Committee – Committee of the Whole, Chair: Director Mroz
- G2. Gov't/Public Relation/Community Relations Committee
- G3. Facilities/Strategic Planning Committee
- G4. Chief Executive Officer – Bobbi Palmer MBA MSW
- G5. General Counsel – Blaise Jackson

H. DISCUSSION/ACTION ITEMS

- H1. Retention Items – Authorization to Destroy Outdated Records (Gov Code 34090, Per Board Resolution 393)**
- H2. Consideration of proposal from National Demographics Corporation/Election Transition.
- H3. Review bids for roof repairs for the Alvarado Street and Brandon Road and Wellness Center properties – Roy Moosa, Property Manager
- H4. Consideration of extension of support for extended hours for Med+ Urgent Care*
- H5. Consideration of extension of contracted services for accounting/bookkeeping
- H6. Review of staff salary increases
- H7. Update designation of individuals authorized to deposit or withdraw funds in LAIF account
- H8. Recommendation from accountant for amount transferred quarterly from LAIF account to Citibank account
- H9. Consideration of Centraforce 2019 bridge contract proposal.
- H10. Consideration of Resolution memorializing Board Officers and Setting Date, Time and Place for Regular Board Meetings 2019.

I. ITEMS FOR SUBSEQUENT MEETINGS

- I1. Other Director/Staff discussion items
 - I1a. Item(s) for future board agendas
 - I1b. Announcements of upcoming events:
 - **NCCCHI** meeting – 1st Wednesday, **January 2**, 2:00-2:30pm, Fallbrook Wellness Center, Health Under One Roof, Rm 2,1636 E. Mission Rd. Fallbrook
 - **Finance Committee of the Whole** meeting – 1st Wednesday, **January 2**, 5:00pm, Fallbrook Wellness Center, Community Room,1636 E. Mission Rd. Fallbrook
 - **Woman of Wellness** meeting – 1st Thursday, **January 3**, 6pm – Fallbrook Wellness Center, Community Room,1636 E. Mission Rd., Fallbrook
 - **Wellness Advisory Committee** meeting – 2nd Wednesday, **January 9**, 5:00-6:00pm, Fallbrook Wellness Center, Community Room,1636 E. Mission Rd., Fallbrook
 - **Board of Directors Workshop** – Saturday, **January 12**, 8:00am – Fallbrook Wellness Center, Community Room,1636 E. Mission Rd., Fallbrook

- **Community Collaborative for Health & Wellness Committee (CCH&W)** meeting – 3rd Wednesday, **January 16**, 9:00-10:30am, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

I2. **Next Regular Board meeting** – Wednesday, **January 9**, 6:00pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

J. CLOSED SESSION

- J1. Personnel Matters Pursuant to Government Code Section 54957 – Annual Evaluation of Chief Executive Officer.
- J2. Conference with Legal Counsel Concerning Exposure to Litigation Per Government Code Section 54956.9(d)(2) – one case.

K. RETURN TO OPEN SESSION – Report of Action taken in Closed Session (if any).

L. ADJOURNMENT

NOTE: This agenda posted at the Fallbrook Regional Health District Administration Office on Friday, December 7, 2018. The American with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of District business. If you need assistance to participate in this meeting, please contact the District office 24 hours prior to the meeting at 760-731-9187.



Board Secretary/Clerk

CONSENT ITEMS

**FALLBROOK REGIONAL HEALTH DISTRICT
BALANCE SHEET COMPARISON**

Comparison of October 2018 to September 2018

	Oct 31, 18	Sep 30, 18	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
102.2 · Cash in Bank - Operating	506,499.99	493,738.01	12,761.98
102.6 · Cash in Bank -LAIF	1,480,560.27	1,472,559.33	8,000.94
102.9 · Cal Trust Investment Account	6,748,515.68	6,742,213.58	6,302.10
102.91 · Petty Cash	141.76	102.99	38.77
Total Checking/Savings	8,735,717.70	8,708,613.91	27,103.79
Other Current Assets			
104 · Prepaid Insurance	16,382.59	15,556.63	825.96
107 · Tax apportion receivable	0.00	28,010.22	(28,010.22)
Total Other Current Assets	16,382.59	43,566.85	(27,184.26)
Total Current Assets	8,752,100.29	8,752,180.76	(80.47)
Fixed Assets			
121 · Equipment	59,622.88	55,576.52	4,046.36
121.2 · Equipment Depreciation	(30,628.38)	(29,882.92)	(745.46)
122.0 · ASSETS HELD FOR RESALE			
122.01 · ALVARADO STREET	291,240.00	291,240.00	0.00
122.011 · ALVARADO FMV Appraisal 2018	358,760.00	358,760.00	0.00
122.02 · BRANDON ROAD - ADMIN BLDG	291,240.00	291,240.00	0.00
122.021 · BRANDON FMV Appraisal 2018	508,760.00	508,760.00	0.00
122.03 · E MISSION ROAD	1801418.86	1801418.86	0.00
Total 122.0 · ASSETS HELD FOR RESALE	3,251,418.86	3,251,418.86	0.00
Total Fixed Assets	3,280,413.36	3,277,112.46	3,300.90
TOTAL ASSETS	12032513.65	12029293.22	3,220.43
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
140 · Accounts Payable	29,523.08	25,029.79	4,493.29
Total Accounts Payable	29,523.08	25,029.79	4,493.29
Other Current Liabilities			
204 · Accrued Vacation & Sick Leave	30,361.79	30,361.79	0.00
215 · District Wellness Initiatives			
215.23 · Health Fair	1,500.00	0.00	1,500.00
215.39 · PSA Screening	2,000.00	0.00	2,000.00
215.42 · Chair Yoga	1,100.00	0.00	1,100.00
215.43 · Mah Jong	2,400.00	0.00	2,400.00
215.44 · Ballroom Dancing	1,000.00	0.00	1,000.00
215.46 · FHD Promotional Float	500.00	0.00	500.00
215 · District Wellness Initiatives - Other	0.00	9,752.16	(9,752.16)
Total 215 · District Wellness Initiatives	8,500.00	9,752.16	(1,252.16)
Total Other Current Liabilities	38,861.79	40,113.95	(1,252.16)
Total Current Liabilities	68,384.87	65,143.74	3,241.13
Total Liabilities	68,384.87	65,143.74	3,241.13
Equity			

**FALLBROOK REGIONAL HEALTH DISTRICT
BALANCE SHEET COMPARISON**

Comparison of October 2018 to September 2018

	Oct 31, 18	Sep 30, 18	\$ Change
300 · Unrestricted Operations Fund	1,686,665.33	1,686,665.33	0.00
301 · Adjustment for FMV Appraisals	867,520.00	867,520.00	0.00
302.2 · Community Investment Fund	9,843,462.82	9,843,462.82	0.00
Net Income	(433,519.37)	(433,498.67)	(20.70)
Total Equity	11964128.78	11964149.48	(20.70)
TOTAL LIABILITIES & EQUITY	12032513.65	12029293.22	3,220.43

FALLBROOK REGIONAL HEALTH DISTRICT
Income Statement
For the Month Ended October 31, 2018 & Fiscal Year to Date

	Oct 18	Jul - Oct 18
Ordinary Income/Expense		
Income		
400. · District		
402 · Property tax revenue	82,764	151,112
403 · Interest / Dividends	21,127	56,470
406 · Unearned Inc (Loss) - Cal Trust	(6,824)	(20,450)
Total 400. · District	97,067	187,132
450. · Properties		
450.02 · Cost of Elder Str Property Sale	(2,590)	(2,590)
Total 450. · Properties	(2,590)	(2,590)
460 · Lease Income		
460.01 · Med+ Urgent Care (formerly A+)	4,800	19,200
Total 460 · Lease Income	4,800	19,200
Total Income	99,277	203,743
Gross Profit	99,277	203,743
Expense		
500 · Admin. Expenses & Overhead		
500.10 · Salaries	24,262	97,047
500.12 · Payroll Taxes	1,062	6,483
500.14 · W/C Insurance	126	502
500.15 · Employee Health & Welfare	1,359	6,632
500.16 · Board Stipends	1,100	5,600
500.17 · Education & Conferences	1,316	8,916
500.18 · Dues & Subscriptions	5,896	13,621
500.19 · Insurance - General	1,898	6,641
500.20 · Independent Accounting Services	850	3,400
500.21 · Annual Independent Audit		8,995
500.23 · General Counsel	13,038	25,760
500.25 · Office Expense		
01 · Communications	443	3,135
02 · I.T. and Website services	(330)	1,720
03 · Refreshments	151	766
04 · Office Expenses	1,207	5,508
05 · LAFCO Admin fees		1,367
06 · Independent Contract Services	5,273	18,065
Total 500.25 · Office Expense	6,745	30,562
500.27 · Depreciation	745	2,783
500.29 · Dist Promotions & Publications	110	2,756
500.32 · Consultant Fees		1,575
500.33 · Copier Lease	778	3,112
Total 500 · Admin. Expenses & Overhead	59,284	224,385
530 · Blue Zone Designation		
530.18 · Promotions & Publications		(98)

FALLBROOK REGIONAL HEALTH DISTRICT
Income Statement
For the Month Ended October 31, 2018 & Fiscal Year to Date

	Oct 18	Jul - Oct 18
530.21 · Consultants	3,000	12,000
Total 530 · Blue Zone Designation	3,000	11,902
550 · Mgmt./Maint. - Alvarado Street		
550.07 · Custodial Services		125
550.10 · Maintenance Services & Repairs	125	662
550.23 · General Counsel		438
Total 550 · Mgmt./Maint. - Alvarado Street	125	1,225
570 · Mgmt./Maint. - E. Mission Road		
570.02 · Gas & Electric	809	3,076
570.03 · Water	268	2,370
570.04 · Waste Management	69	127
570.06 · Landscape - Grounds Environment	350	10,632
570.07 · Custodial Services	270	385
570.10 · Maintenance Services & Repairs	1,435	3,978
570.12 · Fire Alarm System		1,138
570.25 · Office Expense		
25.04 · Office Expenses	1,354	5,534
25.06 · Independent Contract Services	10,919	30,743
Total 570.25 · Office Expense	12,273	36,277
570.29 · Dist. Promotions & Publications	1,712	5,194
570.32 · Consultant Fees	3,000	13,388
Total 570 · Mgmt./Maint. - E. Mission Road	20,186	76,565
590 · Mgmt./Maint. - S. Brandon Road		
590.01 · Property Manager	1,313	1,313
590.02 · Gas & Electric	964	4,944
590.03 · Water	208	790
590.04 · Waste Management	76	149
590.06 · Landscape - Grounds Environment	400	1,600
590.07 · Custodial Services	630	2,970
590.08 · Elevator	191	937
590.09 · Vehicle Expenses	30	61
590.10 · Maintenance Services & Repairs	125	511
590.11 · Medical Records Store & Service	2,766	7,727
590.12 · Fire Alarm System		781
Total 590 · Mgmt./Maint. - S. Brandon Road	6,703	21,782
600 · Community Health Contracts		
600.02 · Fbk Citizens Crime Prevention		2,625
600.04 · Boys & Girls Club		18,428
600.05 · Community Health Systems, Inc.		26,250
600.06 · Fallbrook Land Conservancy		10,000
600.07 · Fbk Senior Citizens Srvc Club		19,688
600.08 · Fallbrook Smiles Project		18,769
600.09 · Fallbrook Union H. S. District		5,000
600.11 · Palomar Family Counseling Srvc		20,738
600.17 · Foundation for Senior Care		54,882

FALLBROOK REGIONAL HEALTH DISTRICT
Income Statement
For the Month Ended October 31, 2018 & Fiscal Year to Date

	<u>Oct 18</u>	<u>Jul - Oct 18</u>
600.18 · Fallbrook Food Pantry		50,000
600.33 · REINS Therapeutic Prgm		17,063
600.46 · Mental Health Systems, Inc.		2,428
600.48 · UCSD Eye Mobile for Children		3,000
600.53 · Jeremiah's Ranch		3,872
600.54 · Healthy Adventures Foundation		2,363
600.58 · Michelle's Place		6,300
Total 600 · Community Health Contracts		261,403
800 · District Direct Care Services		
800.02 · Med+ Urgent Care	10,000	40,000
Total 800 · District Direct Care Services	10,000	40,000
Total Expense	99,298	637,262
Net Ordinary Income	(21)	(433,519)
Net Income	(21)	(433,519)

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July 2018 through June 2019

	Jul - Oct 18	Budget	\$ Over Bu...
Ordinary Income/Expense			
Income			
400. · District			
402 · Property tax revenue	151,112	209,479	(58,367)
403 · Interest / Dividends	56,470	41,667	14,803
406 · Unearned Inc (Loss) - Cal Trust	(20,450)	0	(20,450)
Total 400. · District	187,132	251,146	(64,014)
450. · Properties			
450.02 · Cost of Elder Str Property Sale	(2,590)	0	(2,590)
Total 450. · Properties	(2,590)	0	(2,590)
460 · Lease Income			
460.01 · Med+ Urgent Care (formerly A+)	19,200	19,200	0
Total 460 · Lease Income	19,200	19,200	0
Total Income	203,743	270,346	(66,603)
Gross Profit	203,743	270,346	(66,603)
Expense			
500 · Admin. Expenses & Overhead			
500.10 · Salaries	97,047	91,667	5,380
500.12 · Payroll Taxes	6,483	7,667	(1,184)
500.14 · W/C Insurance	502	502	(0)
500.15 · Employee Health & Welfare	6,632	5,000	1,632
500.16 · Board Stipends	5,600	7,000	(1,400)
500.17 · Education & Conferences	8,916	6,167	2,749
500.18 · Dues & Subscriptions	13,621	4,667	8,954
500.19 · Insurance - General	6,641	6,325	316
500.20 · Independent Accounting Services	3,400	3,400	0
500.21 · Annual Independent Audit	8,995	8,850	145
500.23 · General Counsel	25,760	15,000	10,760
500.25 · Office Expense			
01 · Communications	3,135	1,217	1,919
02 · I.T. and Website services	1,720	3,667	(1,946)
03 · Refreshments	766	833	(67)
04 · Office Expenses	5,508	5,233	275
05 · LAFCO Admin fees	1,367	456	911
06 · Independent Contract Services	18,065	20,000	(1,935)
Total 500.25 · Office Expense	30,562	31,406	(844)
500.27 · Depreciation	2,783	1,717	1,066
500.29 · Dist Promotions & Publications	2,756	12,750	(9,994)
500.32 · Consultant Fees	1,575	34,250	(32,676)
500.33 · Copier Lease	3,112	3,332	(220)
500.36 · Accrued Vacation & Sick Leave	0	2,500	(2,500)
500.40 · Video/AV Equipment	0	1,667	(1,667)
580.01 · General Election	0	16,500	(16,500)
Total 500 · Admin. Expenses & Overhead	224,385	260,365	(35,981)
530 · Blue Zone Designation			
530.18 · Promotions & Publications	(98)		
530.21 · Consultants	12,000		

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July 2018 through June 2019

	Jul - Oct 18	Budget	\$ Over Bu...
Total 530 · Blue Zone Designation	11,902	0	11,902
550 · Mgmt./Maint. - Alvarado Street			
550.07 · Custodial Services	125		
550.10 · Maintenance Services & Repairs	662		
550.23 · General Counsel	438		
Total 550 · Mgmt./Maint. - Alvarado Street	1,225		
570 · Mgmt./Maint. - E. Mission Road			
570.02 · Gas & Electric	3,076	5,333	(2,257)
570.03 · Water	2,370	1,000	1,370
570.04 · Waste Management	127	333	(206)
570.06 · Landscape - Grounds Environment	10,632	4,000	6,632
570.07 · Custodial Services	385	2,000	(1,615)
570.10 · Maintenance Services & Repairs	3,978	1,667	2,312
570.12 · Fire Alarm System	1,138		
570.25 · Office Expense			
25.02 · I.T. & Website Services	0	1,000	(1,000)
25.04 · Office Expenses	5,534	4,000	1,534
25.06 · Independent Contract Services	30,743	15,000	15,743
Total 570.25 · Office Expense	36,277	20,000	16,277
570.29 · Dist. Promotions & Publications	5,194	3,333	1,860
570.32 · Consultant Fees	13,388	5,000	8,388
Total 570 · Mgmt./Maint. - E. Mission Road	76,565	42,667	33,898
590 · Mgmt./Maint. - S. Brandon Road			
590.01 · Property Manager	1,313	8,333	(7,021)
590.02 · Gas & Electric	4,944	6,667	(1,723)
590.03 · Water	790	3,667	(2,876)
590.04 · Waste Management	149	567	(418)
590.06 · Landscape - Grounds Environment	1,600	3,350	(1,750)
590.07 · Custodial Services	2,970	3,120	(150)
590.08 · Elevator	937	1,000	(63)
590.09 · Vehicle Expenses	61	133	(72)
590.10 · Maintenance Services & Repairs	511	1,667	(1,155)
590.11 · Medical Records Store & Service	7,727	10,000	(2,273)
590.12 · Fire Alarm System	781	833	(53)
Total 590 · Mgmt./Maint. - S. Brandon Road	21,782	39,337	(17,554)
600 · Community Health Contracts			
600.02 · Fbk Citizens Crime Prevention	2,625	2,625	0
600.04 · Boys & Girls Club	18,428	18,428	0
600.05 · Community Health Systems, Inc.	26,250	26,250	0
600.06 · Fallbrook Land Conservancy	10,000	10,000	0
600.07 · Fbk Senior Citizens Srvc Club	19,688	19,688	0
600.08 · Fallbrook Smiles Project	18,769	18,769	0
600.09 · Fallbrook Union H. S. District	5,000	5,000	0
600.11 · Palomar Family Counseling Srvc	20,738	20,738	0
600.17 · Foundation for Senior Care	54,882	54,882	0
600.18 · Fallbrook Food Pantry	50,000	50,000	0
600.33 · REINS Therapeutic Prgm	17,063	17,063	0
600.46 · Mental Health Systems, Inc.	2,428	2,428	0
600.48 · UCSD Eye Mobile for Children	3,000	0	3,000
600.53 · Jeremiah's Ranch	3,872	3,872	0
600.54 · Healthy Adventures Foundation	2,363	2,363	0

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July 2018 through June 2019

	<u>Jul - Oct 18</u>	<u>Budget</u>	<u>\$ Over Bu...</u>
600.58 · Michelle's Place	6,300	6,300	0
Total 600 · Community Health Contracts	261,403	258,403	3,000
800 · District Direct Care Services			
800.02 · Med+ Urgent Care	40,000	40,000	0
Total 800 · District Direct Care Services	40,000	40,000	0
Total Expense	637,262	640,772	(3,510)
Net Ordinary Income	(433,519)	(370,426)	(63,094)
Net Income	<u>(433,519)</u>	<u>(370,426)</u>	<u>(63,094)</u>

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss Budget Overview
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL Jul '18 - Jun 19
Ordinary Income/Expense													
Income													
400 · District													
402 · Property tax revenue	29,432	38,328	42,990	98,729	710,000	475,000	47,635	415,000	22,500	25,510	88,967	62,285	2,056,376
403 · Interest / Dividends	10,417	10,417	10,416	10,417	10,416	10,416	10,417	10,417	10,416	10,417	10,417	10,417	125,000
Total 400 · District	39,849	48,745	53,406	109,146	720,416	485,416	58,052	425,417	32,916	35,927	99,384	72,702	2,181,376
460 · Lease Income													
460.01 · Med+ Urgent Care (formerly A+)	4,800	4,800	4,800	4,800	4,800	4,800	0	0	0	0	0	0	28,800
Total 460 · Lease Income	4,800	4,800	4,800	4,800	4,800	4,800	0	0	0	0	0	0	28,800
Total Income	44,649	53,545	58,206	113,946	725,216	490,216	58,052	425,417	32,916	35,927	99,384	72,702	2,210,176
Gross Profit	44,649	53,545	58,206	113,946	725,216	490,216	58,052	425,417	32,916	35,927	99,384	72,702	2,210,176
Expense													
500 · Admin. Expenses & Overhead													
500.10 · Salaries	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	275,000
500.12 · Payroll Taxes	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	23,000
500.14 · W/C Insurance	126	126	126	126	126	126	126	126	126	126	126	126	1,507
500.15 · Employee Health & Welfare	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
500.16 · Board Stipends	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	21,000
500.17 · Education & Conferences	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	18,500
500.18 · Dues & Subscriptions	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	14,000
500.19 · Insurance - General	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	18,975
500.20 · Independent Accounting Services	850	850	850	850	850	850	850	850	850	850	850	850	10,200
500.21 · Annual Independent Audit	0	8,850	0	0	0	0	0	0	0	0	0	0	8,850
500.23 · General Counsel	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000
500.25 · Office Expense													
01 · Communications	304	304	304	304	304	304	304	304	304	304	304	304	3,650
02 · I.T. and Website services	917	917	917	917	917	917	917	917	917	917	917	917	11,000
03 · Refreshments	208	208	208	208	208	208	208	208	208	208	208	208	2,500
04 · Office Expenses	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	15,700
05 · LAFCO Admin fees	114	114	114	114	114	114	114	114	114	114	114	114	1,367
06 · Independent Contract Services	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
Total 500.25 · Office Expense	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	94,217
500.27 · Depreciation	429	429	429	429	429	429	429	429	429	429	429	429	5,151
500.29 · Dist Promotions & Publications	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	38,250
500.32 · Consultant Fees	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	102,750
500.33 · Copier Lease	833	833	833	833	833	833	834	833	834	833	834	834	10,000
500.36 · Accrued Vacation & Sick Leave	0	0	2,500	0	0	2,500	0	0	2,500	0	0	2,500	10,000
500.40 · Video/AV Equipment	417	417	417	417	417	417	417	417	417	417	417	417	5,000
580.01 · General Election	0	0	16,500	0	0	0	0	0	0	0	0	0	16,500
Total 500 · Admin. Expenses & Overhead	58,129	66,979	77,129	58,129	58,129	60,629	58,130	58,129	60,630	58,129	58,130	60,630	732,900
570 · Mgmt./Maint. - E. Mission Road													
570.02 · Gas & Electric	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000
570.03 · Water	250	250	250	250	250	250	250	250	250	250	250	250	3,000
570.04 · Waste Management	83	83	83	83	83	83	83	83	83	83	83	83	1,000
570.06 · Landscape - Grounds Environment	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
570.07 · Custodial Services	500	500	500	500	500	500	500	500	500	500	500	500	6,000
570.10 · Maintenance Services & Repairs	417	417	417	417	417	417	417	417	417	417	417	417	5,000
570.25 · Office Expense													
25.02 · I.T. & Website Services	250	250	250	250	250	250	250	250	250	250	250	250	3,000
25.04 · Office Expenses	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
25.06 · Independent Contract Services	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000
Total 570.25 · Office Expense	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
570.29 · Dist. Promotions & Publications	833	833	833	833	833	833	833	833	833	833	833	833	10,000
570.32 · Consultant Fees	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
Total 570 · Mgmt./Maint. - E. Mission Road	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	128,000

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss Budget Overview
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL Jul '18 - Jun 19
590 · Mgmt./Maint. - S. Brandon Road													
590.01 · Property Manager	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000
590.02 · Gas & Electric	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	20,000
590.03 · Water	917	917	917	917	917	917	917	917	917	917	917	917	11,000
590.04 · Waste Management	142	142	142	142	142	142	142	142	142	142	142	142	1,700
590.06 · Landscape - Grounds Environment	838	838	838	838	838	838	838	838	838	838	838	838	10,050
590.07 · Custodial Services	780	780	780	780	780	780	780	780	780	780	780	780	9,360
590.08 · Elevator	250	250	250	250	250	250	250	250	250	250	250	250	3,000
590.09 · Vehicle Expenses	33	33	33	33	33	33	33	33	33	33	33	33	400
590.10 · Maintenance Services & Repairs	417	417	417	417	417	417	417	417	417	417	417	417	5,000
590.11 · Medical Records Store & Service	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
590.12 · Fire Alarm System	208	208	208	208	208	208	208	208	208	208	208	208	2,500
Total 590 · Mgmt./Maint. - S. Brandon Road	9,834	9,834	9,834	9,834	9,834	9,834	9,834	9,834	9,834	9,834	9,834	9,834	118,010
600 · Community Health Contracts													
600.02 · Fbk Citizens Crime Prevention	2,625	0	0	0	2,625	0	0	2,625	0	0	2,625	0	10,500
600.04 · Boys & Girls Club	18,428	0	0	0	9,188	0	0	9,188	0	0	9,188	0	45,990
600.05 · Community Health Systems, Inc.	26,250	0	0	0	26,250	0	0	26,250	0	0	26,250	0	105,000
600.06 · Fallbrook Land Conservancy	10,000	0	0	0	0	0	0	0	0	0	0	0	10,000
600.07 · Fbk Senior Citizens Srvc Club	19,688	0	0	0	19,688	0	0	19,688	0	0	19,688	0	78,750
600.08 · Fallbrook Smiles Project	18,769	0	0	0	18,769	0	0	18,769	0	0	18,769	0	75,075
600.09 · Fallbrook Union H. S. District	5,000	0	0	0	5,000	0	0	5,000	0	0	5,000	0	20,000
600.11 · Palomar Family Counseling Srvc	20,738	0	0	0	20,738	0	0	20,738	0	0	20,738	0	82,950
600.17 · Foundation for Senior Care	54,882	0	0	0	54,882	0	0	54,882	0	0	54,882	0	219,527
600.18 · Fallbrook Food Pantry	50,000	0	0	0	25,200	0	0	25,200	0	0	25,200	0	125,600
600.33 · REINS Therapeutic Prgm	17,063	0	0	0	17,063	0	0	17,063	0	0	17,063	0	68,250
600.46 · Mental Health Systems, Inc.	2,428	0	0	0	2,428	0	0	2,428	0	0	2,428	0	9,711
600.48 · UCSD Eye Mobile for Children	0	0	0	0	2,975	0	0	2,975	0	0	2,975	0	8,925
600.53 · Jeremiah's Ranch	3,872	0	0	0	3,872	0	0	3,872	0	0	3,872	0	15,488
600.54 · Healthy Adventures Foundation	2,363	0	0	0	2,363	0	0	2,363	0	0	2,363	0	9,450
600.57 · NC Fire Protection District	0	0	0	0	0	0	0	25,000	0	0	0	0	25,000
600.58 · Michelle's Place	6,300	0	0	0	6,300	0	0	6,300	0	0	6,300	0	25,200
Total 600 · Community Health Contracts	258,403	0	0	0	217,338	0	0	242,338	0	0	217,338	0	935,416
800 · District Direct Care Services													
800.02 · Med+ Urgent Care	10,000	10,000	10,000	10,000	10,000	10,000	0	0	0	0	0	0	60,000
Total 800 · District Direct Care Services	10,000	10,000	10,000	10,000	10,000	10,000	0	0	0	0	0	0	60,000
Total Expense	347,032	97,480	107,630	88,630	305,967	91,130	78,631	320,967	81,131	78,630	295,968	81,131	1,974,326
Net Ordinary Income	(302,383)	(43,935)	(49,424)	25,316	419,249	399,086	(20,579)	104,450	(48,215)	(42,703)	(196,584)	(8,429)	235,850
Net Income	(302,383)	(43,935)	(49,424)	25,316	419,249	399,086	(20,579)	104,450	(48,215)	(42,703)	(196,584)	(8,429)	235,850

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp
November 19,
2018

FALLBROOK HEALTHCARE DISTRICT

ADMINISTRATOR
P.O. BOX 2587
FALLBROOK, CA 92088

PMIA Average Monthly Yields

Account Number:

Tran Type Definitions

October 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/15/2018	10/12/2018	QRD	1587160	SYSTEM	8,000.94

Account Summary

Total Deposit:	8,000.94	Beginning Balance:	1,472,559.33
Total Withdrawal:	0.00	Ending Balance:	1,480,560.27



CalTRUST
 c/o Gemini Fund Services LLC
 PO Box 541150
 Omaha, NE 68154-9150
 www.caltrust.org
 Email: CalTRUSTSupport@thegeminicompanies.com
 Fax: 402-963-9094
 Phone: 833-CALTRUST (225-8787)

Investment Account Summary

10/01/2018 through 10/31/2018

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Oct 31 (\$)	Value on Oct 31 (\$)	Average Cost Amount (\$)	Cumulative Unrealized Gain/(Loss) (\$)
FALLBROOK REGIONAL HEALTH DISTRICT						
CalTRUST Medium Term Fund		683,740.190	9.87	6,748,515.68	6,857,028.19	(108,512.51)
Portfolios Total value as of 10/31/2018				6,748,515.68		

DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
		FALLBROOK REGIONAL HEALTH DISTRICT					Account Number:	
CalTRUST Medium Term Fund								
Beginning Balance	10/01/2018			682,410.281	9.88	6,742,213.58		
Accrual Income Div Reinvestment	10/31/2018	13,126.20	1,329.909	683,740.190	9.87	6,748,515.68	0.00	0.00
Unrealized Gain/(Loss)						(6,824.10)		
Closing Balance as of	Oct 31			683,740.190	9.87	6,748,515.68		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.

FALLBROOK REGIONAL HEALTH DISTRICT
Property Tax Revenue - Fiscal Year to Date

July 2018 through June 2019

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>	<u>Balance</u>
400. · District				
402 · Property tax revenue				
Gener...	07/31/18		29,034.48	29,034.48
Gener...	08/31/18		11,303.72	40,338.20
Gener...	09/30/18		28,010.22	68,348.42
Gener...	10/31/18		82,763.50	151,111.92
Total 402 · Property tax revenue			<u>151,111.92</u>	<u>151,111.92</u>
Total 400. · District			<u>151,111.92</u>	<u>151,111.92</u>
TOTAL			<u>151,111.92</u>	<u>151,111.92</u>

FALLBROOK REGIONAL HEALTH DISTRICT
Check Detail Report - October 2018

Type	Date	Num	Name	Memo	Amount
102.2 - Cash in Bank - Operating					
Bill ...	10/01/18	10097	Apple One Staffing	00102494-0000	-1,756.28
Bill ...	10/01/18	10098	Fallbrook Waste - 44...	Acct. No. 20-T1 446183; ...	-69.00
Bill ...	10/01/18	10099	Galvanized Strategie...	Retainer - Community en...	-6,000.00
Bill ...	10/01/18	10100	Kathleen Bogle	September accounting an...	-1,562.00
Bill ...	10/01/18	10101	L & M Enterprises, Inc.	September bookkeeping	-3,510.00
Bill ...	10/01/18	10102	Landscape One Incor...	Inv. 0004554-IN; 1636 E. ...	-350.00
Bill ...	10/01/18	10103	SDG&E - East Missio...	5182 613 597 1	-902.54
Bill ...	10/03/18	10105	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	10/03/18	10106	Pitney Bowes - Lease	0018137865	-77.32
Bill ...	10/03/18	10107	American Express - ...	0-41007	-4,749.82
Bill ...	10/03/18	10108	Deluxe Check Printing	Check re-order; Order No...	-291.81
Bill ...	10/03/18	10109	Fallbrook Waste - FH...	20-T1 441078	-75.50
Che...	10/04/18	10104	Ebobisse, Solange	Weekly stipend for week ...	-400.00
Bill ...	10/10/18	10110	Apple One Staffing	00102494-0000	-1,981.48
Bill ...	10/10/18	10111	Ascent Elevator Servi...	Elevator service - Inv. 315...	-191.00
Bill ...	10/10/18	10112	AT&T U-Verse - com...	146524365	-74.70
Bill ...	10/10/18	10113	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	10/10/18	10114	BETA Health Insuran...	Inv. WCAUD20171362-01...	-538.00
Bill ...	10/10/18	10115	Ebobisse, Solange	Weekly stipend for week ...	-400.00
Bill ...	10/10/18	10116	Iron Mountain-153	CHSRM	-2,083.42
Bill ...	10/10/18	10117	Iron Mountain SX-302	SX302/Fallbrook Hosp.	-916.96
Bill ...	10/10/18	10118	Palomar Mountain Pr...	45919	-49.32
Bill ...	10/10/18	10119	Scott & Jackson Esq.	Professional services 201...	-6,737.50
Bill ...	10/10/18	10120	SDRMA - property in...	2018-19 Wellness Center...	-2,899.31
Bill ...	10/10/18	10121	Termin-8 Pest Control	Brandon/Alvarado St.	-250.00
Bill ...	10/10/18	10122	ULINE	Cust. No. 14820900	-4,046.36
Bill ...	10/10/18	10123	Village News	Prostate screening ads	-758.00
Bill ...	10/10/18	10124	The Artery	Inv. 094213: Wellness C...	-417.47
Bill ...	10/10/18	10125	The Artery	Inv. 094234: Wellness C...	-351.57
Che...	10/12/18	10128	Howard Salmon	Reimbursement: ACHD A...	-891.36
Che...	10/15/18	10126	VOID CHECK	VOID: misprint	0.00
Che...	10/15/18	10127	VOID CHECK	VOID: misprint	0.00
Bill ...	10/15/18	10129	24 Hour Fire Protecti...	Inv. 3930492; Wellness C...	-288.18
Bill ...	10/15/18	10130	Apple One Staffing	00102494-0000	-3,050.90
Bill ...	10/15/18	10131	Glennie's Office Prod...	9/30/18 stmt.	-220.48
Bill ...	10/15/18	10132	Ramirez Landscapin...	September landscaping - ...	-400.00
Bill ...	10/15/18	10133	Streamline	Website monthly fee Oct. ...	-200.00
Bill ...	10/15/18	10134	Western Fire Co., Inc.	Inv. ST. LC 5YR; Trip cha...	-95.00
Bill ...	10/15/18	10135	Ebobisse, Solange	Weekly stipend for week ...	-400.00
Bill ...	10/15/18	10136	Scott Harvey	VOID: Sidewalk project d...	0.00
Che...	10/15/18	10137	Linda Bannerman	Reimbursement: Costco ...	-43.37
Che...	10/16/18	10138	Mireya Banuelos	Reimbursment-mileage to...	-82.28
Che...	10/16/18	10139	Frauke Nasdal-Sebbo	Reimbursement-mileage t...	-36.37
Che...	10/16/18	10140	Joe Valerio	Reimbursement-mileage t...	-45.85
Che...	10/17/18	10141	Cash	Petty Cash Replenished	-250.00
Bill ...	10/17/18	10142	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	10/17/18	10143	Employment Screeni...	Inv. 40667340925; CPA h...	-125.50
Bill ...	10/17/18	10144	Payne, Jonathan	Inv. 083651; 3 hours labor	-90.00
Bill ...	10/17/18	10145	Scott Harvey	Sidewalk project done re: ...	-2,589.55
Bill ...	10/22/18	10146	24 Hour Fire Protecti...	Inv. 3930631; Wellness C...	-500.00
Bill ...	10/22/18	10147	Apple One Staffing	00102494-0000	-1,939.41
Bill ...	10/22/18	10148	CSDA-State	Membership renewal	-5,896.00
Bill ...	10/22/18	10151	Ebobisse, Solange	Reimb./Stipend for week ...	-424.55
Bill ...	10/22/18	10149	L & M Enterprises, Inc.	Reimbursement: mileage	-41.80
Bill ...	10/22/18	10150	Touchbase	Acct. 344664	-58.01

Type	Date	Num	Name	Memo	Amount
Bill ...	10/23/18	10152	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	10/23/18	10153	CalPERS	1559595490	-1,358.78
Bill ...	10/23/18	10154	Deluxe Check Printing	Inv. 02043645602; check...	-269.36
Bill ...	10/23/18	10155	Fallbrook Awards	Inv. 26893; 2 cobalt awar...	-209.47
Bill ...	10/24/18	10156	Konica Minolta Leasi...	061-0116888-000	-806.10
Che...	10/25/18	10157	Frauke Nasdal-Sebbo	Reimbursement-Board Se...	-424.55
Che...	10/26/18	10160	Pamela Knox	REIMBURSEMENTS-offi...	-147.29
Bill ...	10/26/18	10158	Fallbrook Chamber o...	Vehicle Fee for 12/1/18 C...	-20.00
Bill ...	10/26/18	10159	Holloway Computers	Invoice 6873: set up temp...	-400.00
Bill ...	10/26/18	10161	AT&T	760-731-9187-555 4; 10/1...	-327.54
Bill ...	10/26/18	10162	FPUD - 7721-000	7721-000	-51.04
Bill ...	10/26/18	10163	FPUD - Wellness Ce...	7720-003	-217.39
Bill ...	10/26/18	10164	SDG&E FHD - 6994	40605976994	-964.13
Bill ...	10/26/18	10165	Sun Realty	10/24/18 Mgmt. and reim...	-1,487.73
Che...	10/29/18	10166	A+ Urgent Care, Inc.	October 2018 subsidy per...	-10,000.00
Bill ...	10/29/18	10167	Ebobisse, Solange	Stipend for week ending 1...	-400.00
Bill ...	10/29/18	10168	FPUD - 7720-001	7720-001	-157.45
Bill ...	10/29/18	10169	FPUD - Wellness Ce...	7720-002	-51.04
Bill ...	10/29/18	10170	Payne, Jonathan	Inv. 083654; 3 hours labor...	-90.00
Bill ...	10/29/18	10171	Verdugo, Michelle	5 books for 11/1/18 WO...	-100.00
Che...	10/29/18	10613	VOID CHECK	Pulled out of sequence	0.00
Che...	10/29/18	10614	VOID CHECK	Pulled out of sequence	0.00
Che...	10/29/18	10615	VOID CHECK	Pulled out of sequence	0.00
Che...	10/29/18	10616	VOID CHECK	Pulled out of sequence	0.00
Che...	10/29/18	10617	VOID CHECK	Pulled out of sequence	0.00
Che...	10/29/18	10618	VOID CHECK	Pulled out of sequence	0.00
Total 102.2 - Cash in Bank - Operating					-77,309.84
TOTAL					<u>-77,309.84</u>

CHECKBOOK REPORT OCTOBER 2018

COMMUNITY INVESTMENT FUND OCTOBER 2018:

BEGINNING BALANCE:	\$ 9,733,578.12
FUNDS SPENT:	\$ (32,190.78)
ENDING BALANCE:	\$ 9,701,387.34

(See attached report for itemized detail)

	Jul-18	\$	(43,927.86)
	Aug-18	\$	(30,039.87)
	Sep-18	\$	(35,916.97)
	Oct-18	\$	(32,190.78)

TOTAL COMMUNITY INVESTMENT FUNDS SPENT SINCE FISCAL YEAR BEGAN 7/1/18:	\$ (142,075.48)
--	-----------------

OPERATIONS FUND OCTOBER 2018:

BEGINNING BALANCE:	\$ 493,738.01
DEPOSITS:	\$ 116,495.33
BILL PMTS./PAYROLL EXPENSES:	\$ (103,733.35)
ENDING BALANCE:	\$ 506,499.99

(See attached report for itemized detail)

	Jul-18	\$	(370,272.10)
	Aug-18	\$	(99,993.15)
	Sep-18	\$	(101,671.24)
	Oct-18	\$	(103,733.35)

TOTAL OPERATIONS FUNDS SPENT SINCE FISCAL YEAR BEGAN 7/1/18:	\$ (675,669.84)
--	-----------------

**FALLBROOK REGIONAL HEALTH DISTRICT
USES OF COMMUNITY INVESTMENT FUNDS
10/1/18-10/31/18**

COMMUNITY INVESTMENT BEGINNING BALANCE 10/1/2018: \$ 9,733,578.12

Date	Name	Memo	Amount
140 - Accounts Payable			
10/01/2018	Galvanized Strategies formerl	Retainer - Community engagement services; Inv. 0000320	\$ 3,000.00
10/01/2018	Fallbrook Waste - 446183 We	Acct. No. 20-T1 446183; 1636 E. Mission Road	\$ 69.00
10/01/2018	ULINE	Inv. 101719865; 2 folding tables	\$ 592.98
10/01/2018	ULINE	Inv. 101719859; 2 folding tables; 56 chairs	\$ 3,453.38
10/01/2018	SDRMA - property insurance	2018-19 Wellness Center Property/Liability Ins. & 9/5/18 Event; Inv.	\$ 2,899.31
10/02/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055763	\$ 90.00
10/09/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055764	\$ 90.00
10/09/2018	24 Hour Fire Protection, Inc.	Inv. 3930631; Wellness Center fire sprinkler 5-yr. inspection	\$ 500.00
10/10/2018	The Artery	Inv. 094213; Wellness Center pictures	\$ 417.47
10/10/2018	The Artery	Inv. 094234; Wellness Center pictures	\$ 351.57
10/10/2018	24 Hour Fire Protection, Inc.	Inv. 3930492; Wellness Center fire extinguishers serviced	\$ 288.18
10/10/2018	Western Fire Co., Inc.	Inv. ST. LC 5YR; Trip charge fee for cancellation of Wellness Ctr. s	\$ 95.00
10/16/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055765	\$ 90.00
10/19/2018	FPUD - Wellness Center - 772	Meter Serial No. 06707358; Service Period 9/20/18-10/19/18	\$ 217.39
10/19/2018	FPUD - Wellness Center - 772	Meter 14359987; Account No. 7720-002; 9/20-10/19/18	\$ 51.04
10/23/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055766	\$ 90.00
10/23/2018	24 Hour Fire Protection, Inc.	Inv. 3995845; Wellness Center sprinkler repairs	\$ 376.59
10/24/2018	Sun Realty	Mission Ave. property mgmt. inv.	\$ 1,312.50
10/24/2018	Sun Realty	Mission Ave. property reimb./repairs inv.	\$ 175.23
10/24/2018	SDG&E - East Mission Road	Account No. 5182 613 597 1; 10/24/18 invoice	\$ 808.79
10/25/2018	Holloway Computers	Invoice 6873: set up temp staff computers; mtg. at Wellness Ctr.	\$ 400.00
10/25/2018	Rainbow Sign Co	Wellness Center: 3 signs w/post & installation	\$ 684.00
10/30/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055767	\$ 90.00
10/30/2018	Village News	Inv. 31870; Wellness Center Advisory Comm. Ad	\$ 259.00
10/31/2018	Landscape One Incorporated	Inv. 0004626-IN; 1636 E. Mission Road	\$ 350.00
Total 140- Accounts Payable			\$ 16,751.43
150 American Express			
10/04/2018	Albertson's	WOW event supplies	\$ 48.76
10/04/2018	Albertson's	WOW event supplies	\$ 36.04
10/22/2018	Lake Tahoe Resort Hotel	Temp staff hotel room for Board Secretary training	\$ 303.68
Total 150 - American Express 42005			\$ 388.48
215 - District Wellness Initiatives			
10/01/2018	SDRMA - property insurance	Add'l. Insured Certificate (County of SD) for 9/5/18 event	\$ 50.00
10/01/2018	Albertson's	PSA screening supplies	\$ 59.80
10/16/2018	Edible Arrangements	Prostate screening doctor appreciation	\$ 65.98
10/26/2018	Pamela Knox	Reimbursements - event supplies	\$ 42.45
10/26/2018	Quest Diagnostics	Inv. 9178979050; Client 92028019; Prostate Screening	\$ 480.00
10/28/2018	Starbucks	Coffee for Harvest Faire	\$ 33.90
10/29/2018	Verdugo, Michelle	5 books for 11/1/18 WOW event	\$ 100.00
10/31/2018	Fitness Moves	5 Chair Yoga classes @ \$60/class	\$ 300.00
Total 215 - District Wellness Initiatives			\$ 1,132.13
530 - Blue Zone Designation			
10/01/2018	Galvanized Strategies	Blue Zone - Community engagement services; Inv. 0000320	\$ 3,000.00
Total 530 - Blue Zone Designation			\$ 3,000.00
570.25.06 - Independent Contract Services			
10/03/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5008527 (Frauke/Joe)	\$ 1,542.34
10/04/2018	Ebobisse, Solange	Weekly stipend for week ending 10/5/18	\$ 400.00
10/10/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5014648 (Frauke/Joe)	\$ 1,947.70
10/11/2018	Ebobisse, Solange	Weekly stipend for week ending 10/12/18	\$ 400.00
10/16/2018	Payne, Jonathan	Inv. 083651; 3 hours labor (assemble storage rack)	\$ 90.00
10/17/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5014648 (Frauke/Joe)	\$ 1,939.41
10/19/2018	Ebobisse, Solange	Weekly stipend or intern for week ending 10/19/18	\$ 400.00
10/24/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5028947 (Frauke/Joe)	\$ 1,778.80
10/26/2018	Ebobisse, Solange	Stipend for week ending 10/26/18	\$ 400.00
10/31/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5028947 (Frauke/Joe)	\$ 2,020.49
Total 570.25.06 - Independent Contract Services			\$ 10,918.74
OCTOBER 2018 TOTAL:			\$ 32,190.78

COMMUNITY INVESTMENT ENDING BALANCE 10/31/2018: \$ 9,701,387.34

FALLBROOK REGIONAL HEALTH DISTRICT OPERATIONS ACCOUNT

As of October 31, 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
102.2 - Cash in Bank - Operating							493,738.01
Bill Pmt -C...	10/01/18	10097	Apple One Staffing	00102494-0000		1,756.28	491,981.73
Bill Pmt -C...	10/01/18	10098	Fallbrook Waste - 4...	Acct. No. 20-...		69.00	491,912.73
Bill Pmt -C...	10/01/18	10099	Galvanized Strategi...	Retainer - Co...		6,000.00	485,912.73
Bill Pmt -C...	10/01/18	10100	Kathleen Bogle	September ac...		1,562.00	484,350.73
Bill Pmt -C...	10/01/18	10101	L & M Enterprises, I...	September bo...		3,510.00	480,840.73
Bill Pmt -C...	10/01/18	10102	Landscape One Inc...	Inv. 0004554-...		350.00	480,490.73
Bill Pmt -C...	10/01/18	10103	SDG&E - East Missi...	5182 613 597 1		902.54	479,588.19
Deposit	10/01/18		A+ Urgent Care, Inc.	October Leas...	4,800.00		484,388.19
General Jo...	10/02/18	10-28		October prop...	28,010.22		512,398.41
Bill Pmt -C...	10/03/18	10105	Aztec Cleaning & M...	Office cleanin...		180.00	512,218.41
Bill Pmt -C...	10/03/18	10106	Pitney Bowes - Lease	0018137865		77.32	512,141.09
Bill Pmt -C...	10/03/18	10107	American Express - ...	0-41007		4,749.82	507,391.27
Bill Pmt -C...	10/03/18	10108	Deluxe Check Printing	Check re-orde...		291.81	507,099.46
Bill Pmt -C...	10/03/18	10109	Fallbrook Waste - F...	20-T1 441078		75.50	507,023.96
Check	10/04/18	10104	Ebobisse, Solange	Weekly stipen...		400.00	506,623.96
Bill Pmt -C...	10/10/18	10110	Apple One Staffing	00102494-0000		1,981.48	504,642.48
Bill Pmt -C...	10/10/18	10111	Ascent Elevator Ser...	Elevator servi...		191.00	504,451.48
Bill Pmt -C...	10/10/18	10112	AT&T U-Verse - co...	146524365		74.70	504,376.78
Bill Pmt -C...	10/10/18	10113	Aztec Cleaning & M...	Office cleanin...		180.00	504,196.78
Bill Pmt -C...	10/10/18	10114	BETA Health Insura...	Inv. WCAUD2...		538.00	503,658.78
Bill Pmt -C...	10/10/18	10115	Ebobisse, Solange	Weekly stipen...		400.00	503,258.78
Bill Pmt -C...	10/10/18	10116	Iron Mountain-153	CHSRM		2,083.42	501,175.36
Bill Pmt -C...	10/10/18	10117	Iron Mountain SX-302	SX302/Fallbro...		916.96	500,258.40
Bill Pmt -C...	10/10/18	10118	Palomar Mountain P...	45919		49.32	500,209.08
Bill Pmt -C...	10/10/18	10119	Scott & Jackson Esq.	Professional s...		6,737.50	493,471.58
Bill Pmt -C...	10/10/18	10120	SDRMA - property i...	2018-19 Well...		2,899.31	490,572.27
Bill Pmt -C...	10/10/18	10121	Termin-8 Pest Control			250.00	490,322.27
Bill Pmt -C...	10/10/18	10122	ULINE	Cust. No. 148...		4,046.36	486,275.91
Bill Pmt -C...	10/10/18	10123	Village News	1641		758.00	485,517.91
Bill Pmt -C...	10/10/18	10124	The Artery	Inv. 094213: ...		417.47	485,100.44
Bill Pmt -C...	10/10/18	10125	The Artery	Inv. 094234: ...		351.57	484,748.87
Check	10/12/18	10128	Howard Salmon	Reimburseme...		891.36	483,857.51
Check	10/15/18	10126		VOID: misprint	0.00		483,857.51
Check	10/15/18	10127		VOID: misprint	0.00		483,857.51
Bill Pmt -C...	10/15/18	10129	24 Hour Fire Protect...	Inv. 3930492;...		288.18	483,569.33
Bill Pmt -C...	10/15/18	10130	Apple One Staffing	00102494-0000		3,050.90	480,518.43
Bill Pmt -C...	10/15/18	10131	Glennie's Office Pro...	6493		220.48	480,297.95
Bill Pmt -C...	10/15/18	10132	Ramirez Landscapin...	September la...		400.00	479,897.95
Bill Pmt -C...	10/15/18	10133	Streamline	Website mont...		200.00	479,697.95
Bill Pmt -C...	10/15/18	10134	Western Fire Co., Inc.	Inv. ST. LC 5...		95.00	479,602.95
Bill Pmt -C...	10/15/18	10135	Ebobisse, Solange	Weekly stipen...		400.00	479,202.95
Bill Pmt -C...	10/15/18	10136	Scott Harvey	VOID: Sidewa...	0.00		479,202.95
Check	10/15/18	10137	Linda Bannerman	Reimburseme...		43.37	479,159.58
General Jo...	10/15/18	10-2	Bobbi Palmer	SALARY: Pal...		5,506.88	473,652.70
General Jo...	10/15/18	10-6	Pamela Knox	SALARY: Knox		1,289.84	472,362.86
General Jo...	10/15/18	10-8	Mireya Banuelos	SALARY: Ban...		1,371.88	470,990.98
General Jo...	10/15/18	10-4	Linda Bannerman	SALARY: Ban...		1,420.46	469,570.52
Check	10/16/18	10138	Mireya Banuelos	Reimbursmen...		82.28	469,488.24
Check	10/16/18	10139	Frauke Nasdal-Sebbo	Reimburseme...		36.37	469,451.87
Check	10/16/18	10140	Joe Valerio	Reimburseme...		45.85	469,406.02
Check	10/17/18	10141	Cash	Petty Cash R...		250.00	469,156.02
Bill Pmt -C...	10/17/18	10142	Aztec Cleaning & M...	Office cleanin...		180.00	468,976.02
Bill Pmt -C...	10/17/18	10143	Employment Screen...	Inv. 40667340...		125.50	468,850.52
Bill Pmt -C...	10/17/18	10144	Payne, Jonathan	Inv. 083651; ...		90.00	468,760.52
Bill Pmt -C...	10/17/18	10145	Scott Harvey	Sidewalk proj...		2,589.55	466,170.97
Deposit	10/17/18		FPUD - 7721-000	Refund of Ke...	100.00		466,270.97
General Jo...	10/17/18	10-15		Payroll Tax C...		624.42	465,646.55
General Jo...	10/17/18	10-16		IRS Tax Pay...		2,406.21	463,240.34
Bill Pmt -C...	10/22/18	10146	24 Hour Fire Protect...	Inv. 3930631;...		500.00	462,740.34
Bill Pmt -C...	10/22/18	10147	Apple One Staffing	00102494-0000		1,939.41	460,800.93
Bill Pmt -C...	10/22/18	10148	CSDA-State	1589		5,896.00	454,904.93
Bill Pmt -C...	10/22/18	10151	Ebobisse, Solange			424.55	454,480.38
Bill Pmt -C...	10/22/18	10149	L & M Enterprises, I...	Reimburseme...		41.80	454,438.58
Bill Pmt -C...	10/22/18	10150	Touchbase	344664		58.01	454,380.57
Deposit	10/22/18		Deluxe Check Printing	Order refunded	291.81		454,672.38
Bill Pmt -C...	10/23/18	10152	Aztec Cleaning & M...	Office cleanin...		180.00	454,492.38
Bill Pmt -C...	10/23/18	10153	CalPERS	1559595490		1,358.78	453,133.60

FALLBROOK REGIONAL HEALTH DISTRICT OPERATIONS ACCOUNT

As of October 31, 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -C...	10/23/18	10154	Deluxe Check Printing	Inv. 02043645...		269.36	452,864.24
Bill Pmt -C...	10/23/18	10155	Fallbrook Awards	Inv. 26893; 2 ...		209.47	452,654.77
Bill Pmt -C...	10/24/18	10156	Konica Minolta Leas...	061-0116888-...		806.10	451,848.67
Check	10/25/18	10157	Frauke Nasdal-Sebbo	Reimburseme...		424.55	451,424.12
Check	10/26/18	10160	Pamela Knox	REIMBURSE...		147.29	451,276.83
Bill Pmt -C...	10/26/18	10158	Fallbrook Chamber ...	Vehicle Fee f...		20.00	451,256.83
Bill Pmt -C...	10/26/18	10159	Holloway Computers	Invoice 6873: ...		400.00	450,856.83
Bill Pmt -C...	10/26/18	10161	AT&T	760-731-9187...		327.54	450,529.29
Bill Pmt -C...	10/26/18	10162	FPUD - 7721-000	7721-000		51.04	450,478.25
Bill Pmt -C...	10/26/18	10163	FPUD - Wellness C...	7720-003		217.39	450,260.86
Bill Pmt -C...	10/26/18	10164	SDG&E FHD - 6994	40605976994		964.13	449,296.73
Bill Pmt -C...	10/26/18	10165	Sun Realty			1,487.73	447,809.00
Check	10/29/18	10166	A+ Urgent Care, Inc.	October 2018...		10,000.00	437,809.00
Bill Pmt -C...	10/29/18	10167	Ebobisse, Solange	Stipend for w...		400.00	437,409.00
Bill Pmt -C...	10/29/18	10168	FPUD - 7720-001	7720-001		157.45	437,251.55
Bill Pmt -C...	10/29/18	10169	FPUD - Wellness C...	7720-002		51.04	437,200.51
Bill Pmt -C...	10/29/18	10170	Payne, Jonathan	Inv. 083654; ...		90.00	437,110.51
Bill Pmt -C...	10/29/18	10171	Verdugo, Michelle	5 books for 1...		100.00	437,010.51
General Jo...	10/31/18	10-30		Reverse #951...	529.80		437,540.31
General Jo...	10/31/18	10-17		Payroll Tax C...		624.41	436,915.90
General Jo...	10/31/18	10-18		IRS Tax Pay...		2,574.47	434,341.43
General Jo...	10/31/18	10-3	Bobbi Palmer	SALARY: Pal...		5,506.88	428,834.55
General Jo...	10/31/18	10-7	Pamela Knox	SALARY: Knox		1,289.86	427,544.69
General Jo...	10/31/18	10-9	Mireya Banuelos	SALARY: Ban...		1,371.89	426,172.80
General Jo...	10/31/18	10-5	Linda Bannerman	SALARY: Ban...		1,420.46	424,752.34
General Jo...	10/31/18	10-10	Gordon Tinker	STIPEND: Tin...		184.70	424,567.64
General Jo...	10/31/18	10-11	Howard Salmon	STIPEND: Sa...		184.70	424,382.94
General Jo...	10/31/18	10-13	Barbara Mroz	STIPEND-Mroz		277.05	424,105.89
General Jo...	10/31/18	10-14	William Leach	STIPEND: Le...		277.05	423,828.84
General Jo...	10/31/18	10-12	Stephen Abbott	STIPEND: Ab...		92.35	423,736.49
General Jo...	10/31/18	10-28		October prop...	82,763.50		506,499.99
Total 102.2 - Cash in Bank - Operating					116,495.33	103,733.35	506,499.99
TOTAL					116,495.33	103,733.35	506,499.99

MINUTES

FINANCE COMMITTEE OF THE WHOLE
Wednesday, November 7, 2018 at 5:00 P.M.
Community Meeting Room, 1636 E. Mission Road, Fallbrook CA 92028

Committee Members Present: Directors Barbara Mroz, Gordon Tinker, Howard Salmon and Stephen Abbott.

Staff Members Present: Chief Executive Officer Bobbi Palmer, Administrative Assistant Linda Bannerman, Accountant Kathy Bogle, Bookkeeper Wendy Lyon and General Counsel Blaise Jackson who attended via teleconference.

1. Call to Order/Roll Call

The meeting was called to order by Chairperson Mroz at 5:04 p.m.

2. Public Comments

Kathy Bogle had prepared a statement related to her history with the District, the development of the Wellness Center and some concerns regarding the bookkeeping and CPA positions at FRHD. She said she believes the bookkeeper should work at the FRHD office, rather than remotely. She also said she believes the CPA position should be held by someone local rather than long distance. Discussion ensued as to whether the Finance Committee Chair had been included in the interviews for the CPA and whether a new contract had been signed. There were further questions regarding the contract used.

Action: It was moved by Howard Salmon, seconded by Stephen Abbott, to have the Finance Committee Chair interview all CPA candidates and this be added to the agenda for tomorrow's Special Meeting.

Motion Carried – 4-0. 1 Absent.

3. Review of Financial Statements for September 2018

- 1) Balance Sheet Comparison of September 2018 to August 2018
- 2) Income Statement for the Month Ended September 30, 2018 & Fiscal Year to Date
- 3) Profit & Loss Actual vs Budget – July 2018 through September 2018
- 4) Profit & Loss Budget Overview July 2018 through June 2019

The above financial reports were reviewed with no major concerns regarding any unexpected variances. Due to the development of the Wellness Center, it was noted that some expenses had increased for that facility.

- 5) Local Agency Investment Fund (LAIF) Statement – September 2018

The balance in the LAIF account through September of 2018 was \$1,472,559.

6) CalTRUST Statement – September 2018

The balance in the CalTRUST account through September of 2018 was \$6,742,213. There was discussion regarding looking at a variety of investment funds and what might be available to the District. It was noted there is a policy for District investments. The District's auditor, Fechter and Co., offered to provide a workshop for Board members regarding investment accounts.

7) Property Tax Revenue – Fiscal Year to Date

\$68,348 has been received during the past three months from property taxes. A large payment is usually received in December of each year. She expressed concerns she has regarding control on expenses and perceptions among community health recipients regarding the cost of the Blue Zone. Further discussion ensued. Director Abbott asked if we have a reserve policy and if not, suggested one might be necessary. CEO Palmer said, at the suggestion of the Board President, the Finance Committee now reviews a Checkbook account for oversight of expenses and tracking purposes. She said she believes some of the concerns are the result of growing pains as the Wellness Center is developed. There was discussion regarding fiscal policies and procedures. Director Salmon suggested the Finance Committee focus on budget variances. The CEO also suggested that review of legal invoices be included in the Finance Committee of the Whole agenda. She said legal fees are often budgeted at ten percent of the revenue received from property taxes.

8) Check Detail Report – September 2018

9) Checkbook Report – August 2018

10) Checkbook Report – September 2018

The above listed reports were available for review.

The meeting adjourned to Closed Session at 5:55 p.m.

4. Closed Session

- 1) CONFERENCE WITH LEGAL COUNSEL CONCERNING EXPOSURE TO LITIGATION
PER Govt Code 54956.9(d)(2)

5. Return to Open Session

The Board returned to Open Session at 6:19 p.m.

6. Adjournment

There being no further business, the meeting was adjourned at 6:20 p.m.

Barbara Mroz, Chair
Finance Committee

Fallbrook Regional HEALTH DISTRICT

MINUTES

SPECIAL BOARD MEETING

Thursday, November 8, 2018, 6:00 p.m.

Fallbrook Wellness Center

Community Room, 1636 E. Mission Rd., Fallbrook

Present: Directors Gordon Tinker, Stephen Abbott, Howard Salmon, Barbara Mroz and Bill Leach.

Also present: Legal Counsel Blaise Jackson and Special Counsel Maria Roberts.

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

President Gordon Tinker called the meeting to order at 6:03 p.m. and led the Pledge of Allegiance.

B. ADDITIONS TO AGENDA

None.

C. PUBLIC COMMENT

None.

D. CLOSED SESSION

Closed Session began at 6:04 p.m.

D1. Conference with Legal Counsel Concerning Exposure to Litigation per Gov't Code 54956.9(d)(2) – one case

D2. Personnel Matters pursuant to Gov't Code 54957(b) – CEO Annual Evaluation

E. RETURN TO OPEN SESSION at 8:12 p.m.

The Board directed counsel to take appropriate action on item D1.

The Board continued its annual evaluation on item D2.

F. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:12 p.m.

Howard Salmon, Board Vice President

Bill Leach, Acting Secretary

Fallbrook Regional HEALTH DISTRICT

MINUTES

REGULAR BOARD MEETING

Wednesday, November 14, 2018, 6:00 p.m.

NEW MEETING LOCATION

Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

Present: Directors Gordon Tinker, Barbara Mroz, Stephen Abbott and Bill Leach. Director Howard Salmon joined the meeting remotely by teleconference pursuant to government Code Section 54953 from the following location: 1674 Baja Vista Dr. Fallbrook

Also present: CEO Bobbi Palmer, Legal Counsel Blaise Jackson, Board Secretaries Pam Knox and Linda Bannerman.

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

President Gordon Tinker called the meeting to order at 6:06 p.m. and led the Pledge of Allegiance.

B. ADDITIONS TO AGENDA

None.

C. BOARD MEMBER AND PUBLIC COMMENTS

Marc Brakebill, a resident involved with youth sports in the community, addressed the Board with a request. He said practice sites are limited, especially for field sports. He requested that the Board of Directors consider allowing a portion of our space at the Wellness Center to be used for that purpose. He thanked the board members for their consideration.

D. PRESENTATIONS

D1. Gordon Tinker and Stephen Abbott's Service on FRHD's board
CEO Bobbi Palmer said she has enjoyed the privilege of working with Gordon Tinker and Stephen Abbott for the past three years. She said during their tenures on the Board of Directors they have both experienced significant challenges and served during turbulent times. Each of them served with integrity and honor and it is a pleasure to recognize their years of service. Gordon Tinker served from 2005 – 2018 and Stephen Abbott served from 2010 – 2018. Each were presented an award and photos were taken with wives and others. Senator Joel Anderson provided Certificates of Recognition for each of them for their community service as well. Legal Counsel Blaise Jackson presented "tongue in cheek" awards of a top to Gordon Tinker and a magnifying glass to Stephen Abbott.

E. CONSENT ITEMS

- E1. Approval of September 2018 Financial Statements
- E2. Minutes of October 3, 2018 Finance Committee Meeting
- E3. Minutes of October 10, 2018 Regular Board Meeting
- E4. Minutes of October 30, 2018 Special Board Meeting

No member of the Board asked to have any of the above items pulled for further discussion.

Action: It was moved by Director Abbott, seconded by Director Mroz, to approve the above listed Consent Items as presented.

Motion carried. 5-0

F. REPORTS

- F1. Finance Committee – Committee of the Whole, Chair: Director Mroz
Finance Committee Chair Barbara Mroz reported that the Finance Committee of the Whole met on November 7 to review financial statements through September 2018. She said during Public Comment Period Accountant Kathy Bogle provided a commentary to the Board regarding her recommendations for financial oversight. In review of the financial statements there were no major variances and it was noted that during a period of growth some accounts will exceed budget. Property taxes collected during the past three months totaled \$68,348 with a large check anticipated to be received in December. The LAIF account had a balance of \$1,472,559 at the end of September, and the CalTRUST account balance was \$6,742,213. Recommendations made by the auditors will be further discussed at the next Finance Committee meeting.
- F2. Gov't/Public Relation/Community Relations Committee – Directors Salmon and Tinker
Director Salmon said he had no report at this time. However, he wanted to express his sincere appreciation to Directors Tinker and Abbott for their years of service on the Board of Directors and his respect for both of them.
- F3. Facilities/Strategic Planning Committee – Directors Abbott and Salmon
Director Abbott said he had no report and appreciated the opportunity to express his feelings about having served on the Board. He said while serving on this Board there were multiple challenges, e.g., closure of the hospital and the sale of the building & property. He noted that there were also rewards along with the challenges, and when he talks about team building, he uses this Board as an example of how well people can work together to achieve a common goal. He said he considers it an honor to have served on the FRHD Board. Gordon echoed Stephen's statements and thanked the staff for their support.
- F4. Chief Executive Officer – Bobbi Palmer MBA MSW
In the process of developing a collective impact model to support Fallbrook Regional Health District (FRHD) goals, the Community Health Contracts (CHC) along with the collaborative efforts of CentraForce, NCCCHI and Galvanized Strategies, the following concepts for 2019 will be implemented.
- Funders and implementers collectively understand that social problems, and their solutions, arise from the interaction of many organizations within a larger system.
 - Progress depends on working together toward the same goal and measuring the same thing.
 - Large-scale impact depends on increasing cross-sector alignment and learning among many organizations.
 - Business sectors are an essential partner for collective impact.
 - Organizations share best practices and lessons learned.
- Phase 1 is complete, and we are now in Phase 2. We are now going to seek additional funding.
- F5. General Counsel – Blaise Jackson
Counsel Blaise Jackson provided an update to the election results. The outcome of several races has yet to be determined. He said the remainder of his comments would be confined to the Discussion/Action Item and Closed Session.

G. DISCUSSION/ACTION ITEMS

- G1. Consideration and Adoption of Resolution No. 423 – The Intention To Transition From At-Large To District-Based Elections Pursuant To Elections Code 10010(E)(J)(A) – 1st Reading
President Tinker asked Counsel to provide information regarding this item. Blaise Jackson said this resolution expresses the intention of FRHD to move from at-large voting

to district-based elections thereby providing for a more equitable representation of the residents within the District. This method of electing members to the governing body of FRHD would mean that a candidate must reside within an election district that is a divisible part of FRHD’s jurisdiction and is elected only by voters residing within that election district. Mr. Jackson explained that the Board is taking this action now with the understanding that it will be the decision of this board, not a decision forced upon them. There was a question regarding how this would be implemented with only two seats up for election in 2020.

The CEO said she has already engaged with Best, Best & Krieger to implement this process. Counsel said there are other firms that might be less costly. Discussion ensued. Director Leach said he would be interested in pursuing a proposal from legal counsel or other firms which might be less costly.

Discussion: There was discussion regarding the difference between construction contracts and professional services contracts.

Action: Director Leach moved to table this action item to a special meeting to take place at noon on Friday, November 16, at the Wellness Center.

Roll Call Vote:

AYES	Directors Leach, Salmon, Abbott, Mroz and Tinker
NOES	None
ABSENT	None
ABSTAIN	None

H. ITEMS FOR SUBSEQUENT MEETINGS

H1. Other Director/Staff discussion items

H1a. Item(s) for future board agendas

H1b. Announcements of upcoming events:

- **NCCCHI** meeting – 1st Wednesday, November 7, 2:00-2:30pm, Fallbrook Wellness Center, Health Under One Roof, Rm 2,1636 E. Mission Rd. Fallbrook
- **Finance Committee of the Whole** meeting – 1st Wednesday, November 7, 5:00pm, Fallbrook Wellness Center, Community Room,1636 E. Mission Rd. Fallbrook
- **Christmas Parade** – 1st Saturday, December 1, 5:00pm – Main Ave., Downtown Fallbrook
- **Woman of Wellness** meeting – 1st Thursday, January 3, 6pm – Fallbrook Wellness Center, Community Room,1636 E. Mission Rd., Fallbrook
- **Wellness Advisory Committee** meeting – 2nd Wednesday, January 9, 5:00-6:00pm, Fallbrook Wellness Center, Community Room,1636 E. Mission Rd., Fallbrook
- **Board of Directors Workshop** – Saturday, January 12, 8:00am – Fallbrook Wellness Center, Community Room,1636 E. Mission Rd., Fallbrook
- **Community Collaborative for Health & Wellness Committee (CCH&W)** meeting – 3rd Wednesday, January 16, 9:00-10:30am, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

H2. **Next Regular Board meeting/Swearing-In of New Board Members/Election of Officers of the Board** – Wednesday, December 12, 6:00pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

I. CLOSED SESSION

The Board adjourned into Closed Session at 6:45 p.m.

- I1. Personnel Matters Pursuant to Government Code Section 54957 – Annual Evaluation of Chief Executive Officer

J. RETURN TO OPEN SESSION

K. DISCUSSION/ACTION ITEMS

- K1. Chief Executive Officer Contract Approval. No action taken.

L. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:14 p.m.

Howard Salmon, Board Vice President

Board Secretary/Clerk

DRAFT



MINUTES

SPECIAL BOARD MEETING

Friday, November 16, 2018, 12:00 p.m.

Fallbrook Wellness Center

Community Room, 1636 E. Mission Rd., Fallbrook

Present: Directors Gordon Tinker, Howard Salmon, Barbara Mroz and Bill Leach.
Also present: CEO Bobbi Palmer, Legal Counsel Blaise Jackson, Board Secretaries Pam Knox and Linda Bannerman.

A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE

President Gordon Tinker called the meeting to order at 12:01 p.m. and led the Pledge of Allegiance.

B. ADDITIONS TO AGENDA

None

C. PUBLIC COMMENT

None

D. DISCUSSION/ACTION ITEMS

D1. Consideration and Adoption of Resolution No. 423 – The Intention To Transition From At-Large To District-Based Elections Pursuant To Elections Code 10010 (E) (J)(A) – tabled from November 14, 2018.

Counsel reiterated the purpose of this resolution which is made in order to be proactive in this matter. Other Districts have been forced to take this action and this Board wants to make this decision now. A concern had been raised regarding the time limit between passing this resolution and the first public hearing regarding this matter. Counsel advised that we are able to modify the language regarding the time limit to reflect that every effort will be made to meet the 30-day limit, however due to the holidays, it will assure it will be done within 60 days after the adoption of this Embracement Resolution.

Action: It was moved by Director Salmon, seconded by Bill Leach to modify Resolution No. 423 to reflect that time limit and with that modification approve Resolution No. 423.

Roll Call Vote:

Ayes: Directors Leach, Salmon, Mroz and Tinker

Noes: None

Absent: Director Abbott

Abstain: _____

D2. Consideration of Proposals from Legal Counsel – Services incident to transition to District-Based Elections

Counsel said at the Board’s request at the regular meeting, he has brought a proposal from his office for services incident to transition to District-Based Elections. He said his proposal is not to exceed \$8,050 for the entire process. Discussion ensued. The proposal from a previous firm (Best, Best & Krieger) quoted a rate of \$385 per hr. Counsel’s proposal rate is \$175 per hr.

Action: It was moved by Director Leach, seconded by Director Mroz to accept the proposal from Scott & Jackson Law Offices.

Motion carried 4-0 1 absent.

E. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:14 p.m.

Howard Salmon, Board Vice President

Board Secretary/Clerk

DRAFT

REPORTS

REPORTS

Chief Executive Officer – Bobbi Palmer

CEO REPORT FORTHCOMING

REPORTS
Legislative Communication

Chair November 28, 2018

Jo MacKenzie, Director
Vista Irrigation District

Vice Chair

Ed Sprague, Director
Olivenhain Municipal Water

Members

Catherine Blakespear, Mayor
City of Encinitas

Bill Horn, Supervisor
County of San Diego

Dianne Jacob, Supervisor
County of San Diego

Andrew Vanderlaan
Public Member

Bill Wells, Mayor
City of El Cajon

Lorie Zapf, Councilmember
City of San Diego

Alternate Members

Lorie Bragg, Councilmember
City of Imperial Beach

Chris Cate, Councilmember
City of San Diego

Greg Cox, Supervisor
County of San Diego

Judy Hanson, Director
Leucadia Wastewater District

Harry Mathis
Public Member

Executive Officer

Keene Simonds

Counsel

Michael G. Colantuono

TO: Independent Special Districts in San Diego County

FROM: Tamaron Lockett, Executive Assistant 
San Diego Local Agency Formation Commission

SUBJECT: Call for Nominations | San Diego Local Agency Formation Commission

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit two special district members – (a) one regular and (b) one alternate – to serve on the San Diego Local Agency Formation Commission (LAFCO).

San Diego LAFCO Commissioners serve four-year terms. The term of the incumbents – regular district member (Ed Sprague)¹ and alternate district member (Judy Hanson)² – expires May 2019.

- The new term of the regular district member expires May 2023.
- The new term of the alternate district member expires May 2023.
- Candidates eligible for election must be members of the legislative body of an independent special district who reside within San Diego County, but may not be members of the legislative body of a city or county.

State law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached is nomination form for the LAFCO regular and alternate special district member (**Attachment A**). Nominations and a limited **two-page** resume indicating the candidate's District and LAFCO experience must be returned to San Diego LAFCO **no later than Monday, January 7, 2019**. Nominations and resumes can be emailed to tamaron.lockett@sdcountry.ca.gov, if necessary to meet the submission deadline, but the original form must be submitted.

¹ The term of the regular member position expires on May 6, 2019, but will be extended to 2023 if approved by a majority of special districts.

² The term of the alternate member position expires on May 6, 2019, but will be extended to 2023 if approved by a majority of special districts.



HURST+BROOKS+ESPINOSA

A note to our readers...

During the Legislature's recess, HBE will be publishing *This Week* on an as-needed basis. The Legislature returns to Sacramento for an organizational convening on Monday, December 3.

This Week in Sacramento

INFORMATION & INSIGHTS FROM HURST BROOKS ESPINOSA ■ WEEK OF NOVEMBER 12, 2018

November 2018 Election Update

As of earlier today, approximately 2.66 million ballots remain to be counted from last week's election. The latest unprocessed ballot count posted by the Secretary of State can viewed [here](#).

Statewide Contests. Of the eight statewide contests for executive offices, seven have been called. In the only outstanding race, Tony Thurmond leads Marshall Tuck by 73,805 votes for State Superintendent of Schools. Too close to call last week, Senator Ricardo Lara ultimately prevailed in the race for Insurance Commissioner.

Worth Noting: Governor-Elect Newsom's Website Offers Info Hub

A new [website](#) called "All In California" is serving as an online hub for the transition to the new gubernatorial administration. Governor-Elect Newsom will take office on January 7, 2019. Interested parties can access the site to apply for [jobs](#) in the Newsom Administration and, at this [link](#), sign up for policy updates and recommend policy solutions to the new Governor.

The Legislature. As of publication time, the Assembly Democrats have secured at least 59 seats to retain a supermajority. The Democrats have picked up an additional four seats over 2018 and could pick up even more. Two races remain on the Secretary of State's close call list:

- **16th Assembly District (parts of Alameda and Contra Costa Counties):** Catherine Baker* (R) with 50.0% of the vote vs. Rebecca Bauer-Kahan (D) at 50.0% (159 vote difference)
- **60th Assembly District (parts of Riverside County):** Sabrina Cervantes* (D) with 50.9% of the vote vs. Bill Essayli (R) with 49.1% (1,416 vote difference). We would further note that as of noon today, some Capitol observers are calling this race for Assembly Member Cervantes.

*Incumbent

New Assembly Members in the 2019-20 Legislature

[Highlighting indicates seats that flipped from Republican to Democrat]

Assembly District (Counties)	New Member	Replaces	Bio
15 (parts of Alameda and Contra Costa)	Buffy Wicks (D)	Tony Thurmond (D)	Former Obama staffer Campaign bio
30 (San Benito, parts of Monterey, Santa Clara and Santa Cruz)	Robert Rivas (D)	Anna Caballero (D)	San Benito County Supervisor Campaign bio
38 (parts of Los Angeles and Ventura)	Christy Smith (D)	Dante Acosta (R)	Newhall School Board member Campaign bio

Assembly District (Counties)	New Member	Replaces	Bio
40 (San Bernardino County)	James Ramos (D)	Marc Steinorth (R)	San Bernardino County Supervisor Campaign bio
72 (Orange County)	Tyler Diep (R)	Travis Allen(R)	Westminster City Council Campaign bio
74 (Orange County)	Cottie Petrie-Norris (D)	Matthew Harper (R)	Finance, marketing, technology Campaign bio

New Senators in the 2019-20 Legislature

[Highlighting indicates seats that flipped from Republican to Democrat]

In the Senate, the Democrats have secured 28 seats, picking up one additional seat year-over-year. Democrats Anna Caballero and Melissa Hurtado prevailed in their Senate races.

Senate District (Counties)	New Member	Replaces	Bio
8 (Amador, Calaveras, Inyo, Mariposa, Mono, Tuolumne and parts of Fresno, Madera, Sacramento, Stanislaus, and Tulare)	Andreas Borgeas (R)	Tom Berryhill (R)	Fresno County Supervisor Campaign bio
12 (Merced, San Benito and parts of Fresno, Madera, and Monterey)	Anna Caballero (D)	Anthony Cannella (R)	Assembly Member Campaign bio
14 (Kings and parts of Fresno, Kern, and Tulare)	Melissa Hurtado (D)	Andy Vidak (R)	Member of Sanger City Council, health care advocate Campaign bio
16 (parts of Kern, San Bernardino and Tulare)	Shannon Grove (R)	Jean Fuller (R)	Former Assembly Member Campaign bio
22 (Los Angeles County)	Susan Rubio (D)	Ed Hernandez (D)	Teacher, member of Baldwin Park City Council Campaign bio
24 (Los Angeles County)	Maria Elena Durazo (D)	Kevin de León (D)	Vice President UNITE HERE (restaurant, hospitality and casino union); former head of Los Angeles County Federation of Labor; wife of Miguel Contreras (deceased labor leader) Bio
32 (Los Angeles County)	Bob Archuleta (D)	Vanessa Delgado (D) was elected Aug. 6, 2018 to replace Tony Mendoza (D)	Member of Pico Rivera City Council, veteran, former police officer Campaign bio
38 (San Diego County)	Brian Jones (R)	Joel Anderson (R)	Former Assembly Member, member of Santee City Council Campaign bio

Please note that two sitting Senators will leave their Senate seats early due to election victories – Ted Gaines (Board of Equalization) and Ricardo Lara (Insurance Commissioner), putting both the Democratic and Republican caucuses down a member (27 Democrats/11 Republicans) in January.

LAO Releases Fiscal Outlook: 2019-20 Budget Looks Good

The Legislative Analyst's Office (LAO) released its annual [Fiscal Outlook](#) this week with a short, but meaningful opening statement: "The budget is in remarkably good shape."

The LAO estimates that the state's constitutional reserve would reach \$14.5 billion by the end of 2019-20 under their revenue/expenditure model and that the Legislature will have an additional \$14.8 billion in resources available to allocate in the 2019-20 budget process. The LAO notes that "by historical standards, this surplus is extraordinary."

The LAO models two economic scenarios through 2022-23 assuming that current budget policies on revenues and expenditures continue. The first, with continued economic growth, indicates on ongoing operating surpluses of about \$4.5 billion annually, declining over time. The second, with an economic recession beginning in 2020-21, the state has sufficient reserves to cover operating deficits over the forecast period. (These scenarios also include the minimum funding level for Proposition 98.)

The Outlook cautions the Legislature that good budget news can turn bad nearly overnight. The LAO has prepared a Fiscal Outlook every year since 1995 and, while the available surplus for 2019-20 is easily the largest ever estimated in dollar terms, we are reminded that the dot-com bust of the early 2000's resulted in a similarly large surplus disappearing and a significant deficit forecast for the following year.

For more detailed information on the Fiscal Outlook, visit the LAO [website](#). The Outlook also includes specific short- and long-term reviews of the [Medi-Cal program](#) and [In-Home Supportive Services](#) (IHSS).

October Cash Updates

State cash receipts for October were lower than projected, according to both the State Controller's Office and the Department of Finance. The State Controller's Office monthly cash [report](#) was released late last week, identifying a 5.9 percent shortfall in the state's "Big Three" revenue sources for the month. The Department of Finance released its monthly [Finance Bulletin](#), which also indicated a shortfall. However, Finance notes that delays in processing artificially reduced the month's cash by at least \$1.5 billion.

New Draft Resolutions for NPLH

Due to recent amendments to the No Place Like Home (NPLH) non-competitive allocation and competitive allocation Notice of Funding Availability (NOFA), draft authorizing resolutions have been updated. Sample resolutions are available [online](#). Use of prior versions may result in a county or other sponsors needing to re-execute their authorizing resolutions.

CMS Loosens Rules on Mental Health Reimbursement

Earlier this week the Centers for Medicare & Medicaid Services (CMS) issued a letter outlining changes to the so-called “IMD exclusion.” Previously, Medicaid rules prohibited payments for mental health treatment to Institutions for Mental Diseases (IMDs) with more than 16 beds. CMS sent a [letter](#) to state Medicaid directors on November 13 stating that demonstration projects will be available under section 1115(a) of the Cures Act that will broaden inpatient mental health treatment for Medicaid beneficiaries, reversing the “IMD exclusion.” Health & Human Services (HHS) Director Alex Azar also addressed the changes in a speech to the National Association of Medicaid Directors. With this latest guidance, states will be able to apply for waivers from the IMD restriction as long as they are also maintaining robust community-based treatment programs.

Emergency Regs Released on Community Services Infrastructure Grant Program

The 2016-17 budget established and funded the Community Services Infrastructure Grant Program. The competitive grant program is being administered by the California Health Facilities Financing Authority (CHFFA) and is open to individual counties or counties applying jointly for the purpose of creating and expanding community alternatives to incarceration. It is meant to expand access to jail and prison diversion programs and services; create or expand mental health treatment facilities, substance use disorder treatment facilities, and trauma-centered service facilities in local communities; and reduce the need of mental health treatment, substance use disorder treatment, and trauma-centered services in jails and prisons. A statewide total of \$65.8 million is available to fund capital projects under the Community Services Infrastructure Grant Program.

CHFFA recently released emergency regulations associated with the grant program; those regulations, which include important details about eligibility, maximum grant amounts (specified below), and instructions for submitting an application, as well as other relevant materials can be found at this [link](#). Community services infrastructure grant maximums have been established by county population categories, as follows:

County Population	Maximum Grant
100,000 or less	\$750,000
100,001 to 400,000	\$1,000,000
400,001 to 1,100,000	\$2,500,000
1,100,001 to 5,000,000	\$4,000,000
More than 5,000,001	\$6,000,000

The deadline for grant applications will be posted within ten business days following the filing of regulations with the Secretary of State.

Hearings During the Legislative Recess

Upcoming hearings of note during the Legislature’s interim break are detailed below.

Date / Location	Committee	Topic
Tuesday, November 27 Lawndale	Assembly Select Committee on Career Technical	<i>Informational Hearing</i> – One Million Jobs: California’s Need for Skilled Workers

Date / Location	Committee	Topic
	Education and Building a 21 st Century Workforce	
Tuesday, November 27 Carpinteria	Joint Legislative Committee on Emergency Management and Assembly Select Committee on Natural Disaster Response, Recovery, and Rebuilding	<i>Informational Hearing</i> – On the Alert: Strengthening California’s Public Warning Systems
Wednesday, November 28 San Francisco	Joint Committee on Fisheries and Aquaculture	<i>Informational Hearing</i> – Protecting California’s Whales from Entanglement and Maintaining the Sustainability of the Dungeness Crab Fishery
Thursday, November 29 San Diego	Assembly Select Committee on Housing Affordability for the Middle and Working Class	<i>Informational Hearing</i> – Looking Forward: Middle Income Housing
Thursday, November 29 Sacramento	Joint Hearing of the Assembly Transportation Committee and the Joint Legislative Audit Committee	<i>Oversight Hearing</i> – California High-Speed Rail Authority: Costs and Contracting Practices

Please feel free to contact any one of us at Hurst Brooks Espinosa with questions ...

JEAN HURST
916-272-0010 | jkh@hbeadvocacy.com

KELLY BROOKS
916-272-0011 | kbl@hbeadvocacy.com

ELIZABETH ESPINOSA
916-272-0012 | ehe@hbeadvocacy.com

REPORTS
Communication Only

HEALTH

How to stay healthy during the holidays

Lucette Moramarco
Associate Editor

The topic for the Nov. 1 Woman of Wellness program was "Staying Healthy During the Holidays" presented by certified nutrition consultant Michelle Verdugo at the Fallbrook Wellness Center.

Verdugo encourages her clients to make eating healthy a part of their daily life for a healthy life. "With high health, we are available for high life and for healthy holidays," she said.

As a certified personal trainer, 15 years ago, she coached people with diabetes who wanted to do a fundraising marathon walk/run. In the process, she learned about whole food nutrition and discovered that the healthy choices she thought she was making were not very healthy.

She then went back to school to study nutrition. "Now, my goal is to be in my healthiest body possible; I live for prevention of dis-ease; I want to have energy and feel fantastic 150 percent of the time," Verdugo said.

That goal involves intention, inspiration, focus, motivation and daily exercise. It is also important to nourish the body and build the immune system to sustain healthy living, she added.

Furthermore, to be healthy through the holidays, it is important to assess one's health and then set goals to stay on track through the holiday time, right into the new year. For motivation, one should decide what and who is the reason for the season, and the reason for staying or getting healthy.

Verdugo said a healthy lifestyle is not a diet; healing is connected to aromatherapy, yoga, and exercise as well as nutrition. She hoped each woman attending the program would learn one piece of information that will become a life-changer as just one small change, one step at

a time, can make a difference in one's health.

She had a busy last year being Honorary Mayor of Fallbrook, going to events all over town, and is now taking time to reset her life and her health.

Planning ahead is important. She asked those in attendance if they had any routines planned in their daily life.

A lady named Syd said she designates one day a week as a "no should day" meaning if she feels she should do something, she doesn't do it that day. This practice helps relieve the stress in the other six days.

Sandra Buckingham said she has a proper breakfast every morning, at home, to get ready for the day; this makes her feel grounded and settled.

Besides having goals, Verdugo continued, it is good to minimize stress and put a healthier plate on the table.

Making changes for a healthier life means that "each time you get to a new level, keep on climbing," she said. One motivation is that "when you are healthy, you are more available to your family," she added. She also reminded everyone that "if you get sick, stay home and get healthy, don't spread it."

"Every bite you take is either fighting disease or feeding it, [so] eat for fighting disease and think before you eat." Dis-ease leads to disease she explained.

When asked if she has a cheat day, Verdugo said, "If you eat 90 percent right food, then there is a time and a place for non-nourishing food." (She likes to have a donut once in awhile.)

She advised everyone to "stop eating CRAP - carbonated drinks, refined sugars, artificial foods and processed foods." There are healthy substitutes like organic candy, she added.

She also explained that "what is going on in your gut is going to affect your mood, anxiety, depression



Certified nutritionist Michelle Verdugo answers Lucette Moramarco photo questions from the ladies at the Nov. 1 Woman of Wellness presentation.

and focus" as 70 percent of one's serotonin is produced in the gut.

Signs of chronic toxicity also include lack of energy, muscle spasms, fatigue, stiffness, IBS, sleep disorders, numbness, allergies and headaches. Solutions include exercising regularly, eating healthy, reducing stress and drinking plenty of water. These solutions will also build the immune system for better health and energy long term she said.

Furthermore, "we live in a toxic environment with electromagnetic

fields [over which we have no control] and the water quality is not good." She recommended keeping one's cell phone away from one's bed at night, using a water filtration system and minimizing use of bottled waters.

In this noisy world she also suggested keeping phones on vibrate to limit stressors. "Having quiet time goes a long way to heal your body," she said.

"Every day is a fresh start," she advised, so it is a good idea to detox

one's body by drinking lots of water. "Hydration is super important; for optimal health everyone should drink at least 64 ounces of water, or half of your body weight in water," she said.

"Live in an organized environment that gives comfort, not stress," Verdugo said, adding that eliminating stress makes the body more efficient. Rest is also essential in reducing stress. She said she makes sure to get seven to eight hours of sleep every night, adjusting her bedtime when she has to get up earlier than usual.

Other suggestions she made for better health are growing and using herbs and greens as part of whole food nutrition and cut down on supplements which may build up in one's system and become toxic. "We can control the food we put in our bodies," she pointed out.

She said an apple has over 10,000 identifiable phytonutrients; other foods high in vitamins and minerals are blueberries, sweet potatoes, herbs and lettuce.

According to Verdugo, nourishing one's body is a form of health insurance. She said, "I know how I feel in my clean body; the key is being aware of how it feels. Keep your focus/vision on where you want to be."

She said, "Health is our greatest asset; to be available in life, take control of your life."

Her tips for a healthy holiday time are: "plan ahead, commit to your health goals, eat before you attend events, take a healthy dish, decide not to eat if it's not a healthy option for you, drink lots of water, have water between alcoholic beverages, make exercise a must, be ahead of your stress, and get your rest!"

The next Woman of Wellness program will be held on Jan. 3 at the Fallbrook Wellness Center, 1636 E. Mission Road. Topic to be determined.



Serving Bonsall, De Luz, Fallbrook and Rainbow

Fallbrook Regional Health District Honors Outgoing Board Members

Chief Abbott, President Tinker Recognized for Faithful Public Service

FALLBROOK, Calif. (Nov. 20, 2018) ---- Fallbrook Regional Health District recognized the faithful service of outgoing board members Stephen Abbott and Gordon Tinker in a recent regular board meeting, both of whom will be replaced by newly-elected members Jennifer Jeffries and Karen Schwartz-Frates. Member Howard Salmon was also re-elected.

“Public service is a noble endeavor and we shall miss the faithful efforts of both board President Tinker and member Abbott on behalf of the public,” said CEO Bobbi Palmer of the Fallbrook Regional Health District. “And we look forward to working with our new members Jeffries and Schwartz-Frates.”

Abbott, who also serves as fire chief to the North County Fire Protection District, was elected to the board from 2010 to 2018. He was recently recognized by state Sen. Joel Anderson (R-Alpine) as one of Fallbrook’s California heroes, having shown his commitment to public safety with excellent leadership and unrivaled enthusiasm.

Tinker has been elected to the board since 2006. He is a retired U.S. Navy Commander after having served for more than 20 years. In addition, he served as General Manager of the Fallbrook Public Utility District for nearly 19 years.

“It’s hard to imagine the board without either of these wise voices,” Palmer said. “They’ve been a steady force during recent years of transition.”

During their tenure, the district has evolved from providing hospital services to providing community-health and wellness services. As recently as 2014, the now-closed Fallbrook Hospital was managed under a 30-year lease agreement by Tennessee-based Community Health Systems. The company closed the hospital’s labor and delivery department in September 2014 and by November, shuttered the emergency and intensive-care departments.

A three-year aggressive nationwide search led to several offers falling through as the District spent \$200,000 annually to maintain the empty facility. Then in 2017, the first solid offer came through from Crestwood Behavioral Health Inc. to purchase the facility. Both Abbott and Tinker were instrumental in the successful sale, which allowed the District to purchase and open the Fallbrook Regional Health District Wellness Center, 1636 E. Mission Road.

Since then, the District has purchased and opened the Fallbrook Regional Health District Wellness Center at 1636 E. Mission Road, which is already hosting health screening events and classes, such as yoga for seniors.

“Thanks to their leadership, we’re back to offering the community quality health screenings and wellness classes under one roof,” Palmer said. “We wish them both well and thank them greatly for their service.”

Learn more about the future Fallbrook Wellness Center at www.fallbrookhealth.org.

###

ABOUT FALLBROOK REGIONAL HEALTH DISTRICT

Fallbrook Regional Health District is a special district covering affordable community health needs for residents of Bonsall, De Luz, Fallbrook and Rainbow. The roughly \$2 million collected in property taxes supports more than \$1 million annually in full spectrum community health services addressing top health disparities, including behavioral health, cancer, diabetes, heart disease and stroke, as well as extended hour urgent care. Learn more about community health services provided by the district at www.fallbrookhealth.org.

FRHD honors outgoing board members

FALLBROOK – Fallbrook Regional Health District recognized the service of outgoing board members Stephen Abbott and Gordon Tinker at a recent board meeting. They will be replaced by newly-elected members Jennifer Jeffries and Karen Schwartz-Frates. Member Howard Salmon was re-elected.

“Public service is a noble endeavor and we shall miss the faithful efforts of both board president Tinker and member Abbott on behalf of the public,” said district CEO Bobbi Palmer. “And we look forward to working with our new members Jeffries and Schwartz-Frates.”

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manager of the Fallbrook Public Utility District for nearly 19 years. “It’s hard to imagine the board without either of these wise voices,” Palmer said. “They’ve been a steady force during recent years of transition.” During their tenure, the district has evolved from providing hospital services to providing community-health and wellness services.

As recently as 2014, the now-closed Fallbrook Hospital was managed under a 30-year lease agreement by Tennessee-based Community Health Systems. The company closed the hospital’s labor and delivery department in September 2014 and by November, shuttered the emergency and intensive-care departments.

A three-year aggressive nationwide search led to several offers falling through as the district spent \$200,000 annually to maintain the empty facility. Then in 2017, the first solid offer came through from Crestwood Behavioral Health Inc. to purchase the facility.

Both Abbott and Tinker were instrumental in the successful sale, which allowed the district to purchase and open the Fallbrook



The Fallbrook Regional Health District honors outgoing board members Gordon Tinker and Stephen Abbott during a recent meeting, front row from left, board members Barbara Mroz, Gordon Tinker, Stephen Abbott and Bill Leach; back row, Katie Bussard (Galvanized Strategies consultant), Kathy Bogle (public accountant), Blaise Jackson (legal counsel), Wendy Lyon (bookkeeper), Linda Bannerman (executive administrative assistant), Bobbi Palmer (CEO), Mireya Banuelos (community health coordinator), Pamela Knox (special projects coordinator), Joe Valerio (administrative support), Solange Ebobisse (business development intern), and Frauke Nasdal-Sebbo (project administrator).

Regional Health District Wellness Center, 1636 E. Mission Road, which is already hosting health screenings and wellness classes under one roof,” Palmer said. “We wish them both well and thank them greatly for their service.”

we’re back to offering the community quality health screenings and wellness classes as yoga for seniors.

Learn more about the future Fallbrook Wellness Center at www.fallbrookhealth.org. Submitted by Fallbrook Regional Health District.



Conozca las 10 Señales / Know the Ten Signs del Alzheimer of Alzheimer's Disease

CLASE GRATUITA EN ESPAÑOL

Si usted o un ser querido esta teniendo problemas con la memoria o cambios con el comportamiento, acompañenos para aprender:

- ◆ Como saber la diferencia entre el envejecimiento normal y la enfermedad de Alzheimer
- ◆ El proceso sobre como recibir una diagnostica y los recursos disponibles
- ◆ Porque la detección temprana es crucial para el tratamiento y la planificación

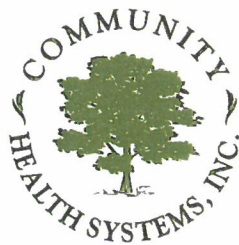
Fecha: martes, 4 de diciembre

Hora: 10:00 a.m.— 11:00 a.m.

**Location: Fallbrook Family Health Center
1328 South Mission Road
Fallbrook, CA 92028**

Regístrese aquí:

<https://bit.ly/2NGM373>



FREE CLASS IN ENGLISH

If you or someone you know is experiencing memory loss or behavioral changes, join us to learn:

- ◆ How to tell the difference between Alzheimer's and typical aging
- ◆ The process of receiving an Alzheimer's diagnosis
- ◆ Why early detection is crucial for treatment and planning

Date: Tuesday, December 4, 2018

Time: 11:15 a.m.— 12:15 p.m.

**Location: Fallbrook Family Health Center
1328 South Mission Road
Fallbrook, CA 92028**

Register online at:

<https://bit.ly/2Oxm1lu>

¡Habrá premios y se servirán refrigerios! / Giveaways and refreshments!

Llame ahora para reservar / RSVP by calling: 800.272.3900

ACHD Advocate

In This Edition

Trustee Spotlight: Howard Salmon, Fallbrook Regional Health District

What inspired you to run for a seat on the Fallbrook Regional Health District Board?

During early 2014, I became aware that Fallbrook Regional Health District's hospital was having significant operating and financial problems. I recognized that my experience in operating hospitals and other healthcare organizations as well as a consultant to major health systems would be helpful in a financial turnaround.



What is one accomplishment that you and the Board have implemented that you are most proud of?

Together, we have created a new vision for the District that the community has embraced. The new vision - improving the health and well-being of its residents - has turned into a reality with the purchase of 4.7 acres of property, a church with many classrooms and other facilities to provide wellness services. Also, as a part of the new vision, the board has a goal for the community to become a Blue Zone by 2022.

What is unique about your District and the constituents you serve?

The communities of Fallbrook, Bonsall, Rainbow and De Luz are ethnically and socio-economically diverse. This includes being home to many retirees, veterans, a large Hispanic population and this wide variety contributes to a range of health conditions.

What is a goal you hope to see your District achieve during your tenure?

I would like us to fully develop the community's wellness and wellbeing programs and facilities.

How has being a member of ACHD helped you as a leader, your District and your residents and the community?

We moved to Fallbrook almost eight years ago, being on the Health District board has helped my integration into this close-knit community, developing friendships, and becoming more aware across the spectrum of community needs.

What advice or encouragement would you give someone considering running for the Healthcare District Board?

Serving is very fulfilling but it is not always a bed of roses and our Board has had to face difficult decisions to help the community's health and wellness.

When not serving your community, what do you like to do in your free time?

I am lucky enough to continue my healthcare career with nThrive, a major healthcare services and consulting company. We also like to fly fish, travel, and enjoy our family which includes five wonderful grandsons. And I enjoy serving on the ACHD Board of Directors as well as the Board of San Diego Organization of Healthcare Leaders.



REQUEST FOR PROPOSAL (RFP)

BANKING SERVICES

Fallbrook Regional Health District (“FRHD”) is a government entity under the Local Health Care District Law (Statutes 1945, Chapter 932; Health and Safety Code, Division 23, Sections 32000 et seq., of the State of California). The FRHD serves residents of the Fallbrook, Bonsall, Rainbow and De Luz areas of northern San Diego County. Fallbrook is located approximately four miles west of Interstate 15, accessible from Mission Road, which traverses the center of downtown Fallbrook and terminates at California State Highway 76 near the community of Bonsall.

INTRODUCTIONS

FRHD is currently seeking proposals from qualified financial institutions interested in providing banking services. The primary objective of requesting proposals is for FRHD to determine which financial institution can offer the highest quality of service, using new technology at the most reasonable cost. This process also provides FRHD the opportunity to explore alternative procedural methods that could improve its banking efficiencies.

We encourage you to be creative and educational in your responses. While your format must be consistent with the requirements of the RFP, if you believe that your proposed solution or services would be beneficial to FRHD, we invite you to offer them. Please provide options that may create efficiencies, make improvements, and take advantage of new, applicable technologies.

FRHD intends to establish an open ended contract with the conditions of the proposal remaining valid for a minimum contract term of five years. As a matter of policy, FRHD may conduct an RFP for banking services at the end of the term. Either party may cancel the contract for any reason with 180 days written notice.

Given the ongoing changes in the banking industry and evolving technologies, FRHD has determined that a review of the services offered by qualifying institutions is appropriate. FRHD is seeking a financial institution that provides overall value by creating efficiencies, taking advantage of new technologies, and provides competitive pricing. It is FRHD’s intent to maintain all banking services with one financial institution to maximize cash flow and minimize administrative costs. As such, banking service proposals must include services for the entire scope of the relationship outlined.

QUALIFYING REQUIREMENTS – GOVERNMENTAL BANKING SERVICES

A. Qualified Depository/Member of FDIC

Any bank submitting a proposal must be a qualified public “depository,” as defined by California Government Code Section 53630, and must perform its obligation under this proposal in compliance with all applicable federal and state laws and regulations, statutes, and policies. In addition, the bank must be a FDIC Insured Bank and be in good standing. This would include, but is not limited to, the ability to collateralize all collected balances, in excess of balances insured by the FDIC, as required by Sections 53630 et. seq. of the California Government Code.

B. Federal Reserve Member

FRHD prefers a bank that is a member of the Federal Reserve System. Banks that are not members of the system shall identify their correspondent member bank.

SCOPE OF SERVICES

FRHD is seeking to enter into a contract with a bank that has demonstrated its ability to provide the following services:

- Bank Compensation
- Demand Deposit Accounts
- ACH, Wire, and Other Transfers
- State Activity (LAIF)
- Deposit Activity
- Account Reconciliation/Positive Pay
- Direct Deposit of Payroll
- Payroll Tax Processing
- Balance & Detail Reporting

GENERAL PROPOSAL INFORMATION

FRHD will endeavor to administer the proposal process in accordance with the terms and dates outlined in this RFP; however, FRHD reserves the right to modify the activities, time line, and any other aspect of the process at any time, as deemed necessary by FRHD staff.

1. Respondents are encouraged to carefully review this RFP in its entirety prior to preparation of their proposal response.
2. All proposal responses will become the property of FRHD.
3. Respondent may modify or amend its proposal response only if FRHD receives the amendment prior to the deadline stated herein for receiving proposals and statement of qualifications.

4. A proposal may be considered non-responsive if conditional, incomplete or if it contains alterations of form, additions not called for, or other irregularities that may constitute a material change to the proposal response.
5. Proposal Validity – Proposals must be valid for a period of at least 90 days from the closing date and time of this solicitation. Proposals may not be withdrawn after the submission date.
6. Pre-Contractual Expenses – FRHD shall not, under any circumstance, be liable for any pre-contractual expenses incurred by Respondents in the preparation of their Proposals. Respondents shall not include any such expenses as part of their Proposals. Pre-contractual expenses are defined as expenses incurred by the Respondent in preparing its Proposal in response to this solicitation; submitting that Proposal to FRHD; negotiating with FRHD any matter related to the Proposal; and, any other expenses incurred by the Respondent prior to the date of award and execution of an Agreement.
7. Confidentiality – Confidentiality of Proposals is subject to the following:
 - a. FRHD is subject to the Public Records Act, California Government Code Section 6250 et. seq. As such, all required submittal information is subject to disclosure to the general public.
 - b. Respondent may provide supplemental information exempt from public disclosure under Gov. Code § 6254, including “trade secrets” under Evidence Code § 1060. Such supplemental information shall not be material to the required submittal information and FRHD shall be under no obligation to consider such supplemental information in its evaluation.
 - c. If submitting confidential, supplemental information, such information shall be submitted on a different color paper than, and bound separate from, the rest of the submittal, and shall be clearly marked "Confidential." Upon completion of its evaluation, FRHD will destroy any confidential, supplemental information submitted, or return such information to Respondent if so requested.
8. FRHD reserves the right to:
 - a. Reject any or all Proposals;
 - b. Select the Proposal most advantageous to FRHD;
 - c. Verify all information submitted in the Proposal;
 - d. Withdraw this solicitation at any time without prior notice and furthermore, makes no representations that any contract will be awarded to any Respondent responding to this solicitation;
 - e. Award its total requirements to one Respondent or to apportion those requirements among two or more Respondents as FRHD may deem to be in its best interests;
 - f. Negotiate the final contract with any Respondent(s) as necessary to serve the best interests of FRHD;
 - g. Amend this solicitation;
 - h. Amend the final contract to incorporate necessary attachments and exhibits or to reflect negotiations between FRHD and the successful Respondent

ANTICIPATED PROPOSAL SCHEDULE

FRHD has identified anticipated key dates as follows:

Issue Solicitation – Thursday, December 13, 2018

Proposal Due – On or before 5:00 p.m. on Thursday, December 27, 2018

Interview of Selected Finalists – Wednesday, January 2, 2019 at 5:00 p.m. at 1636 E. Mission Rd., Fallbrook CA 92028.

Recommendation to Board – TBD

RESPONDENT QUESTIONS, REQUESTS FOR CLARIFICATION, AND EXCEPTIONS

All questions and responses will be posted to <https://www.fallbrookhealth.org/>. So that all Respondents will continue to have a fair and equal opportunity in this solicitation, any exception(s) will only be considered to correct errors or if all proposals submitted take exactly the same exception(s). FRHD's consideration of any exception shall not, in any way, be construed as FRHD's intent to grant said exception. Exceptions will be evaluated on a case-by-case basis and will be granted only to correct errors in the documentation or when it is deemed to be in the best interest of FRHD.

SUBMISSION OF RFP

All responses to this RFP must be delivered to the point of contacts shown below. All questions and requests for additional information must be in writing and received through the point of contacts shown below (email is acceptable).

Qualified firms are required to submit seven (7) hard copies of the RFQ letter of response to:

Bobbi Palmer, MBA, MSW
CEO
Fallbrook Regional Health District
138 S Brandon Rd
Fallbrook, CA 92028
(760) 731-9187
bpalmer@fallbrookhealth.org

Linda Bannerman
Administrative Assistant
Fallbrook Regional Health District
138 S Brandon Rd
Fallbrook, CA 92028
(760) 731-9187
lbannerman@fallbrookhealth.org

Pam Knox
Special Projects Coordinator
Fallbrook Regional Health District
138 S Brandon Rd
Fallbrook, CA 92028
(760) 731-9187
pknox@fallbrookhealth.org

DISCUSSION/ACTION ITEMS

DISCUSSION/ACTION ITEMS

Retention Items – Authorization to Destroy Outdated Records

(Gov Code 34090, Per Board Resolution 393)**

RETENTION ITEMS
Authorization to Destroy Outdated Records
(Gov Code 34090, Per Board Resolution 393)**

SHRED DATE	DOCUMENTS
1985	Rothrock International (A/P) 1978
1987	Gerald J Sullivan & Assoc. Inc Liability Insurance Policy (Insurance) 1981
1993	Sec Pacific Escrow Loan Report (A/P) 1987
2002	Jefferson Park Plaza Lab Lease (A/P) 1995
2006	Administrative Assistant Contract Invoices & Agreements (A/P) 1999
2007	Cobra Contractors – Barbara Kovacic, Jeff Wilson (A/P) 2000
2007	FB Hospital Auxiliary Board (A/P) 2000
2007	Payroll Check Register (Employee Time Records) 2000
2007	Pillsbury Madison – Law (A/P) 2000
2008	MCI (Long Distance Phone) (A/P) 2001
2009	ACHD Alpha Fund Audited Reports (Audit) 1990
2009	Charlotte Anderson Consulting (A/P) 2002
2009	FHD (Audit) 1981-1982
2010	Attorney Davis Wright Tremaine Pension Plan (Employee Time Records) 2003
2018	Deloitte & Touche LLP (Audit) 1996, 1997, 1998, 1999
2018	Final Medicare Cost Report (Audit) 1998

DISCUSSION/ACTION ITEMS

Consideration of proposal from National Demographics
Corporation/Election Transition

Proposed Scope of Work

To provide the flexibility to meet the needs of the client if it decides to move to by-district elections, NDC offers a full menu of districting options:

Basic Districting Project Elements

Includes all of the services listed below:

Basic Elements cost\$22,500

- Project Setup and coordination:
 - Development of redistricting database including Census and California Statewide Database data;
 - Incorporation of any Geographic Information System (GIS) data that the District wishes to include and provides (often including clinic and hospital locations; service area divisions; school attendance areas; important local landmarks; or local neighborhood boundaries);
 - Initial discussion with key staff and/or Board members about demographics, communities of interest, schedule and criteria;
 - Any phone- or web-conference calls to discuss the project's progress or answer any Board, staff or media questions that may arise;
- Plan Development:
 - Creating of 2 to 4 initial draft maps for Board and public consideration;
 - Analysis and preparation for Board consideration of all whole or partial plans submitted by the public;
 - Conversion of all maps and reports to web-friendly versions for online posting;
 - Online posting of all maps to an interactive website for detailed Board and public review;
 - Any requested additional maps and/or map revisions requested;
- Plan Presentation:
 - Presentations at Board meetings and/or public forums by phone- or web-conference (or in person for the “in person presentation” fee listed under “optional elements” below);
- Work with the County Registrar of Voters to implement the final adopted plan.

Optional Districting Project Elements

Selected at the client’s discretion:

- In-person presentation at Board meetings, facilitation of public forum(s), and/or any other requested meetings;\$2,000
- Preparation and processing of paper, PDF and Excel-based "public participation kits" (paper kits that allow the public to draw and submit their own plans).....\$4,000
- Creation, hosting, and updating of an NDC--managed project information website (if the client does not wish to manage a project website as part of its existing website).....\$3,500

- Hosting, managing and processing submitted plans for an online interactive system that allows public to draw and submit proposed districting plans through a standard web browser.....\$13,500
- Spanish translation of project-related materials.....\$125 per page

Stated prices include all travel, printing (except public participation kits and any large-plot maps), and other anticipated expenses.



**A Proposal to the
Fallbrook Regional Health
District for Districting Services**

By National Demographics Corporation
Douglas Johnson, President

November 27, 2018



National Demographics Corporation

November 27, 2018

Blaise J. Jackson Esq.
Fallbrook Regional Health District
c/o Law Offices of Scott & Jackson
16935 W. Bernardo Drive, Suite 170
San Diego, CA 92127

Dear Mr. Jackson,

Thank you for the opportunity to provide this proposal to the Fallbrook Regional Health District. NDC has 39 years of experience districting and redistricting local jurisdictions, including assisting Tri-City Health Care District, Grossmont-Cuyamaca Community College District, Fallbrook Elementary School District, Ramona Unified School District, the San Diego County Supervisors, and many city and elementary school districts in the area with their California Voting Rights Act analysis, districting, and redistricting projects. NDC has unmatched experience working with jurisdictions facing California Voting Rights Act concerns and/or making the initial change from at-large to by-district elections, having guided over 300 jurisdictions through the challenges of assessing potential liability under the California Voting Rights Act and over 200 jurisdictions through their initial transitions from at-large to by-district elections. We welcome the opportunity to bring the firm's expertise and skills to assist the District.

For each project, there are certain required basic elements, and there are a number of options that the District can include or leave out at its option. NDC carefully tailors each project to the needs and goals of each client. NDC welcomes the opportunity to work with the District to encourage public participation in this process, and NDC offers a number of tools developed specifically for public engagement in this effort. NDC welcomes the opportunity to work with the District to have an extensive and empowering public engagement process.

NDC looks forward to working with you on this effort. Please call or email if you have any questions, concerns, or requests regarding this proposal, or if any additional information would be useful.

Sincerely,

Douglas Johnson
President



Table of Contents

About National Demographics Corporation:	3
Brief Company History	3
NDC and the California Voting Rights Act	3
NDC’s Districting Process	4
Technical Expertise	4
Public Involvement	4
Minority Group Outreach/Partnerships.....	4
Openness.....	4
Media Outreach.....	5
Local Leadership.....	5
Impeccable References	5
Proposed Scope of Work	5
Basic Districting Project Elements	5
Optional Districting Project Elements	6
Other Potential Project-Related Expenses:	6
Sample Districting/Redistricting References	6
Additional Analysis.....	7
Requested Payment terms:	7
Conclusion	8
Proposal Acceptance.....	8

Appendix

Resume of President Douglas Johnson	9
Resume of Vice President Justin Levitt	11
Resume of Senior Consultant Ms. Shalice Tilton.....	13
Resume of Senior Consultant Mr. Robert McEntire	14
Sample Client List.....	15



About National Demographics Corporation:

Brief Company History

NDC has served hundreds of local governments over the past 36 years. Founded in 1979, NDC has performed work in all regions of the country, serving clients as varied as the States of Mississippi, Arizona, Florida and Illinois, Clark County Nevada, American Waterworks, California's Franchise Tax Board, the San Diego Unified School District, the Foundation for California, and the Arizona cities of Glendale, Mesa, Peoria, Phoenix, Mesa and Surprise. In the Central Valley, NDC has worked with clients in and around Hanford, Dinuba, Tulare, Kings County, Coalinga, Corcoran, Reedley, Lemoore, and Fresno, among others.

The company is especially well known for its work in local and state government. Since 2002, NDC has established a reputation as the state's leading demographic expert on the California Voting Rights Act (CVRA), having performed demographic assessments of potential CVRA liability for nearly 300 jurisdictions.

No company has been responsible for addressing the electoral demographic needs of more local governments, as NDC has districted and/or redistricted well over 150 local health care districts, school districts, cities, water districts, county boards, and other local districts. Nationally recognized as a pioneer in good government districting and redistricting, NDC is especially experienced in working with local jurisdictions in California, Arizona and Nevada.

This background gives us unmatched expertise in the issues, questions, and decisions jurisdictions face in any discussion regarding the California and Federal Voting Rights Act and related election system choices.

NDC and the California Voting Rights Act

NDC has performed analysis of potential demographic liability under the California Voting Rights Act (CVRA) for over 200 jurisdictions in California. For those jurisdictions actually sued under CVRA (none of which were NDC clients prior to the filing of the lawsuit), most hired NDC to assist in evaluating their demographics, voting history, legal situation, and options. This includes Madera Unified, Modesto, the City of Madera, Visalia, Compton, the City of Escondido, Palmdale, Santa Clarita Community College District, Glendale Community College District, ABC Unified, and Anaheim.

No other firm even comes close to NDC's experience with this still-new law, and many of the jurisdictions listed above came to NDC after discovering the demographers they initially hired either did not sufficiently understand California and Federal Voting Rights law and the related demographics to help, or the demographers so badly handled the project that their own demographers' work directly resulted in the jurisdiction being sued.

NDC's expertise in both Voting Rights demographics and in the drawing of election districts is widely recognized. NDC's personnel are responsible for numerous books and articles on the subject, and President Douglas Johnson has been a speaker on the CVRA at conferences of the California School Board Association, the California Latino School Board Member Association, the California League of Cities, and other state and national conferences.



NDC's Districting Process

The following information is provided for information and for use if a jurisdiction decides to move to by-district elections. If the client decides not to move to by-district elections, the work would end with the demographic analysis described above.

Technical Expertise

NDC's personnel are nationally recognized as leaders in the districting field, and are responsible for numerous books and articles on the subject. NDC possesses all the hardware and software necessary to the districting and redistricting needs of any jurisdiction, and its personnel have extensive experience in performing graphics districting and redistricting work as well as in developing databases for districting use.

The technical demands of a districting effort are high, and NDC is the undisputed leader in this field. But far more important than technical expertise are the interpersonal understanding and experience working with all parties in the process, including the public.

Public Involvement

NDC pioneered the "transparent districting" approach which involves the public at every stage of the process. The company invented the "public participation kit" for public participation in districting efforts, which many of the firm's competitors now attempt to duplicate. Perhaps NDC's most valuable service is the firm's experience transforming often-contentious and passionate debates on this difficult subject into thoughtful, constructive discussions focused on the options and outcomes rather than individual personalities or positions. NDC also has considerable experience working with translators in public forums and providing materials in English and Spanish.

Minority Group Outreach/Partnerships

U.S. Supreme Court decisions are constantly changing the rules regarding districting, "race-based districting," and the establishment of districts focused on the electoral power of "protected classes." It is crucial that the consultant work with the racial, ethnic, and other community groups at the beginning of the process to welcome their ideas and develop the appropriate expectations regarding minority representation prospects. No NDC local districting or redistricting plans has ever been challenged in Court or by the Department of Justice.

Openness

Any change in election systems can have momentous implications for the distribution of political power in a jurisdiction and for access by groups and individuals to the governance process. Not surprisingly, such changes often attract much public attention, sometimes generate intense controversy, and may draw charges of manipulation and abuse of power. Indeed, disputes over the form and substance of the process may often result in stalemate or legal challenge. It is crucial, therefore, that the jurisdiction establish, at the beginning, a process that is not only fair, but that is seen to be fair, to all contending groups and individuals.



Media Outreach

The firm’s work has been widely praised in the media, and NDC has worked extensively on background, off the record, and on the record with all types of press including radio, television, newspaper, and new media.

Local Leadership

NDC views its role as an advisor and technical resource. The firm advises its clients, but every project remains the client’s project. NDC offers guidance based on its experience and expertise, but ultimately the decisions are made by the jurisdiction itself. NDC welcomes the chance to assist this project under the guidance and direction of the jurisdiction's elected leadership, key staff members, and the entire community.

Impeccable References

All of NDC’s former clients – without exception – can be contacted for references. The firm has no embarrassing projects. All NDC’s local districting and redistricting plans have been accepted into law with a minimum of controversy. A list of references is included with this proposal.

Each of these elements of NDC's methodology is incorporated into the proposed project process below.

Proposed Scope of Work

To provide the flexibility to meet the needs of the client if it decides to move to by-district elections, NDC offers a full menu of districting options:

Basic Districting Project Elements

Includes all of the services listed below:

Basic Elements cost\$22,500

- Project Setup and coordination:
 - Development of redistricting database including Census and California Statewide Database data;
 - Incorporation of any Geographic Information System (GIS) data that the District wishes to include and provides (often including clinic and hospital locations; service area divisions; school attendance areas; important local landmarks; or local neighborhood boundaries);
 - Initial discussion with key staff and/or Board members about demographics, communities of interest, schedule and criteria;
 - Any phone- or web-conference calls to discussion the project's progress or answer any Board, staff or media questions that may arise;

- Plan Development:
 - Creating of 2 to 4 initial draft maps for Board and public consideration;



National Demographics Corporation

- Analysis and preparation for Board consideration of all whole or partial plans submitted by the public;
- Conversion of all maps and reports to web-friendly versions for online posting;
- Online posting of all maps to an interactive website for detailed Board and public review;
- Any requested additional maps and/or map revisions requested;
- Plan Presentation:
 - Presentations at Board meetings and/or public forums by phone- or web-conference (or in person for the “in person presentation” fee listed under “optional elements” below);
- Work with the County Registrar of Voters to implement the final adopted plan.

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- Preparation and processing of paper, PDF and Excel-based "public participation kits" (paper kits that allow the public to draw and submit their own plans).....\$4,000
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- Hosting, managing and processing submitted plans for an online interactive system that allows public to draw and submit proposed districting plans through a standard web browser.....\$13,500
- Spanish translation of project-related materials.....\$125 per page

Stated prices include all travel, printing (except public participation kits and any large-plot maps), and other anticipated expenses.

Timeline: The detailed timeline will be worked out in consultation with the District. The project can be done in anywhere from a few weeks to ten months, depending on how much public engagement is desired and how fast the District wishes to complete the work.

Other Potential Project-Related Expenses:

The only anticipated additional districting expenses would be any site or staff costs for conducting the community forums; and the cost of printing or copying paper copies of the “Public Participation Kit.” In NDC’s experience, most public participants will download and print the Kits in their own homes or offices.

Sample Districting/Redistricting References

Mr. Rick Haydon, City Manager, City of Santa Maria, 110 E. Cook Street, Santa Maria, CA 93454-5190. Phone: (805) 925-0951 ext. 2200. Email: rhaydon@cityofsantamaria.org



National Demographics Corporation

Ms. Pam Abel, Superintendent, Modesto City Schools, 426 Locust Street, Modesto, CA 95351-2631. Phone: (209) 574-1616. Email: able.p@mcs4kids.com

Mr. Darrell Talbert, City Manager, City of Corona, 400 S Vicentia Avenue, Corona, CA 92882-2187. Phone: 951.279.3670. Email: Darrell.Talbert@ci.corona.ca.us

Mr. Steve Carrigan, City Manager, City of Merced, 678 West 18th Street, Merced, CA 95340. Phone: 209- 385-6834 Email: citymanager@cityofmerced.org

Mr. Devin Reif, Strategic Planning, City of Oakland, 250 Frank H. Ogawa Plaza, Suite 3315, Oakland, CA 94612. Phone: 510-238-3550 Email: DReiff@oaklandnet.com

Mr. David Silberman, Deputy County Counsel, San Mateo County, 400 County Center, 6th Floor, Redwood City, CA 94063. Phone: 650-363-4749 Email: dsilberman@smcgov.org

Judge Hugh Rose (retired), Chairman, City of Modesto Districting Commission. 508 King Richard Lane, Modesto, CA 95350. Phone (209) 522-0719. Email: hhrose@hotmail.com.

Ms. Lucinda Aja. City Clerk, City of Buckeye, Arizona. 100 N Apache Rd, Suite A, Buckeye, AZ 85326. Phone (623) 349-6007. Fax (623) 349-6098. Email: laja@buckeyeaz.gov.

Mr. Michael E. Smith, Partner, Lozano Smith, 7404 North Spalding Ave., Fresno, CA 93720, (559)431-5600, MSmith@lozanosmith.com.

Ms. Marguerite Leoni, Partner, Nielsen, Merksamer, Parrinello, Gross & Leoni, 2350 Kerner Boulevard, Suite 250, San Rafael, CA 94901, (415)634-6840, mleoni@nmgovlaw.com (or ask for Mr. Chris Skinnell).

Additional Analysis

NDC is happy to assist with any additional analysis that the client requests at our standard hourly rates:

Principal (Dr. Douglas Johnson)	\$200 per hour
Vice President (Justin Levitt).....	\$125 per hour
Senior Analyst.....	\$75 per hour
Analyst / Clerical.....	\$50 per hour

Dr. Johnson is also available for deposition and/or testimony work if needed, at \$250 per hour.

Requested Payment terms:

NDC requests that one-half payment be made at project start and one-half at the conclusion.



Conclusion

Since its founding NDC has been the preeminent company in the nation devoted to local election systems. To summarize:

- NDC, founded in 1979, has a demonstrated record of financial solvency.
- NDC’s hardware and software resources were specially designed and acquired for districting and redistricting purposes.
- NDC’s highly respected personnel have impeccable credentials in each aspect of the districting and redistricting processes.
- NDC’s suggested approach has been tested in many jurisdictions.
- Any NDC client can be contacted for testimonials and reference.
- NDC has more experience in the field of municipal political election systems than any other company of which NDC is aware.
- NDC has demonstrated experience over many years in working with the press and media on local election system issues.
- NDC possesses fully up-to-date and highly effective geographic retrieval systems with applications specifically designed for districting and redistricting.
- Neither the Justice Department nor any Court has ever rejected any local government districting or redistricting plan submitted by NDC.

It should be clear that NDC has all of the resources of experience, technical expertise, and legal/political know-how to assist the District in its current effort. NDC looks forward to the opportunity to work with the District on this project.

Proposal Acceptance

The terms of this proposal are available for 45 calendar days from its delivery to you. In most situations, NDC is open to extending that period of time to meet any particular needs of your jurisdiction.

NDC prides ourselves on tailoring each project to the needs and goals of each individual client. NDC is open to any feedback, concerns, requests, or changes regarding this proposal. If, however, it is acceptable in its current form, then NDC welcomes the opportunity to begin work as soon as possible.

If your jurisdiction has specific contract and/or letter of agreement language you prefer to use, please provide it and ignore the signature block below. If you prefer, simply sign two copies of this proposal in the signature block below and return them to NDC. Once signed by NDC, one copy will be returned to you. Thank you.

For National Demographics Corporation

For Fallbrook Regional Health District

Douglas Johnson, President

Date

Date

Douglas Mark Johnson

P.O. Box 5271
Glendale, CA 91221
djohnson@NDCresearch.com

mobile: (310) 200-2058
office: (909) 624-1442
fax: (818) 254-1221

Employment

President, National Demographics Corporation, 2006 – present.
Senior Analyst, National Demographics Corporation, 2001 – 2006.
Fellow, Rose Institute of State and Local Government, 2001 – present.
Project Manager and Senior Manager at three internet startup companies, 1999 - 2001.
U.S. Representative Stephen Horn, Legislative Director and System Manager. 1993 – 1997.
Coro Foundation, Fellowship in Public Affairs. 1992 – 1993.
Rose Institute for State and Local Government, Student Manager. 1989 – 1992.

Education

Claremont Graduate University, Ph.D. in Political Science, 2015. Dissertation: “Independent Redistricting Commissions: Hopes and Lessons Learned.”
UCLA Anderson Graduate School of Management, MBA, 1999.
Claremont McKenna College, BA in Government (Political Science), 1992.

Academic Honors

Graduated Cum Laude from Claremont McKenna College.
Phi Beta Kappa. Philip Roland Prize for Excellence in Public Policy.

Publications and Articles

Christian Science Monitor “Let the public help draw voting districts,” October 25, 2013.
New York Times, "The Case for Open Primaries," February 19, 2009.
Los Angeles Times Opinion Articles:
“A neighbor’s help on redistricting” June 24, 2007.
“A Trojan horse primary for the GOP” February 25, 2007.
“Where a porn palace stood” (article on redevelopment), July 30, 2006.
Fresno Bee Opinion Article: “The Poison Handshake” June 15, 2004.
Redistricting in America. Rose Institute of State and Local Government, 2010.
Restoring the Competitive Edge: California's Need for Redistricting Reform and the Likely Impact of Proposition 77. Rose Institute of State and Local Government, 2005.
"Competitive Districts in California" Rose Institute of State and Local Government, 2005.
Latinos and Redistricting: “Californios For Fair Representation” and California Redistricting in the 1980s. Rose Institute of State and Local Government, 1991.

Speaker or Panelist

California School Board Association Annual Education Conference panelist: “The California Voting Rights Act: What Board Members Must Know.” December 4, 2015.
Associated Cities of California – Orange County, Keynote Speaker, Newly Elected Officials’ Reception and Dinner, “The California Voting Rights Act,” January 29, 2015.
California League of Cities, City Manager Department, 2015 Department Meeting: “Opportunity to Engage Residents: The California Voting Rights Act.” January 29, 2015.
California League of Cities, City Clerk Department, 2014 Annual Meeting: “Whose Line Is It Anyway: Making the transition from at-large to by-district elections.” September 3, 2014.
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2007 Spring Forum, "The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting."
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2008 Spring Forum, "Communities of Interest In Redistricting: A Practical Guide."

Douglas Mark Johnson

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2009 Fall Forum, "The Key to Successful Redistricting."

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2010 Spring Forum, "Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)."

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2011 Winter Forum, "Citizen Voting Age Data from a line-drawer's viewpoint."

Luncheon Keynote Speaker, Santa Barbara's Channel Cities Club, "California's next experiment: independent, public redistricting," January 18, 2011.

Annual Conference, Arizona League of Cities and Towns, Presenter at "Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011," August 25, 2010.

Redistricting, The 2010 Census, and Your Budget, Sponsored by the Rose Institute of State and Local Government, California League of Cities, October 15, 2009.

Arizona Election Law 2010 Continuing Legal Education Conference, "Communities of interest and technology in redistricting," sponsored by the Arizona State Bar Association, March 2010

California's New Independent Redistricting Commission, sponsored by the Irvine Foundation and the California Redistricting Collaborative, December 15, 2009

Tribal Association of Sovereign Indian Nations (TASIN) Legislative Day 2009, "The 2010 Census and 2011 Redistricting in California," December 2, 2009.

California School Board Association, "Litigation Issues and the California Voting Rights Act," December 4, 2009.

California Latino School Boards Association, "Introduction to the California Voting Rights Act," August 20, 2009.

Building a National Reform Movement, Salt Lake City, Utah, 2006, conference on redistricting reform hosted by the League of Women Voters, Campaign Legal Center, and The Council for Excellence in Government

Texas Tech University, "A Symposium on Redistricting," May, 2006

California League of Cities, "Introduction to the California Voting Rights Act."

Voices of Reform, a project of the Commonwealth Club of San Francisco: multiple forums on redistricting and / or term limits, 2006 – 2007

Classroom speaker at Pepperdine University, the University of La Verne, Pomona College and Claremont McKenna College

Justin Mark Levitt

P.O. Box 5271
Glendale, CA 91221
jlevitt@NDCresearch.com

mobile: (480) 390-7480
office: (818) 254-1221
fax: (818) 254-1221

Employment

Vice-President, National Demographics Corporation, 2012 – present.
Senior Analyst, National Demographics Corporation, 2003 – 2011.
Instructor in Political Science, University of California, San Diego, 2012 – present.
Graduate Research Fellow, Center for US-Mexico Studies, 2010 – present.
Graduate Research Fellow, University of California, San Diego, 2008 – 2010 and 2013 – 2014.
Jesse M. Unruh California Assembly Fellow. 2006 – 2007.
Rose Institute for State and Local Government, Student Manager. 2005 – 2006.

Education

University of California, San Diego, Ph.D. Political Science, 2016. Dissertation title: “The Impact of Geographic Patterns on Tradeoffs in Redistricting.”
Claremont McKenna College, BA in Philosophy, Politics and Economics (PPE), 2006.

Academic Honors

California Studies Fellow, University of California, San Diego, 2007 – 2009
Graduated Cum Laude from Claremont McKenna College.

Publications and Conference Presentations

Settle, Jamie, Robert Bond, and Justin Levitt. 2011. “The Social Origins of Adult Political Behavior.” *American Politics Research*. 39 (2). 239-263

Miller, Kenneth and Justin Levitt. 2007. “The San Joaquin Valley.” In The New Political Geography of California. Eds. Frederick Douzet, Thad Kousser, and Kenneth Miller. Berkeley: Institute of Government Studies.

“The Political Geography of Tradeoffs in Redistricting” Paper presented at the State Politics and Policy Conference, Iowa City, IA, 2013

Getting What You Want: A Bargaining Approach to Fair Division in Redistricting. Paper presented at the “Challenging Urban Borders : the geopolitics of immigration and segregation” workshop, Berkeley, CA, 2013 and the State Politics and Policy Conference, Houston, TX, 2012

“An Atlas of Public Health in Mexico” (with Alberto Diaz Cayeros). Paper presented at the Hewlett Foundation Conference on Public Health, Mexico City, DF. 2012

“Remoteness and the Territoriality of Public Health” (with Alberto Diaz Cayeros). Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“Initiatives as revealed preferences” Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“No Se Puede: Latino Political Incorporation in Phoenix.”. Paper Presented at the New Political Geography of California conference, Berkeley, CA., 2009

Justin Mark Levitt

“Political Change in the Central Valley”. Paper Presented at the Western Political Science Association conference, Las Vegas, NV.,2007

Working Papers

Hill, Seth, Thad Kousser, Alex Hughes, and Justin Levitt. ND. *“How Competitiveness Shapes Infrequent Primary Voters Response to Receiving a GOTV Mailer.”*

Diaz-Cayeros, Alberto and Justin Levitt. ND. *“Remoteness and the Territoriality of Public Health.”*

Levitt, Justin. ND. *“Getting What You Want: A Bargaining Approach to Fair Division in Commission-led Redistricting.”*

Teaching Experience

California State University, Long Beach, Department of Political Science

Adjunct Professor—POSC 327 (Urban Politics)	Spring 2016-Present
Adjunct Professor—POSC 229 (Cases in Policy Analysis)	Present
Adjunct Professor—POSC 412 (Law and Social Change)	Spring 2016-Present
Adjunct Professor—POSC 399 (California Politics Short Course)	Present

University of California, San Diego, Department of Political Science

Co-Instructor—UPS 170 (Regional Governance Reconsidered)	Spring 2015
Instructor—Poli 100A (The Presidency)	Fall 2014
Instructor—Poli 160AA (Introduction to Public Policy Analysis)	Fall 2013
Instructor—Poli 10 (Introduction to American Politics)	Summer 2013

Shalice M. Tilton, M.M.C.

mobile: (714) 308-0726

stilton@NDCresearch.com

office: (818) 254-1221

Employment

Senior Consultant, National Demographics Corporation, 2017 – present.
City Clerk, Department Director, Executive Manager, City of Buena Park, CA, 1998 – 2017
Deputy City Clerk, Division Manager, City of Buena Park, CA, 1994 – 1997

Education

Master of Public Administration, National University
Bachelor of Science, Business Administration, Grand Canyon University
Master Municipal Clerk, International Institute of Municipal Clerks
Certified Municipal Clerk, International Institute of Municipal Clerks

Professional Affiliations

International Institute of Municipal Clerks
League of California Cities, City Clerks Department
City Clerks Association of California
Southern California City Clerks Association
Buena Park Area Business Council
Historical Society of Buena Park

External Highlights

Contributor, 2014 League of California Cities Western Cities publication, “The Balanced Triangle and the City Clerk’s Role in Local Government.”
Adjunct Professor, 2014-17 UC Irvine Extension and Association of California Cities – Public Policy Making Academy “Public Governance – City Government.”
Guest Speaker, 2012 Association of California Cities Orange County, Government Leadership Summit, “Navigating Public Policy”
Guest Speaker, 2008 League of California Cities New Law and Election Seminar, “The Rewards of Being a Fearless City Clerk”
Co-Author, “International Institute of Municipal Clerks Code of Ethics Rules of Procedure,” adopted by IIMC, July 2008
Guest Speaker, 2008 League of California Cities Mayor and City Council Executive Forum, “Technology and Electronic Media and the Public Records Act”
Educator and Trainer, 2007-2008 Master Municipal Clerk Academy of the International Institute of Municipal Clerks, “Understanding the Complex Legalities of the Clerk Domain”
Editor/Contributor, 2008 League of California Cities publication, “The People’s Business: A Guide to the California Public Records Act”
2007 Integrity of Profession Award, Soroptimist International of Buena Park.
“Shalice Tilton Day,” September 12, 2006, Buena Park City Council Proclamation
2003 President’s Award, “Paying it Forward to Youth,” City Clerks Association of California
2002 President’s Ensemble Award, City Clerks Association of California
Founder, Program Chair, and Trainer, City Clerks Association of California, "Nuts & Bolts" Education Institute (100+ participants annually), 1997-2004
Mentor for Continuing Education for Public Officials, provided educational and professional guidance to entry-level City Clerks, 2002-2004
Guest Speaker, 2003 League of California Cities New Law and Election Seminar, “The Art of Preparing Minutes and Crafting Agenda Reports”
Nominated, 1999 International Institute of Municipal Clerks Technology Award of Excellence
Guest Speaker, City Clerks Association of California 1998 Annual Conference, "Charting Your Course - The Role, Responsibilities, and Duties of the City Clerk"
Guest Speaker, Government, Business & Education Tech Expo '97, "Records Management"

Robert H. McEntire

P.O. Box 5271
Glendale, CA 91221
rmcentire@NDCresearch.com

mobile: (323) 806-6788
office: (818) 254-1221
fax: (818) 254-1221

Employment

Senior Consultant, National Demographics Corporation, 2017 – present.
Assistant Superintendent Business/CBO, Covina-Valley Unified School District, 2016 – present.
Chief Business & Financial Officer, Glendale Unified School District, 2014 – 2016.
Chief Business Officer, Garvey School District, 2012 – 2014.
Chief Financial Officer, Hollywood & Broadway Entertainment Partners, Los Angeles, New York, Boston, Singapore, 2005 – 2012.

Education

University of Southern California, Los Angeles, CA, Doctor of Education: K-12 Leadership in Urban School Settings (*Candidate*), 2019. Dissertation title: “The Influence of Globalization, Leadership, and Science Fairs on the Female Acquisition of 21st-Century Skills and Their College-Career Pursuit of Science, Technology, Engineering, and Mathematics Majors and Careers as Seen at Our Lady’s School in Ireland.”
Thunderbird School of Global Management, Glendale, AZ, MBA in Global Business Management, 2008.
University of Southern California, Los Angeles, CA, Bachelor of Science in Business Administration, 2003.

Recent Districting Engagements (partial list)

CITIES

City of Barstow
City of Dana Point
City of Duarte
City of Norco
City of Oxnard
City of Placentia
City of Santee
City of South Pasadena
Town of Yucca Valley

SCHOOL DISTRICTS

Antelope Valley College
Barstow Unified School District
Cajon Valley Unified School District
El Monte Union High School District
Inglewood Unified School District
Irvine Unified School District

Publications and Conference Presentations

California Association of School Business Officials (CASBO):

Annual Conference, April 2018

- Panelist: Keeping Your Board Onboard: Effective Strategies for Business Leaders When Working with their Elected Officials – 100 Attendees

Chief Business Officer Symposium, November 2017

- Presider – General Session – 600 Attendees
- Panelist: The Budget and LCAP Integration at the District Level

Annual Conference, April 2016

- Presenter: Maximizing and Linking Your Bond, Capital Facilities and M&O Programs – 150 Attendees
- Presenter: Linking Your Bond, Maintenance and Operations Programs: Best Practices to Stretch Limited Resources – 100 Attendees
- Presenter: Evolution of the role of the Chief Business Officer – 300 Attendees

Chief Business Officer Symposium, November 2015

- Presider – General Session – 600 Attendees

Teaching Experience

Association of California School Administrators (ACSA)

- Lecturer: Personnel Administrators Academy, November 2017



National Demographics Corporation

Clients moved or moving from at-large to by-district elections

Counties

San Mateo

Cities

Apple Valley

Anaheim

Banning

Bellflower

Buckeye

Buena Park

Ceres

Chino

Compton

Corona

Eastvale

El Cajon

Escondido

Firebaugh

Fowler

Fullerton

Glendale (AZ)

Hemet

Hesperia

Highland

King City

Los Banos

Madera

Menifee

Merced

Mesa (AZ)

Modesto

Moreno Valley

Palmdale

Parlier

Pasadena

Peoria (AZ)

Rancho Cucamonga

Redlands

Reedley

Riverbank

San Marcos

Sanger

Santa Barbara

Surprise

Tulare

Turlock

Victorville

Visalia

Whittier

Wildomar

Yucaipa

Community College Districts

Antelope Valley

Cuesta

Glendale

Grossmont-Cuyamaca

MiraCosta

Rancho Santiago

San Diego

Santa Clarita

Sierra

Southwestern

Water, Irrigation & Conservation Districts

Fresno Irrigation

Imperial Irrigation District

Mojave Water Agency

Palmdale Water

Rowland Water

Alta Irrigation

San Bernardino Water

Santa Clara Valley Water

Upper San Gabriel Valley

Western Municipal Water

Winton Water

Other Special Districts

Jurupa Community Service District

Kings River Conservation District

Tulare Health Care District

Westside Community Health Care District

School Districts

Alpine Union

Alpine Union Elementary

Alta Vista

Bakersfield City Schools

Bonsall Union

Elementary

Borrego Springs Unified

Buena Park Elementary

Burton Elementary

Cajon Valley Union

Cajon Valley Union

Elementary

Calistoga Joint Unified

Capistrano Unified

Capistrano Unified

School District

Cardiff Elementary

Carlsbad Unified

Caruthers

Cayucas

Centinela Valley

Central Unified

Centralia Elementary

Chula Vista Elementary



National Demographics Corporation

Clients moved or moving from at-large to by-district elections

Clay Elementary	Kings River	Rancho Santa Fe
Clovis Unified	Kingsburg Elementary	Elementary
Coalinga-Huron	Kingsburg High	Richland School District
Coronado Unified	La Mesa-Spring Valley	Riverbank
Dehesa Elementary	Lake Elsinore	Riverdale Unified
Del Mar Union	Lakeside Union	Salida Union
Elementary	Elementary	San Dieguito Union High
Dinuba Unified	Lakeside Union School	San Marcos Unified
Eastern Sierra Unified	Lancaster Elementary	San Pasqual Union
Eastside Union	Lawndale Elementary	Elementary
Elementary	Lemon Grove	San Ysidro Elementary
Encinitas Union	Elementary	Santee Elementary
Elementary	Lindsay Unified	Selma Unified
Escalon Unified	Lucia Mar	Solana Beach Elementary
Escondido Union	Madera Unified	South Bay Union
Elementary	Magnolia Elementary	Spencer Valley
Escondido Union High	Merced Union High	Elementary
Exeter Elementary	School District	Strathmore Elementary
Exeter High	Modesto City Schools	Sundale Union
Exeter Unified	Modoc Unified	Elementary
Fallbrook Union	Monson Soltana	Sweetwater Union High
Elementary	Morgan Hill Unified	Tulare City Elementary
Fallbrook Union High	Mountain Empire	Tulare City High
Firebaugh-Las Deltas	Unified	Tulelake
Unified	Napa Valley Unified	Turlock Unified
Fresno Unified	National Elementary	Twin Rivers Unified
Fullerton Union High	Newhall Elementary	Vallecitos Elementary
Glendale Unified	Newman Crows Landing	Valley Center Pauma
Greenfield	Oak Grove Elementary	Unified
Grossmont Union High	School District	Visalia Unified
Hughson Unified	Oceanside Unified	Vista Unified
Jamul-Dulzura Union	Pacific Union	Walnut Valley Water
Elementary	Panama Buena Vista	Warner Unified
Julian Union Elementary	Pasadena Unified	Washington Union
Julian Union High	Pixley Union	Waterford Union
Kerman Unified	Pleasant View	Whittier Union High
Kern High	Pomona Unified	Woodlake Union
Keyes Union	Porterville	
Kings Canyon Unified	Poway Unified	
School District	Ramona Unified	

DISCUSSION/ACTION ITEMS

Review bids for roof repairs for the Alvarado Street and Brandon Road and Wellness Center properties – Roy Moosa, Property Manager

Med+ Urgent Care
(formerly A+ Urgent Care)
617 E. Alvarado St., Fallbrook



Contractor License No.
1006729

4/12/2018

Frauke Nasdal-Sebbo
Fallbrook Regional Health District

**RE: Roof Inspection & Proposal
A Plus Urgent Care
617 E. Alvarado Street
Fallbrook, CA 92028**

Frauke,

Per request, a roof inspection was provided at the above-mentioned site for the purpose of determining the existing conditions and providing recommendations.
Our recommendations are as follows:

I. Existing Conditions:

1. Existing roof consists of a built-up system; mechanically fastened base sheet, asphalt plies embedded within hot asphalt, with modified SBS cap sheet surface
2. Substrate consists of 15/32" CDX plywood sheathing, running at ¼:12 slope to sidewall details
3. Sidewall detail consists of parapet walls extending throughout perimeter of building, flashed with 26 gauge metal coping flashing
4. Drainage system consists of ABS primary and secondary overflow drains
5. Roof protrusions, vent stacks, penetrations consist of standard galvanized flashings
6. Rooftop/condenser units rest on curbed platforms, exposed ventilation ducts run throughout rooftop for intake/exhaust
7. Curbed platforms with rooftop units are flashed with galvanized caps
8. Exposed plumbing & conduit ran throughout rooftop

II. Findings/Conclusion:

1. Existing roof system has reached its designed life expectancy, various areas of degradation within the granulated roof surface exposing its interior membranes to elements of weather & ultraviolet radiation
2. History of ongoing water intrusion related to roof leaks, interior of structure shows damage related to ongoing roof leaks
3. Soft/deteriorated plywood sheathing noted during inspection, specifically the South-west corridor of the building
4. Evidence of previous roof repairs noted throughout rooftop, sub-standard and improper methods of repairs noted throughout rooftop
5. Granular loss, membrane failure, open laps, voids noted throughout roof system
6. Foliage debris on rooftop, impeding drainage and waterflow to drains

Westmax Roofing, Inc.
620 Venture Street | Suite A | Escondido CA 92029
www.westmaxroofing.com | 855-WESTMAX | wayne@westmaxroofing.com

III. Recommendations:

Reroof – 15 year Contractors Warranty / 50 year Limited Material Warranty

Project Setup

1. Perform a pre-job meeting to determine jobsite logistics and safety requirements with Ownership
2. Furnish proposed construction schedule with milestone dates of commencement/completion
3. Furnish and install proper safety equipment in accordance with a written safety program
4. Furnish and install warning lines to identified areas associated with ground related roofing activities
5. Store roofing materials in accordance with good roofing practices

Scope of Work

6. Power broom entire roof surface, clean all debris from rooftops in preparation of new roofing system
7. Thoroughly inspect existing roof system for ongoing/current roof leaks & any soft sheathing or otherwise deteriorated sheathing
8. At areas of deteriorated/soft sheathing; demo existing roofing system down to substrate, remove existing sheathing, inspect and replace/sister-in deteriorated roof joists where needed
9. All sheathing/wood member replacement to be in accordance with local building codes and good practice with roofing standards
10. Remove existing drain dome assemblies, inspect/clean and envelope new polyester target flashing embedded within elastomeric cement, replace ABS domes with cast iron assemblies
11. Clean and re-flash all penetrations with white, elastomeric acrylic cement, allow to cure
12. Repair all splits, open seams, tears, cuts and blisters in the membrane and flashings, and any other conditions affecting the water tightness of the roof. The existing membrane will be made sound and watertight. All repairs will be conducted in accordance with NRCA guidelines and good roofing practice
13. Inspect all splits, gouges, cuts, punctures & voids throughout rooftop and three-course using polyester fabric and elastomeric cement
14. Three-course all sump drains, enveloping elastomeric cement with stich-bonded polyester webbing into pass-thru scupper details
15. At all metal flashing details, laps, seams, pipe/vent stacks; re-secure or replace in accordance to NRCA guidelines and local building codes
16. Apply Gaco E-5320 primer at a rate of 400 sq.ft / gallon, in accordance with manufactures specifications
17. Furnish and install new silicone coating system; apply Gaco S2000 Silicone roof coating system at the rate of 3 gallons per 100 s/f of roof area per manufactures specifications
18. Coat all roof flashings, accessories, stacks, vents, and exposed ventilation ducts, finished with topcoat color to enhance aesthetics
19. Inspect all sidewall flashing & coping transitions, mechanically fasten with anchors and grommet fasteners, seal as needed using urethane caulking and feathered with urethane caulking along head-laps, seams, and laps
20. Remove and replace parapet coping, a/c platform cap flashings where needed
21. Inspect and replace any deteriorated or damaged wood blocking or sleepers in accordance with NRCA guidelines and good roofing practice
22. Perform post job inspection with Ownership

IV. Cost Breakdown:

- \$ 29,000.00 – 15-year Contractors Warranty / 50-year Limited Material Warranty
- \$ 55.00 – Plywood Sheet Replacement (estimated 10 sheets for project)
- \$ 16.50 – L/F 2x joist Replacement (estimated 20 l/f for project)

Price above includes all material, labor, roof permits, and sales tax



PROPOSAL and CONTRACT

Quality Roofing Since 1979

Serving Fallbrook for over 40 years!

State Contractor's Lic. # 939068 C-39 and B-1

PO Box 632 Carlsbad CA 92018 (760) 728-9598 (760)458-2022 FAX (760) 994-0547
www.shieldroofing.com www.fallbrookroofing.com www.shieldroofinginc.net

DATE: 6-23-18

Name: Fallbrook Regional Health District	Job Location: Revised 4-23-18
C/O Bobbi Palmer	Alvarado Street
138 S. Brandon St	Fallbrook Ca 92028
Fallbrook Ca 92028	OPTION 2 Maintenance, repairs & Coating

Phone # 760-731-9187

Email: bpanalmer@fallbrookhealth.org lbannerman@fallbrookhealth.org pknox@fallbrookhealth.org
bookkeeper@fallbrookhealth.org

This proposal is valid for 30 days from the above date, unless otherwise specified herein.

Dear Sir/Madam,

SHIELD ROOFING INC. proposes to furnish all materials and perform all labor necessary to complete the following:

Remove all debris from roof system to a broom clean and haul away the debris. Apply sealant to all pipe, vent, corners of HVAC units, metal connections, splits, holes and tears in the roof system. Prep roof surface and apply the Title 24 cool roof White reflective coating per Shield Roofing Inc. specifications. Install the cotton reinforced roofing fabric at North/East corner parapet roof with large cracks, apply a 2nd coat over the fabric. The thick coating will be applied by roller to insure proper adhesion, penetrations of small holes and cracks to prevent leaks.

3 year guarantee on labor installation by Shield Roofing Inc. with the required annual roofing inspection and standard maintenance. Check and apply sealant at all connections of pipes, vents, roof curb corners and coping metal connections, remove debris to a broom clean at an additional cost of \$275.00 due at time of each service. Guarantee is not transferable and only applies to roof leaks that will be repaired free of charge for 5 years from above date. Leaks caused by anything other than workmanship is not included.

Removal of all HVAC, Compressors, lines, pipes and duct work is not required before roofing repairs and coating can begin.

NOTE: HVAC Sheetmetal platform caps, duct work is not included but can use a rust inhibitor and white coating reachable by hand at an additional cost. All of the above work to completed in a substantial and workmanlike manner to standard practices for the sum of:

Seventeen Thousand Nine Hundred and 00/100*** (Dollars \$17,800.00)**

Progress payments to be made 65% upon delivery of materials, 25% upon substantial completion, balance on completion the work progresses to the value of one hundred per cent (100)% of all work completed. The entire amount of contract to be paid within 3 days after completion.

.....Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. Contractor is not responsible for delay or damage caused by weather. Approximate starting date: td

Name and registration number of any salesperson who Solicited or negotiated this contract:

Name: _____ No. _____

Respectfully submitted, Guy Picquelle Jr. 760-802-1920
 Must be signed by the RMO/President Guy Picquelle

By _____

LICENSING:

CONTRACTORS ARE REQUIRED BY LAW TO BE REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD WHICH HAS JURISDICTION TO INVESTIGATE COMPLAINTS AGAINST CONTRACTORS IF A COMPLAINT IS FILED WITHIN THREE YEARS OF THE DATE OF THE ALLEGED VIOLATION. ANY QUESTIONS CONCERNING THE CONTRACTOR MAY BE REFERRED TO THE REGISTRAR OF THE BOARD WHOSE ADDRESS IS:

CONTRACTOR'S STATE LICENSE BOARD
 P.O. BOX 26000
 SACRAMENTO, CA 95826

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

A Finance Charge Of 1 ½% Per Month Will Be Added To All Outstanding Balances Not Paid Within 30 Days Of Invoice.

We, the contractor, may cancel this transaction prior to commencement o work with notification to owner.

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which I/We agree to pay the amount mentioned in said proposal, and according to the terms thereof.

I HAVE READ, UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS ON PAGE 1 AND 2 OF THIS CONTRACT.

ACCEPTED _____ DATE _____

PAGE 1 OF 2

TERMS AND CONDITIONS

1. **FINANCING:** Owner is responsible for obtaining any financing he/she deems necessary. Contractor may, at his option, assist or provide such financing as requested and approved by Owner. If Contractor provides financing for Owner, Contractor shall have the right to sell, assign or transfer the right to payment, promissory note, and/or Retail Installment Contract to any other party, entity or institution of his choice.
2. **CHANGES IN THE WORK:** Owner shall be entitled to order changes, consisting of alterations in, additions to, or omissions from the work subject to the following conditions: any order for such changes shall be made in writing and the total contract price shall be adjusted accordingly: the value of such changes shall be agreed upon by the parties and such change orders shall be signed by both the Owner and Contractor.
3. **TERMITE AND DRY ROT WORK:** Contractor shall not be obligated to perform any work to correct damage caused by termites or dry rot unless expressly included in the written specifications herein. Any such work shall be an extra charge.
4. **TV ANTENNAS:** Contractor shall use reasonable care, but is not responsible for TV antennas, guide wires or adjustments of sets.
5. **GUTTER SYSTEMS:** Gutters that have been attached to rafters or fascia boards are usually not affected by roof installations. Owners have been advised that gutters attached DIRECTLY on the roof or in the case of roofs with an abnormal steep pitch should be removed prior to the roof installation and reinstalled after the installation is completed. If home owner chooses to not remove their gutter systems, although SHIELD workers use reasonable care, SHIELD Roofing will not be liable for any damage to gutter systems.
6. **USE OF SHIELD ROOFING'S EQUIPMENT** by customers is prohibited. Homeowner agrees not to handle or use SHIELD Roofing's ladder or any other equipment.
7. **PONDING OR COLLECTION OF WATER:** Contractor is not responsible for correcting roof surfaces to eliminate ponding or collection of water.
8. **PROTECTION OF OWNER'S PROPERTY:** Owner agrees to remove or to protect all personal property, inside and out (including, but not limited to, carpets, drapes, furniture, shrubs, plantings, and personal property) and Contractor shall not be held responsible for damage to or loss of said items. Owner agrees that he/she has been advised of the possibility of significant amounts of dust being created during the performance of Contractor's obligations and expressly agrees that Contractor shall not under any circumstances be liable for damage or soiling of personal property which occurs because of the presence of such dust. Owner agrees that he/she has been advised by Contractor that trucks heavily loaded with roofing materials and supplies will be using the paved driveway access to the roof area and owner hereby assumes all risk of damage or injury to said driveway and adjacent driveway area resulting from said trucks moving over, on, and across said driveway and an adjacent driveway area unless herein expressly agreed to the contrary. General, progressive & final clean-up does not include attic area.
9. **ARBITRATION:** Subject to the exception hereinafter contained, if, at any time, any controversy shall arise between Contractor and Owner with respect to any matters or questions arising out of, or relating to, this agreement or the breach thereof, which the parties do not promptly adjust and determine, and the amount is under \$6,000.00 said controversy shall be decided by arbitration administered by and in accordance with the Construction Industry Arbitration rules of the American Arbitration Association then obtaining unless the parties mutually agree otherwise. This Agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final, and judgment may be entered upon it in any Court having jurisdiction thereof. This Agreement to arbitrate, however shall not apply to any controversy, suit or claim asserted by Contractor by which Contractor seeks to enforce only collection of the contract price referred to on the face of this Agreement and as to which Owner raises no affirmative defense (or counterclaims) based upon alleged acts or omissions of Contractor.
10. **RAISING OR MOVING OF EQUIPMENT:** Owner shall be responsible for and agrees to move, raise, or lift all objects (including, but not limited to, conduits, signs, skylights, air, etc.) which must be raised, moved, or lifted in order to properly apply the roof. If Owner fails to raise, move, or lift such objects Contractor shall raise, move, or lift such objects but shall assume no responsibility for, and shall not be liable for the operation of or damage to any such objects.
11. **NOTICE TO OWNER:** "Under the California Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's, subcontractor's, laborers' or suppliers remain unpaid.

To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:

- (1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from 1 to 5 percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.
- (2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrar.
- (3) Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property, therefore you need to protect yourself. This will help to insure that all persons due payment are actually paid.
- (4) Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractor, and laborers working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence or a duplex owned by the individuals, the person signing these releases loses the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete.

To protect yourself under this option, you must be certain that all material suppliers, subcontractor, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until any and all such liens are removed. You should consult an attorney if a lien is filed against your property."

12. **ENFORCEABILITY AGAINST TRANSFEREES AND SUCCESSORS:** This Agreement and all its terms shall be binding upon and enforceable against the parties hereto and also against the heirs, estates, successors in interest, assigns, and personal representatives of the parties hereto. (Labor guarantee is not transferable)

13. **NOTICE:** Failure by the contractor without lawful excuse to substantially commence work within twenty (20) days from the approximate date specified in the contract when work will begin is a violation of the Contractor's License Law. Substantial commencement of work is defined herein as delivery of materials and supplies to the job site.

GUARANTEE AGREEMENT:

Contractor guarantees that for a period of two years following completion of work done by him on the building at the above address, he will repair free of charge any water leaks occurring in the roof area on which work was performed under said Contract, provided it can be shown after investigation that said leaks resulted from faulty workmanship and provided further, that Buyer is not in default of any payment due for the work and that said Buyer has given the Contractor written notice of the existence of such leaks. During the term of this Guarantee, notice must be given promptly upon discovery of any defect or damage. It is understood and mutually agreed that this Guarantee shall not be construed as covering any liability on the part of the Contractor to anyone for, and the Buyer shall hold the Contractor harmless from and against, any liability to anyone for damage to said building itself, the interior decoration thereof, the contents thereof, or from the interference with or partial or total loss thereof, or any part thereof. This Guarantee shall cover only faulty workmanship and shall not extend to damage to the roofing caused to said roof by other parties by their actions which are beyond the control of the Contractor, or to leaks from flashing or parapet walls unless same were installed, applied or waterproofed by Contractor. It is further understood that this Guarantee shall not cover leaks through skylights, air conditioning or fan units, vents, chimneys, gutters, carpentry work or other sheet metal installations, unless said materials or unit have been installed or applied by Contractor. It is further understood that Contractor is not responsible for the maintenance of the tops of firewalls or parapet walls to prevent exterior staining and is not responsible for any damages resulting from plugged drains which result from the accumulation of debris from sources other than Contractor's work.

CONDITIONS:

It will be the duty of the Buyer, his agent or tenant to ascertain with assurance that the leaks reported are entering through the areas covered by this Agreement and the cause of leakage is defective workmanship applied by Contractor, and not from other causes or sources. In the event the Contractor's investigation proves the trouble is a result of causes other than leaks through the roof area covered by this Agreement, there will be a charge made to cover the cost of making the investigation.

Administrative Building
138 S. Brandon Rd., Fallbrook



Contractor License No.
1006729

4/2/2018

Linda Bannerman
Fallbrook Regional Health District

**RE: Roof Inspection & Proposal
Admin Building
138 S. Brandon Road
Fallbrook, CA 92028**

Linda Bannerman,

Per your request, a roof inspection was provided at the Admin Building for the purpose of determining the existing conditions and providing recommendations.

Additionally, supplemental costs for immediate repairs/maintenance & complete replacement are provided for your consideration.

Our recommendations are as follows:

I. Existing Conditions:

1. Existing roof consists of a built-up system; mechanically fastened base sheet, asphalt plies embedded within hot asphalt, with aggregate/rock broadcasted throughout the surface
2. Perimeter leading edge and sidewalls consist of modified cap sheet embedded within the hot asphalt roof
3. Drainage details consist of 4" primary & secondary overflow sump drains
4. Rooftop/condenser units rest on curbed platforms, surrounded by metal screen

II. Findings/Conclusion:

1. Existing conditions and findings noted during inspection indicate the roof system is reaching its designed life expectancy
2. History of ongoing water intrusion related to roof leaks
3. Evidence of previous roof repairs noted throughout rooftop, sub-standard and improper methods of repairs noted
4. Perimeter cap sheet around leading edge shows granular loss and membrane failure
5. Foliage debris on rooftop, impeding drainage and waterflow to drains

III. Recommendations:

Option 1: Preventative Maintenance & 5-year Warranty

1. Remove existing debris from rooftop, clean & snake free all debris from drains
2. At all roof stacks/penetrations; remove existing mastic and all deteriorated sealant, reseal & re-flash using modified elastomeric cement
3. At areas of roof leaks & previous repairs; spud back existing aggregate down to membrane plies, apply new emulsion system embedded within polyester fabric
4. Re-flash all laps/seams at edge metal details
5. Apply acrylic base and topcoat throughout perimeter detail along leading edge, extending longevity and aesthetics

Westmax Roofing, Inc.
620 Venture Street | Suite A | Escondido CA 92029
www.westmaxroofing.com | 855-WESTMAX | wayne@westmaxroofing.com

Option 2: Complete Re-roof & 15-year Warranty

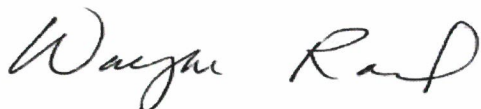
1. Power-broom existing gravel/aggregate from rooftop and dispose of in preparation of new roof system.
2. Inspect roof for any deteriorated or otherwise unsuitable insulation.
3. Areas that are determined to be wet or damaged will be completely removed and replaced with materials that are compatible with the new system at the unit cost of \$9.75 per s/f *note; soft/deteriorated substrate was not noted during pre-bid inspection.
4. Seal off all intake ventilation at in preparation with application of Low VOC.
5. Associated work related to Low VOC will be conducted during the weekends as to alleviate building tenant issues.
6. Raise existing exhaust/vent stacks where needed.
7. Supply and install insulated taper system, enhancing the overall insulating R-value.
8. Furnish and install one layer of ½" Dens deck over a prepared substrate utilizing manufacturer approved 3" plates and fasteners.
9. Furnish and install 60 mil reinforced TPO roof membrane, per manufactures specifications & FM guidelines.
10. Position the TPO membrane over the prepared substrate and allow the membrane sufficient time to "relax" prior to installation.
11. Mechanical attachment of the membrane shall be done utilizing a 1" wide polymer batten bar or 2 3/8" round seam plates and manufacturer approved fasteners. Maximum spacing is 6" on center.
12. The thermoplastic membrane seams will be overlapped a minimum of 5", and then hot air welded together. Weld width shall be a minimum of 1.5" in width for automatic machine welding. Weld width shall be 2" in width for hand welding. Upon completion of welding, each seam shall be probed to ensure proper securement, and then probed again.
13. Furnish and install at the base of the unit 2 3/8" round seam plates to the field membrane. Adhere a second piece of thermoplastic membrane to the curb with bonding adhesive and install prefabricated universal corners for reinforcement.
14. Furnish and install a 30" wide TPO protective mat at rooftop access points.
15. Furnish and install new prefabricated thermoplastic pipe boot secured at the top with a stainless steel screw type clamp fully adhered to the field sheet.
16. At miscellaneous projections; furnish and install thermoplastic flashings to the roof projections; upon completion of welding, each seam shall be probed to ensure proper securement.
17. New continuous cleat flashing will be enveloped with custom fabricated, 24 gauge white thermoplastic coated metal, top kicker will receive manufacture approved sealant
18. Additional unreinforced thermoplastic membrane runner will be welded to coated metal and deck for clean, aesthetically pleasing termination.
19. Perform post job inspection with Ownership.

IV. Cost Breakdown:

- \$ 6,820.75 – Option 1: 5-YR Warranty; Complete Roof PM & Repairs
- \$ 15,750.50 – Option 2: 15-YR Warranty; Complete Roof Replacement

Price above includes all material, labor, roof permits, and sales tax

We appreciate the opportunity to provide this proposal,



Wayne Rand | Westmax Roofing, Inc.
760.822.3166 | wayne@westmaxroofing.com

Westmax Roofing, Inc.
620 Venture Street | Suite A | Escondido CA 92029
www.westmaxroofing.com | 855-WESTMAX | wayne@westmaxroofing.com



PROPOSAL and CONTRACT

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State Contractor's Lic. # 939068 C-39 and B-1

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www.shieldroofing.com www.fallbrookroofing.com www.shieldroofinginc.net

DATE: 4-23-18

Name: Fallbrook Regional Health District	Job Location:
C/O Bobbi Palmer	138 S. Brandon Rd
138 S. Brandon St	Fallbrook Ca 92028
Fallbrook Ca 92028	OPTION 1 revised from 1-2-18

Phone # 760-731-9187

Email: bpanalmer@fallbrookhealth.org lbannerman@fallbrookhealth.org pknox@fallbrookhealth.org
bookkeeper@fallbrookhealth.org

This proposal is valid for 30 days from the above date, unless otherwise specified herein.

Dear Sir/Madam,

SHIELD ROOFING INC. proposes to furnish all materials and perform all labor necessary to complete the following:

Remove existing 1 layer roof system, pipe flashings, and scupper drains down to the sheathing and haul away the debris. Additional layers removed are 54.00 per 100 sf additional. Supply, load and mechanically fasten 2 layers of 78# fiberglass reinforced base sheet, install the APP 4.0 smooth torch applied starter at all metal connections and radius' of wall and HVAC curbs. Install new galvanized pipe and vent metal flashings, supply and install new copper "thunderbird" bowl drain (connection to drain line by others, spray asphalt primer to metal connections and install the 4.5 title 24 white high reflective torch applied APP system per the manufactures specifications. Seal and paint all pipe and vent connections. County Reroofing permit fee and inspection included.

10 year guarantee on labor installation by Shield Roofing Inc. with the required annual roofing inspection and standard maintenance. Check and apply sealant at all connections of pipes, vents, roof curb corners and coping metal connections, remove debris to a broom clean at an additional cost of \$275.00 due at time of each service.

Removal of all HVAC, Compressors, lines, pipes and duct work is **not** included herein and is required before roofing can begin, reinstallation after the completion of roofing. Shield Roofing will coordinate the time line of removal and resetting of said equipment.

NOTE: Please add 58.00 per 100 sf for each additional layer of roof system to be removed.

NOTE: Removal and rest of all HVAC, compressors, electrical lines, gas lines, Ducting and satellites by others.

NOTE: Wood replacement not included, HVAC Sheetmetal platform caps not included.

All of the above work to completed in a substantial and workmanlike manner to standard practices for the sum of:

Forty Two Thousand Six Hundred and 00/100*** (Dollars \$42,,600.00)**

Progress payments to be made 65% upon delivery of materials, 25% upon substantial completion, balance on completion the work progresses to the value of one hundred per cent (100)% of all work completed. The entire amount of contract to be paid within 3 days after completion.

....Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. Contractor is not responsible for delay or damage caused by weather.

Approximate starting date: tbd

Name and registration number of any salesperson who Solicited or negotiated this contract:

Respectfully submitted, Guy Picquelle Jr. 760-802-1920
 Must be signed by the RMO/President Guy Picquelle

Name: _____ No. _____

By _____

LICENSING:
CONTRACTORS ARE REQUIRED BY LAW TO BE REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD WHICH HAS JURISDICTION TO INVESTIGATE COMPLAINTS AGAINST CONTRACTORS IF A COMPLAINT IS FILED WITHIN THREE YEARS OF THE DATE OF THE ALLEGED VIOLATION. ANY QUESTIONS CONCERNING THE CONTRACTOR MAY BE REFERRED TO THE REGISTRAR OF THE BOARD WHOSE ADDRESS IS:

CONTRACTOR'S STATE LICENSE BOARD
P.O. BOX 26000
SACRAMENTO, CA 95826

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

A Finance Charge Of 1 ½% Per Month Will Be Added To All Outstanding Balances Not Paid Within 30 Days Of Invoice.

We, the contractor, may cancel this transaction prior to commencement o work with notification to owner.

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which I/We agree to pay the amount mentioned in said proposal, and according to the terms thereof.

I HAVE READ, UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS ON PAGE 1 AND 2 OF THIS CONTRACT.

ACCEPTED _____ DATE _____ page 1 of 2



PROPOSAL and CONTRACT

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www.shieldroofing.com www.fallbrookroofing.com www.shieldroofinginc.net

DATE: 4-23-18

Name: Fallbrook Regional Health District	Job Location: Revised 4-23-18
C/O Bobbi Palmer	138 S. Brandon Rd
138 S. Brandon St	Fallbrook Ca 92028
Fallbrook Ca 92028	OPTION 2 Maintenance, repairs & Coating

Phone # 760-731-9187

Email: bpanalmer@fallbrookhealth.org lbannerman@fallbrookhealth.org pknox@fallbrookhealth.org
bookkeeper@fallbrookhealth.org

This proposal is valid for 30 days from the above date, unless otherwise specified herein.

Dear Sir/Madam,

SHIELD ROOFING INC. proposes to furnish all materials and perform all labor necessary to complete the following:

Remove all debris from roof system to a broom clean and haul away the debris. Apply sealant to all pipe, vent, corners of HVAC units, metal connections, splits, holes and tears in the roof system. Prep roof surface and apply the Title 24 cool roof White reflective coating per Shield Roofing Inc. specifications. Install the cotton reinforced roofing fabric at North/East corner parapet roof with large cracks, apply a 2nd coat over the fabric. The thick coating will be applied by roller to insure proper adhesion, penetrations of small holes and cracks to prevent leaks.

3 year guarantee on labor installation by Shield Roofing Inc. with the required annual roofing inspection and standard maintenance. Check and apply sealant at all connections of pipes, vents, roof curb corners and coping metal connections, remove debris to a broom clean at an additional cost of \$275.00 due at time of each service. Guarantee is not transferable and only applies to roof leaks that will be repaired free of charge for 5 years from above date. Leaks caused by anything other than workmanship is not included.

Removal of all HVAC, Compressors, lines, pipes and duct work is not required before roofing repairs and coating can begin.

NOTE: HVAC Sheetmetal platform caps, duct work is not included but can use a rust inhibitor and white coating reachable by hand at an additional cost. All of the above work to completed in a substantial and workmanlike manner to standard practices for the sum of:

Fifteen Thousand Nine Hundred and 00/100*** (Dollars \$15,800.00)**

Progress payments to be made 65% upon delivery of materials, 25% upon substantial completion, balance on completion the work progresses to the value of one hundred per cent (100)% of all work completed. The entire amount of contract to be paid within 3 days after completion.

....Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. Contractor is not responsible for delay or damage caused by weather.

Approximate starting date: tbd

Name and registration number of any salesperson who Solicited or negotiated this contract:

Respectfully submitted, Guy Picquelle Jr. 760-802-1920
 Must be signed by the RMO/President Guy Picquelle

Name: _____ No. _____

By _____

LICENSING:
CONTRACTORS ARE REQUIRED BY LAW TO BE REGULATED BY THE
CONTRACTORS' STATE LICENSE BOARD WHICH HAS JURISDICTION TO
INVESTIGATE COMPLAINTS AGAINST CONTRACTORS IF A COMPLAINT IS
FILED WITHIN THREE YEARS OF THE DATE OF THE ALLEGED VIOLATION.
ANY QUESTIONS CONCERNING THE CONTRACTOR MAY BE REFERRED
TO THE REGISTRAR OF THE BOARD WHOSE ADDRESS IS:

CONTRACTOR'S STATE LICENSE BOARD
P.O. BOX 26000
SACRAMENTO, CA 95826

You, the buyer, may cancel this transaction at any time prior to
midnight of the third business day after the date of this transaction.

A Finance Charge Of 1 ½% Per Month Will Be Added To All
Outstanding Balances Not Paid Within 30 Days Of Invoice.

We, the contractor, may cancel this transaction prior to
commencement o work with notification to owner.

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for
which I/We agree to pay the amount mentioned in said proposal, and according to the terms thereof.

I HAVE READ, UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS ON PAGE 1 AND 2 OF THIS CONTRACT.

ACCEPTED _____ DATE _____

PAGE 1 OF 2

Med+ Urgent Care
617 E. Alvarado St., Fallbrook

Wellness Center
1636 E. Mission Rd., Fallbrook



Contractor License No.
1006729

4/17/2018

Frauke Nasdal-Sebbo
Fallbrook Regional Health District

**RE: Roof Inspection & Proposal
1636 E. Mission Road
Fallbrook, CA 92028**

Frauke,

Per your request, a roof inspection was provided at the above-mentioned site for the purpose of determining the existing conditions and providing recommendations.

An inspection was performed at the Main Building located at the entrance & School Building located in the rear of the property. For clarification purposes, photos regarding the current condition of the School Building roof system are attached at the end of this report.

Our recommendations are as follows:

I. Existing Conditions:

1. Main Building consists of (2) steep-slope shingle roofs connected via flat, built-up roof system in the middle. Constructed circa 1978
 - a. Steep slope shingle roof entails 1-layer of 30 year laminate shingle system, with #30lb underlayment
 - b. Middle flat/built-up roof consists of a hot-applied system entailing #72 base sheet, and granulated fiberglass surface sheet, set in asphalt
2. School building consists of a corrugated, v-rib style metal roof system
 - a. School building was extended as a build-on addition, with new roof incorporated into original existing metal roof

II. Findings/Conclusion:

1. Main Building
 - a. Missing/detached shingles noted on Main Building, exposing underlayment to elements of weather
 - b. Water intrusion noted at flat/built-up roof of Main Building, related to ongoing roof leak & deteriorated sidewall details
2. School Building
 - a. Existing metal roof is deteriorated along leading edges, with deterioration noted throughout the panel profile, allowing ongoing roof leaks
 - b. Metal roof panels are in very poor condition, specifically along leading edges
 - c. Various repairs noted throughout rooftop
 - d. Leading edge terminates improperly into gutter detail
 - e. Tie-in detail from original & newer roof system is improperly enveloped, allowing possible water intrusion
 - f. Roof stacks, protrusions, and units are mounted incorrectly within metal panels

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620 Venture Street | Suite A | Escondido CA 92029
www.westmaxroofing.com | 855-WESTMAX | wayne@westmaxroofing.com

III. Recommendations:

Main Building

1. Furnish and install 40 year, laminate, dimensional roof shingles where missing or otherwise non-functional
2. At flat/built-up roof; demo existing sidewall detail and leading edge where fascia meets, reroof new tie-in using APP torch applied system, repair sidewall & stucco detail(s)

School Building

3. Cut back and demo existing metal panel roof along entire leading edge of original roof (approximately 168 lineal feet), at joist cross member approximately 4' from leading edge
4. Remove 672 s/f of deteriorated corrugated metal roof panels
5. Furnish and install custom fabricated v-profile panels, installed and enveloped per manufactures specifications
6. Re-flash all roof penetrations, stacks, units, etc per manufactures specifications
7. Remove previous repairs applied in substandard method, replace and repair areas using best roofing practices
8. Power broom entire roof surface, clean all debris from rooftops in preparation of new roofing system
9. Clean and re-flash all penetrations with white, elastomeric acrylic cement, allow to cure
10. Repair all splits, open seams, voids and flashings, and any other conditions affecting the water tightness of the roof. The existing membrane will be made sound and watertight. All repairs will be conducted in accordance with NRCA guidelines and good roofing practice
11. At all metal flashing details, laps, seams, pipe/vent stacks; re-secure or replace in accordance to NRCA guidelines and local building codes
12. Apply Gaco E-5320 primer at a rate of 400 sq.ft / gallon, in accordance with manufactures specifications
13. Furnish and install new silicone coating system; apply Gaco S2000 Silicone roof coating system at the rate of 3 gallons per 100 s/f of roof area per manufactures specifications
14. Coat all roof flashings, accessories, stacks, vents, and exposed ventilation ducts, finished with topcoat color to enhance aesthetics
15. Inspect all sidewall flashing & coping transitions, mechanically fasten with anchors and grommet fasteners, seal as needed using urethane caulking and feathered with urethane caulking along head-laps, seams, and laps
16. Remove and replace parapet coping, a/c platform cap flashings where needed
17. Inspect and replace any deteriorated or damaged wood blocking or sleepers in accordance with NRCA guidelines and good roofing practice
18. Perform post job inspection with Ownership

IV. Cost Breakdown:

Main Building


- \$ 750.00 - all repairs noted in above mentioned scope of work

School Building

- \$ 40,000.00 – 15 year Contractors Warranty & 50 year Limited Material Warranty

Price above includes all material, labor, roof permits, and sales tax

We appreciate the opportunity to provide this proposal,



Wayne Rand | Westmax Roofing, Inc.
760.822.3166 | wayne@westmaxroofing.com

Westmax Roofing, Inc.
620 Venture Street | Suite A | Escondido CA 92029
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PROPOSAL and CONTRACT

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www.shieldroofing.com www.fallbrookroofing.com www.shieldroofinginc.net

DATE: 4-23-18

Name: Fallbrook regional Health care district	Job Location:
138 S. Brandon Rd	1636 E Mission rd., Fallbrook a 92028
Fallbrook Ca 92028	"Tropical" 1.5 #914P metal roof coating roof system
C/O Frauke Nasdal-sebbo	

Phone # 760-731-9187 Email: projectadmin@fallbrookhealth.org

This proposal is valid for 30 days from the above date, unless otherwise specified herein.

Dear Sir/Madam,
 SHIELD ROOFING INC. proposes to furnish all materials and perform all labor necessary to complete the following:
 Remove loose debris on the roof system to a broom clean and haul away the debris. Prep and power wash if required the existing metal roof system per Shield Roofing Inc specifications,. Apply Vulkem sealant at all pipe and vent connections, HVAC roof corner connections. Remove the areas of metal roofing at edges deteriorated by rust, fabricate galvanized metal and install and patch as deemed necessary by Shield Roofing Inc. Apply the rust inhibitor to areas of surface rust to stop the deterioration and seal all .splits, and tears and bolt heads. Install self tapping screws at laps as deemed necessary by Shield Roofing Inc.. Apply vulkem to bolt heas and open laps. Insstall the first coating of the white title 24 cool roof reflective coating by US Intec, apply the cloth reinforced fabric webbing throughout the entire roof system. Suply and install the second coating over the reinforced fabric with another title 24 cool roof white reflective coating, including pipes and vents. Inject foam closures at the ends of the metal roof system as not to allow birds, rodents etc. .

Note: Sheetmetal at HVAC units are in need of repairs and/or replacement. .Gutters not included
 Note: The existing roof system does not have solid plywood and is not a structural metal roof system. Re roofing of the roof system can only be done after the existing metal roof system is removed and hauled away. Evaluated by an engineer, install new minimum 3/4" structural plywood installed then a conventional roof certified to handle the weight of the existing structure if desired.

All of the above work to completed in a substantial and workmanlike manner to standard practices for the sum of:
Twenty Nine Thousand Eight Hundred and 00/100*** (Dollars \$29,800.00)**

Progress payments to be made 65% upon delivery of materials, 25% upon substaintial completion, balance on completion the work progresses to the value of one hundred per cent (100)% of all work completed. The entire amount of contract to be paid within 3 days after completion.

.....Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. Contractor is not responsible for delay or damage caused by weather.
 Approximate starting date: tbd

Name and registration number of any salesperson who Solicited or negotiated this contract:

Respectfully submitted, Guy Picquelle Jr. 760-802-1920
 Must be signed by Guy Picquelle

Name: _____ No. _____ By _____

LICENSING:
CONTRACTORS ARE REQUIRED BY LAW TO BE REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD WHICH HAS JURISDICTION TO INVESTIGATE COMPLAINTS AGAINST CONTRACTORS IF A COMPLAINT IS FILED WITHIN THREE YEARS OF THE DATE OF THE ALLEGED VIOLATION. ANY QUESTIONS CONCERNING THE CONTRACTOR MAY BE REFERRED TO THE REGISTRAR OF THE BOARD WHOSE ADDRESS IS:

CONTRACTOR'S STATE LICENSE BOARD
P.O. BOX 26000
SACRAMENTO, CA 95826

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

A Finance Charge Of 1 ½% Per Month Will Be Added To All Outstanding Balances Not Paid Within 30 Days Of Invoice.

We, the contractor, may cancel this transaction prior to commencement o work with notification to owner.

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which I/We agree to pay the amount mentioned in said proposal, and according to the terms thereof.

I HAVE READ, UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS ON PAGE 1 AND 2 OF THIS CONTRACT.

ACCEPTED _____ DATE _____

PAGE 1 OF 2

DISCUSSION/ACTION ITEMS

Consideration of extension of support for
extended hours for Med+ Urgent Care*

Document Forthcoming

DISCUSSION/ACTION ITEMS

Consideration of extension of contracted services for
accounting/bookkeeping

Document Forthcoming

**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT**

This First Amendment to Professional Services Agreement dated _____, 2017, (Agreement) is entered into by and between Fallbrook Regional Health District, f/k/a Fallbrook Healthcare District (District), a public agency organized and operating pursuant to California Health and Safety Code sections 32000, et. seq., and Wendy Lyon, as follows,

R-E-C-I-T-A-L-S

1. The District continues to require the professional services of a bookkeeper to assist in monitoring and tracking of its financial transaction, and to create and maintain monthly financial reports for the District

2. Consultant desires to continue to provide professional bookkeeping services to the District as noted in and in accordance with the preceding recital.

C-O-V-E-N-A-N-T-S

The Professional Services Agreement between District and Consultant is hereby amended as follows:

Section 2.1 Compensation for Services, is amended to read “For the full and satisfactory performance of the Services, District shall compensate Consultant on an hourly basis at a rate of \$45.00 per hour, to be billed in increments of one-quarter hour. District anticipates, but does not guarantee an average monthly need of eighteen to twenty four (18-24) hours per month to perform the Services.”

Section 3 TERM is amended to read as follows: “The term of this Agreement shall run from the date this Agreement is fully executed until January 31, 2020, subject to District’s right to sooner terminate or suspend this Agreement as provided in this Agreement.”

In all other respects, the Agreement shall continue in full force and effect.

This Agreement is entered into in San Diego County, California.

Fallbrook Regional Health District

Consultant

By: _____
Bobbi Palmer,
Executive Director

By: _____
Wendy Lyon

Dated: _____

Dated: _____

SCHEDULE A –Services to be Provided

- 1. Conduct monthly reconciliation of accounts including bank accounts.**
- 2. Prepare and issue financial statements.**
- 3. Provide needed financial information to accountant.**
- 4. Maintain an orderly accounting/filing system.**
- 5. Calculate and issue financial analysis of the financial statements.**
- 6. Maintain the chart of accounts, and ensure the proper posting of transactions to appropriate accounting journals and general ledger.**
- 7. Track and calculate variances between actual and budget, and report significant issues to the Executive Director.**
- 8. Assist in preparation of, and maintain the annual budget.**
- 9. Comply with all applicable local, state and federal government reporting requirements.**
- 10. Such “Additional Services” as may be discussed and agreed upon between Consultant and District on an as-needed basis.**

DISCUSSION/ACTION ITEMS

Review of staff salary increases

State Controller's Office - Local Government Programs and Services Division
Special Districts - Local Government Compensation Report - Calendar Year 2017

Refer to the 2017 GCC Reporting Instructions for more details

Entity Name: **Fallbrook Healthcare District**

Human Resources Web Page

Do the amounts in the Defined Benefit Plan column include payment toward the pension unfunded liability? No No

(Enter 'Yes' or 'No') (Enter 'Yes' or 'No')

'Save As' Filename: **2017-12143704200.xlsx**

Preparer Name: **Kathy Bogle**
 Phone Number: **760-990-9142**
 E-mail Address: **kathybogle123@gmail.com**

Preparer Contact Information

Line #	Elected Official Enter 'Y'	Department	Classification	Multiple Positions Footnote	Annual Salary		Annual Maximum	Total Wages Subject to Medicare (Box 5 of W-2):----			Applicable Defined Pension Formula	Retirement Plan:		Employer Contribution:-----"		Health, Dental, Vision	
					Minimum	Maximum		Regular Pay	Overtime Pay	Lump Sum Pay		Other Pay	Employers' Share Paid by Employer	Defined Benefit Plan: Share	Deferred Compensation/Contribution Plan		
1.	Y	BOARD MEMBER	DIRECTOR - PRESIDENT		0	6,000	6,000	3,300	0	0	0	0	0	0	0	0	0
2.	Y	BOARD MEMBER	DIRECTOR - VICE PRESIDENT		0	6,000	6,000	4,400	0	0	0	0	0	0	0	0	0
3.	Y	BOARD MEMBER	DIRECTOR - SECRETARY		0	6,000	6,000	2,800	0	0	0	0	0	0	0	0	0
4.	Y	BOARD MEMBER	DIRECTOR - TREASURER		0	6,000	6,000	4,700	0	0	0	0	0	0	0	0	0
5.	Y	BOARD MEMBER	DIRECTOR		0	6,000	6,000	5,100	0	0	0	0	0	0	0	0	0
6.		ADMINISTRATION	EXECUTIVE DIRECTOR		0	0	0	134,800	0	0	0	0	0	0	0	0	4,800
7.		ADMINISTRATION	ADMINISTRATIVE ASSISTANT		0	0	0	42,403	0	0	0	0	0	0	0	0	1,100
8.		ADMINISTRATION	ADMINISTRATIVE ASSISTANT		0	0	0	37,237	0	0	0	0	0	0	0	0	2,180

DISCUSSION/ACTION ITEMS

Update designation of individuals authorized to deposit or
withdraw funds in LAIF account

TO: FHD FINANCE COMMITTEE – Howard Salmon, Treasurer ; Barbara Mroz

Cc: BOBBI PALMER; Gordon Tinker; Blaise Jackson

FROM: Vi Dupre, Administrator

DATE: 12/31/2015

RE: FHD Investment Accounts, Citibank Operating Account and American Express Credit Card
Change of Signatories on each Account

All accounts have been changed to add Bobbi Palmer and remove Vi Dupre as signator. Change effective 01/04/2016

TYPE OF ACCOUNT	ACCOUNT	SIGNATORS	EFFECTIVE DATE
INVESTMENT	LAIF	GORDON TINKER HOWARD SALMON BOBBI PALMER	JANUARY 4, 2016
INVESTMENT	CaITRUST	GORDON TINKER HOWARD SALMON BOBBI PALMER	JANUARY 4, 2016
OPERATING - CHECKING	CITIBANK	GORDON TINKER BARBARA MROZ HOWARD SALMON BOBBI PALMER	JANUARY 4, 2016 BP – Up to \$500.00 2 sigs over \$5000.00
OPERATING	CITIBANK - CITIBUSINESS ON LINE	VI DUPRE BOBBI PALMER – TOKEN ARRIVED: 1-4-16	ACCESS DEVICE SHOULD BE DELIVERED NEXT WEEK – Then Vi will remove from account access.
CREDIT CARD	AMERICAN EXPRESS	BOBBI PALMER received her card. 12/23/15.	Removed Vi Dupre as primary card holder. Added B Palmer. 1 card: Mike Ready- under primary account – Limit \$300.



**California State Treasurer's Office
Local Agency Investment Fund (LAIF)**

Authorization for Transfer of Funds

Effective Date _____

Agency Name _____

LAIF Account # _____

Agency's LAIF Resolution # _____ or Resolution Date _____

ONLY the following individuals whose names appear in the table below are hereby authorized to order the deposit or withdrawal of funds in LAIF. **This authorization REPLACES AND SUPERSEDES all prior authorizations on file with LAIF for the transfer of funds.**

Name	Title

Two authorized signatures required. Each of the undersigned certifies that he/she is authorized to execute this form under the agency's resolution, and that the information contained herein is true and correct.

Signature

Print Name

Title

Telephone

Signature

Print Name

Title

Telephone

Please provide email address to receive LAIF notifications.

Name	Email

**Mail completed form to: State Treasurer's Office
Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001**

DISCUSSION/ACTION ITEMS

Recommendation from accountant for amount transferred quarterly from LAIF account to Citibank account

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DISCUSSION/ACTION ITEMS

Consideration of Centraforce 2019 bridge contract proposal

STATEMENT OF WORK

This is a Statement of Work (“**SOW**”) pursuant to the terms of the Master Services Agreement (“**Agreement**”) between CentraForce, LLC (“**CentraForce**”) and Fallbrook Regional Health District (“**Customer**”). Capitalized terms used herein have the meanings ascribed to them in the Agreement, unless expressly defined herein. The effective date of this SOW is December 30th, 2018 (“**SOW Effective Date**”).

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. CUSTOMER INFORMATION:

Executive Sponsor/Customer:	Bobbi Palmer Chief Executive Officer
Project Manager/Customer Contact: (for the SOW)	Name: Bobbi Palmer Phone: 760) 731-9187 Email: bpalmer@fallbrookhealth.org
Billing Information:	Address: 138 South Brandon Road, Fallbrook CA 92028 Contact: Same as above Phone: Same as above Email: Same as above Special Instructions for Billing/Invoicing:

2. SUBSCRIPTION TERM: 6 months commencing from the Go Live Date (defined below).

3. CUSTOMER END USER: Fallbrook Health District

4. TABLE I: SAAS PRODUCT, SAAS SERVICE, FEES AND ADDITIONAL TERMS AND CONDITIONS

	CENTRAFORCE HEALTH SAAS SERVICE	Fees
Single Use Subscription License Fees	<ul style="list-style-type: none"> • Set up, scope and services fee • Fallbrook defined service area • One community insights refresh (June 2019) • One TBD population and insights report • Standard support • Annual license renewal 	\$40,000
Single Use Subscription License Support	Initial data introduction, Visualization BI training, 24/7 customer support as needed	Included
Customer Materials Required by CentraForce for Onboarding & Set Up of SaaS Service (in order to meet Go Live Date)	Agreement on TBD population and definition within 45 days of agreement effective date	
Customer Objectives/Goals	To gain community health insights in the Fallbrook Regional Health District service area. Outcomes include thought leadership and communications, better coordination of local resources and insights to drive Fallbrook to a designated Blue Zone community	
Standard Go Live Date and initiation of SaaS License and Service*	The “Go Live Date” will be the <i>earlier</i> of the actual go live date of the SaaS Service or 45 days from the SOW Effective Date, unless otherwise mutually agreed by the parties	
Additional PMPM Fees	N/A	
SaaS Service Platform Specifications	Geography: Fallbrook Health District service area	
SaaS Service Platform Specifications	Visualization BI Name: TBD	
	Population per client defined service or market area 1) TBD	

	Microsoft Power BI Visualizations/Risk Scores: 1. 107 Comprehensive Determinant Risk Scores 2. 25 Communication Channel Preference Scores 3. Geospatial mapping of risk physicians and facilities	
Payment Terms	50% billed at SOW signing and 50% billed upon delivery. All invoices due 30 days from the date of the invoice.	
	Total Fees:	\$40,000

* CentraForce’s fees do not include any taxes, levies, duties or similar governmental assessments of any nature, including value-added, sales, use or withholding taxes, assessable by any local, state, provincial, federal or foreign jurisdiction (collectively, “Taxes”). Except for taxes assessable against CentraForce based on CentraForce’s income, Customer is responsible for paying all Taxes associated with Customer’s purchases hereunder. If CentraForce has the legal obligation to pay or collect Taxes for which Customer is responsible under this SOW, the appropriate amount will be invoiced to and paid by Customer in accordance with the above payment terms, unless Customer provides CentraForce with a valid tax exemption certificate authorized by the appropriate taxing authority.

By signing below, the parties agree to be bound by the terms and conditions of this SOW. This SOW may be executed in counterparts, each of which will be deemed to be an original but all of which together will constitute one and the same instrument. Any executed copy of this SOW made by reliable means (e.g. photocopy, pdf or facsimile) is considered an original.

Each of the individuals executing this SOW on behalf of a party individually represents and warrants that he or she has been authorized to do so and has the power to bind the party for whom they are signing.

CENTRAFORCE, LLC

FALLBROOK REGIONAL HEALTH DISTRICT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

DISCUSSION/ACTION ITEMS

Consideration of Resolution memorializing Board Officers and Setting Date, Time and Place for Regular Board Meetings 2019

RESOLUTION NO. 424

RESOLUTION OF THE BOARD OF DIRECTORS OF FALLBROOK REGIONAL HEALTH DISTRICT THE INTENTION TO TRANSITION FROM AT-LARGE TO DISTRICT-BASED ELECTIONS PURSUANT TO ELECTIONS CODE 10010(e)(J)(A)

WHEREAS, FALLBROOK REGIONAL HEALTH DISTRICT ("FRHD") is a California health care district duly organized and existing under the laws of the State of California, particularly the Local Health Care District Law, constituting Division 23 of the Health and Safety Code of the State of California, and more particularly, Health and Safety Code §§ 32000 et seq. (the "Law"); and,

WHEREAS, the governing board ("Board") held its annual organizational meeting in December, 2018, to provide for the election of Board officers for 2019, and to fix the date and time of the regular board meeting; and,

WHEREAS, the majority of the Board has decided to change the date and time of the regular board meeting.

NOW, THEREFORE, this Board of Directors of Fallbrook Regional Health District does hereby resolve:

Section 1. The foregoing recitals are true and correct.

Section 2. The Board has decided that _____ shall serve as Board President, _____ shall serve as Vice President and _____ shall serve as Secretary, effective immediately and continuing until the end of the term of office, ending December 6, 2019

Section 3. The Board hereby changes the effective day and time of the monthly Regular board meeting to _____, at ____:____pm, at the Wellness Center, 1636 Mission Rd. Fallbrook, CA 92028.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of Fallbrook Regional Health District at a Regular meeting held this 12th day of December, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

_____, President
Board of Directors

_____, Vice-President
Board of Directors