

Fallbrook Regional HEALTH DISTRICT

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

BOARD OF DIRECTORS REGULAR BOARD MEETING

WEDNESDAY
DECEMBER 11, 2019

6:00 PM

AT

**FALLBROOK REGIONAL HEALTH DISTRICT
ADMINISTRATIVE OFFICE
138 SOUTH BRANDON ROAD
FALLBROOK, CA 92028**

Fallbrook Regional HEALTH DISTRICT

AGENDA
REGULAR BOARD MEETING
 Wednesday, December 11, 2019, 6:00 p.m.
 Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE

- A1. Annual Organizational Meeting: Election of Officers of the Board
- A2. Commencement of Regular Monthly Meeting-Newly Elected President

B. 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.

C. BOARD MEMBER AND PUBLIC COMMENTS

Opportunity for board members and citizens to speak on items of interest within subject matter jurisdiction of the District. Please note that, for comments made on items not appearing on the current agenda, the Board may take no action as to the comment at the current meeting (Gov’t Code 54954.3[a]), and the Board is allowed only a brief response to the speaker’s comment. For the record, please state your name. “Request to speak” cards should be filled out in advance and presented to the Board Chair or the recording secretary. The Board has a policy limiting any speaker to not more than five minutes

D. CONSENT ITEMS

- D1. Approval of October 2019 Financial Statements 2
- D2. Minutes of November 6, 2019 Finance Committee Meeting 21
- D4. Minutes of November 11, 2019 Special Board Meeting..... 27
- D3. Minutes of November 13, 2019 Regular Board Meeting..... 29
- E2. Minutes of November 20, Strategic Planning Committee Meeting 35

E. REPORTS

- E1. Finance Committee – Directors Jeffries and Mroz
- E2. Gov’t and Public Engagement Committee – Directors Schwartz-Frates and Mroz
- E3. Facilities Committee – Directors Leach and Mroz
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
- E5. Executive Director – Rachel Mason 38
- E6. General Counsel – Jeffrey Scott 41

F. DISCUSSION ITEMS

- F1. Presentation of Collaborative Proposal for Wellness Center – Catalyst & Taylor
 Design 48
- F2. Review Board Self-Assessment - Online..... 49
- F3. Review Executive Director Assessment - Online..... 53

G. ACTION ITEMS

- G1. Approval of Rock Rose School for Creative Learning Lease – Request for Month to Month Lease Extension – Amendment No. 1 58
Recommendation That the board approve the revised agreement (with no end date included) with the understanding the District needs supersede the month-to-month agreement.
- G2. Approval of Approval of Lyft Pilot Program and Draft Application 61
Recommendation from Strategic Planning: That the board approve this pilot program.
- G3. Election to Special Districts Advisory Committee – San Diego Local Agency Formation Commission..... 68
New Item Review and select eight nominees for Special Districts Advisory Committee, authorize President to cast vote for District before January 6, 2020.
- G4. Review Annual Audit for the Year Ended 2019 89
Recommendation from Finance That the board approve the annual audit.
- G5. Approval of Cybergrants as Vendor for Processing Community Health Contract Grant Applications and Impact Reports..... 123
Recommendation from Finance That the board approve contracting with Cybergrants for grantees and obtaining grants.

H. ITEMS FOR SUBSEQUENT MEETINGS

- H1. Other Director/Staff discussion items
 - H1a. Item(s) for future board agendas
 - H1b. Announcements of upcoming events:
 - **No meeting in December** of the **Community Collaborative for Health & Wellness Committee (CCH&W)**
 - **Strategic Planning Committee meeting** – Wednesday, **December 18**, 5:00pm, FRHD Administrative Office, Community Room, 138 S. Brandon Rd.
 - **Gov’t and Public Engagement Committee meeting** – Quarterly **TBD**
 - **Christmas Eve and Christmas Day/District Holidays** – Office closed
 - **New Year’s Day/District Holiday** – Office closed
 - **Finance Committee meeting** – 1st Wednesday, **January 2**, 6:00pm, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
 - **Woman of Wellness** – 1st Thursday, **January 2**, 6:00 – 7:30pm, Fallbrook Library
 - **Community Collaborative for Health & Wellness Committee (CCH&W)** – **January 15**, 9:30am, FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
 - **Board Workshop TBD**
FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
 - **ACHD's 2020 Leadership Academy** – **February 20-21**, Sacramento.
- H2. **Next Regular Board meeting – 2nd Wednesday, January 8**, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

K. ADJOURNMENT

NOTE: I certify that on Friday, December 6, 2019 I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Fallbrook Regional Health District, said time being at least 72 hours in advance of the meeting. 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 2019 to September 2019

	Oct 31, 19	Sep 30, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
102.3 · Cash in Bank-P.W. Oper. Acct.	423,934	570,132	(146,198)
102.6 · Cash in Bank -LAIF	1,337,136	1,328,776	8,360
102.9 · CalTRUST Investment Account	7,069,222	7,042,641	26,582
102.91 · Petty Cash	208	19	189
Total Checking/Savings	8,830,501	8,941,567	(111,067)
Other Current Assets			
104 · Prepaid Insurance	18,396	20,593	(2,197)
107 · Tax apportion receivable	74,890	27,119	47,772
110 · Reimbursmnt Rec'ble - Comm Inv	362	362	
Total Other Current Assets	93,647	48,073	45,574
Total Current Assets	8,924,148	8,989,641	(65,493)
Fixed Assets			
121 · Equipment	62,999	62,999	
121.2 · Equipment Depreciation	(39,147)	(38,348)	(799)
122.0 · Assets			
122.01 · E. Alvarado Street	137,054	137,054	
122.012 · E. Alvarado Street Improvements	6,548	1,823	4,725
122.013 · E Alvarado St Land	154,186	154,186	
122.02 · S. Brandon Road	161,578	161,578	
122.022 · S. Brandon Road Improvements	13,304	6,331	6,974
122.023 · Brandon Road Land	129,662	129,662	
122.03 · E. Mission Road	1,440,790	1,440,790	
122.032 · E. Mission Road Improvements	33,686	31,729	1,957
122.033 · E Mission Rd Land	360,629	360,629	
122.039 · Accum Depr - E. Mission Improv.	(1,695)	(1,526)	(170)
122.07 · Accum Depr - ALL BUILDINGS	(42,997)	(42,997)	
Total 122.0 · Assets	2,392,746	2,379,259	13,487
Total Fixed Assets	2,416,597	2,403,910	12,687
TOTAL ASSETS	11,340,745	11,393,551	(52,805)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
140 · Accounts Payable	92,822	51,113	41,709
Total Accounts Payable	92,822	51,113	41,709
Other Current Liabilities			
204 · Accrued Vacation & Sick Leave	12,832	12,832	
215 · District Wellness Initiatives			
215.23 · Health Fair	610	1,380	(770)
215.39 · PSA Screening	703	703	
215.43 · Mahjong	1,007	1,007	
215.46 · FHD Promotional Float	100	100	
215.50 · Woman of Wellness (WOW)	(43)	(43)	
Total 215 · District Wellness Initiatives	2,378	3,148	(770)
220 · Refundable Deposit Payable	5,250	5,250	

**FALLBROOK REGIONAL HEALTH DISTRICT
BALANCE SHEET COMPARISON**

Comparison of October 2019 to September 2019

	Oct 31, 19	Sep 30, 19	\$ Change
Total Other Current Liabilities	<u>20,460</u>	<u>21,230</u>	<u>(770)</u>
Total Current Liabilities	<u>113,282</u>	<u>72,343</u>	<u>40,939</u>
Total Liabilities	<u>113,282</u>	<u>72,343</u>	<u>40,939</u>
Equity			
300 · Unrestricted Operations Fund	1,702,889	1,702,889	
302.2 · Community Investment Fund	9,554,578	9,554,578	
3900 · Retained Earnings	398,645	398,645	
Net Income	<u>(428,649)</u>	<u>(334,905)</u>	<u>(93,744)</u>
Total Equity	<u>11,227,463</u>	<u>11,321,208</u>	<u>(93,744)</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,340,745</u></u>	<u><u>11,393,551</u></u>	<u><u>(52,805)</u></u>

FALLBROOK REGIONAL HEALTH DISTRICT
Income Statement
For the Month Ended October 31, 2019 & Fiscal Year to Date

	Oct 19	Jul - Oct 19
Ordinary Income/Expense		
Income		
400. · District		
402 · Property tax revenue	74,890	145,940
403 · Interest / Dividends	20,982	60,017
406 · Unearned Inc (Loss) - Cal Trust	13,960	20,921
	109,832	226,877
450. · Properties		
450.02 · Cost of Elder Str Property Sale	(138,654)	(149,502)
	(138,654)	(149,502)
460 · Lease Income		
460.01 · Med+ Urgent Care (formerly A+)	2,800	11,200
460.03 · Rock Rose School	3,500	14,000
	6,300	25,200
Total Income	(22,522)	102,575
Gross Profit	(22,522)	102,575
Expense		
500 · Admin. Expenses & Overhead		
500.10 · Salaries	20,554	85,322
500.12 · Payroll Taxes	2,147	8,878
500.14 · W/C Insurance	(80)	358
500.15 · Employee Health & Welfare	2,364	10,282
500.16 · Board Stipends	2,000	8,200
500.17 · Education & Conferences	1,316	7,152
500.18 · Dues & Subscriptions	6,191	6,406
500.19 · Insurance - General	2,052	8,206
500.20 · Independent Accounting Services	1,000	4,550
500.21 · Annual Independent Audit	840	9,200
500.23 · General Counsel	3,798	14,298
500.25 · Office Expense		
01 · Communications	313	1,766
02 · I.T. and Website services	317	2,262
04 · Office Expenses	1,093	3,406
05 · LAFCO Admin fees		1,210
06 · Independent Contract Services	5,452	19,236
	7,175	27,880
500.27 · Depreciation	969	3,821
500.29 · Dist Promotions & Publications	1,211	8,239
500.30 · Simple IRA Expense	550	2,100
500.32 · Consultant Fees	681	3,878
500.33 · Copier Lease	802	3,209
500.36 · Accrued Vacation & Sick Leave		(1,095)
	53,569	210,883
500 · Mgmt./Maint. - Alvarado Street		

FALLBROOK REGIONAL HEALTH DISTRICT
Income Statement
For the Month Ended October 31, 2019 & Fiscal Year to Date

	Oct 19	Jul - Oct 19
550.10 · Maintenance Services & Repairs		580
550.22 · Property Manager	300	300
550.29 · Dist. Promotions & Publications	123	123
550.32 · Consultant Fees	306	1,365
Total 550 · Mgmt./Maint. - Alvarado Street	729	2,368
570 · Mgmt./Maint. - E. Mission Road		
570.02 · Gas & Electric	494	1,015
570.03 · Water	(238)	(1,189)
570.04 · Waste Management	72	141
570.05 · Security		1,141
570.06 · Landscape - Grounds Environment	700	2,800
570.07 · Custodial Services	300	300
570.10 · Maintenance Services & Repairs	732	3,033
570.11 · Contractor Expense		330
570.12 · Fire Alarm System	45	45
570.22 · Property Manager	338	1,725
570.25 · Office Expense		
25.01 · Communications	95	243
25.04 · Office Expenses		72
Total 570.25 · Office Expense	95	315
570.32 · Consultant Fees		3,640
Total 570 · Mgmt./Maint. - E. Mission Road	2,537	13,296
590 · Mgmt./Maint. - S. Brandon Road		
590.01 · Property Manager		1,050
590.02 · Gas & Electric	641	3,290
590.03 · Water	204	892
590.04 · Waste Management	79	154
590.06 · Landscape - Grounds Environment	800	1,600
590.07 · Custodial Services	900	3,240
590.08 · Elevator	191	764
590.09 · Vehicle Expenses	1,314	1,536
590.10 · Maintenance Services & Repairs	463	3,391
590.11 · Medical Records Store & Service	1,796	14,253
Total 590 · Mgmt./Maint. - S. Brandon Road	6,387	30,170
600 · Community Health Contracts		
600.02 · Fbk Citizens Crime Prevention		2,825
600.03 · Be Well Therapy, Inc.		5,929
600.04 · Boys & Girls Club		19,240
600.05 · Community Health Systems, Inc.		30,000
600.07 · Fbk Senior Citizens Srvc Club		31,250
600.08 · Fallbrook Smiles Project		22,545
600.11 · Palomar Family Counseling Srvc		16,856
600.17 · Foundation for Senior Care		71,840
600.18 · Fallbrook Food Pantry		32,500
600.33 · REINS Therapeutic Prgm		24,716
600.37 · Trauma Intervention Prgm of SD		2,500
600.46 · Mental Health Systems, Inc.		2,534

FALLBROOK REGIONAL HEALTH DISTRICT
Income Statement
For the Month Ended October 31, 2019 & Fiscal Year to Date

	Oct 19	Jul - Oct 19
600.51 · North County C.E.R.T. Inc.		1,305
600.53 · Jeremiah's Ranch		(3,872)
600.58 · Michelle's Place		8,041
600.60 · D'Vine Path, Inc.		1,910
600.61 · San Diego North County Lions		5,000
600.62 · Neighborhood Healthcare		3,750
Total 600 · Community Health Contracts		278,869
800 · District Direct Care Services		
800.02 · Med+ Urgent Care	8,000	42,000
Total 800 · District Direct Care Services	8,000	42,000
Total Expense	71,222	577,586
Net Ordinary Income	(93,744)	(475,011)
Other Income/Expense		
Other Expense		
900 · Community Invest Fd Reimbursmnt		(46,362)
Total Other Expense		(46,362)
Net Other Income		46,362
Net Income	(93,744)	(428,649)

**FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget**

July through October 2019

	<u>Jul - Oct 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% Variance</u>
Ordinary Income/Expense				
Income				
400. · District				
402 · Property tax revenue	145,940	261,000	(115,060)	56%
403 · Interest / Dividends	60,017	68,000	(7,983)	88%
406 · Unearned Inc (Loss) - Cal Trust	20,921	11,000	9,921	190%
Total 400. · District	<u>226,878</u>	<u>340,000</u>	<u>(113,122)</u>	<u>67%</u>
450. · Properties				
450.02 · Cost of Elder Str Property Sale	(149,502)	0	(149,502)	
Total 450. · Properties	<u>(149,502)</u>	<u>0</u>	<u>(149,502)</u>	
460 · Lease Income				
460.01 · Med+ Urgent Care (formerly A+)	11,200	11,200	0	100%
460.03 · Rock Rose School	14,000	14,000	0	100%
Total 460 · Lease Income	<u>25,200</u>	<u>25,200</u>	<u>0</u>	<u>100%</u>
Total Income	<u>102,576</u>	<u>365,200</u>	<u>(262,624)</u>	<u>28%</u>
Gross Profit	<u>102,576</u>	<u>365,200</u>	<u>(262,624)</u>	<u>28%</u>
Expense				
500 · Admin. Expenses & Overhead				
500.10 · Salaries	85,322	85,347	(25)	100%
500.12 · Payroll Taxes	8,878	7,000	1,878	127%
500.14 · W/C Insurance	358	583	(225)	61%
500.15 · Employee Health & Welfare	10,282	10,667	(385)	96%
500.16 · Board Stipends	8,200	10,000	(1,800)	82%
500.17 · Education & Conferences	7,152	4,000	3,152	179%
500.18 · Dues & Subscriptions	6,406	15,110	(8,704)	42%
500.19 · Insurance - General	8,206	8,207	(1)	100%
500.20 · Independent Accounting Services	4,550	2,667	1,883	171%
500.21 · Annual Independent Audit	9,200	9,000	200	102%
500.23 · General Counsel	14,298	16,667	(2,369)	86%
500.25 · Office Expense				
01 · Communications	1,766	2,067	(301)	85%
02 · I.T. and Website services	2,262	2,000	262	113%
03 · Refreshments	0	500	(500)	0%
04 · Office Expenses	3,406	4,000	(594)	85%
05 · LAFCO Admin fees	1,210	1,367	(157)	89%
06 · Independent Contract Services	19,236	20,000	(764)	96%
Total 500.25 · Office Expense	<u>27,880</u>	<u>29,934</u>	<u>(2,054)</u>	<u>93%</u>
500.27 · Depreciation	3,821	3,267	554	117%
500.29 · Dist Promotions & Publications	8,239	4,000	4,239	206%
500.30 · Simple IRA Expense	2,100			
500.32 · Consultant Fees	3,878	5,000	(1,122)	78%
500.33 · Copier Lease	3,209	3,133	76	102%
500.36 · Accrued Vacation & Sick Leave	(1,095)	2,333	(3,428)	(47%)
500.40 · Video/AV Equipment	0	10,000	(10,000)	0%

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July through October 2019

	<u>Jul - Oct 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% Variance</u>
Total 500 · Admin. Expenses & Overhead	210,884	226,915	(16,031)	93%
550 · Mgmt./Maint. - Alvarado Street				
550.10 · Maintenance Services & Repairs	580			
550.22 · Property Manager	300			
550.29 · Dist. Promotions & Publications	123			
550.32 · Consultant Fees	1,365			
Total 550 · Mgmt./Maint. - Alvarado Street	<u>2,368</u>			
570 · Mgmt./Maint. - E. Mission Road				
570.02 · Gas & Electric	1,015	2,500	(1,485)	41%
570.03 · Water	(1,189)	833	(2,022)	(143%)
570.04 · Waste Management	141	150	(9)	94%
570.05 · Security	1,141			#DIV/0!
570.06 · Landscape - Grounds Environment	2,800	4,000	(1,200)	70%
570.07 · Custodial Services	300	1,560	(1,260)	19%
570.10 · Maintenance Services & Repairs	3,033	5,000	(1,967)	61%
570.11 · Contractor Expense	330	0	330	#DIV/0!
570.12 · Fire Alarm System	45	1,000	(955)	5%
570.22 · Property Manager	1,725			#DIV/0!
570.23 · General Counsel	0	20,000	(20,000)	0%
570.25 · Office Expense				#DIV/0!
25.01 · Communications	243			#DIV/0!
25.02 · I.T. & Website Services	0	500	(500)	0%
25.04 · Office Expenses	72	3,000	(2,928)	2%
25.06 · Independent Contract Services	0	1,667	(1,667)	0%
Total 570.25 · Office Expense	<u>315</u>	<u>5,167</u>	<u>(4,852)</u>	<u>6%</u>
570.29 · Dist. Promotions & Publications	0	4,000	(4,000)	0%
570.32 · Consultant Fees	3,640	10,000	(6,360)	36%
Total 570 · Mgmt./Maint. - E. Mission Road	<u>13,296</u>	<u>54,210</u>	<u>(40,914)</u>	<u>25%</u>
590 · Mgmt./Maint. - S. Brandon Road				#DIV/0!
590.01 · Property Manager	1,050	5,000	(3,950)	21%
590.02 · Gas & Electric	3,290	3,333	(43)	99%
590.03 · Water	892	1,000	(108)	89%
590.04 · Waste Management	154	150	4	103%
590.06 · Landscape - Grounds Environment	1,600	3,667	(2,067)	44%
590.07 · Custodial Services	3,240	2,667	573	121%
590.08 · Elevator	764	833	(69)	92%
590.09 · Vehicle Expenses	1,536	222	1,314	692%
590.10 · Maintenance Services & Repairs	3,391	1,667	1,724	203%
590.11 · Medical Records Store & Service	14,253	7,333	6,920	194%
590.12 · Fire Alarm System	0	333	(333)	0%
590.13 · Renovations / Improvements				#DIV/0!
.13.01. · Architect Expense	0	3,333	(3,333)	0%
Total 590.13 · Renovations / Improvements	<u>0</u>	<u>3,333</u>	<u>(3,333)</u>	<u>0%</u>
Total 590 · Mgmt./Maint. - S. Brandon Road	<u>30,170</u>	<u>29,538</u>	<u>632</u>	<u>102%</u>

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July through October 2019

	<u>Jul - Oct 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% Variance</u>
600 · Community Health Contracts				#DIV/0!
600.02 · Fbk Citizens Crime Prevention	2,825	2,825	0	100%
600.03 · Be Well Therapy, Inc.	5,929	5,929	0	100%
600.04 · Boys & Girls Club	19,240	19,240	0	100%
600.05 · Community Health Systems, Inc.	30,000	30,000	0	100%
600.07 · Fbk Senior Citizens Srvc Club	31,250	31,250	0	100%
600.08 · Fallbrook Smiles Project	22,545	22,545	0	100%
600.11 · Palomar Family Counseling Srvc	16,856	16,856	0	100%
600.17 · Foundation for Senior Care	71,840	71,840	0	100%
600.18 · Fallbrook Food Pantry	32,500	32,500	0	100%
600.33 · REINS Therapeutic Prgm	24,716	24,716	0	100%
600.37 · Trauma Intervention Prgm of SD	2,500	2,500	0	100%
600.46 · Mental Health Systems, Inc.	2,534	2,534	0	100%
600.51 · North County C.E.R.T. Inc.	1,305	1,305	0	100%
600.53 · Jeremiah's Ranch	(3,872)	0	(3,872)	
600.57 · NC Fire Protection District	0	26,250	(26,250)	0%
600.58 · Michelle's Place	8,041	8,041	0	100%
600.60 · D'Vine Path, Inc.	1,910	1,910	0	100%
600.61 · San Diego North County Lions	5,000	5,000	0	100%
600.62 · Neighborhood Healthcare	3,750	3,750	0	100%
Total 600 · Community Health Contracts	278,869	308,991	(30,122)	90%
800 · District Direct Care Services				
800.02 · Med+ Urgent Care	42,000	32,000	10,000	131%
800.03 · North County Fire JPA EMSO/Amb.	0	8,889	(8,889)	0%
800.04 · NC Fire JPA Public Comm.	0	3,333	(3,333)	0%
Total 800 · District Direct Care Services	42,000	44,222	(2,222)	95%
Total Expense	577,587	663,876	(86,289)	87%
Net Ordinary Income	(475,011)	(298,676)	(176,335)	159%
Other Income/Expense				
Other Expense				
900 · Community Invest Fd Reimbursmnt	(46,362)			
Total Other Expense	(46,362)			
Net Other Income	46,362			
Net Income	(428,649)	(298,676)	(129,973)	144%

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss - Approved Annual Budget Overview
 July 2019 through June 2020

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	TOTAL Jul '19 - Jun 20
Ordinary Income/Expense													
Income													
400 · District													
402 · Property tax revenue	26,000	15,000	68,000	152,000	635,000	350,000	50,000	50,000	430,000	200,000	40,000	30,000	2,046,000
403 · Interest / Dividends	17,500	17,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500	200,000
406 · Unearned Inc (Loss) - Cal Trust	2,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	35,000
Total 400 · District	45,500	35,500	87,500	171,500	654,500	369,500	69,500	69,500	449,500	219,500	59,500	49,500	2,281,000
460 · Lease Income													
460.01 · Med+ Urgent Care (formerly A+)	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	33,600
460.03 · Rock Rose School	3,500	3,500	3,500	3,500	3,500	3,500	0	0	0	0	0	0	21,000
Total 460 · Lease Income	6,300	6,300	6,300	6,300	6,300	6,300	2,800	2,800	2,800	2,800	2,800	2,800	54,600
Total Income	51,800	41,800	93,800	177,800	660,800	375,800	72,300	72,300	452,300	222,300	62,300	52,300	2,335,600
Gross Profit	51,800	41,800	93,800	177,800	660,800	375,800	72,300	72,300	452,300	222,300	62,300	52,300	2,335,600
Expense													
500 · Admin. Expenses & Overhead													
500.10 · Salaries	21,337	21,337	21,337	21,337	21,337	21,337	21,337	21,337	21,337	21,337	21,337	21,337	256,040
500.12 · Payroll Taxes	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
500.14 · W/C Insurance	146	146	146	146	146	146	146	146	146	146	146	146	1,750
500.15 · Employee Health & Welfare	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	32,000
500.16 · Board Stipends	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
500.17 · Education & Conferences	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
500.18 · Dues & Subscriptions	8,811	199	100	6,000	110	50	180	100	300	300	300	150	16,600
500.19 · Insurance - General	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	24,620
500.20 · Independent Accounting Services	667	667	667	667	667	667	667	667	667	667	667	667	8,000
500.21 · Annual Independent Audit	0	9,000	0	0	0	0	0	0	0	0	0	0	9,000
500.23 · General Counsel	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	50,000
500.25 · Office Expense													
01 · Communications	517	517	517	517	517	517	517	517	517	517	517	517	6,200
02 · I.T. and Website services	500	500	500	500	500	500	500	500	500	500	500	500	6,000
03 · Refreshments	125	125	125	125	125	125	125	125	125	125	125	125	1,500
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
05 · LAFCO Admin fees	1,367	0	0	0	0	0	0	0	0	0	0	0	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	8,509	7,142	7,142	7,142	7,142	7,142	7,142	7,142	7,142	7,142	7,142	7,142	87,067
500.27 · Depreciation	817	817	817	817	817	817	817	817	817	817	817	817	9,800
500.29 · Dist Promotions & Publications	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
500.32 · 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
500.33 · Copier Lease	783	783	783	783	783	783	783	783	783	783	783	783	9,400
500.36 · Accrued Vacation & Sick Leave	583	583	583	583	583	583	583	583	583	583	583	583	7,000
500.40 · Video/AV Equipment	0	0	0	10,000	0	0	0	0	0	0	0	0	10,000
Total 500 · Admin. Expenses & Overhead	58,038	57,058	47,959	63,859	47,969	47,909	48,039	47,959	48,159	48,159	48,159	48,009	611,277

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss - Approved Annual Budget Overview
 July 2019 through June 2020

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	TOTAL
	Jul '19 - Jun 20												
570 - Mgmt./Maint. - E. Mission Road													
570.02 - Gas & Electric	625	625	625	625	625	625	625	625	625	625	625	625	7,500
570.03 - Water	208	208	208	208	208	208	208	208	208	208	208	208	2,500
570.04 - Waste Management	0	75	0	75	0	75	0	75	0	75	0	75	450
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	390	390	390	390	390	390	390	390	390	390	390	390	4,680
570.08 - Architect Expense	0	0	0	0	0	5,000	0	4,000	0	4,000	0	0	13,000
570.09 - Land Use - Permitting	0	0	0	0	0	5,000	0	4,000	0	4,000	0	0	13,000
570.10 - Maintenance Services & Repairs	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
570.12 - Fire Alarm System	250	250	250	250	250	250	250	250	250	250	250	250	3,000
570.23 - General Counsel	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
570.25 - Office Expense													
25.02 - I.T. & Website Services	125	125	125	125	125	125	125	125	125	125	125	125	1,500
25.04 - Office Expenses	750	750	750	750	750	750	750	750	750	750	750	750	9,000
25.06 - Independent Contract Services	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Total 570.25 - Office Expense	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	15,500
570.29 - Dist. Promotions & Publications	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
570.32 - Consultant Fees	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
Total 570 - Mgmt./Maint. - E. Mission Road	13,515	13,590	13,515	13,590	13,515	23,590	13,515	21,590	13,515	21,590	13,515	13,590	188,630
590 - Mgmt./Maint. - S. Brandon Road													
590.01 - Property Manager	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
590.02 - Gas & Electric	833	833	833	833	833	833	833	833	833	833	833	833	10,000
590.03 - Water	250	250	250	250	250	250	250	250	250	250	250	250	3,000
590.04 - Waste Management	0	75	0	75	0	75	0	75	0	75	0	75	450
590.06 - Landscape - Grounds Environment	917	917	917	917	917	917	917	917	917	917	917	917	11,000
590.07 - Custodial Services	667	667	667	667	667	667	667	667	667	667	667	667	8,000
590.08 - Elevator	208	208	208	208	208	208	208	208	208	208	208	208	2,500
590.09 - Vehicle Expenses	0	222	0	0	378	0	0	0	0	0	0	0	600
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	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	22,000
590.12 - Fire Alarm System	83	83	83	83	83	83	83	83	83	83	83	83	1,000
590.13 - Renovations / Improvements													
.13.01 - Architect Expense	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Total 590.13 - Renovations / Improvements	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Total 590 - Mgmt./Maint. - S. Brandon Road	7,292	7,589	7,292	7,367	7,670	7,367	7,292	7,367	7,292	7,367	7,292	7,367	88,550
600 - Community Health Contracts													
600.02 - Fbk Citizens Crime Prevention	2,825	0	0	0	2,825	0	0	2,825	0	0	2,825	0	11,300
600.03 - Be Well Therapy, Inc.	5,929	0	0	0	5,929	0	0	5,929	0	0	5,929	0	23,714
600.04 - Boys & Girls Club	19,240	0	0	0	10,000	0	0	10,000	0	0	10,000	0	49,240
600.05 - Community Health Systems, Inc.	30,000	0	0	0	30,000	0	0	30,000	0	0	30,000	0	120,000
600.07 - Fbk Senior Citizens Svc Club	31,250	0	0	0	31,250	0	0	31,250	0	0	31,250	0	125,000
600.08 - Fallbrook Smiles Project	22,545	0	0	0	22,545	0	0	22,545	0	0	22,545	0	90,180
600.11 - Palomar Family Counseling Svc	16,856	0	0	0	16,856	0	0	16,856	0	0	16,856	0	67,423
600.17 - Foundation for Senior Care	71,840	0	0	0	71,840	0	0	71,840	0	0	71,840	0	287,362
600.18 - Fallbrook Food Pantry	32,500	0	0	0	32,500	0	0	32,500	0	0	32,500	0	130,000
600.33 - REINS Therapeutic Prgm	24,716	0	0	0	24,716	0	0	24,716	0	0	24,716	0	98,865
600.37 - Trauma Intervention Prgm of SD	2,500	0	0	0	2,500	0	0	2,500	0	0	2,500	0	10,000
600.46 - Mental Health Systems, Inc.	2,534	0	0	0	2,534	0	0	2,534	0	0	2,534	0	10,137
600.51 - North County C.E.R.T. Inc.	1,305	0	0	0	1,305	0	0	1,305	0	0	1,305	0	5,220

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss - Approved Annual Budget Overview
 July 2019 through June 2020

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul '19 - Jun 20
600.57 - NC Fire Protection District	26,250	0	0	0	26,250	0	0	26,250	0	0	26,250	0	105,000
600.58 - Michelle's Place	8,041	0	0	0	8,041	0	0	8,041	0	0	8,041	0	32,162
600.60 - D'Vine Path, Inc.	1,910	0	0	0	1,910	0	0	1,910	0	0	1,910	0	7,640
600.61 - San Diego North County Lions	5,000	0	0	0	0	0	0	0	0	0	0	0	5,000
600.62 - Neighborhood Healthcare	3,750	0	0	0	3,750	0	0	3,750	0	0	3,750	0	15,000
Total 600 - Community Health Contracts	308,991	0	0	0	294,751	0	0	294,751	0	0	294,751	0	1,193,243
800 - District Direct Care Services	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	96,000
800.02 - Med+ Urgent Care	0	0	0	8,889	8,889	8,889	8,889	8,889	8,889	8,889	8,889	8,889	80,000
800.03 - North County Fire JPA EMSO/A...	0	0	0	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	30,000
800.04 - NC Fire JPA Public Comm.	0	0	0	0	0	0	0	0	0	0	0	0	0
Total 800 - District Direct Care Services	8,000	8,000	8,000	20,222	20,222	20,222	20,222	20,222	20,222	20,222	20,222	20,222	206,000
Total Expense	395,835	86,237	76,766	105,038	384,127	99,088	89,068	391,889	89,188	97,338	383,939	89,188	2,287,700
Net Ordinary Income	(344,035)	(44,437)	17,034	72,762	276,673	276,712	(16,768)	(319,589)	363,112	124,962	(321,639)	(36,888)	47,900
Net Income	(344,035)	(44,437)	17,034	72,762	276,673	276,712	(16,768)	(319,589)	363,112	124,962	(321,639)	(36,888)	47,900

California State Treasurer
Fiona Ma, CPA



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

November 04, 2019

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FALLBROOK REGIONAL HEALTH DISTRICT

ADMINISTRATOR
P.O. BOX 2587
FALLBROOK, CA 92088

Tran Type Definitions

Account Number:

October 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/15/2019	10/15/2019	QRD	1619946	SYSTEM	8,360.13

Account Summary

Total Deposit:	8,360.13	Beginning Balance:	1,328,775.78
Total Withdrawal:	0.00	Ending Balance:	1,337,135.91



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

Investment Account Summary

10/01/2019 through 10/31/2019

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		699,230.698	10.11	7,069,222.36	7,012,185.34	57,037.02
Portfolios Total value as of 10/31/2019				7,069,222.36		

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	10/01/2019			697,982.226	10.09	7,042,640.66		
Accrual Income Div Reinvestment	10/31/2019	12,622.05	1,248.472	699,230.698	10.11	7,069,222.36	0.00	0.00
Unrealized Gain/(Loss)						13,959.65		
Closing Balance as of	Oct 31			699,230.698	10.11	7,069,222.36		

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 through October 2019

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>	<u>Balance</u>
400. · District				
402 · Property tax revenue				
Gener...	07/31/19		30,918.85	30,918.85
Gener...	08/31/19		13,012.42	43,931.27
Gener...	09/30/19		27,118.51	71,049.78
Gener...	10/31/19		74,890.12	145,939.90
Total 402 · Property tax revenue			145,939.90	145,939.90
Total 400. · District			145,939.90	145,939.90
TOTAL			145,939.90	145,939.90

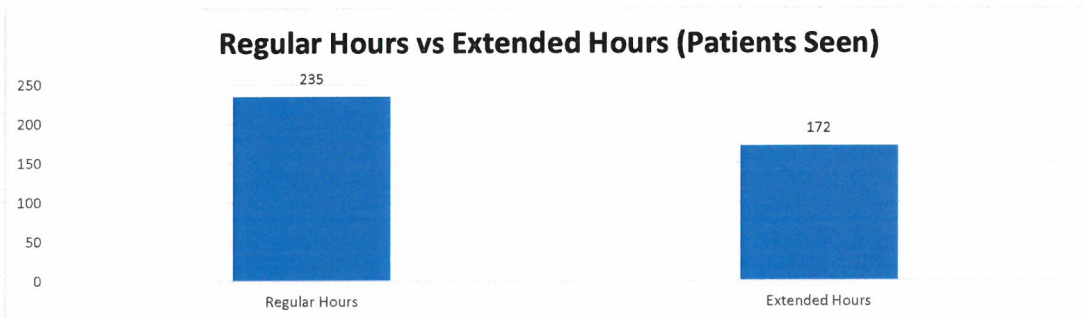
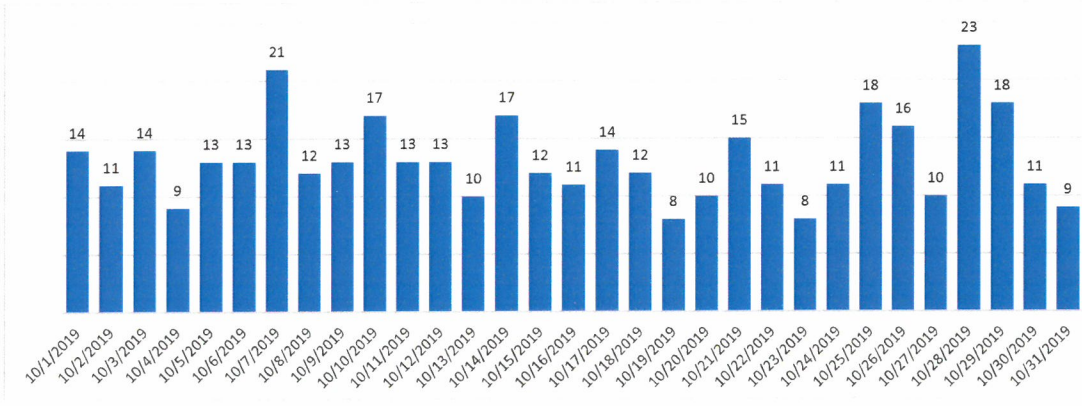
FALLBROOK REGIONAL HEALTH DISTRICT
Check Detail Report - October 2019

Type	Date	Num	Name	Memo	Amount
102.3 - Cash in Bank-P.W. Oper. Acct.					
Che...	10/01/19	10839	Mireya Banuelos	Reimbursement-mileage ...	-13.98
Che...	10/02/19		Microsoft Office	Microsoft Office monthly s...	-49.50
Che...	10/03/19	10840	Rachel Mason-Runn...	Reimbursement-office ex...	-576.64
Bill ...	10/04/19	10841	A+ Urgent Care, Inc.	Septemner 2019 subsid...	-8,000.00
Bill ...	10/04/19	10842	AT&T - phone lines	7607318344-481 5	-225.46
Bill ...	10/04/19	10843	Aztec Cleaning & Mai...		-360.00
Bill ...	10/04/19	10844	Bonsall Chamber of ...	Annual Bonsall Fall Festiv...	-40.00
Bill ...	10/04/19	10845	Culligan of Escondido	244004	-19.90
Bill ...	10/04/19	10846	Fallbrook Chamber o...	Christmas pole banner re...	-50.00
Bill ...	10/04/19	10847	Fallbrook Directory	Acct. No. 760-731-9187-0...	-191.67
Bill ...	10/04/19	10848	Fallbrook Rooter & D...	Inv. 19657; snake new do...	-629.90
Bill ...	10/04/19	10849	Fallbrook Waste - 44...	Acct. No. 20-T1 446183 ...	-72.00
Bill ...	10/04/19	10850	Fallbrook Waste - FH...	20-T1 441078	-78.50
Bill ...	10/04/19	10851	FPUD - 7720-001	7720-001	-165.10
Bill ...	10/04/19	10852	FPUD - 7721-000	7721-000	-54.10
Bill ...	10/04/19	10853	FPUD - Wellness Ce...	7720-002	-54.10
Bill ...	10/04/19	10854	Holmes, Rob	September 2019 stmt. - S...	-3,437.50
Bill ...	10/04/19	10855	Impact Marketing & D...		-613.79
Bill ...	10/04/19	10856	Konica Minolta Leasi...	061-0116888-000	-810.14
Bill ...	10/04/19	10857	L & M Enterprises, Inc.	Adobe cc charge reimbur...	-67.96
Bill ...	10/04/19	10858	L.C. Paving & Sealin...	Inv. 6253-01; Elder Str. Si...	-88,927.12
Bill ...	10/04/19	10859	Magellan, A.D.	Inv. 1551; Add'l. Bid Facili...	-2,475.00
Bill ...	10/04/19	10860	Pitney Bowes - Lease	0018137865	-77.32
Bill ...	10/04/19	10861	Quest Diagnostics	Inv. 9184207751; PSA scr...	-544.00
Bill ...	10/04/19	10862	Rotary Club of Fallbr...	Rachel Mason Sept/Oct ...	-215.00
Bill ...	10/04/19	10863	Scott & Jackson Esq.	Professional services Sep...	-7,087.50
Bill ...	10/04/19	10864	SDG&E - East Missio...	5182 613 597 1	-470.12
Bill ...	10/04/19	10865	SDG&E FHD - 6994	40605976994	-1,038.27
Bill ...	10/04/19	10866	Village News	1641	-50.00
Bill ...	10/04/19	10867	Woodward, Susan	September 2019 accounti...	-1,000.00
Bill ...	10/07/19	10869	Kathleen Bogle	September accounting se...	-850.00
Bill ...	10/07/19	10870	Magellan, A.D.	Inv. 1571; Add'l. Bid Facili...	-1,800.00
Che...	10/07/19	10871	Petty Cash	Replenish Petty Cash	-250.00
Che...	10/07/19	10868	Fallbrook Regional H...	VOID: Replenish Petty Ca...	0.00
Bill ...	10/16/19	10872	AT&T U-Verse - com...	146524365	-64.70
Bill ...	10/16/19	10873	Aztec Cleaning & Mai...		-360.00
Bill ...	10/16/19	10874	Aztec Fire & Safety, I...	Inv. 5694972; E. Mission ...	-45.00
Bill ...	10/16/19	10875	Fallbrook Motors Ser...	Inv. 7503; gas and fuel ta...	-1,213.57
Bill ...	10/16/19	10876	Iron Mountain SX-302	SX302/Fallbrook Hosp.	-1,695.03
Bill ...	10/16/19	10877	Key, Darren	Labor to remove cabinets ...	-182.50
Bill ...	10/16/19	10878	Palomar Mountain Pr...	45919	-17.19
Bill ...	10/16/19	10879	Streamline	Website monthly fee - Oct...	-200.00
Bill ...	10/16/19	10880	Sun Realty		-1,592.79
Bill ...	10/16/19	10881	Termin-8 Pest Control	138 S. Brandon Extermin...	-125.00
Bill ...	10/16/19	10882	L & M Enterprises, Inc.	Reimbursement: mileage...	-51.68
Che...	10/18/19	10883	Petty Cash	Replenish Petty Cash	-250.00
Che...	10/18/19	10884	Rachel Mason-Runn...	Reimbursement-ADHD A...	-1,315.52
Che...	10/18/19	10885	Schwab, Charles & C...	Acct. 4899-2865; October...	-1,100.00
Che...	10/23/19	10886	Rosalee, Tracy Ann	10/5-10/18/19 invoice; 65...	-1,019.13
Bill ...	10/23/19	10887	24 Hour Fire Protecti...	Inv. 5627304; E. Mission ...	-180.19
Bill ...	10/23/19	10888	AT&T - phone lines	7607318344-481 5	-235.17
Bill ...	10/23/19	10889	AT&T 1636 E. Missio...	289713009	-94.56
Bill ...	10/23/19	10890	Aztec Cleaning & Mai...		-380.00
Bill ...	10/23/19	10891	CalPERS	1559595490	-2,298.59
Bill ...	10/23/19	10892	CSDA-State	1589	-6,191.00

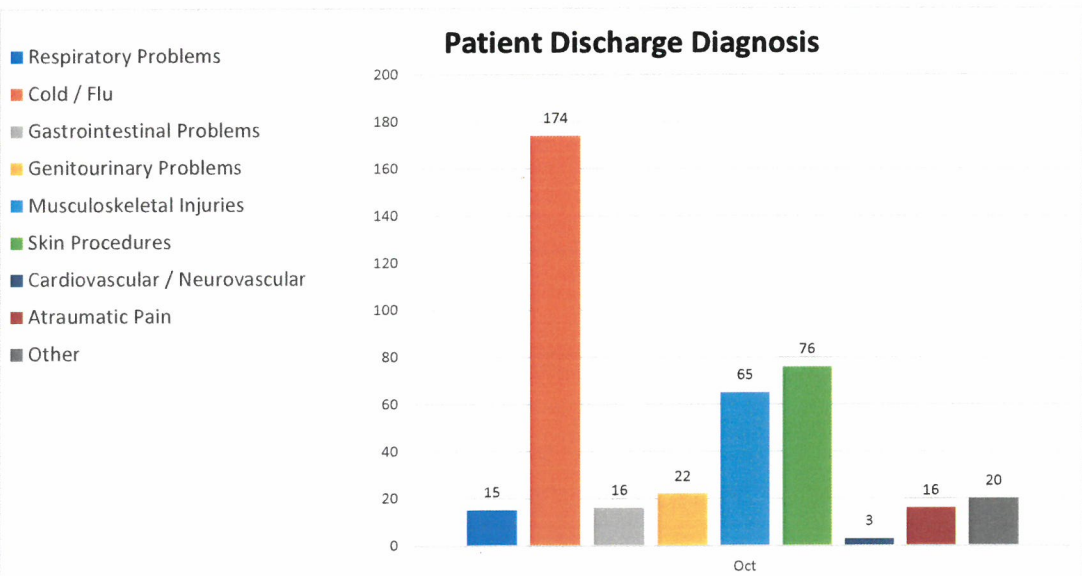
Type	Date	Num	Name	Memo	Amount
Bill ...	10/23/19	10893	Hester, Cory	Brandon Rd. - install new ...	-2,100.00
Bill ...	10/23/19	10894	Konica Minolta Leasi...	061-0116888-000	-810.14
Bill ...	10/23/19	10895	Specialized Elevator ...	October Elevator Mainten...	-191.00
Bill ...	10/28/19	10896	FPUD - 7720-001	7720-001	-150.15
Bill ...	10/28/19	10897	FPUD - 7721-000	7721-000	-54.10
Bill ...	10/28/19	10898	SDG&E - East Missio...	5182 613 597 1	-493.98
Bill ...	10/28/19	10899	SDG&E FHD - 6994	40605976994	-640.79
Bill ...	10/28/19	10901	FPUD - Wellness Ce...	7720-002	-54.10
Bill ...	10/30/19	10902	Aztec Cleaning & Mai...		-280.00
Bill ...	10/30/19	10903	L & M Enterprises, Inc.	October bookkeeping	-4,432.50
Bill ...	10/31/19	10900	A+ Urgent Care, Inc.	October 2019 subsidy per...	-8,000.00
Total 102.3 · Cash in Bank-P.W. Oper. Acct.					-156,112.95
TOTAL					<u>-156,112.95</u>

MedPlus Urgent Care Patient Counts & Details October 2019

Total Patients Seen: 407 (48.9% Using Medi-Cal HMO coverage*)



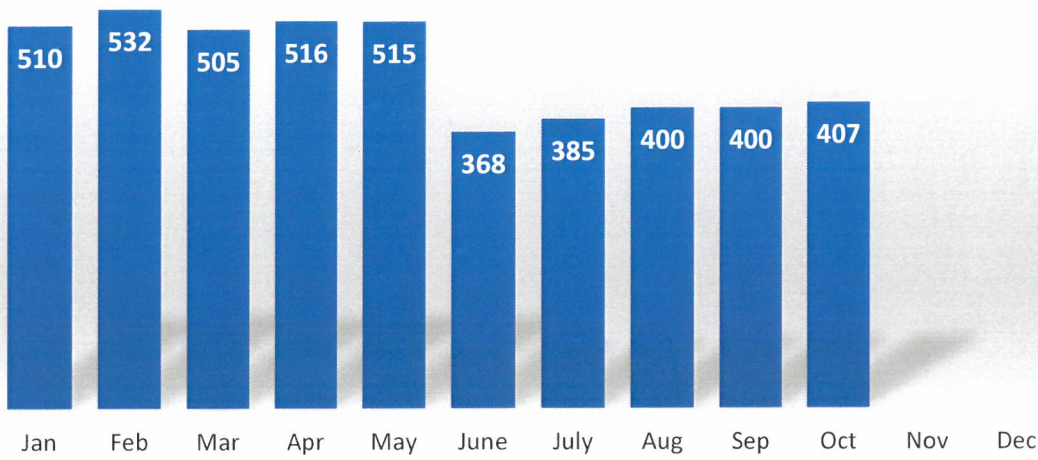
Extended hours include: Monday - Friday after 5:00pm, Saturday & Sunday hours, Holiday hours
Regular hours: Monday - Friday 9:00am - 5:00pm



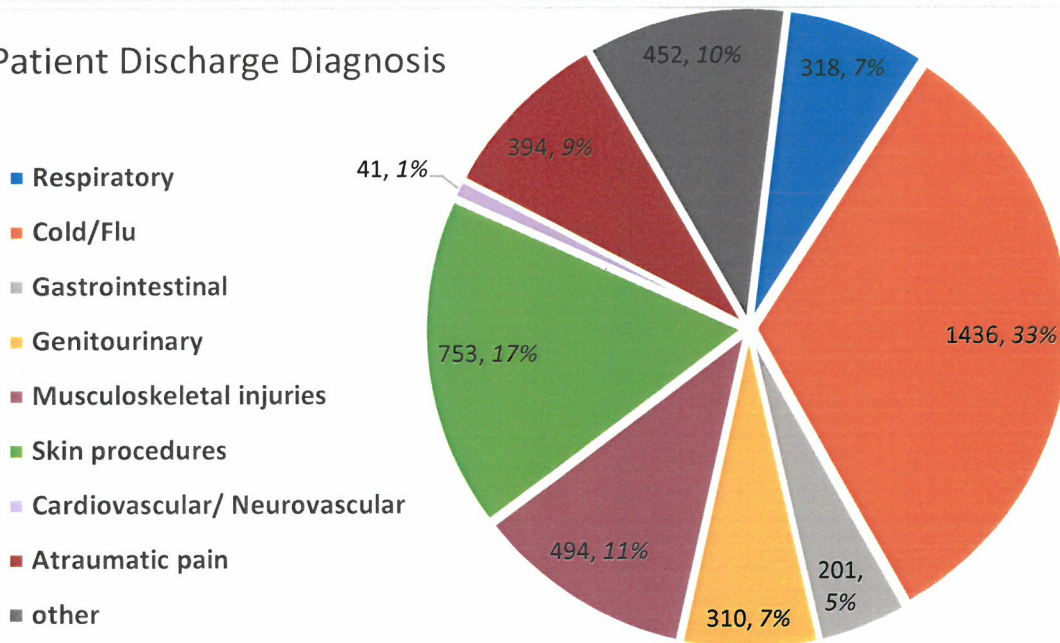
Note* Medi-Cal HMO values consist of Molina, Community Health Group, Rady's Children's Hospital San Diego & Vantage Medical Group

Med+ Urgent Care Utilization Review - Year to date

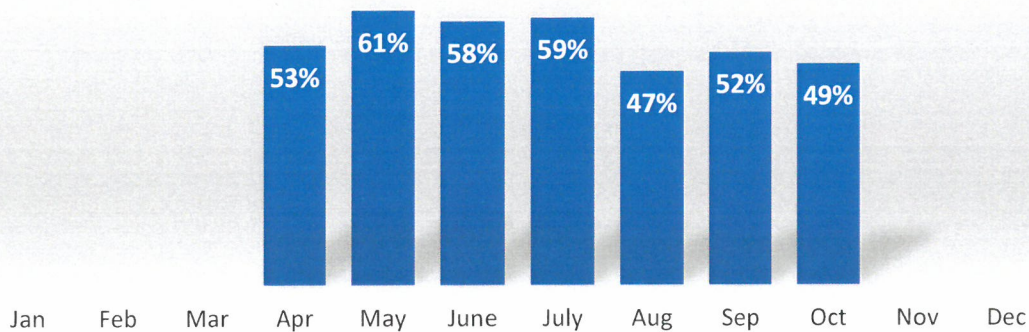
Number of Patients



Patient Discharge Diagnosis



% Medi-Cal





**MINUTES
FINANCE COMMITTEE**

**Wednesday, November 6, 2019 at 6:00 P.M.
Board Conference Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chair Jennifer Jeffries called the meeting to order at 6:02 p.m.

Committee Member in attendance: Jennifer Jeffries

Board members in attendance: Howard Salmon and Kate Schwartz-Frates

Also present: Executive Director: Rachel Mason, Administrative Assistant: Linda Bannerman

Accountant: Susan Woodward and Bookkeeper: Wendy Lyon

2. Public Comments

None

3. Review of Financial Statements for September 2019

- 1) Balance Sheet Comparison of September to August
- 2) Income Statement for the Month Ended September 30, 2019 & Fiscal Year to Date
- 3) Profit & Loss Actual vs Budget – July 2019 to September 2019
- 4) Profit & Loss Approved Annual Budget Overview July 2019 – June 2020
- 5) Local Agency Investment Fund (LAIF) Statement – September
- 6) CalTrust Statement – September
- 7) Property Tax Revenue – Fiscal Year to Date
- 8) Check Detail as of September
- 9) Med+ Urgent Care Utilization Report
- 10) Checkbook Report – September
(See attached report)

4. Discussion Items

a. Lyft Pilot Program Budget – Draft

Executive Director Rachel Mason reviewed the draft of the budget for this pilot program.

Discussion ensued. It was noted this is an unbudgeted pilot program.

Recommendation: The Finance Committee recommended approval of this pilot program for a six-month period.

(See attached draft budget)

b. Review of Annual Audit

Chair Jeffries said the annual audit report failed to include corrections we had submitted to them more than once; however, their summary did not reflect any concerns regarding our processes. Since the auditing firm still needs to incorporate our corrections to the report, the final audit report will be submitted to the full board in December.

5. Adjournment

There being no further business, the meeting was adjourned at 6:32 p.m.

Jennifer Jeffries, Chair

Board Secretary/Clerk

DRAFT

NOVEMBER 2019 BOARD MEETING

FALLBROOK REGIONAL HEALTH DISTRICT TREASURER'S REPORT FOR THE

MONTH OF SEPTEMBER 2019

Report 1 – Balance Sheet Comparison of September to August:

Total Liabilities and Equity for August: \$11,377,524

Total Liabilities and Equity for September: \$11,347,189

This reflects a month-to-month **decrease**/increase of: \$30,335

Report 2 – Income Statement:

The 2019-20 approved budget projected a total gross income of: \$2,335,600

Total income through September is: \$125,097, which is \$62,303 below the projected income for this point in time.

Report 3 – Profit & Loss Actual vs Budget

Based on the approved budget, as of September 30th, the District is:

Under budget by \$62,303 in total income.

Under budget in expenses by \$50,074 resulting in a net income of \$12,229 less than what was projected by the end of the 1st fiscal quarter.

Report 4 – Profit & Loss Approved Annual Budget Overview

This is our Approved Annual Budget. No changes to report.

Report 5 – LAIF Account Statement

LAIF has a balance of \$1,328,775.78, which remains unchanged from last month, as any quarterly interest earned won't be reported until October.

Report 6 – CalTRUST Account Statement

The District earned \$12,660.26 in interest this month and experienced an unrealized loss of \$20,901.83, which resulted in a balance of \$7,042,640.86, which is a reduction in value of \$8242.

Report 7 – Property Tax Revenue

The District accrued a tax apportionment of \$27,118.51 for September and has received a total of \$71,049.00 in tax revenue since the beginning of the fiscal year.

Report 8 – Check Detail Report

This details the accounts payable for the District for September.

Report 9 – Med+ Urgent Care Patient Counts & Details

This is a new report that will be included on a monthly basis. This reports how many patients were seen, what type of insurance coverage they had, when they were seen (regular vs. extended hours), as well as what they were seen for.

In the month of September, 233 patients were seen during regular business hours and 167 during extended hours. Of the 400 patients seen, 51.5% were covered by MediCal HMO insurance.

Report 10 – Checkbook Report July – Sept 2019

This report is now being done quarterly. It's main purpose is to track the funds being spent on improvements to the Mission Road property, as well as those invested directly into the District's population through various wellness programs sponsored by the district.

As you'll see, we started this fiscal year with \$9,549,180.59 and spent \$31,688.94 on what was just described. The detail for those expenditures can be found on the "Uses of Community Investment Funds" page.

The Operations Account is also tracked in this report, with a detailed accounting of all the District's income and expenditures for the past quarter. The District spent \$541,687.98 this quarter, of which \$278,869 was given out via Community Health Contracts.

Accnt. #	Account	BUDGET 2019-20
INCOME		
	Community Investment Fund	\$41,195.70
TOTAL INCOME		\$41,195.70
500 Admin. Expenses & Overhead		
500.10	Salaries	\$7,440.00
500.12	Payroll Taxes	\$595.20
500.14	W/C Insurance	\$148.80
500.15	Employee Health & Welfare	\$3,300.00
500.23	General Counsel	\$2,500.00
500.25 Office Expense		
01	Communications	\$1,500.00
02	I.T. and Website Services/Social Media	\$2,500.00
04	Office Expenses	\$500.00
500.29	Dist Promotions & Publications	\$1,550.00
TOTAL 500 - ADMINISTRATIVE EXPENSES		\$20,034.00
800 - DISTRICT DIRECT CARE SERVICES		
800.0X	Lyft Ride fees	\$19,200.00
TOTAL EXPENSES		\$39,234.00
NET TOTAL INCOME		\$1,961.70

Fallbrook Regional HEALTH DISTRICT

MINUTES SPECIAL BOARD MEETING Monday, November 11, 2019, 6:30 p.m. Community Room, 138 S. Brandon Rd., Fallbrook

A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE

Chairman Howard Salmon called the meeting to order at 6:35 p.m. and led the Pledge of Allegiance. The roll was called with all members of the board present. The Executive Director was also present.

B. ADDITIONS TO AGENDA

None

C. BOARD MEMBER AND PUBLIC COMMENTS

Director Schwartz-Frates acknowledged that today we celebrate Veterans Day. Director Leach thanked Rachel Mason for the upgrades to the room.

D. PRESENTATIONS

- D1. Wellness Center Consultant Presentation 6:30-7:15 – Catalyst
Debbie Jacobs, West Region Director and Project Executive for Catalyst said they would begin the presentations, followed by Taylor Design and that the two firms have discussed collaborating which would be a third consideration for the Board of Directors. Discussion ensued and questions were answered.
(See attached Catalyst presentation)
- D2. Wellness Center Consultant Presentation 7:30-8:15 – Taylor Design
Taylor Designs Project Executive Joe Lowe provided the presentation for his firm and also noted both firms have discussed collaborating on this project as another option for the Board of Directors to consider.
(See attached Lowe Design presentation)
(See attached One Integrated Team – One Integrated Solution)

E. DISCUSSION ITEM

- E1. Review of presentations
Throughout the presentations there was review and discussion. While there have been several community forums it was expressed that some specific populations had not yet been surveyed adequately; specifically, the Latino community, families and youth services. Thereafter, program development and functional design are priorities. A draft of the scope can be presented at the regular meeting in December. Finally, estimated cost can be developed and considered.

F. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:17 p.m.

Howard Salmon, Chairman

Board Secretary/Clerk

Fallbrook Regional HEALTH DISTRICT

MINUTES

REGULAR BOARD MEETING

Wednesday, November 13, 2019, 6:00 p.m.

Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE

Chairman Howard Salmon called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance. The roll was called as follows:

Board members in attendance: Director Jennifer Jeffries, Director Howard Salmon, Director Kate Schwartz-Frates and Director William Leach.

Board member absent: Director Barbara Mroz

Also attending: Legal Counsel Jeffrey Scott, Executive Director Rachel Mason, and staff and consultant Pamela Knox, Mireya Banuelos and Wendy Lyon.

B. ADDITIONS TO AGENDA

None

C. BOARD MEMBER AND PUBLIC COMMENTS

Several members of the board commented on either having visited or having upcoming visits to our Community Health Contract recipients. Those having visited were impressed with the services being provided and the impact reports demonstrating the positive impact on the lives of those receiving services.

Leticia Stamos said she had visited the website and noted that our Vision Statement requires an update. She encouraged ongoing outreach to stakeholders in the planning process for the E. Mission Road property.

D. CONSENT ITEMS

D1. Approval of September 2019 Financial Statements

D2. Minutes of October 2, 2019 Finance Committee Meeting

D3. Minutes of October 8, 2019 Regular Board Meeting

D4. Minutes of October 16, 2019 Strategic Planning Committee

D5. Minutes of October 31, 2019 Facilities Committee

None of the Consent Items were pulled for further discussion.

Action: In motion duly made, seconded and carried, the Consent Items were approved as presented.

Motion carried: 4-0 (1 absent)

E. REPORTS

E1. Finance Committee – Directors Jeffries and Mroz

Committee Chair Jeffries provided a review so the financial statements through the month of September. (See attached)

Recommendation: That the board approve the transfer of \$32,000 from Community Investment Fund account to Operating account to cover expenses of \$31,688.94

Action: On motion duly made, seconded and carried the board approved the transfer of \$32,000 from the Community Investment Fund account to the Operating account to cover expenses of \$31,688.94.

Motion carried: 4-0 (1 absent)

- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz
Committee Chair Kate Schwartz-Frates reviewed FRHD and Community events and engagement efforts as well as an events calendar and provided a legislative update. (See attached)
- E3. Facilities Committee – Directors Leach and Mroz
Committee Chair William Leach reported that Rock Rose School has requested an extension to their lease agreement with the District due to their new facility experiencing permitting and construction delays. He said this is a discussion item later in the agenda. A *Good Roofer* is currently replacing roofs on the District admin building and MedPlus Urgent Care building. The last roof to be replaced is at the E. Mission Road property. The sidewalk project has essentially been completed. The Major Use Project goes on the Consent Calendar for the County Board of Supervisors and it is anticipated it will be approved by year end. Lastly, safety issues at all locations are being addressed.
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
Chair Howard Salmon said the Lyft Pilot Program is on the agenda for action later in this meeting. The Board listened to two presentations from potential consultants for the E. Mission Road property development at a special meeting earlier this week. They will be submitting a proposal with potential action anticipated in January.
- E5. Executive Director – Rachel Mason
Ms. Mason reviewed current projects which had already been discussed (sidewalk and roofing projects). She said the banners for MedPlus Urgent Care are ready for pick up and will be installed at that facility. The audiovisual upgrades have been completed in the Admin Building meeting room. Regarding IT, a new server is needed and is in process. Multiple meetings have been scheduled at the E. Mission Road property utilizing the large meeting rooms in the main building. Interviews were held for the shared customer service/social media position which will be shared with North County Fire Protection District so that position will soon be filled.
- E6. General Counsel – Jeffrey Scott
Mr. Scott said his comments would be confined to Closed Session.

F. DISCUSSION ITEMS

- F1. Review 2020-2021 Community Health Contracts Criteria'
Director Jeffries said she had requested this discussion item. She said she understands the necessity for the District to require that services provided by a recipient of a Community Health Contract be provided to those within the District (Bonsall, De Luz, Fallbrook and Rainbow), however, there could be exceptions for some specific recipients. In example, she sited the Land Conservancy having multiple trails in our District for people to walk, hike, explore and enjoy. It is nearly impossible for them to track where all hikers are from. It is known that many residents of our District enjoy these trails for exercise and relaxation. She requested that this be taken into consideration in the future when determining recipients of Community Health Contracts and noted changes to the criteria should be considered by Strategic Planning and the full board.
- F2. Review Rock Rose School for Creative Learning Lease – Request for Month to Month Lease Extension until July 31, 2020
As reported by Director Leach in his Facilities Committee report, Rock Rose School has requested an extension through July 31st. Discussion ensued regarding moving forward with a month-to-month only agreement (no end date included) with the understanding that District needs supersede the month-to-month agreement. This item will be on the December regular meeting agenda as an action item.

G. ACTION ITEMS

- G1. Approval of Resolution 430 – Establishing Policies and Procedures for Implementing the California Public Records Act and Policy

Jeffrey Scott noted that the ACHD certification program for Districts requires that the District formally adopt a policy relating to access to California Public Records. Resolution 430 tracts the current law and provides a formal policy which meets the requirements of the law and ACHD certification practices.

Action: On motion duly made, seconded and carried, the Board of Directors approved Resolution 430 as presented by the following roll call vote:

Director Jeffries	Aye
Director Salmon.....	Aye
Director Schwartz-Frates	Aye
Director Leach	Aye
Director Mroz.....	Absent

Motion carried: 4-0 (1 absent)

- G2. Approval of Revised Grant Policy
 Executive Director Rachel Mason said there were no significant changes to this policy, and Counsel noted that with the passage of AB 2019 last year, this policy assures codes are appropriate and the language meets current compliance.
Agenda: On motion duly made, seconded and carried, the board approved the Revised Grant Policy as presented.
Motion carried: 4-0 (1 absent)
- G3. Approval of Election of Directors and Board Vacancies Policy
 Counsel Scott indicated that this policy reflects the change from At-Large to Zone elections and formalizes the process of the Election of Directors and Board Vacancies.
Action: On motion duly made, seconded and carried, the board approved the Election of Directors and Board Vacancies Policy as presented.
Motion carried: 4-0 (1 absent)
- G4. Consideration of Declaration of Surplus Land designation for property located at 617 East Alvarado Street, Fallbrook, California
 Counsel Scott explained that there has been interest expressed in purchasing the MedPlus Urgent Care Clinic Property. Mr. Scott noted that according to the law, in order for the District, as a public agency, to even consider selling the property to a private party, it is necessary for the Board to first declare the property “surplus”, and allow other public agencies to express interest in using the property. This process should take from 60-90 days and any sale of the property must be at fair market value. Discussion ensued during which there was a question as to the timing of this action. Mr. Scott indicated that by declaring the property surplus, it was just a required first step and the District was under absolutely no obligation to sell the property to either another public entity, or to a private party.
Action: On motion duly made, seconded and carried the board approved the Declaration of Surplus Land designation for property located at 617 E. Alvarado Street, with the understanding that health-related services would have priority in any sale consideration.
Motion carried: 3 Ayes, 1 Nae and 1 Absent
- G5. Approval of Lyft Pilot Program Budget
Recommendation from Finance: That the board approve the budget for the Lyft Pilot Program for a six-month period.
 Rachel Mason said a draft budget had been considered by the Finance Committee and was recommended for approval by the full board for a six-month trial period. She reviewed the services and cost. The District, North County Fire Protection District, and MedPlus Urgent Care could initiate the process to obtain rides with Lyft. The District will be paying for the cost of this service. A program manual is in development. It was noted that this item had not been budgeted and would be transferred from the Community Investment Fund to the Operations account for the purpose of testing this service. Discussion ensued.

Action: It was moved, seconded and carried to approve the budget for the Lyft Pilot Program for a six-month period.

Motion carried: 4-0 (1 absent)

H. ITEMS FOR SUBSEQUENT MEETINGS

H1. Other Director/Staff discussion items

H1a. Item(s) for future board agendas

Director Schwartz-Frates suggested the board consider moving the Finance Committee meeting one week ahead to allow additional time for review. Director Salmon asked why the finance reporting is delayed by two months. This will be considered by staff who will report back as to feasibility of said changes. Director Salmon recommended a Board Workshop be scheduled for the beginning of 2020.

H1b. Announcements of upcoming events:

- **Veteran's Day/District Holiday** – Office closed **November 11**
- **Special Board meeting – Monday, November 11, 6:30pm, FRHD**
Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
- **Community Collaborative for Health & Wellness Committee (CCH&W) meeting** – 3rd Wednesday, **November 20, 10:30am-noon, FRHD** Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook
- **“Lions Gift of Sight” Free Vision Screening – November 23, 8:00am-2:00pm, FRHD** Wellness Center, Main Building, 1636 E. Mission Rd., Fallbrook
- **Facilities Committee meeting – November 26, 10:30am, FRHD**
Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
- **Thanksgiving/District Holiday** – Office closed on Thursday & Friday, November 28th to 29th.
- **Finance Committee meeting** – 1st Wednesday, **December 4, 6:00pm, FRHD**
Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
- **Woman of Wellness – No meeting in December**
- **Christmas Parade – Saturday, December 7, 5:00pm, Main Ave., Downtown**
Fallbrook
- **Tour with State Senator Brian Jones – Monday, December 16, 9:00am,**
Administrative Office, 138 S. Brandon Rd., Fallbrook
- **Gov't and Public Engagement Committee meeting** – Quarterly – **TBD,**
FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
- **Strategic Planning Committee meeting** – Quarterly – **TBD**
- **Christmas Eve and Christmas Day/District Holidays** – Office closed
- **New Year's Day/District Holiday** – Office closed

H2. Next Regular Board meeting – 2nd Wednesday, December 11, 6:00pm, FRHD
Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook

Action: It was moved, seconded and carried to adjourn into Closed Session at 7:40 p.m.

Motion carried: 4-0 (1 absent)

I. CLOSED SESSION

I1. Conference with Real Property Negotiator
Property: 617 East Alvarado Street, Fallbrook, California
Agency negotiator: General Counsel
Under negotiation: terms and conditions

J. RETURN TO OPEN SESSION AND REPORT AFTER CLOSED SESSION

The Board in Closed Session voted 3-1 to direct Counsel to take appropriate action concerning the terms and conditions related to the potential sale of the property located at 617 E. Alvarado Street.

K. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:17 p.m.

Howard Salmon, Chairman

Board Secretary/Clerk

DRAFT

Fallbrook Regional HEALTH DISTRICT

MINUTES STRATEGIC PLANNING COMMITTEE

Wednesday, November 20, 2019 at 5:00 P.M.
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028

1. Call to Order/Roll Call

Committee Co-chair Jennifer Jeffries called the meeting to order at 5:15 p.m.

The following were in attendance:

Committee Members: Jennifer Jeffries, Co-chair

Executive Director: Rachel Mason

Staff Members: Linda Bannerman and Mireya Banuelos

2. Public Comments

None

3. Discussion Items

a. Lyft Pilot Program and Draft Application

This healthcare transportation pilot program was presented. Discussion ensued.

Recommendation: With the addition of wording to include that no income limit be considered to utilize this service, it was recommended that the full board approve this pilot program.

4. Adjournment

There being no further business, the meeting was adjourned at 5:18 p.m.

Jennifer Jeffries, Co-chair

Board Secretary/Clerk

REPORTS

REPORTS

Executive Director – Rachel Mason

EXECUTIVE DIRECTOR'S REPORT - DECEMBER

Facilities:

Sidewalk project – Still awaiting a few final documents for the County's sign off; however, our Consultant is recommending that we release the final retention to LC Paving.

Roofing project –Admin. Bldg. was completed as of 11/8; unfortunately, there have been some leaks at the drains and corners. The roofers are attending to all concerns and are catching all areas of concern. The Med+, 617 Alvarado is also complete; however, the posts and conduits of the HVAC system are in need of repair to ensure no additional leakage occurs. We have asked Excel Air to make the repairs – at the time of this report the request is pending Directors Leach/Morz's approval. The 1636 E Mission-Metal Roof Notice to Proceed was signed with a 12/2 start date, rain has delayed the start. However, HVAC units are again an issue. I have a quote for two replacement options from Excel Air, but the expense of eth new systems would require a bid process. The recommendation from AD Magellan is to have the existing units removed so we can complete the roofing, and then go with a split system that does not require roof mounted units. Again, this conversation is currently under review in the Facilities Committee.

IT Updates: Awaiting the delivery of the new Server hardware. Once it is installed, we will finalize the integration of the new AV system and move toward having the Board packets available for digital presentation during the meeting. The Board Chromebooks will also be relaunched after that point.

1636 E. Mission:

- The scoping letter from the County came back with the requirement that we have Noise and Traffic studies completed. J Whalen will be organizing these for us. The initial concept that the MUP change would be on the Board of Supervisor's agenda was overly optimistic. However, the new timeline is likely to come by early Summer. This change does not impact our ability to allow for use of the property, just at a slower pace.

Other:

Board and Executive Director Assessments: Emails have been sent to each Board member asking that they complete a Board Self Assessment and an Executive Director assessment. These tools are available to us via our member

ship in ACHD. The responses to these questions will be handled via a confidential third party who will then present us with a report on the aggregated data. Please be sure to complete these surveys if you haven't already done so.

January Workshop: I am working to organize a January workshop where we can begin updating our new Vision statement, outline a process to develop our long term plan for the use of our facilities and resources, and have refresher course on the Brown Act by Jeff Scott.

ADP: The District will be moving to ADP to handle our Payroll instead of having it handled inhouse by Wendy and Sue. This was discussed at the Finance committee as it was an unbudgeted expense.

Cybergrants: The Finance committee has considered and recommended that the District consider using Cybergrants to manage our grants through the Community Health Contract program. See action item.

NC Fire has hired our shared Customer Service/Social Media personnel who will begin shortly. After her orientation at the NC Fire office she will come here and begin working with Mireya and I on our Communication plan.

REPORTS

General Counsel – Jeffrey Scott

LAW OFFICES
JEFFREY G. SCOTT

16935 WEST BERNARDO DRIVE, SUITE 170
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JEFFREY G. SCOTT

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FAX (858) 675-9897

Of Counsel
JAMES R. DODSON

Date: December 5, 2019

To: Board of Directors
Rachel Mason, Executive Director
Fallbrook Regional Health District

From: Jeffrey G. Scott, General Counsel

Re: **2019 Legislative Bills of Interest – Fallbrook Regional Health District**

We are now past the first legislative year of Governor Newsom's term which saw him take an ambitious approach to several big policy areas including housing affordability, expanding health coverage, reducing drug pricing, and addressing homelessness. Of the 1,042 bills that made it to his desk, he signed 870 and vetoed 172. His veto rate at 16.5% was slightly higher than Governor Brown.

The first year for Governor Newsom did not come without some bumps in the road. As the Legislature moved towards the end of session in mid-September, with numerous bills ready to be sent to the Governor, the Governor began to "signal" he was not ready for some bills and provided some last-minute amendments on other bills. Additionally, it is my understanding that a few state departments, which would normally provide input to the Legislators on their bills, had been silent. This led to frustration from Legislators on the uncertainty as to the fate of their bills.

The frustration was particularly evident with SB 276 (Pan). This bill was targeting the increase in medical exemptions for children to be vaccinated that were being generated by a small number of physicians. The "anti-vax" community had been extremely vocal and, in some situations, aggressive with Legislators, which was making them very uncomfortable. The Governor did weigh in on SB 276 providing some amendments roughly half-way through the session, which he then said would result in him supporting the bill. At the very end of session, he unexpectedly came back and asked for more amendments before he would sign the bill. It is my understanding that the hallway rumors on the last night of the session was how the Legislature was growing more and

more frustrated with the Governor, which may have contributed to the Legislature passing SB 1 (Atkins) when the Governor had been communicating that he did not want the bill. SB 1 is the bill that would codify in state law certain federal regulations that President Trump has indicated he wants to change. SB 1 was vetoed.

Looking back on the year, there are several bills and budget actions that impact healthcare.

Budget Actions:

The budget bill signed in June accomplished several key health initiatives including:

- Create a state individual mandate with a penalty for not having health insurance
- With the penalties collected, use those funds to increase and expand subsidies for people purchasing health insurance
 - The state subsidy plan will provide \$428 million in 2020, \$479 million in 2021, and \$547 million in 2022.
 - The state subsidy plan is available to those with income at or below 138% of the federal poverty level (FPL) and between 200% and 600% of FPL.
 - It is estimated in 2020 that 922,000 Californians will be eligible for subsidies.
- Expand Medi-Cal coverage of undocumented immigrants increasing from up to age 18 to up to age 26.
- **\$20 million to create a grant program for hospitals to apply for up to \$50,000 to fund a drug and alcohol counselor to work in the emergency department.** This program is designed after a pilot program at UC Davis' emergency department where having a drug and alcohol counselor saw good results by connecting many patients, with an underlying addiction, with services to treat their addiction problem. This was shown to reduce costs significantly as many of these patients were frequent users of the emergency department.

Actions Created by Executive Order:

Create a single purchaser system for drugs for Medi-Cal program. The Governor also wants to allow for other local governments and employers to join the system to further strengthen their bargaining with pharmaceutical companies. Los Angeles, Santa Clara, Alameda, and San Francisco counties have announced their intention of partnering with the state on this effort.

Governor Newsom is still talking about moving towards a “single payer” health system. It is not clear what exactly he means by “single-payer.” A task force was created through legislation last year to look at what the state needs to do when considering moving to a single-payer system, but its Commissioners have not been announced.

SB 697 (Caballero) – Signed by the Governor - Although this is not a “scope” bill, it does reduce some of the administrative burdens for physicians when supervising physician assistants. The California Medical Association (CMA) advocated that by reducing administrative burdens physicians will use more PAs which will increase access to care.

AB 1611 (Chiu) – Stalled in Senate Health – Two-Year Bill - This bill would prohibit “balance billing” by hospitals for emergency services. Balance billing is the situation where a patient who has insurance ends up at a hospital to receive emergency services and the hospital does not have a contract with the patient’s health insurance company. When the hospital bills the patient’s insurance company and does not receive what they charge they send the patient a bill for the “balance” of the bill. This bill would provide in this situation, the patient would only owe their deductible and/or co-pay. The bill also outlines what the hospital would be paid in those situations. This was a hotly contested bill and was made into a two-year bill in the Senate Health Committee. There is also legislation at the federal level looking at the same issue which may have an impact.

SB 227 (Leyva) – Signed by the Governor - Several labor groups sponsored this bill, which was opposed by a number of hospital groups and requires the Department of Public Health (CDPH) to periodically inspect hospitals for compliance with nurse-patient ratios. The bill also establishes specific administrative penalties for violations.

SB 758 (Portantino) – Stalled in Assembly Health Committee -This bill requires hospitals that have a building that is not in compliance with the January 1, 2030, seismic safety standard to report to the Office of Statewide Health Planning and Development what services are provided in each building of that hospital. This is a two-year bill and is believed to be the bill to allow for negotiations around making some changes to the 2030 seismic standards.

AB 890 (Wood) – Held in Assembly Appropriations Committee - This bill would allow nurse practitioners (NPs) to practice independently. This bill has been attempted for several years and has never made it to the Governor. The bill was opposed by the California Medical Association (CMA) and did not pass out of the Assembly Appropriations Committee. The NPs continue to advocate this would help alleviate the access to care problems many Californians face with trying to see a physician.

AB 329 (Rodriguez) – Stalled in Assembly Public Safety – This bill would make an assault committed on the property of a public or private hospital punishable by imprisonment in a county jail not exceeding one year, by a fine not exceeding \$2,000, or by both that fine and imprisonment. By expanding the scope of a crime, this bill would impose a state-mandated local program.

AB 5 (Gonzalez) – Signed by the Governor – This bill creates several exemptions from the recent Dynamex court decision which dramatically reduced the ability to classify individuals as independent contractors. The Dynamex decision even called into question whether physicians could continue to be classified independent contractors. Through this bill, physicians and other professionals were able to obtain an exemption.

What is Ahead for 2020?

2020 may be a very busy year for healthcare legislation. There has been discussion that the Governor is very interested in pushing for cost containment measures and the Governor has also indicated he would like to explore ways to provide more services in a coordinated manner.

REPORTS
Communication Only

Community Collaborative for Health & Wellness (CCHW) Agenda

Wednesday, November 20, 2019, 10:30 a.m. – 12:00 p.m.
Fallbrook Regional Health District Admin Building
138 S. Brandon Road., Fallbrook

Welcome!

Janine Loescher, RD, CDE, CLE, Coordinator, Fallbrook Smiles Project

Rachel Mason, MS, MA, Executive Director, Fallbrook Regional Health District

Introductions

Attendees may introduce themselves

DISCUSSIONS:

Continue needs review

Announcements/updates on recent and future events

Topics/speakers for Future Meetings

Next CCHW:

January 15, 2020 10:30 am – 12:00 pm.

Fallbrook Regional Health District Admin Building,

138 S. Brandon Road, Fallbrook

Adjournment

DISCUSSION ITEMS

DISCUSSION ITEMS

F1.

Presentation of Collaborative Proposal for Wellness Center
Catalyst & Taylor Design

Document Forthcoming

DISCUSSION ITEMS

F2.

Review Board Self-Assessment – Online



ACHD
ASSOCIATION OF CALIFORNIA
HEALTHCARE DISTRICTS

Governance Practices and Performance Self-Assessment User's Guide

The Association of California Healthcare Districts' (ACHD) board self-assessment tool is an easy-to-use, no-cost member benefit. Two ACHD task forces considered a broad range of self-assessment criteria, and developed two versions of a board self-assessment: one for hospital districts, and one for community-based districts.

Your organization's self-assessment has already been created for you, and is ready for you to use. Follow the step-by-step instructions in this document to conduct your self-assessment and receive a comprehensive summary report at no-cost.

Assessing Governance Performance

A governing practices and performance assessment is an important preventive measure your board can take to ensure continual improvement in your governing health and wellness. And it's one of the most reliable ways to identify and correct governance trouble spots and close "governance gaps."

A successful assessment enables the board to identify areas in which the board has the greatest potential for improvement. The governance assessment process identifies leadership gaps, and helps you to develop and implement initiatives and strategies to improve leadership performance.

Through an effective, well-developed governance practices assessment process, leadership growth opportunities may be realized, education may be pinpointed to unique governance needs, recruitment of new directors may be undertaken with increased confidence, and long-range planning may be conducted within a consensus-based framework, with everybody on the same page.

Using the Assessment to Improve Governance Effectiveness

A successful governance practices and performance assessment engages the board in a wide-ranging evaluation of its overall leadership performance. An excellent assessment process will achieve several key outcomes:

- Define the board's most critical governance success factors;
- Secure anonymous, broad-based and insightful director input on the critical fundamentals of successful governing leadership;
- Create an opportunity to address major issues and ideas in a non-threatening, collaborative manner;
- Clearly demonstrate where the board is both in and out of alignment on leadership fundamentals and issues;
- Objectively assess the degree of common director understanding, expectations and direction for the board;
- Assess the deficiencies that may impact the board's ability to fulfill its fiduciary responsibilities;
- Identify opportunities for meaningful leadership improvement; and
- Help administration better understand and respond to the board's leadership education and development needs.

How to Use the ACHD Member Governance Practices and Performance Self-Assessment

Below is a step-by-step guide members should follow to take advantage of this unique member benefit:

Step 1: Determine the appropriate number of days you will allow for board members to complete the assessment.

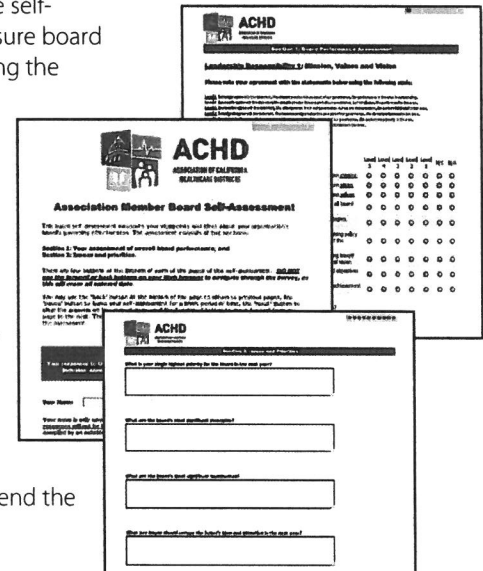
Determine the deadline date for receiving responses from board members. We recommend two or three weeks.

Step 2: Notify board members prior to conducting the self-assessment. The self-assessment should be discussed at a board meeting prior to implementation to ensure board member understanding of the criteria, and a board-wide commitment to completing the assessment and supporting next steps to address assessment results with governance improvement actions.

Step 3: Send a series of emails to notify board members of the need to complete the board self-assessment, and provide instructions of where to go to access the self-assessment. You may chose any method to communicate the self-assessment to your board members. However, a typical practice is to send an email to all board members notifying them that the self-assessment is online and ready to be taken, followed by two reminder emails and a deadline extension, if necessary.

The first reminder email should be sent approximately one week after the initial email; the second reminder email should be sent in the morning on the day of the deadline. If necessary, a deadline extension email may be sent the day after the original deadline. It is always a good idea for the self-assessment administrator to send the email to him/herself first to ensure that the assessment link works properly.

Below are examples of copy you may choose to use in your emails:



Message 1: To be sent on the first day of self-assessment implementation

As you know, [Organization Name] is conducting a comprehensive assessment of our governance processes, structure, practices and success. The self-assessment is being carried out through an Internet survey, provided as a member benefit by the Association of California Hospital Districts (ACHD). The assessment asks for your viewpoints about [Organization Name] governance practices and performance in several key areas.

The self-assessment should be completed by 5:00 p.m. [Day], [Date], and should take you approximately 30 minutes.

Securing every board member's viewpoints and ideas is critical to our ability to ensure that the board is able to deliver the leadership necessary to ensure our success.

To complete the assessment, click on this link:

[Survey URL]

We appreciate your time and commitment to making this important board of directors self-assessment a success.

Sincerely,

[Name], President

Message 2: To be sent approximately one week after initial email

As a reminder, if you have not yet completed the [Organization Name] Board of Directors Self-Assessment, please take 30 minutes or so to complete the survey by 5:00 p.m. [Day], [Date]. If you've already completed it, thank you for your time and viewpoints.

To complete the assessment, click on this link:

[Survey URL]



Association of California Healthcare Districts Governance Practices and Performance Self-Assessment User's Guide

We appreciate your time and commitment to this important board of directors self-assessment a success.

Sincerely,

[Name], President

Message 3: To be sent on the morning of the deadline date

FINAL REMINDER

If you haven't yet completed your [Organization Name] Board of Directors Self-Assessment, there's still time. If you have, thanks for your time and participation in this important [Organization Name] governance development initiative.

The self-assessment should be completed by 5:00 p.m. today, and should take you approximately 30 minutes.

Securing every director's viewpoints and ideas is critical. To complete the self-assessment, click on this link:

[Survey URL]

We appreciate your time and commitment to this important board of directors self-assessment a success.

Sincerely,

[Name], President

Message 4: To be sent on day after deadline (if necessary to extend)

BOARD SELF-ASSESSMENT DEADLINE EXTENDED

If you have completed the [Organization Name] Board of Directors Self-Assessment, thank you for your time and participation in this important governance development initiative.

Unfortunately, we have not received a response from every director, so we've extended the self-assessment deadline.

For those who have not yet completed the self-assessment, please take 30 minutes to do so by 5:00 p.m. [Day], [Date].

To complete the self-assessment, click on this link:

[Survey URL]

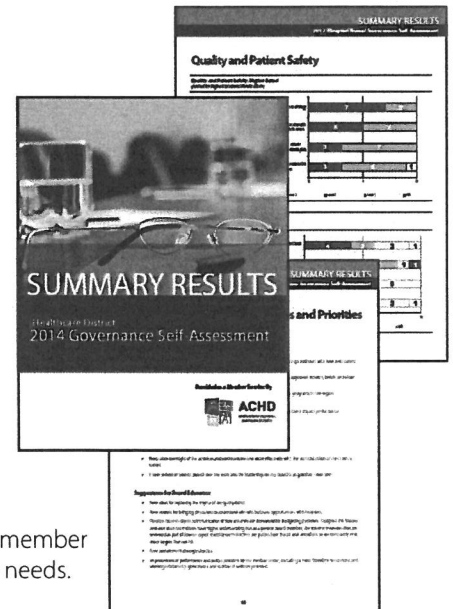
We appreciate your time and commitment to this important board of directors self-assessment.

Sincerely,

[Name], President

Step 4: Self-assessment results. After you have received all possible responses to the self-assessment, notify Larry Walker at The Walker Company, 503-694-8539, lw@walkercompany.com, that your self-assessment is complete. Your summary report of survey results will then be developed and provided to you for board review and discussion of governance improvement action items.

Assessment results are also sent to ACHD, as ACHD uses the combined results of all its member districts to help identify ways in which they can best serve their members' governance needs.



For Additional Assistance...

If you have any questions or concerns, please contact Vone Yee, vi@walkercompany.com, 503-545-8605, or Larry Walker, lw@walkercompany.com, 503-694-8539.



DISCUSSION ITEMS

F3.

Review Executive Director Assessment - Online



ACHD
ASSOCIATION OF CALIFORNIA
HEALTHCARE DISTRICTS

CEO Performance Evaluation User's Guide

The Association of California Healthcare Districts' (ACHD) CEO evaluation tool is an easy-to-use, no-cost member benefit. ACHD considered a broad range of CEO performance evaluation criteria, and developed two versions of a CEO evaluation: one for hospital districts, and one for community-based districts.

Your organization's CEO evaluation has already been created for you, and is ready for you to use. Follow the step-by-step instructions in this document to conduct your evaluation and receive a comprehensive summary report as a member benefit, at no-cost to your organization.

Ensuring Performance and Alignment: The Purpose of the CEO Evaluation

The CEO evaluation process begins with a clear definition of the role of the compensation and performance review process in building leadership loyalty and commitment, and ensuring leadership success and continuity. It is important to remember that the process is about more than simply evaluating the CEO's performance. It is an opportunity to strengthen the board/CEO relationship, and ensure that both the board and CEO have mutually-agreed upon goals and expectations.

The purpose of the CEO evaluation is to set specific board direction for CEO and overall organizational performance, ensure a consistent focus by the CEO, continuous leadership accountability, focus and success. It defines the essential CEO functions and personal attributes required by the board, and encourages two-way communication between the board and CEO.

In addition, the CEO evaluation identifies performance areas requiring increased attention by the CEO, and defines the leadership competencies most critical to organizational success. Finally, the evaluation should link the CEO's achievement to his or her compensation.

CEO Evaluation Goals

Goals that should be considered in the course of undertaking a successful CEO evaluation process include:

- The process should be clearly identified well in advance of the evaluation;
- The evaluation should be a continuous, year-long process culminating in a formal annual performance review, with no surprises for either the board or the CEO;
- The evaluation should provide meaningful feedback to the board on the CEO's success in achieving board-approved objectives;
- The evaluation process should enhance board/CEO working relationships;
- The evaluation should link the attainment of organizational objectives with the CEO's personal performance objectives;
- Data, not subjective assessments, should be the foundation of the evaluation and decisions about compensation;
- Leadership in achieving the mission, values and vision should be a centerpiece of the evaluation; and
- Compensation should be driven by specific performance in specific areas.

Association of California Healthcare Districts CEO Performance Evaluation User's Guide

How to Use the ACHD CEO Performance Evaluation

Below is a step-by-step guide members should follow to take advantage of this unique member benefit:

Step 1: Determine the appropriate number of days you will allow for board members to complete the evaluation.

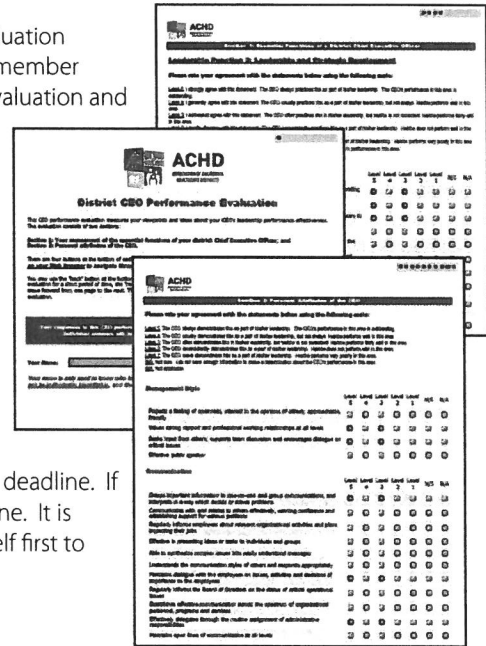
Determine the deadline date for receiving responses from board members. We recommend two to three weeks.

Step 2: Notify board members prior to conducting the evaluation. The evaluation should be discussed at a board meeting prior to implementation to ensure board member understanding of the criteria, and a board-wide commitment to completing the evaluation and supporting next steps to address evaluation results and improvement actions with the CEO.

Step 3: Send a series of emails to notify board members of the need to complete the CEO performance evaluation, and provide instructions of where to go to access the evaluation. You may choose any method to communicate the evaluation to your board members. However, a typical practice is to send an email to all board members notifying them that the evaluation is online and ready to be taken, followed by two reminder emails and a deadline extension, if necessary.

The first reminder email should be sent approximately one week after the initial email; the second reminder email should be sent in the morning on the day of the deadline. If necessary, a deadline extension email may be sent the day after the original deadline. It is always a good idea for the evaluation administrator to send the email to him/herself first to ensure that the evaluation link works properly.

Below are examples of copy you may choose to use in your emails:



Message 1: To be sent on the first day of evaluation implementation

As you know, [Organization Name] is conducting a comprehensive CEO performance evaluation. The evaluation is being carried out through an Internet survey, provided as a member benefit by the Association of California Hospital Districts (ACHD). The evaluations asks for your viewpoints about [Organization Name]'s CEO performance in several key areas.

The evaluation should be completed by 5:00 p.m. [Day], [Date], and should take you approximately 30 minutes to complete.

Securing every board member's input is critical to ensuring a successful CEO evaluation.

To complete the CEO evaluation, click on this link:

[Survey URL]

We appreciate your time and commitment to this important CEO performance evaluation.

Sincerely,

[Name], Board Chair

Message 2: To be sent approximately one week after initial email

As a reminder, please take 30 minutes or so to complete the [Organization Name] CEO performance evaluation survey by 5:00 p.m. [Day], [Date].

To complete the CEO evaluation, click on this link:

[Survey URL]



Association of California Healthcare Districts CEO Performance Evaluation User's Guide

We appreciate your time and commitment to this important CEO performance evaluation.

Sincerely,

[Name], Board Chair

Message 3: To be sent on the morning of the deadline date

FINAL REMINDER

There's still time to complete the [Organization Name] CEO Performance Evaluation.

The CEO evaluation should be completed by 5:00 p.m. today, and should take you approximately 30 minutes to complete. Securing every director's input is critical. To complete the CEO evaluation, click on this link:

[Survey URL]

We appreciate your time and commitment to this important CEO performance evaluation.

Sincerely,

[Name], Board Chair

Message 4: To be sent on day after deadline (if necessary to extend)

CEO EVALUATION DEADLINE EXTENDED

Unfortunately, we have not received a response from every director, so we've extended the evaluation deadline.

Please take 30 minutes to complete the CEO evaluation by 5:00 p.m. [Day], [Date].

To complete the CEO evaluation, click on this link:

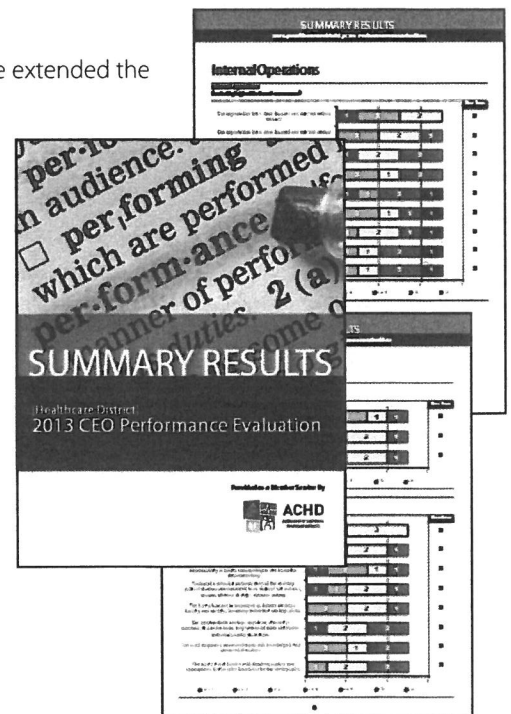
[Survey URL]

We appreciate your time and commitment to this important CEO performance evaluation.

Sincerely,

[Name], Board Chair

Step 4: Evaluation results. After you have received all possible responses to the evaluation, notify Larry Walker at The Walker Company, 503-694-8539, lw@walkercompany.com, that your evaluation is complete. Your summary report of survey results will then be developed and provided to you for board review and discussion of improvement action items.



For Additional Assistance...

If you have any questions or concerns, please contact Vone Yee, vi@walkercompany.com, 503-545-8605, or Nicole Matson, nm@walkercompany.com, 503-469-8663.

ACTION ITEMS

ACTION ITEMS

G1.

Approval of Rock Rose School for Creative Learning Lease
Request for Month to Month Lease Extension – Amendment No. 1

**AMENDMENT NO. 1
TO
LEASE AGREEMENT FOR USE OF A
PORTION OF THE WELLNESS CENTER BETWEEN
FALLBROOK REGIONAL HEALTH DISTRICT
AND
ROCK ROSE SCHOOL FOR CREATIVE LEARNING**

This Amendment No. 1 to Lease Agreement for Use of A Portion of The Wellness Center Between Fallbrook Regional Health District and Rock Rose School for Creative Learning (“Amendment”) is made and entered into as of January 1, 2020, by and between the Fallbrook Regional Health District (hereinafter referred to as “the District”), a California Healthcare District organized and operating pursuant to Health and Safety Code section 32000 et seq., and Rock Rose School for Creative Learning (hereinafter referred to as “Rock Rose School”), a California 501(c)(3) non-profit corporation. This Amendment shall be effective upon approval of the governing boards of each party.

RECITALS

1. On July 1, 2019, the District and Rock Rose School entered into a six (6) month lease (“the Lease”) of a portion of the District building and property (“the Premises”) located at 1635 East Mission Road, Fallbrook, California. The Rock Rose School is using the Premises for the purpose of conducting pre-school and kindergarten classes as provided in the Lease.

2. The District and Rock Rose School desire to extend the Lease on a month-to-month basis beginning January 1, 2020. Any party may terminate the Lease thereafter upon thirty (30) days’ written notice to the other party.

COVENANTS

3. Section 5, Term of Lease, is modified as follows:

“Beginning January 1, 2020, the term of this Lease shall be month-to-month, with the understanding that either party can terminate the Lease upon thirty (30) days’ written notice to the other party.”

4. Except as expressly provided herein, nothing in this Amendment shall be deemed to waive or modify any of the other provisions of the Lease, and all of the provisions of the Lease shall remain in full force and effect. In the event of any conflict between this Amendment and the Lease, the terms and conditions of this Amendment shall control.

Dated: _____

Fallbrook Regional Health District

Dated: _____

Rock Rose School for Creative Learning

By: _____

[Print Name and Title]

By: _____

[Print Name and Title]

ACTION ITEMS

G2.

Approval of Approval of Lyft Pilot Program
and Draft Application



**Fallbrook Regional Health District:
Healthcare Transportation Pilot Program**

Background and Rationale: Transportation barriers are often cited as challenges for accessing healthcare services. A review of the literature studying this issue suggests that there is ample evidence that transportation barriers serve as a significant hinderance toward accessing healthcare, particularly for those with lower incomes or the under/uninsuredⁱ. Transportation is a basic, yet crucial component in managing ongoing health care and medication access, especially for individuals with chronic diseases.

Studies have found transportation barriers impacting health care access in as little as 3% or as much as 67 % of the population sampledⁱⁱ. While the wide variability in study findings makes it difficult to determine the ultimate impact that transportation barriers have on health, what is understood is that transportation barriers may mean the difference between worse clinical outcomes that could trigger more emergency department visits and timely care that can lead to improved outcomes. However, without reliable, consistent, affordable transportation, delays in clinical interventions are likely to result. Such delays in care can and do lead to a lack of appropriate and timely medical treatment, disease exacerbations, increased comorbidities or unmet health care needs, which can accumulate and worsen health outcomes. Generally, the research has concluded that transportation barriers to health care access are common, and greater for vulnerable populations.

Ambulance rides are a necessary and important service for patients in emergency situations, but as most people who have taken an ambulance can attest, it is a costly service even with insurance coverage. An estimated 30% of ambulance use is inappropriateⁱⁱⁱ as determined by emergency department doctors and attending nurses. Inappropriate ambulance use moves resources away from patients with actual emergency situations and creates longer ambulance and emergency room wait times. As the public discourse continues to focus on the high cost of healthcare, an increasing number of payers and healthcare organizations are turning to ride-sharing services for non-emergency medical transportation.

Goals and Outcomes: Develop a partnership among Fallbrook Regional Health District (FRHD), North County Fire Protection District (NCFPD) and Med+ Urgent Care (Urgent Care). Together these partners will implement a Lyft Concierge Ride Share service for FRHD residents to gain access to and home from health care related services. Each goal will have at least one measurable outcome to determine the viability of this program over a long term and to see if it is adequately addressing the stated transportation gaps. Specifically, the goals of this program are:

- 1) Decrease community use of ambulance services for non-emergent medical care needs.
 - a) Track NCFPD referrals to Lyft for physician and or Urgent Care locations
 - b) NCFPD data regarding follow up care for patients who utilized hospital services (Senior Medical Services officer support)
- 2) Increase community ability to access Urgent Care services; with a general expectation that evenings, weekends and holidays will see increased utilization.
 - c) Track ride data to and from Urgent Care location.
 - d) Evaluate ride time data to determine if extended hours were accessed.
- 3) Promote community access and utilization of health-related services as part of routine, preventative health care.
 - a) Track total number of rides given by health provider type and location.
 - b) Survey program participants about health utilization patterns and other metrics as discovered.
 - c) To support awareness of the program we will survey health providers about ratio of missed appointments, changes to numbers of preventative care appointments, follow up appointments, and other measures.

Program Criteria:

- This service is for exclusive use of residents within the FRHD sphere of influence (Bonsall, De Luz, Fallbrook or Rainbow).
- Although this program aims to address the transportation barriers for those with lower incomes or the under/uninsured, there will be no income requirements.

- Rides are provided to and from a resident's home or care facility to a health practitioner. Health practitioners include dental, mental health, pharmacy, podiatry, vision, audiology, and designated fitness or dietary options.
- Riders must be 18 years or older to initiate the ride request. No unaccompanied minors may use this service.
- Riders (includes all passengers who accompany the rider – excluding children under age 18) must complete an application to be held at the FRHD office.
 - Riders accessing urgent care services via NCFPD (afterhours, weekends), this application can be expedited and key information build into the NCFPD electronic records, with authorization to share documentation.
 - Other non-standard business hour, NCFPD initiated rides (e.g., return home post-hospitalization, care services) may require follow up contact to be conducted by NCFPD.
 - Riders accessing this program via Med+ Urgent Care are expected to complete this application and leave it with the reception staff.
- Applications will collect information on critical socio-economic and health demographics and will include waivers of liability.
- Riders may be contacted to provide feedback about their transportation needs and may be referred to community partners for longer term health management support.
- Rides will typically not be provided more than 40 miles from the FRHD Administration building – or Riders who use this service to access providers outside of the FRHD service area will need to demonstrate that no other resource is available (insurance provided rides, etc.).

Program Prohibitions:

- Rides will not be provided for grocery or retail stores where non-specific health resources are available but are not the focus of the visit.
- Rides to gain access to/from and or to support employment will not be provided.

Pilot Budget – approved 11/13/19

Accnt. #	Account	BUDGET 2019-20
INCOME		
	Community Investment Fund	\$41,195.70
TOTAL INCOME		\$41,195.70
500 Admin. Expenses & Overhead		
500.10	Salaries	\$7,440.00
500.12	Payroll Taxes	\$595.20
500.14	W/C Insurance	\$148.80
500.15	Employee Health & Welfare	\$3,300.00
500.23	General Counsel	\$2,500.00
500.25 Office Expense		
01	Communications	\$1,500.00
02	I.T. and Website Services/Social Media	\$2,500.00
04	Office Expenses	\$500.00
500.29	Dist Promotions & Publications	\$1,550.00
TOTAL 500 - ADMINISTRATIVE EXPENSES		\$20,034.00
800 - DISTRICT DIRECT CARE SERVICES		
800.0X	Lyft Ride fees	\$19,200.00
TOTAL EXPENSES		\$39,234.00
NET TOTAL INCOME		\$1,961.70

*Staffing - PT Emp: 20hrs per wk

*Assumes 30 round trip rides per week via FRHD, 10 per NCFPD @\$10 per ride

ⁱ Traveling Towards Disease: Transportation Barriers to Health Care Access - <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4265215/>

ⁱⁱ Healthcare Disparities and Barriers to Healthcare. [Accessed February 20, 2013]; from <http://ruralhealth.stanford.edu/health-pros/factsheets/disparities-barriers.html>.

ⁱⁱⁱ Dejean D, Giacomini M, Welsford M, Schwartz L, Decicca P. Inappropriate Ambulance Use: A Qualitative Study of Paramedics' Views. *Healthcare Policy*, 2016;11(3):67–79.

Please print your (the rider) information in the boxes below.

Shaded areas are optional – however, data is confidential and will guide our development of this program.

Name of the rider: _____
First *Last*

What is your Gender: Male Female Other/decline

Date of Birth: _____
Month *Year*

Home Address: _____

How many people live in the home? _____

Mailing address
(If different from above):

Primary Phone: _____
OMobile *OLand*

Alternate Phone: _____
OMobile *OLand*

Email: _____

Annual Household Income level: Less than \$18,000 \$18,001 – \$29,750 \$29,751 – \$47,600 \$47,601 – \$53,150 \$63,750 – \$69,299 \$69,300 + Decline to state

In Case of Emergency Contact: _____ Relationship: _____

Phone: _____ Address: _____

Do you have a disability that limits your ability to drive? Yes No

What is the nature of your disability? _____

Do you use any of the following mobility aids or equipment? Power wheelchair Walker Scooter Other _____ Manual wheelchair Service animal

Please note that not all lyft vehicles will accommodate service animals or mobility aids. Please be sure to communicate your use of these when arranging for a lyft ride. *If physical assistance is needed to transfer into and out of the vehicle, a caregiver may be required to accompany the rider and perform this action.*

Primary Physician: _____ Phone: _____

**FALLBROOK REGIONAL HEALTH DISTRICT LYFT APPLICATION FOR
HEALTHCARE TRANSPORTATION**

General Information:

- The Lyft transportation services are designed for residents living in the Fallbrook Regional Health District sphere of influence (Bonsall, De Luz, Fallbrook or Rainbow) with limited transportation options when trying to access health services.
- Rides will only be provided from a residence or health services provider. Requests for rides to retail, entertainment or to other homes will not be allowed.
- Rides are provided as a service to accommodate an unmet community need. Costs for this service are provided by FRHD's use of public funds and are thus limited to area residents.
- Rides may be directed to local providers as needed. Access to health providers that are outside of the sphere of influence will be determined case by case.
- Fallbrook Regional Health District reserves the right to determine rider eligibility and locations to which services can be provided.
- Riders must be mentally alert and ambulatory or able to self-transfer into and out of the vehicle. If not, a caregiver may be required;
- If there is a problem or concern with a Lyft driver, riders should call FRHD and please notify the Transportation Coordinator at (760) 731.9187

Please read this form carefully and be aware that in consideration for the Fallbrook Regional Health District, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you might sustain as a result of said services, including but not limited to, vehicle operations and boarding and exiting the vehicle.

I recognize and acknowledge that the Fallbrook Regional Health District is neither a common carrier nor in the business of providing transportation services to the public. I further recognize and acknowledge that there are certain risks of physical injury to vehicle passengers, and I voluntarily agree to assume the full risk of any injuries, damages or loss, regardless of severity, that I may sustain as a result of participating in any and all activities connected with or associated with receiving transportation services, including, but not limited to, injuries, damages and loss arising out of negligent operation or supervision of the vehicle.

I further agree to waive and relinquish all claims I may have (or accrue to me) against the Fallbrook Regional Health District, including its respective officials, agents, volunteers and employees.

I do hereby fully release and forever discharge the Fallbrook Regional Health District from any and all claims for injuries, damages or loss that I may have or which may accrue to me and arising out of, connected with, or in any way associated with said transportation services.

I further agree that this agreement shall be governed by the laws of the State of California.

I have read and fully understand the above waiver and release of all claims.

PLEASE PRINT Participant's Name Date Participant's signature

ACTION ITEMS

G3.

Election to Special Districts Advisory Committee
San Diego Local Agency Formation Commission



received
 11-20-19

MEMORANDUM

TO: Independent Special Districts

FROM: Tamaron Lockett, Executive Assistant

SUBJECT: **Special Districts Advisory Committee Election Ballot and Vote Certification Form Amendment**

On November 4, 2019, San Diego LAFCO issued ballots to all independent special districts for the election of nominated candidates to serve on the Special Districts Advisory Committee. The ballot identified eleven nominated candidates. LAFCO has subsequently been informed one of the nominated candidates – Richard S. Williamson – is no longer eligible to serve on the Special Districts Advisory Committee as a result of ending employment with the sponsoring special district. Please adjust your voting accordingly.

Should you have any questions please call me at (858) 614-7755.

Tamaron Lockett

Administration
 Keene Simonds, Executive Officer
 County Operations Center
 9335 Hazard Way, Suite 200
 San Diego, California 92123
 T 858.614.7755 F 858.614.7766
 www.sdlafco.org

Jim Desmond
 County of San Diego

Dianne Jacob, Vice Chair
 County of San Diego

Greg Cox, Alternate
 County of San Diego

Mary Casillas Salas
 City of Chula Vista

Bill Wells
 City of El Cajon

Paul McNamara, Alternate
 City of Escondido

Mark Kersey
 City of San Diego

Chris Cata, Alternate
 City of San Diego

Jo MacKenzie, Chair
 Vista Irrigation

Barry Willis
 Alpine Fire Protection

Erin Lump, Alternate
 Rincon del Diablo MWD

Andy Vanderlaan
 General Public

Harry Mathis, Alternate
 General Public

**ATTACHMENT A
SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBER
ELECTION BALLOT and VOTE CERTIFICATION**

VOTE FOR ONLY EIGHT NOMINEES

- ~~Richard S. Williamson (Yuima Municipal Water District)~~ []
- Michael (Mike) Sims (Bonita-Sunnyside Fire Protection District) []
- * Jack Bebee (Fallbrook Public Utility District) []
- James E. Gordon (Deer Springs Fire Protection District) []
- * Robert Thomas (Pomerado Cemetery District) []
- Albert C. Lau (Santa Fe Irrigation District) []
- * Thomas (Tom) Kennedy (Rainbow Municipal Water District) []
- Courtney G. Provo (Mission Resources Conservation District) []
- * Kimberly A. Thorner (Olivenhain Municipal Water District) []
- Brian Boggeln (Alpine Fire Protection District) []
- * Mark Robak (Otay Water District) []

Write-Ins

_____ []
_____ []

I hereby certify that I cast the votes of the _____
(Name of District)

for the Special Districts Advisory Committee Election as:

- [] the presiding officer, or
- [] the duly-appointed alternate board member.

(Signature)

(Print name)

(Title)

(Date)

NOTE: The Nominating Committee believes all candidates are equally qualified and recommends each special district proceed with voting as they see fit. Additionally, a candidate's forum is tentatively scheduled for November 21, 2019 as part of the quarterly meeting of the San Diego Chapter of the California Association of Special Districts.

Return Ballot and Vote Certification Form to:
San Diego LAFCO
Taron Lockett
9335 Hazard Way, Suite 200
San Diego, CA 92123
(858) 614-7755 (office) • (858) 614-7766 (FAX)
Email: taron.lockett@sdcounty.ca.gov

* Incumbent member

Michael Sims

(619) 479-2346

msims@bonitafd.org

4900 Bonita Road, Bonita CA 91902

Bonitafd.org

Objectives

Serve on the LAFCO Special District Advisory Committee

Education

Columbia Southern University

Bachelor Degree in Public Administration

Experience

Fire Chief

Bonita Sunnyside Fire Protection District

Hired in 1995 as a firefighter and worked through the ranks of Captain, Deputy Chief and was selected as Fire Chief in 2018

Special Assignments

San Diego County Fire Chiefs Liaison to the County Training Officers Section

San Diego County Fire Chiefs - Executive Board - Member at Large

As the past Chair of County Training Officers Section I helped to revitalize countywide participation and collaboration on all manor of training topics in our local fire service by investing in and utilizing the vast talents of the fire training officers in our region.

FAIRA Board Member

PASIS Board Member

SUMMARY: Over twenty years experience in the management of operations, design and planning of water and wastewater infrastructure, including water treatment, distribution and wastewater collections and reclamation facilities. Oversee entire District operation with a staff of 68 FTE's with 11 direct reports in my current position as both General Manager for the Fallbrook Public Utilities District.

EXPERIENCE: **Fallbrook Public Utilities District** **9/2017-Present**
General Manager

Oversee all District functions including Finance, Customer Service, Public Relations, Human Resources, Operations, and Engineering. Responsible for establishing a productive and positive work environment. Facilitates development and implementation of the Board of Directors overall vision for the District. Communicates and Coordinates District operational needs with the Board of Directors.

EXPERIENCE: **Fallbrook Public Utilities District** **2013-Present**
Assistant General Manager/District Engineer

Oversee all operations, engineering and planning functions of the District including maintenance/construction, meter services, purchasing, water system operations and wastewater treatment/water reclamation. Responsible for Planning and setting goals for each department and monitoring performance. Responsible for developing and implementing all capital projects.

EXPERIENCE: **Fallbrook Public Utilities District** **2009-2013**
Engineering and Planning Manager

Served as the head of Engineering and Planning Department. Responsible for planning and overseeing all capital improvements projects for the District Facilities and supporting wastewater and water Operations. The projects include a new groundwater treatment plant and major wastewater reclamation plant rehabilitation as well as water distribution, storage and wastewater collections construction.



James E. Gordon
Director, Deer Springs Fire Protection District
415.852.1086
jegordon888@gmail.com

Professional History

- Director, Berkeley Research Group; October 2012 to 2014
- Managing Director, Navigant Consulting Asia; March 2005 to October 2012.
- Vice President of Pinkerton Consulting & Investigations; March 2001 to March 2005.
- Executive Vice President and CEO of OnlineSecurity; March 2000 to March 2001.
- Managing Director of Kroll Associates; March 1999 to March 2000.
- Managing Director of The Investigative Group, Inc.; June 1990 to March 1999.
- Partner, Philips & Gordon, Litigation Consulting Firm: May 1980 to June 1990.

Former Professional Associations

- American Bar Association (Associate Member)
- Inter-Pacific Bar Association
- High Technology Crime Investigator Association (HTCIA)

Professional Designations

- Licensed Private Investigator in California
- Chartered Life Underwriter (CLU0)

James Gordon retired in 2014 after a successful international consulting career and is serving his second term (till 2022) as a Director of the Deer Springs Fire Protection District. Mr. Gordon's professional career includes more than 25 years of experience and expertise advising clients faced with complex high stakes business disputes, litigation and investigations, especially in cross-border matters. Mr. Gordon has served as a consulting and testifying expert as well as a third-party neutral in a diverse range of business and discovery disputes.

Mr. Gordon was based in Hong Kong from 2009 to 2012 as Managing Partner for a global expert services and consulting firm. Mr. Gordon was the consulting expert and project lead on a diverse range of complex matters, including: special committee forensic investigations for Boards of U.S. listed Chinese companies; cross-border discovery; allegations of business fraud; undisclosed related third party asset transfers; Foreign Corrupt Practices Act (FCPA) investigations; deep-dive M&A and FCPA due diligence; international arbitration; royalty disputes; intellectual property rights (IPR); and dumping/trade issues.

Mr. Gordon worked on many of the highest-profile regulatory and enforcement investigations in US history, including: the Wall Street IPO Securities Litigation; Tyco; WorldCom; Parmalat; HealthSouth; and Enron. His work involved matters throughout Asia, China, Canada, UK and the United States

advising clients and their counsel in responding to investigations by: U.S. Department of Justice (DOJ); Securities and Exchange Commission (SEC); Federal Energy Regulatory Commission (FERC); the New York Stock Exchange (NYSE); NASDAQ; Federal Trade Commission (FTC); United States International Trade Counsel (USITC) and Congressional and Senate Investigations.

Mr. Gordon was a frequent presenter at In-House Corporate Counsel events, American Bar Association conferences and at the International Pacific Bar Association on topics critical to managing business risks and resolving cross-border disputes including; *"Anti-Corruption and Fraud Investigations in Asia," "Managing Counterparty Business Risk with Business Intelligence and Analytics," "Developing Cost Effective Strategies for Managing Cross-Border Discovery," "Electronic Discovery in Asia-U.S. Cross-Border Disputes,"* and *"Evidentiary Issues in CIETAC Arbitrations."*

Representative Client Assignments

Special Committee Investigation for Chinese Board of US Listed Company

- For a US listed Chinese company, Mr. Gordon was retained by the Board of Directors to conduct an internal investigation in response to whistle blower allegations. Mr. Gordon led an extensive investigation throughout China to drill down on allegations of accounting irregularities; numerous dealings with related undisclosed third parties; and the sale of one of the company's manufacturing facilities that was not an arm's length transaction. Based on Mr. Gordon's investigation, the company restated its financial statements, changed auditors and Mr. Gordon presented his team's findings to US based regulatory agencies.

Audit Committee Internal Bank Investigation

- Mr. Gordon worked with the bank's general counsel and the auditors pertaining to a wide-ranging internal investigation which included: investigating whistle blower allegations; an in-depth information technology review; investigation of an external data breach; and investigation of internal misconduct. The summary of Mr. Gordon's findings was provided to numerous regulatory and law enforcement agencies as well as the AMEX and NASDAQ stock exchanges resulting in no adverse impact to the client.

Major US Financial Institution – Breach of Contract Dispute

- Mr. Gordon was retained as the Court appointed Third-party Neutral Expert in a matter pertaining to allegations of a breach of an Insurance Recovery Agreement for thousands of real estate properties owned by the bank. Mr. Gordon led a team in analyzing hundreds of millions of fields of data from disparate sources including bank loan foreclosure and real estate owned ("REO") property records, asset manager records, hazard insurance recovery provider data, and insurance claims. The case successfully resolved within a week of Mr. Gordon's testimony.

Robert Thomas
POMERADO CEMETERY DISTRICT

14361 Tierra Bonita Road
Poway, CA 92064
858.748.5760
bobotpcd@gmail.com

August 28, 2019

RE: Resume for Special District Advisory Committee

To Whom It May Concern:

My professional career consists of working in local government for twenty-seven years in both northern and southern California.

The last year thirteen years before I retired, I was the Community Services Director for the City of Poway overseeing the parks, recreational and cultural activities of the City.

I have been a Trustee of the Pomerado Cemetery District since 2004 appointed by the San Diego County Board of Supervisors. Dearborn Cemetery is a public cemetery serving the communities of Poway, Rancho Bernardo, and portions of North County and Inland San Diego.

I am now completing my first four year term on the Special District Advisory Committee.

Sincerely,

Robert Thomas

Albert C. Lau, P.E., MBA

Qualification Summary

Over 25 years of progressively responsible and successful engineering, planning, and utility management experience, including 18 years in leadership and senior management capacity overseeing in-house staff, consultants, and contractors. In my current position as the General Manager with Santa Fe Irrigation District, I am responsible for interfacing with elected officials, regulatory agencies, and other public agencies. I am also responsible for, under direction of the Board of Directors, planning, organizing, directing and reviewing the overall activities and operations of the District. I receive policy direction from the Board of Directors, and advise and assist the Board of Directors. Additionally, I represent the District's interests at local, regional, State and Federal levels, and coordinates activities with outside agencies and the community.

Education

- ◆ M.B.A. (2004), San Diego State University, San Diego, CA
- ◆ M.S. Civil Engineering (1994), University of Colorado, Boulder, CO
- ◆ B.S., Civil Engineering (1992), California Polytechnic State University, Pomona, CA

Professional Experience

Position/Employer/Dates	Dates	Responsibilities
General Manager Santa Fe Irrigation District Rancho Santa Fe, CA	March '19 to present	Directly responsible for the development of District-wide work plans; assign work activities, projects and programs.
Director of Engineering and Planning Padre Dam Municipal Water District Santee, CA	July '9' to March '19	Member of the executive team for PDMWD. Successful re-organized the department to improved efficiency and effectiveness that has received numerous project awards.
Engineering Manager Padre Dam Municipal Water District Santee, CA	Sep '00 to July '09	Directly responsible for capital project implementation and increased the quality, timeliness, responsiveness, efficiency, and overall production of my working group.
Senior Engineer Dudek & Associates Encinitas, CA	Apr '98 to Sep '00	Project manager/engineer consistently completed assignments/ projects on time and within budget. Maintained strong working relationships with public agencies and clients.
Project Manager/Engineer Tetra Tech, Inc. San Diego, CA	July '94 to Apr '98	Project engineer in charge of civil works for various projects.

Key Accomplishments

- Provided leadership, under policy directions from the Board of Directors, to develop a fair and equitable rate structure that would fit the unique and diverse consumption profile of Santa Fe Irrigation District.
- Directed the implementation of the East County Advanced Water Purification Program, a partnership between Padre Dam, County of San Diego, Helix Water District and City of El Cajon. This is a \$500M surface water augmentation program, one of the first in the State of California. This regional water supply program will produce up to 30% of East San Diego County drinking water supply locally and provide long term price certainty and enhance local control for the program partners. To date, this program had received

- approximately \$40M in grants and over \$101M in State Revolving Fund and received conditional regulatory approvals. Served as media spokesperson for interviews and conducted key elected official briefings.
- Served on the statewide advisory panel for the State Water Resources Control Board and Division of Drinking Water to investigate and report to the Legislature on the feasibility of developing uniform water recycling criteria for direct potable reuse and reservoir augmentation.

Professional Memberships, Registration, and Certifications

- ◆ Registered Professional Engineer - Civil (CA 59053)
- ◆ Member, American Society of Civil Engineers (ASCE)
- ◆ Committee member, Water and Environment Committee, ASCE region 9
- ◆ Member, American Water Works Association (AWWA)
- ◆ Committee member, CA-NV AWWA, Advanced Water Operator Certification Committee
- ◆ Member, Water Reuse Association
- ◆ Member, Water Environment Federation & California Water Environmental Association
- ◆ Member, California Special District Association (CSDA)

Recent Professional Recognitions, Publications, and Presentations

- 2016 Leadership Award, Water Environmental Federation, White House Water Summit.
- WaterReuse California (2017) "Maximizing Disinfection Infrastructure for Both Potable and Non-Potable Reuse", San Diego, CA, in March, 2017.
- IWA International Conference on Water Reclamation and Reuse (2017) "Modifying Existing Infrastructure to Maximize Pathogen Control for Potable and Non-Potable Reuse", Long Beach, CA in July, 2017.
- WaterReuse Symposium (2017) "Potable Reuse Case Study for Full-scale Predesign of RO with 95% Recovery", Phoenix, AZ in September, 2017.
- Lau, A., Huston, P. & Pecson, B., 2016. Padre Dam's Advanced Water Purification Program: Building a Better Future Inspired by Creativity from the Past. J. - AWWA, 108:11:68.
- IWA International Symposium: Potable Reuse (2016) "Reducing the Need for the Environmental Buffer: Results from Padre Dam's Advanced Water Purification Testing", Long Beach, CA, in January, 2016.
- WaterReuse California (2016) "Dual Pursuit of Surface Water Augmentation and Groundwater Recharge at Padre Dam", Santa Rosa, CA, in March, 2016.
- WaterReuse Symposium (2016) "Maximizing Product Water through Brine Minimization", Tampa, FL in September, 2016.
- AWWA California-Nevada Annual Fall Conference (2016) "Maximizing Product Water through Brine Minimization", San Diego, CA in October, 2016.
- WaterReuse California (2015) "Breaking IPR Boundaries at Padre Dam's Advanced Water Purification Demonstration Project" by Brian Pecson, Los Angeles, CA, in March, 2015.
- AWWA Annual Conference and Exhibition (2015) "Pushing the Boundaries of IPR at Padre Dam's Advanced Water Purification Demonstration Project", Anaheim, CA, in June, 2015.

KEY ATTRIBUTES

Experienced practitioner regarding all things related to Special Districts. Deep understanding of LAFCO laws and intergovernmental relations.

EDUCATION

Bachelor of Science, Aerospace Engineering, with emphasis on Flight Mechanics and Propulsion, San Diego State University, 1989

Masters in Public Administration, with emphasis in Public Finance, California State University at Fullerton, 2000

EMPLOYMENT

2014 TO CURRENT

General Manager, Rainbow Municipal Water District

2007 TO 2014 (and 1999 TO 2005)

Operations Manager, Olivenhain Municipal Water District

2006 TO 2012

Non-Revenue Water Consultant (Offshore projects – side work)

2005-2006

Vice President, Business Solutions, Nobel Systems

2003 - 2006

Water Treatment Plant Design Consultant (US based projects – side work)

1999 TO 2005

Operations Manager, Olivenhain Municipal Water District

1991 – 1999

Water Superintendent, City of Vernon

AFFILIATIONS

President, San Diego Chapter of the California Special Districts Association – 2016 to present

Member, San Diego LAFCO Special District Advisory Committee – 2015 to present

Member, San Diego County Water Authority Board of Directors, 2015 to present

Advisory Member CSDA Formation and Reorganization Expert Feedback Team

President, Bonsall Rotary (2018-2019)

Former Chairman of the GE Water and Process Technology Drinking Water User Group

Member American Water Works Association serving on several National Committees

COURTNEY G. PROVO

Courtneyrios@gmail.com | (760) 310-0161

Executive Management

Strategic Planning • Public Sector Engagement • Budget Development • Contract Administration

PROFILE SUMMARY

Accomplished executive with extensive experience in the public sector. Highly skilled in planning, organizing and implementing functions from conception to completion, including business retention, business attraction and diversified programs. Regularly coordinates with various political subdivisions to facilitate change in the community to support organizational objectives. Possess adept skills in budgeting, management of operational services, interdepartmental project supervision, and human resources. Review of analytical data and delivering information in a comprehensible manner. Strong background in relationship management, and team building.

WORK EXPERIENCE

MISSION RESOURCE CONSERVATION DISTRICT

General Manager, July 2018 – Present

- Strengthening the District's visibility through proactive networking, community engagement, workshops and public presentations.
- Works directly with diverse stakeholders, including other conservation districts, local, state and federal agencies.
- Directs all services and activities of the District, that includes the expanding and diversifying of staff and additional program opportunities.
- Supervising grant and contract activities such as monitoring deliverables; development and coordination of staff and sub-contractors and building relationships with internal & external stakeholders to sustain future efforts.
- Analyzing of existing economic conditions relative to business operations and program expansion; reviewing modern techniques for implementation to increase employee retention and streamlined operations.
- Coordinating with other agencies to leverage program development and further grant opportunities.
- Preparation of requests for proposal for necessary contract work, including the interview process and compliance with all provisions concerning public works and prevailing wage.
- Development of business proposals to secure District contracts, that consists of proposal presentations, contract negotiations and ongoing monitoring of deliverables.
- Coordinating with various departments in preparation of the District's annual budget, including fiscal year-end activities.
- Implementing necessary marketing efforts to increase visibility of the District's programs
- Monitoring of the District's day-to-day activities and reports directly to the Board of Directors.
- Preparation of monthly Board reports and regular attendance to all meetings, including the preparation of agendas, recommendations with supporting materials and corresponding meeting minutes.

COLLINS COLLINS MUIR + STEWART

Legal Assistant, March 2016 – June 2018

-
- Works directly with Partner and Associate level attorneys at varying skills levels and managing their day-to-day calendars and cases.
 - Responsible for overseeing status of all pending case deadlines to ensure both legal compliance and timely submittal.
 - Conducts research concerning State and Federal rules to ensure compliance with submission of legal pleadings.
 - Reviews and edits pleadings prior to submittal to State, Federal, Appellate and Supreme Courts.
 - Collaborates with multiple attorneys and staff on as-needed work with little to no direction.

SEMNR & HARTMAN LLP

Legal Assistant/Office Manager, May 2013 – March 2016

-
- Manages all office operations and day-to-day activities, included, but not limited to hiring and training of additional personnel.
 - Maintains various attorney's calendars; calendaring all appearances and corresponding deadlines.
 - Researching all applicable local State and Federal rules to ensure proper compliance with jurisdictional authority.
 - Maintain client accounts and expenses; assists in firm bookkeeping.
 - Responsible for maintaining the life cycle of an entire caseload from conception to completion, which includes overseeing all pending deadlines and maintaining client retention.

KHASHAYAR LAW GROUP

Legal Assistant/Office Manager, August 2008 – March 2016

-
- Development and implementation of a records management system.
 - Corresponds with diverse individuals and administrations; attorneys, staff, clientele and various government agencies.
 - Manages attorney's day-to-day calendar and caseload to ensure timely completion of pending projects, in addition to daily office maintenance and activities.
 - Prepares and reviews all pleadings and other legal correspondence prior to submission.
 - Researches local authority to ensure compliance with legal process and procedure.

EDUCATION

MA, Public Administration

Ashford University

BS, Criminal Justice Administration

University of Phoenix

Kimberly A. Thorner, Esq.

Carlsbad, CA 92009

kthorner@olivenhain.com

NATIONALITY

US Citizen, Born on US Army Base, Berlin, Germany

SKILLS

- Chief Executive Officer
- Public Agency Manager
- Lawyer
- Legislative Advocate
- Project Manager
- Community Relations
- Financial Management

EXPERIENCE

Olivenhain Municipal Water District, Encinitas, CA

2007 - Current

General Manager

- Management of approx. half billion dollar net worth public agency
- Water Supply Planning, Treatment and Maintenance, Wastewater Collection and Treatment, Recycled Water
- Parks and Recreation
- Legal
- Financial
- Engineering
- Human Resources
- Legislative (State & Federal)
- Community Relations
- Risk & Safety

Olivenhain Municipal Water District, Encinitas, CA

2002 - 2006

Assistant General Manager

- Management of public agency
- Oversight of main functions of District

Olivenhain Municipal Water District, Encinitas, CA

1996 - 2002

Project Manager

- Project Management
- Constructed World's Largest Immersed Membrane Treatment Plant
- Project Team on the Olivenhain Dam
- Environmental Compliance
- Contract Negotiations
- Public Relations
- Budget Oversight and Management

EDUCATION

Thomas Jefferson School of Law, San Diego, CA

- Juris Doctorate, May 1995
- Editor for "The Restater" Law School Newspaper 1993-1995
- Teaching Assistant, Legal Analysis 1993-1994
- President-Student Bar Association-1994-1995
- Academic Chairperson-Student Bar Association-1993-1994

University of Colorado, Boulder, CO

- Bachelor of Arts in Political Science, May 1992
- Secondary Emphasis - German
- Active member of CU Law Club; CU Election Poll Manager -1991

ACHIEVEMENTS & PROFESSIONAL BOARDS (Last 10 years)

- Certified Special District Administrator from the Special District Leadership Foundation (2008 – present)
- WaterReuse California Board of Directors (2018 to present)
- 2015 California WaterReuse Advocate of the Year
- Founding member and lead for the North San Diego County WaterReuse Coalition (2010 to present)
 - Testified before the San Diego Grand Jury which resulted in a commendation for the coalition (2015/2016)
- Association of California Water Agencies Federal Affairs Committee (2006 to present)
- San Diego Local Agency Formation Commission Advisory Committee (2008 to present)
 - Elected Chair (2014 to present)
- Board of Directors of the San Diego North Economic Development Council (SDNEDC) (2007 to present)
 - Elected Chair (2013-2014)
- Integrated Regional Water Management Regional Advisory Committee (2008 to present)
- California Best Places to Work (2007 and 2008)
- Sponsored AB 869 to promote water recycling in California (2017)
- OMWD bond rating increased from A- to AAA under my tenure as General Manager, while our rates remained in the lower third in the region for the average user. (2007 to present)
- Issuance of over \$250 million in bond financing and refunding
- Oversaw unprecedented OMWD safety record of over 10 years of no lost time preventable injuries (2007 to present)

COMMUNITY INVOLVEMENT

- Water for People (San Diego Core Committee) Emcee at Annual Lunch (2013 to present)
- Lead Planner and Host for the North County Water Summit with the SDNEDC (2015)
- Board of Management – Magdalena Ecke YMCA (2007 - 2017)
 - Finance Committee – Magdalena Ecke YMCA (2007 - 2015)
 - Alga Norte task Force – Magdalena Ecke YMCA (2014-2016)
- Board of Directors (President) – Arroyo Vista Homeowner's Association (2009 to present)
- Classroom Volunteer – Olivenhain Pioneer Elementary – 2012 to 2018
- Hands On San Diego Volunteer
- hikeboss@summitfriends.com Annually guide personal and professional friends on ambitious day hikes, including Rim to Rim of the Grand Canyon and Mt. Whitney

**2020 LOCAL AGENCY FORMATION COMMISSION
NOMINATION / RESUME**

NOMINATED BY:	
District Name:	Olivenhain Muncipal Water District
District Phone:	(760) 753-6466
NAME OF NOMINEE:	
Name:	Kimberly A. Thomer
Address:	1966 Olivenhain Road, Encinitas, CA 92024
Phone:	(760) 753-6466
NOMINATED FOR:	
<i>Please check <u>one</u> box Refer to the List of Incumbents.</i>	LAFCO POSITION: () Regular Special District Member (Term expires in 2017) () Alternate Special District Member (Term expires in 2019)
	SPECIAL DISTRICTS ADVISORY COMMITTEE POSITION: (<input checked="" type="checkbox"/>) Special Districts Advisory Committee (Term expires in 2019)
DISTRICT EXPERIENCE:	Ms. Thomer began her tenure with Olivenhain Municipal Water District in October 1996, becoming General Manager on January 1, 2007. Under her direction, OMWD provides water, wastewater services, recycled water, hydroelectricity, and park/recreation facilities on behalf of approximately 86,000 customers over 48 square miles in northern San Diego County.
LAFCO EXPERIENCE:	Ms. Thomer currently serves as Chair of the San Diego Local Agency Formation Commission's Special Districts Advisory Committee (SDAC). She has served on the SDAC for the past 12 years. She has participated and provided input and guidance on dozens of important LAFCO issues during her tenure and has spoken at many LAFCO hearings on behalf of the SDAC.
ADDITIONAL INFORMATION:	Ms. Thomer earned a bachelor's degree in political science from the University of Colorado (Boulder) and her Juris Doctorate from Thomas Jefferson School of Law in San Diego. She is past Chair of the San Diego North Economic Development Council's Board of Directors, past member of the Ecke Y Board of Directors, past Chair of the Ecke Y Board Finance Committee, on the WateReuse California Board of Trustees, and the SDCWA Fiscal Sustainability Task Force. Since 2008, she holds her Special Districts Administrator certification from the Special District Leadership Foundation and recently completed the Special District Leadership Academy.

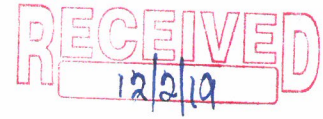
Board of Directors

Edmund K. Sprague, President
Robert F. Topolovac, Vice President
Lawrence A. Watt, Treasurer
Robert M. Kephart, Secretary
Christy Guerin, Director



General Manager
Kimberly A. Thorner, Esq.
General Counsel
Alfred Smith, Esq.

November 18, 2019



RE: LAFCO Special Districts Advisory Committee Elections – Requesting Your Vote

Dear Board President:

At its September 18, 2019 regular meeting, the Olivenhain Municipal Water District (OMWD) board of directors unanimously nominated General Manager, Kimberly Thorner for the Special Districts Advisory Committee position. We are writing to respectfully request your vote and support.

Ms. Thorner’s desire to continue serving on the Special Districts Advisory Committee (SDAC) is also well-supported by her outstanding background and experience. She has served on the SDAC since 2007 and presently serves as the SDAC Chair. She has participated and provided input and guidance on dozens of important LAFCO issues during her tenure and has spoken at many LAFCO hearings on behalf of the SDAC.

In her role as General Manager for the Olivenhain Municipal Water District (OMWD), which she has held since January 1, 2007, Ms. Thorner provides water, wastewater services, recycled water, hydro-electricity, and park/recreation facilities services on behalf of approximately 86,000 customers over 48 square miles in northern San Diego County. She earned a bachelor's degree in political science from the University of Colorado (Boulder) and her Juris Doctorate from Thomas Jefferson School of Law in San Diego. Ms. Thorner is past Chair of the San Diego North Economic Development Council's Board of Directors, currently serves on the WaterReuse California Board of Directors, leads the North San Diego Water Reuse Coalition, and is a current member of the San Diego Integrated Regional Water Management Regional Advisory Committee. She holds her Special Districts Administrator certification from the Special District Leadership Foundation since 2008 and has completed CSDA’s Special District Leadership Academy.

Your support for Ms. Thorner is encouraged and greatly appreciated.

Respectfully,

Edmund K. Sprague
OMWD Board President



Brian Boggeln

1364 Tavern Rd • Alpine, CA 91901
Phone: 619-445-2635 • E-Mail: bboggeln@alpinefire.org

Education

- A.S. Degree – Fire Protection Technology
- California State Fire Marshal Fire Officer
- California State Fire Marshal Chief Officer
- California State Fire Marshal Fire Instructor I

Experience

- 2018 – present Division Chief of Operations – Alpine Fire Protection District
- 2004 – 2018 Fire Captain/Paramedic
- 2001 – 2004 Firefighter/Paramedic
- 1997 – 1999 Firefighter Cadet

Special Assignments

- Emergency Medical Services Coordinator – Alpine Fire Protection District
- Chair of Central Zone Training Officers Association
- Chair of Central Zone Operations Chiefs
- Central Zone Representative to San Diego County Regional VHF Radio Project

Experience

- Division Chief of Operations – Alpine Fire Protection District – Oversee the daily operations of the Alpine Fire Protection District. Supervise the twelve operational personnel in fulfilling the mission of the District.
- Fire Captain – Supervise six personnel in daily activities on an engine company. Provide command and control of emergency incidents.
- Emergency Medical Services Coordinator – Supervise the emergency medical operations of the Alpine Fire Protection District.

Mark Robak

619-778-3800

MarkRobak@icloud.com

WATER INDUSTRY – ELECTED OFFICE

2005 - Present Otay Water District

Spring Valley, CA

Board Member, Former President, Vice-President & Treasurer

- Oversee a public agency with \$132M annual budget, providing water and sewer and recycled water to 224,000 customers in a 126 square mile service area. Represent all of the District sewer ratepayers.
- Chair of Finance and Administration Committee. Provide guidance to finance department staff for annual budget cycle and instrumental in Board audits of District finances.
- Head of current Labor Negotiations Committee.
- Former Chair of Engineering Committee. Fully engaged in oversight of key District CIP projects.
- Chief advocate at Board level for continuing development of District strategic plan and benchmarking study, including advocating for peer review as presented by AWWA.
- Instrumental in securing a feasibility study to bring recycled water to northern service area of the District. Public speaking on expansion of recycling water to the media, including local television.
- Represented District to Water Reuse Association, attending local, state and national level conferences.
- Had District rejoin ACWA in 2017 after a long hiatus.
- Been the Board member involved in Water for People events.
- Was instrumental in the recent introduction of live streaming of Otay Board meetings.

2005 – Present Water Conservation Garden

El Cajon, CA

Board Member/Former President

- Oversaw a joint-powers authority comprised of six public agencies creating an award winning five-acre display area that showcases water conservation to the general public and landscaping professionals.
- Was involved with the Garden when it opened in 1999 and have the most background of any individual.

1997 - Present San Diego Metro Wastewater Joint Powers Authority

San Diego, CA

Board Member/Former Chairman/Longest serving Board Member

- Oversaw a joint-powers authority comprised of 15 other cities and districts that pay for 35% of the upkeep and capital costs of the City of San Diego's regional wastewater facilities, with 2.2 million customers in a 450 square mile service area, treating 180 million gallons a day.
- Former Member of the Independent Rates Oversight Committee (IROC) for City of San Diego.
- Former member of the Finance Committee, that reviewed and advised on City of San Diego Bond offerings affecting Municipal and Metro systems (approx. \$1.2B placed - May 2009)
- Former head of Strategic Ad-Hoc Committee charged with shaping vision and mission for the organization, along with a plan to achieve those goals.
- Assisted in development of a communications plan and design of organization website.
- Participant in American Assembly II process in 2005 that endorsed Indirect Potable Reuse.
- Developed a Twitter site for them.

1996 - 2001 Padre Dam Municipal Water District

Santee, CA

President, Treasurer, Board Member

- Oversaw public agency with \$40M annual budget, providing water, sewer and recycled water to 135,000 customers in an 85 square mile area.
- While President of the Board the Board (1998), championed a Competitive Challenge program that was instituted comparing the agency to best management practices of the private sector. Has saved Padre Dam ratepayers \$1,800,000 annually to date.
- Represented Santee Lakes area and helped develop a Master Plan for 190-acre Santee Lakes Park & Campground, allowing it to become self-supporting and enhance recreational benefits for the community.
- Assisted in negotiations with employee bargaining unit in securing a new labor agreement.

WATER INDUSTRY

Water Conservation Garden

- Led formation and recruitment of Board Members that led to creation of *Friends of the Garden* foundation to assist in fundraising for the operation of the facility. This entity become the management structure for the Garden effective January 2011 and exists to this day. Our goal when we formed it was to achieve at least half of our funding from outside the industry, which the Garden did achieve.
- Obtained signage on Jamacha Road through my political connection with former Senator Dennis Hollingsworth. The Garden had previously been rebuffed by Caltrans who has jurisdiction on road.
- Started and maintained their Facebook site, which I turned over to them, as well helping start other social media sites.

Water-Wise AA Degree program/Cuyamaca College

- During my tenure (4 years) as President of the Water Conservation Garden, I was the chief advocate getting a new Water-Wise AA Degree program implemented in conjunction with Horticulture Department at Cuyamaca College. Worked with the College and SDCWA staff to achieve it.
- The program is a model for junior colleges throughout the state.

YesToTap on Twitter

- Developed and maintain the leading Tap Water advocacy site in San Diego County.
- Averages 3,000+ impressions per month. Followers throughout U.S. and world.
- Developed a tapwater pledge for organizations.
- Goal is to develop website and other advocacy methods.

Conservation Action Committee

- Bought the www.ConservationActionCommittee.org for the organization and helped developed their website working with SDCWA staff
- Developed both their Facebook and Twitter sites
- Main promoter of their programs in social media

Otay Mark

- Have the leading water Twitter site (non SDCWA) in San Diego averaging approximately 30,000 views per month with a high of approximately 90,000. Followed by opinion leaders throughout the state.
- Leading advocate of SDCWA's member agencies on their specific accomplishments.
- Also have a website, with Facebook, Instagram, YouTube and Flickr.

Television & Media

- Have appeared in interview format on local news on water and wastewater issues
- Have relationships with local print, online and television reporters
- Was guest curator for a week on Voice of San Diego's Instagram page for water issues

Political

- Have advised locally elected officials on water issues, including Senator Joel Anderson, when first elected to Padre Dam, prior to higher office.
- Have extensive connections with locally elected officials throughout San Diego County.
- Have helped develop social media strategy for locally elected officials.

Social Media Instruction

- Taught social media with a focus on Twitter to agencies at the San Diego Chapter of the California Special Districts Association. Analyzed all water agencies for their social media effectiveness.
- Started the Chapter's Facebook and Twitter sites.
- Advised agencies on areas of improvement including SDCWA.

Water & Wastewater Technology Program

- Completed Water Distribution Systems – WWTR 130 – Grade A
- Completed Wastewater Collection Systems – WWTR 132 – Grade A

ACTION ITEMS

G4.

Review Annual Audit for the Year Ended 2019

**FALLBROOK REGIONAL
HEALTH DISTRICT
MANAGEMENT REPORT
FOR THE YEAR ENDED JUNE 30, 2019**

FALLBROOK REGIONAL HEALTH DISTRICT

Management Report
For the Year Ended June 30, 2019

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Board of Directors of the
Fallbrook Regional Health District
Fallbrook, California

In planning and performing our audit of the financial statements of the Fallbrook Regional Health District for the year ended June 30, 2019, we considered the District's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

Our consideration of the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that errors or irregularities in amounts that would be material in relation to the basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

We will review the status of these comments during our next audit engagement. We will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations. We thank the District's staff for its cooperation on this audit.

Fechter & Company
Certified Public Accountants

A handwritten signature in cursive script that reads "Fechter & Company, CPAs". The signature is written in dark ink and is positioned to the left of the typed name.

October 25, 2019
Sacramento, CA

FALLBROOK REGIONAL HEALTH DISTRICT
Management Report
For the Year Ended June 30, 2019

The Auditor's Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated July 4, 2019, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting.

As part of obtaining reasonable assurance about whether the District financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Internal Control Related Matters

In any smaller entity, whether private enterprise or a governmental agency, the lack of segregation of duties can present potential issues in regards to the perpetuation and concealment of fraud. Even with a perfect segregation of duties frauds can be perpetuated and concealed. The District can perform some specific control procedures to help reduce the risk of fraud, however. Some of the controls would include:

- Having someone independent of the bank reconciliation function review the bank statements on a monthly basis. At this District it would mean someone independent of the accounting function reviewing the county reports and bank reconciliations.
- Examining a budget to actual report on a frequent basis.
- Comparing the financial statements on a detailed level to the prior year on a frequent basis.
- Requiring someone independent of the payroll process review payroll on a bi-weekly basis, checking for accuracy of pay rates, paid time off recorded, etc.

- Verifying that a second person is approving all disbursement activity and that an individual independent of the accounting function is signing checks and asking questions about invoices presented for payment.
- Frequently displaying “professional skepticism” when considering staff responses on District finances.

California Government Code Section 12422.5 requires the State Controller’s office to develop internal control guidelines applicable to each local agency by January 1, 2015. The intent of the legislation is to assist local agencies in establishing a system of internal control to safeguard assets and prevent and detect financial errors and fraud. To this end, the State Controller’s Office has produced a draft of control guidelines for local Agencies. As the District contemplates changes to its system of internal control, we advise in utilizing these guidelines when developing internal procedures to assist with your internal control processes.

The State Controller’s office has defined internal controls into five components that work together in an integrated framework. Their guidelines were adopted from the definitions and descriptions contained in *Internal Control – Integrated Framework*, published by the Committee of Sponsoring Organizations of the Treadway Commission (COSO). The components are:

- Control Environment
- Risk Assessment
- Control Activities
- Information and Communication
- Monitoring Activities

The objective of *control environment* is the set of standards, processes, and structures that provided the basis for carrying out internal control across the entity. The governing board and management establish the “tone at the top” regarding the importance of internal control, including expected standards of conduct which then cascade down through the various levels of the organization and have a strong effect on the overall system of internal control.

A District’s *Risk Assessment* process includes how management identifies risks (including fraud risk) relevant to the preparation and fair presentation of the financial statements in accordance with the District’s applicable financial reporting framework. In addition, this would also involve areas of business and operational risk which could potentially affect the District’s finances on a go-forward basis.

The District’s risk assessment process is an extremely important activity the board and management should undertake. Every organization, public or private, faces business risks on a day to day basis. Identifying those risks and then acting on them in a timely manner may prevent future problems from becoming completely unmanageable.

Management should consistently attempt to identify risks that exist and then present those risks to the board for action. It is impossible for us to identify every potential risk that exists but either way, management and the board should proactively attempt to identify risks that could adversely affect the District’s operations.

FALLBROOK REGIONAL HEALTH DISTRICT
Management Report
For the Year Ended June 30, 2019

Control Activities are in reference to establishing policies and procedures that achieve management directives and respond to identified risks in the internal control system. These are specific procedures designed to perform a secondary review of internal processes that will allow for segregation of duties and a management level review of processed transactions.

Information and Communication are the District's methods of identifying what information is relevant to present to management and the board to assist the District in making the correct decisions. It also is in reference to the District's internal processes of gathering and summarizing that information.

Monitoring involves evaluating the effectiveness of controls on an on-going basis and taking remedial actions when necessary when identified by the other control procedures in place. On-going monitoring activities often are built into the normal recurring activities of a local government and include regular management and supervisory activities.

There is no catch-all for finding all instances of fraud within any entity, whether public or private. One of the key factors in helping prevent fraud is to encourage ethical behavior at all levels of the organization, i.e., "tone at the top". Another key would be to note instances of abnormal behavior of finance or accounting staff when questioned about District financial matters.

The District should remember that they have outside resources available in the case of fraud – they are able to contact District auditor, their attorney, or county auditor-controller should anyone feel there is a chance of fraud or abuse.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements were:

- Accrual and disclosure of compensated absences
- Capital asset lives and depreciation expense

FALLBROOK REGIONAL HEALTH DISTRICT
Management Report
For the Year Ended June 30, 2019

Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District's financial reporting process (that is, cause future financial statements to be materially misstated). The following audit adjustments, in our judgment, indicate matters that could have a significant effect on the District's financial reporting process:

- Restating disposition of assets and recording depreciation expense.
- Accruing expenses recorded subsequent to fiscal year-end.
- Reversing balances recorded to equity, receivables, and expense accounts in relation to the District's using the General Ledger to track intra-entity cash transfers.

Other Audit Matters

During our audit, as referenced above with regards to audit adjustments, we found that the District is recording adjustments to equity as part of tracking intra-entity cash transfers from the LAIF account to fund the ongoing Community Investment project. We found inconsistent accounting entries that adjusted equity, receivables, and expense account balances, which did not necessarily coincide with the actual cash transfer events, that needed to be reversed in order to bring the District's financial statements into compliance with GAAP. We recommend that the District use alternative methods to track the ongoing project's related expenditures to eliminate posting adjusting entries to cash and equity that pose an elevated risk of misstatement within the financial statements. QuickBooks can be used to assign classes to transactions in order to isolate and identify particular cash transfers or expenditures related to this project, or generate subledger reports to provide details behind the underlying entries in the general ledger.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Consultations with Other Independent Auditors

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing our audit.

**FALLBROOK REGIONAL
HEALTH DISTRICT**

**ANNUAL FINANCIAL REPORT
WITH
INDEPENDENT AUDITOR'S REPORT**

JUNE 30, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
of the Fallbrook Regional Health District
Fallbrook, California

Report on Financial Statements

We have audited the accompanying financial statements of the Fallbrook Regional Health District (the District), which comprise the statement of net position as of June 30, 2019, and the related statements of revenues, expenses, and changes in net position and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Board of Directors
of the Fallbrook Regional Health District
Fallbrook, California

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District, as of June 30, 2019, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 3 through 9 be presented to supplement the financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Fechter & Company
Certified Public Accountants



Sacramento, California
October 25, 2019

The Fallbrook Regional Health District (District) has issued its annual financial report for the fiscal year ended June 30, 2019 in conformity with the format prescribed by the provisions of Government Accounting Standards Board Statement No. 34 (GASB 34). This report, Management's Discussion and Analysis, is an overview of the financial activities for the fiscal year and is an integral part of the accompanying Basic Financial Statements.

ACCOUNTING METHOD

The District's operations are accounted for as an Enterprise Fund. Enterprise Funds are used by government agencies to account for operations which are financed and managed in a similar manner to private business enterprises, where the costs and expenses (including depreciation) of providing services to the public on a continuing basis are recovered primarily through user charges. The District receives property tax revenues. The District's revenues and expenses are recognized on a full accrual basis; revenues are recognized in the period incurred. All assets and liabilities associated with the activity of the enterprise are included on the Statement of Net Position.

THE BASIC FINANCIAL STATEMENTS

The District has only one fund, therefore the Basic Financial Statements do not reflect the activities of multiple funds. The Basic Financial Statements include the Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position (Income Statement), and Statement of Cash Flows. Together with this report, the Basic Financial Statements provide information about the significant events, assumptions, and decisions resulting in the financial performance reflected in those statements.

The Statement of Net Position provides information regarding the financial position of the District, including its capital assets and debts.

The Statement of Revenues, Expenses, and Changes in Net Position (Income Statement) provides information regarding the revenues received by the District, and the expenses incurred in carrying out the District's programs. The ultimate focus of the income statement is the balance of effective current use of funds and planning for the future, as reflected by the amount of net income generated for the fiscal year.

The Statement of Cash Flows provides information regarding the sources and uses of the cash which flowed into and out of the District as a result of its operations and financing decisions.

FINANCIAL ACTIVITIES & FISCAL YEAR 2019 HIGHLIGHTS

Statement of Net Position

The District is a government entity operating under the Local Health Care District Law. In 1950, the residents of the area voted to establish the Fallbrook Healthcare District. In 2017, the District changed its name to the Fallbrook Regional Health District, since the building that housed the hospital, which closed in 2015, was sold.

A condensed version of the Statement of Net Position is presented in Table A below and the changes which occurred between Fiscal Year ended 2019 and 2018.

TABLE A

	<u>2019</u>	<u>2018</u>	<u>Change</u>
Assets:			
Cash and investments	\$ 9,327,108	\$ 9,179,933	\$ 147,175
All other assets	<u>2,441,427</u>	<u>2,453,890</u>	<u>(12,463)</u>
Total Assets	<u>11,768,535</u>	<u>11,633,823</u>	<u>134,712</u>
Liabilities:			
Current liabilities	44,375	71,940	(27,565)
Long-term liabilities	<u>13,927</u>	<u>30,362</u>	<u>(16,435)</u>
Total Liabilities	<u>58,302</u>	<u>102,302</u>	<u>(44,000)</u>
Net Position:			
Net investment in capital assets	2,384,799	2,118,390	266,409
Unrestricted	<u>9,325,434</u>	<u>9,413,131</u>	<u>(87,697)</u>
Total Net Position	<u>\$ 11,710,233</u>	<u>\$ 11,531,521</u>	<u>\$ 178,712</u>

The \$178,712 increase in Total Net Position reflects the change in net position for the year. *Statement of Revenues, Expenses, and Changes in Net Position*

The District's business is comprised of two major segments:

- *Community Health Contract Program* – The District administers a Community Health Contract program, giving a portion of the District's annual property tax revenues to non-profit health-related programs serving residents of the Fallbrook, Bonsall, Rainbow, and De Luz areas of northern San Diego County.
- *Community Collaboratives* – Representatives of the District's healthcare organizations and interested community members meet to network their programs, and identify, develop, and initiate District sponsored health related community programs and address concerns. Additional education opportunity for guest presentations relative to health, health services and conditions; ranging in scope from Aids and Alzheimer's to Suicide, Drug Abuse, and Legislative issues impacting health and well-being.

Table B, below, is a condensed version of the Income Statement; it summarizes the District's revenue and expenses, and compares Fiscal Year 2019 results to Fiscal Year 2018.

	<u>TABLE B</u>		
	<u>2019</u>	<u>2018</u>	<u>Change</u>
Revenues:			
Property tax revenue	\$ 1,972,693	\$ 1,874,033	\$ 98,660
Total Revenues	<u>1,972,693</u>	<u>1,874,033</u>	<u>98,660</u>
Expenses:			
Community Health Contracts	932,916	865,710	(67,206)
Blue Zone projects	15,018	80,903	65,885
Direct care services	120,000	130,000	10,000
Administrative services	376,465	409,055	32,590
Salaries and benefits	373,044	341,440	(31,604)
Management and maintenance	280,145	164,477	(115,668)
Depreciation	52,173	8,120	(44,053)
Total Expenses	<u>2,149,761</u>	<u>1,999,705</u>	<u>(150,056)</u>
Operating (Loss)	<u>(177,068)</u>	<u>(125,672)</u>	<u>248,716</u>
Non-Operating Income (Expenses):			
Other income	368,965	85,200	283,765
Other expenses	(13,185)	(175,943)	162,758
Total Non-Operating Income	<u>355,780</u>	<u>(90,743)</u>	<u>446,523</u>
Change in Net Position	<u>\$ 178,712</u>	<u>\$ (216,415)</u>	<u>\$ 395,127</u>

Property taxes drive the District's operations and are its primary source of revenues. The increase of \$98,660 in property taxes reflects the continuing health of the real estate market and the general state of the economy within the District's service area.

Total non-operating income increased by \$446,523 due to the increase in revenues relating to the interest earnings available from investments set aside by the District.

The Community Health Contract allocation increased by \$17,653 because the amounts requested and provided through the Community Health Contract process varies from year-to-year.

Salaries and benefits increased by \$31,604 due to a change in the position of Executive Director.

Administrative services reflect an overall decrease of \$32,590. There was an increase in expenses for general counsel in the amount of \$40,994 due to the following: HR issues pertaining to the change in Executive Director position; medical records retention and responses; a RFP for the Elder Street sidewalk project contractor; a RFP for a consultant for the Major Use Permit for the Mission Road property; and a RFP for a consultant for the roofing specifications on all three properties. In addition, there were consultant fees for remapping the District, in preparation for going to zone-based elections. Independent contract services increased by \$12,225, due to added interim director wages required from January through May, and by \$28,273 due to the addition of temporary staffing to accommodate the planning and events at the Mission Road property. Consulting fees decreased by \$28,247, due to a pivot in the District's outreach and communication services. Participation by Board members for District-sponsored events, meetings, conferences, and webinars increased by \$3,200. Information technology and web services decreased by \$5,348. Office expense increased by \$2,208, largely due to the groundbreaking event at the Mission Road property.

Direct Care Services were supplemented monthly, in accordance with an extended Memorandum of Understanding (M.O.U.), to provide economic support for urgent care services in the amount of \$10,000 per month, which was a \$10,000 decrease from last fiscal year.

Direct Care Services, a Memorandum of Understanding (M.O.U.) to provide economic support for urgent care services in the amount of \$10,000 per month, increased by \$20,000 from last fiscal year.

CAPITAL ASSETS

At June 30, 2019, the District had \$2,464,817 in capital assets and \$80,018 accumulated depreciation resulting in \$2,384,799 net capital assets

A summary of the activity and balances in capital assets is presented in Table C below:

TABLE C

	Balance July 1, 2018	Additions	Deletions	Reclassifications	Balance June 30, 2019
Capital assets, not depreciated:					
Land	-	-	-	\$ 644,477	644,477
Capital assets, being depreciated:					
Buildings and improvements	\$ 2,092,659	\$ 21,140	\$ -	\$ (353,237)	\$ 1,760,562
Equipment	53,576	6,202	-	-	59,778
Subtotal	2,146,235	27,342	-	(353,237)	1,820,340
Accumulated depreciation	(27,845)	(52,173)	-	-	(80,018)
Capital assets, net	<u>\$ 2,118,390</u>	<u>\$ (24,831)</u>	<u>\$ -</u>	<u>\$ 291,240</u>	<u>\$ 2,384,799</u>

ECONOMIC OUTLOOK

The Fiscal Year 2018/2019 budget reflects an 5-6% increase in revenues, as property values/taxes have increased. Interest income grew substantially due to market increases. Capital expenditures are expected to increase in the coming fiscal year, due to renovations and improvements to all three properties. The Community Investment Fund will be used to complete such renovations and improvements.

MAJOR INITIATIVES

COMMUNITY HEALTH CONTRACT PROGRAMS 2018-2019

The Community Health Contracts (CHC) undertaken each year by the District are open for nonprofit 501(c)(3) agencies. Those who are awarded CHCs must meet strict criteria and provide both comprehensive financial and service reports quarterly that demonstrate measurable outcomes.

The District's focus: Prevention, Education, Treatment, and Ancillary Services

- Amount requested: \$1,442,947.43
- Amount funded: \$910,415.97
- Twenty Community Health Contracts awarded:
 - 6 Youth programs
 - 5 Seniors
 - 9 All ages

YOUTH

- **Boys and Girls Club, Summer Water Safety Program- \$9,240.00:** Aims to inspire and enable youth members, from ages 5 to 18, on how to be safe around water and realize their full potential as productive, caring and responsible citizens.
- **Boys and Girls Club, Triple Play-\$36,750.00:** Allows youths ages 5 to 14 to learn skills such as living a full productive life in good health, engaging in positive social behaviors, to forming good habits and setting goals throughout their lives.
- **Fallbrook Citizens Crime Prevention Committee, GANAS Mentoring Program-\$10,500.00:** Provides a comprehensive approach to crime awareness, prevention, and reduction. It provides health education and career development information, promotes daily physical activity, and helps mentees develop an interest in taking responsibility for one's community. This program targets youth ages 9 to 17 that live in high crime and economically challenged neighborhoods.
- **Fallbrook Union High School District, Fallbrook High School Wellness Center-\$20,000.00:** The goal of this project is to link student health and learning, and desires to provide a comprehensive program promoting healthy eating and physical activity for district students.

- **Mental Health Systems, Fallbrook Youth Advocacy Coalition-\$9,711.45:** This program improves the lives of individuals, families, and communities impacted by substance abuse and behavioral health disorders and serves the youth mostly 12-25 years of age.

SENIORS

- **Foundation for Senior Care, Senior Care Advocacy Program - \$62,830.16:** Provides programs and resources enabling seniors to enhance their well-being and safely age at home.
- **Foundation for Senior Care, Senior Transportation Services - \$72,169.65:** Provides accessible, inexpensive reliable transportation that allows their clients to determine when to make their medical appointments and other basic needs at minimal costs and no delays. Helps their riders stay active, independent, and in control of their lives.
- **Foundation for Senior Care, Door-Through-Door, Hospital to Home - \$53,464.64:** Provides seniors and disabled adults ranging from ages 27 to 105, a bridge of care when they experience a hospitalization or stay at a skilled nursing facility and then discharged home to recover.
- **Foundation for Senior Care, Respite Support at the Adult Day Care - \$31,062.57:** The Fallbrook Day Care Center, “The Club”, provides resources for seniors and the disabled, ages ranging from 27 to 105, to have an enriched life, provides socialization, and allows for respite support for those caregivers who work so hard caring for their family members.
- **Fallbrook Senior Center Service Club, Inc., Home Delivered Meals Program - \$78,750:** This program brings awareness of the importance of a healthy diet and delivers food to seniors in our District.

ALL AGES

- **Community Health Systems, Inc., Integrated Women’s Health - \$105,000.00:** Provides health screenings, comprehensive perinatal health, and integrated primary care services along with oral health and behavioral health services to underserved women ages 18-64 in a dignified setting.
- **Fallbrook Food Pantry, Preventing Hunger in the Greater Fallbrook Area - \$125,600.00:** Provides an adequate and nutritious supply of food to any individuals in the community who are in need.
- **Fallbrook Land Conservancy, Expanding Community Wellness Walking Resource - \$10,000.00:** This program allows the Land Conservancy to preserve and enhance the rural character and natural beauty of our area through the permanent protection of open space and related activities, for all ages.
- **Fallbrook Smiles Project, Fallbrook Smiles Project - \$75,075.00:** The Fallbrook Smiles Program was created to improve the communities of Fallbrook, Rainbow, and Bonsall by helping the residents of all ages and genders achieve optimal physical health through dental and medical screenings.
- **Healthy Adventures, Fallbrook Community Wellness - \$9,450.00:** Provides family-friendly wellness workshops on exercise, gardening, cooking and living a healthy lifestyle. It will expand and provide CPR/First-Aid classes and health screenings with follow-up coaching.

- **Jeremiah's Ranch, Jeremiah's Ranch Support Group - \$15,487.50:** This program provides an opportunity to share information, support, and resources to family members, care providers, and extended family members of individuals with developmental disabilities, in a monthly meeting.
- **Michelle's Place Breast Cancer Resource Center, Breast Health Assistance - \$25,200.00:** This program provides breast health resources, education, navigation, financial assistance, transportation, and support to underinsured and underserved women and their families dealing with breast cancer.
- **Palomar Family Counseling Service, Inc., Healthy Bodies, Healthy Minds - \$82,950.00:** This program will address health disparities of childhood obesity and behavioral health through prevention and treatment: parent workshops, presentations on healthy lifestyles, individual counseling, and counseling services and parenting classes at the Wellness Center.
- **REINS Therapeutic Horsemanship Program, Behavioral Health & Wellness Therapy Program - \$68,250.00:** Provides advanced physical, mental, and emotional therapy by specialized, highly educated therapists. The students usually ride almost 3 miles on the Equine Therapists.

During the fiscal year 2018-2019, the District received a total of \$1,472,947.43 in Community Health Contract requests. The Board of Directors approved distribution of \$910,415.97 to qualified applicants, plus \$25,000 to North County Fire, as the 4th installment of a \$100,000 grant agreement, for a total of \$935,415.97. This brings the total amount granted by the District since June 1999 to \$9,756,690.64.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

Fallbrook Regional Health District
 138 South Brandon Road
 Fallbrook, CA 92028
 (760) 731-9187 Office
 (760) 731-9131 Fax
 Email: bookkeeper@fallbrookhealth.org
 Website: www.fallbrookhealth.org

FINANCIAL STATEMENTS

**FALLBROOK REGIONAL HEALTHCARE DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2019**

ASSETS

Current Assets:	
Cash and cash equivalents	\$ 2,330,463
Investments	6,996,645
Taxes receivable	21,137
Interest receivable	8,925
Prepaid expenses	<u>26,566</u>
Total current assets	<u>9,383,736</u>
Non-current assets:	
Assets held for resale (Note 10)	-
Capital assets, net of accumulated depreciation	<u>2,384,799</u>
Total non-current assets	<u>2,384,799</u>
TOTAL ASSETS	<u><u>\$ 11,768,535</u></u>

LIABILITIES AND NET POSITION

Current liabilities:	
Accrued liabilities	<u>\$ 44,375</u>
Total current liabilities	<u>44,375</u>
Compensated absences	<u>13,927</u>
Total liabilities	58,302
Net Position	
Invested in capital assets, net	2,384,799
Unrestricted	<u>9,325,434</u>
Total net position	<u>11,710,233</u>
TOTAL LIABILITIES AND NET POSITION	<u><u>\$ 11,768,535</u></u>

The accompanying notes are an integral part of these financial statements.

**FALLBROOK REGIONAL HEALTHCARE DISTRICT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2019**

Operating revenues:	
Property taxes	<u>\$ 1,972,693</u>
Total operating revenues	<u>1,972,693</u>
Operating expenses:	
Community healthcare programs	932,916
Blue Zone projects	15,018
Direct care services	120,000
Administrative services	376,466
Salaries and benefits	373,044
Management and maintenance	280,144
Depreciation	<u>52,173</u>
Total operating expenses	<u>2,149,761</u>
Operating income (loss)	<u>(177,068)</u>
Non-operating revenues and (expenses):	
Interest and investment income	311,365
Lease income	57,600
Other expenses	<u>(13,185)</u>
Total non-operating revenues and (expenses)	<u>355,780</u>
Change in net position	178,712
Beginning net position	<u>11,531,521</u>
Ending net position	<u><u>\$ 11,710,233</u></u>

The accompanying notes are an integral part of these financial statements.

**FALLBROOK REGIONAL HEALTHCARE DISTRICT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2019**

Cash flows from operating activities:

Cash received from County of San Diego for property taxes	\$ 1,968,723
Cash payments to vendors for goods and services	(825,620)
Cash payments to employees for services	(389,479)
Cash payments to grantees for programs	<u>(932,916)</u>
Net cash (used in) operating activities	<u>(179,292)</u>

Cash flows from capital and related financing activities:

Proceeds from lease of property	<u>57,600</u>
Net cash provided by capital and related financing activities	<u>57,600</u>

Cash flows from investing activities:

Fixed asset additions	(27,186)
Other capital outlay activity	(13,185)
Interest revenue	<u>33,245</u>
Net cash (used in) investing activities	<u>(7,126)</u>

Net (decrease) in cash and cash equivalents (128,818)

Cash and cash equivalents, beginning of year 2,459,437

Cash and cash equivalents, end of year \$ 2,330,619

Reconciliation of operating income (loss) to net cash provided by (used) by operating activities:

Operating (loss)	\$ (177,068)
Adjustments to reconcile operating (loss) to net cash (used) by operating activities:	
Depreciation	52,173
Changes in operating assets and liabilities:	
Tax receivable	(3,970)
Reimbursement receivable	-
Prepaid items and deposits	(6,427)
Accrued liabilities	(27,565)
Compensated absence	<u>(16,435)</u>
Net cash (used) by operating activities	<u><u>\$ (179,292)</u></u>

The accompanying notes are an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

Note 1: **Summary of Significant Accounting Policies**

The financial statements of the Fallbrook Regional Health District (the District) have been prepared in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) as it applies to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's accounting policies are described below.

A. Reporting Entity

The District, formerly known as the Fallbrook Hospital District, is organized under the provisions of the Health and Safety Code of the State of California to provide and operate health care facilities in Fallbrook, California, an unincorporated area within the County of San Diego, California (County).

B. Basis of Accounting and Measurement Focus

The financial statements include a Statement of Net Position, a Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows.

The Statement of Net Position reports separate sections for Deferred Outflows of Resources and Deferred Inflows of Resources, where applicable.

Deferred Outflows of Resources represent outflows of resources (consumption of net position) that apply to future periods and that, therefore, will not be recognized as an expense until that time.

Deferred Inflows of Resources represent inflows of resources (acquisition of net position) that apply to future periods and that, therefore, are not recognized as revenue until that time.

These financial statements are accounted for using the “*economic resources*” measurement focus and the accrual basis of accounting. Accordingly, all of the District's assets and liabilities, including capital assets, are included in the accompanying Statement of Net Position. The Statement of Revenues, Expenses, and Changes in Net Position presents the change in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. The Statement of Revenues, Expenses, and Changes in Net Position presents increases (revenues) and decreases (expenses) in total net position. Operating revenues are those revenues that are generated from property tax only. All other revenues are reported as non-operating revenues. Operating expenses are those expenses that are essential to the primary operations of the District. All other expenses are reported as non-operating expenses.

Note 1: **Summary of Significant Accounting Policies** - continued

C. Investments

Investment Valuation

Highly liquid investments with maturities of one year or less at the time of purchase are stated at amortized cost. All other investments are stated at fair value. Market value is used as fair value for those securities for which market quotations are readily available.

State Investment Pool

The District participates in the Local Agency Investment Fund (LAIF), an investment pool managed by the State of California. LAIF has invested a portion of the pool funds in Structured Notes and Asset-Backed Securities. These Structured Notes and Asset-Backed Securities are subject to market risk as a result of changes in interest rates. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments.

CalTrust Investment

The District also participates in CalTrust, which is a pool of diversified marketable bonds; including federal, federal agency, corporate, and California municipal bonds. The bonds are pooled in a Medium-Term account and the pool is managed by Nottingham Investment Administration. CalTrust investments are subject to market risk as a result of changes in interest rates.

D. Property Taxes

Property taxes are levied on March 1 and are payable in two installments: November 1 and February 1 of each year. Property taxes become delinquent on December 10 and April 10, for the first and second installments, respectively. The lien date is March 1. The County of San Diego, California (County) bills and collects property taxes and remits them to the District according to a payment schedule established by the County.

The County is permitted by State law to levy on properties at 1% of full market value (at time of purchase) and can increase the property tax rate at no more than 2% per year. The District receives a share of this basic tax levy proportionate to what it received during the years 1976-1978.

Property taxes are recognized in the fiscal year for which the taxes have been levied. No allowance for doubtful accounts was considered necessary.

Note 1: **Summary of Significant Accounting Policies** - continued

F. Capital Assets

The District's capital assets are stated at the lower of cost or fair market value. Depreciation has been provided over the estimated useful lives of the assets using the straight-line method, generally 3-10 years. The capitalization threshold is \$500.

G. Compensated Absences

It is the District's policy to permit contract employees to accumulate earned but unused vacation leave time. Non-contract employees may accumulate earned but unused vacation leave time up to a maximum of thirty (30) days. All employees may accrue unused sick leave time up to a maximum of thirty (30) days. Upon termination, all employees are entitled to a lump sum payment of 25% of accrued sick leave, not to exceed fifteen (15) days. At June 30, 2019, compensated absences balance was \$13,927.

H. Net Position

Net position represents the difference between all other elements in the statement of net position and should be displayed in the following three components:

Net Investment in Capital Assets component of net position consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets.

Unrestricted component of net position is the amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

At June 30, 2019, the District had no restricted component of net position.

Use of Restricted and Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted component of net position is available, the District's policy is to apply restricted component of net position first.

Note 1: **Summary of Significant Accounting Policies** - continued

I. **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Note 2: **Cash and Cash Equivalents**

The following is a summary of cash and cash equivalents at June 30, 2019:

	<u>Amount</u>
Cash and Cash Equivalents:	
Bank deposits	\$ 964,529
Petty cash	84
LAIF	<u>1,365,850</u>
Total Cash and Cash Equivalents	<u><u>\$ 2,330,463</u></u>

A. **Cash Deposits**

The carrying amount of the District's cash deposits was \$964,529 as of June 30, 2019. Bank balances before reconciling items were \$1,019,854 at that date, which were fully insured or collateralized with securities held by the pledging financial institutions in the District's name as discussed below.

The California Government Code requires California banks and savings and loan associations to secure the District's cash by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash is considered to be held in the District's name. The market value of pledged securities must equal at least 110% of the District's cash. California law also allows financial institutions to secure the District's cash by pledging first trust deed mortgage notes having a value of 150% of the District's total cash.

Note 2: **Cash and Cash Equivalents** - continued

B. Local Agency Investment Funds

The District participates in The Local Agency Investment Fund (LAIF), a voluntary program for California's local governments and special districts. Accordingly, the District has adopted the provisions of GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, requiring all applicable investments to be reported at fair value as provided by the State Treasurer. The Local Investment Advisory Board (LIAB), consisting of five members, provides oversight for LAIF. Included in the LAIF's investment portfolio are U.S. Treasury bills and notes, certificates of deposit, time deposits, mortgage-backed securities, and commercial paper.

As of June 30, 2019, the District had a balance of \$1,365,850 invested in LAIF.

Note 3: **Investments**

The District is generally authorized under state statutes to invest in:

- Obligations of the U.S. Government, its agencies, and instrumentalities
- Certificates of deposit and other evidences of deposit at commercial banks and savings and loan institutions
- Prime banker's acceptances
- Prime commercial paper
- Negotiable certificates of deposit
- Repurchase agreements
- Money market funds
- State of California Local Agency Investment Fund
- Medium-term notes

The following is summary of investments grouped by maturity date at June 30, 2019:

	Credit Rating	Amount
Investments:		
CalTrust	Not Rated	<u>6,996,645</u>

Note 4: **Capital Assets**

Capital assets activities for the year ended June 30, 2019, are as follows:

	Balance July 1, 2018	Additions	Deletions	Reclassifications	Balance June 30, 2019
Capital assets, not depreciated:					
Land	-	-	-	\$ 644,477	644,477
Capital assets, being depreciated:					
Buildings and improvements	\$ 2,092,659	\$ 21,140	\$ -	\$ (353,237)	\$ 1,760,562
Equipment	53,576	6,202	-	-	59,778
Subtotal	2,146,235	27,342	-	(353,237)	1,820,340
Accumulated depreciation	(27,845)	(52,173)	-	-	(80,018)
Capital assets, net	<u>\$ 2,118,390</u>	<u>\$ (24,831)</u>	<u>\$ -</u>	<u>\$ 291,240</u>	<u>\$ 2,384,799</u>

Depreciation expense for Fiscal Year ended June 30, 2019 totaled \$52,173.

Note 5: **Insurance**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the District carries insurance through Special District Risk Management Authority (SDRMA). SDRMA is a risk pooling joint powers authority formed under the California Government Code to provide insurance coverage for SDRMA's member districts. SDRMA purchases excess insurance from commercial carriers to reduce its exposure to large losses.

There were no instances in the past three years where a settlement exceeded the District's coverage provided through SDRMA.

Note 6: **Operating Lease Commitment**

The District is under contract for one operating lease for its copy machine, located in the administrative office. The minimum future equipment rental payments under this non-cancelable, unsecured 60-month operating lease as of June 30, 2019 are as follows:

Fiscal Year Ending June 30,	Minimum Lease Commitments
2020	8,664
2021	8,664
2022	8,664
2023	6,498
2024	-
Total	32,490

Note 7: **Defined Contribution Pension Plan**

The District has a Section 408(p) defined contribution pension plan as allowed under the Internal Revenue Code. The plan type sponsored by the District is the Savings Incentive Match Plan for Employees of Small Employers (SIMPLE), which was effective on January 6, 2006. The Plan is a defined contribution retirement plan in which the employer's contribution is nondiscretionary and is based on a formula that is not related to profit. The Plan sponsor guarantees no benefit and bears no investment risk while the Plan participants bear all investment risk and have no guaranteed level of benefits.

Eligible non-contract employees may begin participating in the Pension Plan following a one-year probationary employment period. The Administrator may begin participating the first day of the month following the employment date of work. The Plan is entirely funded by District contributions of up to 3% of the participants' gross pay for employees hired on or after March 1, 2006 who contribute up to 3% of their salary to the deferred compensation plan. Participants are fully vested upon joining the plan. Plan provisions and contribution requirements are established and may be amended by the District. Participants are eligible to begin receiving benefits at age 55.

The District's payroll for employees covered by the Plan for the year ended June 30, 2019, was \$0. Total employer contributions paid by the District amounted to \$0.

Funds paid into the Plan by the District are placed in a SIMPLE IRA account at a financial institution determined by the Plan participants. The financial information of the defined contribution pension plan is not in the accompanying financial statements.

Note 8: **Subsequent Events**

Subsequent events have been evaluated through October 25, 2019, the date the financial statements were available to be issued, and determined that there were no events occurring subsequent to June 30, 2019 that would have a material impact on the results of operations or its financial position.

ACTION ITEMS

G5.

Approval of Cybergrants
as Vendor for Processing
Community Health Contract
Grant Applications and Impact Reports