

# Fallbrook Regional HEALTH DISTRICT

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

## BOARD OF DIRECTORS REGULAR BOARD MEETING

WEDNESDAY  
NOVEMBER 13, 2019

6:00 PM

AT

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



**AGENDA**

**REGULAR BOARD MEETING**

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

Administrative Office, 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook

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

**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 September 2019 Financial Statements .....	2
D2.	Minutes of October 2, 2019 Finance Committee Meeting.....	25
D3.	Minutes of October 8, 2019 Regular Board Meeting.....	28
D4.	Minutes of October 16, 2019 Strategic Planning Committee .....	34
D5.	Minutes of October 31, 2019 Facilities Committee .....	36

**E. REPORTS**

E1.	Finance Committee – Directors Jeffries and Mroz <u>Recommendation:</u> That the board approve the transfer of \$32,000 from Community Investment Fund account to Operating account to cover expenses of \$31,688.94	
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 .....	40
E6.	General Counsel – Jeffrey Scott	

**F. DISCUSSION ITEMS**

F1.	Review 2020-2021 Community Health Contracts Criteria.....	100
F2.	Review Rock Rose School for Creative Learning Lease – Request for Month to Month Lease Extension until July 31, 2020.....	104

**G. ACTION ITEMS**

G1.	Approval of Resolution 430 – Establishing Policies and Procedures for Implementing the California Public Records Act and Policy .....	107
G2.	Approval of Revised Grant Policy.....	112
G3.	Approval of Election of Directors and Board Vacancies Policy .....	120
G4.	Consideration of Declaration of Surplus Land designation for property located at 617 East Alvarado Street, Fallbrook, California.....	122

- G5. Approval of Lyft Pilot Program Budget ..... 124  
*Recommendation from Finance:* That the board approve the budget for the Lyft Pilot Program for a six month period.

**H. ITEMS FOR SUBSEQUENT MEETINGS**

- H1. Other Director/Staff discussion items
- H1a. Item(s) for future board agendas
- 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** – 3<sup>rd</sup> 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 28<sup>th</sup> to 29<sup>th</sup>.
  - **Finance Committee meeting** – 1<sup>st</sup> 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 – 2<sup>nd</sup> Wednesday, December 11, 6:00pm, FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook


**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**

**K. ADJOURNMENT**

**NOTE:** I certify that on Friday, November 8, 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

  
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Board Secretary/Clerk

## **CONSENT ITEMS**

**FALLBROOK REGIONAL HEALTH DISTRICT  
BALANCE SHEET COMPARISON**

Comparison of September 2019 to August 2019

	Sep 30, 19	Aug 31, 19	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
102.3 · Cash in Bank-P.W. Oper. Acct.	570,132	608,186	(38,054)	(6)%
102.6 · Cash in Bank -LAIF	1,328,776	1,328,776		
102.9 · CalTRUST Investment Account	7,042,641	7,050,882	(8,242)	(0)%
102.91 · Petty Cash	19	65	(46)	(71)%
<b>Total Checking/Savings</b>	<b>8,941,567</b>	<b>8,987,909</b>	<b>(46,342)</b>	<b>(1)%</b>
<b>Other Current Assets</b>				
104 · Prepaid Insurance	20,593	22,171	(1,577)	(7)%
107 · Tax apportion receivable	27,119	13,012	14,106	108%
110 · Reimbursmnt Rec'ble - Comm Inv	(46,000)	(46,000)		
<b>Total Other Current Assets</b>	<b>1,712</b>	<b>(10,817)</b>	<b>12,529</b>	<b>116%</b>
<b>Total Current Assets</b>	<b>8,943,279</b>	<b>8,977,092</b>	<b>(33,813)</b>	<b>(0)%</b>
<b>Fixed Assets</b>				
121 · Equipment	62,999	62,999		
121.2 · Equipment Depreciation	(38,348)	(37,549)	(799)	(2)%
<b>122.0 · Assets</b>				
122.01 · E. Alvarado Street	137,054	137,054		
122.012 · E. Alvarado Street Improvements	1,823	998	825	83%
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	6,331	4,337	1,994	46%
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	31,729	30,101	1,628	5%
122.033 · E Mission Rd Land	360,629	360,629		
122.039 · Accum Depr - E. Mission Improv.	(1,526)	(1,356)	(170)	(13)%
122.07 · Accum Depr - ALL BUILDINGS	(42,997)	(42,997)		
<b>Total 122.0 · Assets</b>	<b>2,379,259</b>	<b>2,374,982</b>	<b>4,277</b>	<b>0%</b>
<b>Total Fixed Assets</b>	<b>2,403,910</b>	<b>2,400,432</b>	<b>3,478</b>	<b>0%</b>
<b>TOTAL ASSETS</b>	<b>11,347,189</b>	<b>11,377,524</b>	<b>(30,335)</b>	<b>(0)%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
140 · Accounts Payable	50,413	40,628	9,785	24%
<b>Total Accounts Payable</b>	<b>50,413</b>	<b>40,628</b>	<b>9,785</b>	<b>24%</b>
<b>Other Current Liabilities</b>				
204 · Accrued Vacation & Sick Leave	12,832	13,927	(1,095)	(8)%
213 · Simple Plan Payable	3,100	2,000	1,100	55%
<b>215 · District Wellness Initiatives</b>				
215.23 · Health Fair	1,380	1,440	(60)	(4)%
215.39 · PSA Screening	703	1,369	(665)	(49)%
215.43 · Mahjong	1,007	1,007		
215.46 · FHD Promotional Float	100	100		
215.50 · Woman of Wellness ( WOW)	(43)	46	(89)	(193)%
<b>Total 215 · District Wellness Initiatives</b>	<b>3,148</b>	<b>3,962</b>	<b>(814)</b>	<b>(21)%</b>

**FALLBROOK REGIONAL HEALTH DISTRICT  
BALANCE SHEET COMPARISON**

Comparison of September 2019 to August 2019

	Sep 30, 19	Aug 31, 19	\$ Change	% Change
220 · Refundable Deposit Payable	5,250	5,250		
Total Other Current Liabilities	24,330	25,139	(809)	(3)%
Total Current Liabilities	74,743	65,767	8,976	14%
Total Liabilities	74,743	65,767	8,976	14%
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	(383,667)	(344,356)	(39,311)	(11)%
Total Equity	11,272,446	11,311,757	(39,311)	(0)%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,347,189</b>	<b>11,377,524</b>	<b>(30,335)</b>	<b>(0)%</b>

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Income Statement**  
For the Month Ended September 30, 2019 & Fiscal Year to Date

	Sep 19	Jul - Sep 19
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>400. · District</b>		
402 · Property tax revenue	27,119	71,050
403 · Interest / Dividends	12,660	39,035
406 · Unearned Inc (Loss) - Cal Trust	(20,902)	6,961
<b>Total 400. · District</b>	<b>18,877</b>	<b>117,045</b>
<b>450. · Properties</b>		
450.02 · Cost of Elder Str Property Sale	(4,788)	(10,848)
<b>Total 450. · Properties</b>	<b>(4,788)</b>	<b>(10,848)</b>
<b>460 · Lease Income</b>		
460.01 · Med+ Urgent Care (formerly A+)	2,800	8,400
460.03 · Rock Rose School	3,500	10,500
<b>Total 460 · Lease Income</b>	<b>6,300</b>	<b>18,900</b>
<b>Total Income</b>	<b>20,389</b>	<b>125,097</b>
<b>Gross Profit</b>	<b>20,389</b>	<b>125,097</b>
<b>Expense</b>		
<b>500 · Admin. Expenses &amp; Overhead</b>		
500.10 · Salaries	20,568	64,768
500.12 · Payroll Taxes	1,749	6,731
500.14 · W/C Insurance	146	438
500.15 · Employee Health & Welfare	2,531	7,919
500.16 · Board Stipends	2,300	6,200
500.17 · Education & Conferences		5,836
500.18 · Dues & Subscriptions	215	215
500.19 · Insurance - General	2,052	6,155
500.20 · Independent Accounting Services	1,850	3,550
500.21 · Annual Independent Audit		8,360
500.23 · General Counsel	4,848	10,500
500.25 · Office Expense		
01 · Communications	293	1,453
02 · I.T. and Website services	319	1,945
04 · Office Expenses	321	2,313
05 · LAFCO Admin fees	1,210	1,210
06 · Independent Contract Services	3,233	13,784
<b>Total 500.25 · Office Expense</b>	<b>5,376</b>	<b>20,705</b>
500.27 · Depreciation	969	2,852
500.29 · Dist Promotions & Publications	2,686	7,028
500.30 · Simple IRA Expense	1,650	4,650
500.32 · Consultant Fees	1,955	3,196
500.33 · Copier Lease	802	2,406
500.36 · Accrued Vacation & Sick Leave	(1,095)	(1,095)
<b>Total 500 · Admin. Expenses &amp; Overhead</b>	<b>48,601</b>	<b>160,414</b>
<b>550 · Mgmt./Maint. - Alvarado Street</b>		

Report 2

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Income Statement**  
**For the Month Ended September 30, 2019 & Fiscal Year to Date**

	Sep 19	Jul - Sep 19
550.10 · Maintenance Services & Repairs	125	580
550.32 · Consultant Fees	455	1,059
<b>Total 550 · Mgmt./Maint. - Alvarado Street</b>	<b>580</b>	<b>1,639</b>
<b>570 · Mgmt./Maint. - E. Mission Road</b>		
570.02 · Gas & Electric	470	521
570.03 · Water	(1,060)	(952)
570.04 · Waste Management		69
570.05 · Security	1,141	1,141
570.06 · Landscape - Grounds Environment		1,400
570.10 · Maintenance Services & Repairs	51	2,302
570.11 · Contractor Expense		330
570.22 · Property Manager	638	1,388
570.25 · Office Expense		
25.01 · Communications	33	149
25.04 · Office Expenses		72
<b>Total 570.25 · Office Expense</b>	<b>33</b>	<b>220</b>
570.32 · Consultant Fees	980	3,640
<b>Total 570 · Mgmt./Maint. - E. Mission Road</b>	<b>2,253</b>	<b>10,059</b>
<b>590 · Mgmt./Maint. - S. Brandon Road</b>		
590.01 · Property Manager	150	1,050
590.02 · Gas & Electric	1,038	2,649
590.03 · Water	219	688
590.04 · Waste Management		76
590.06 · Landscape - Grounds Environment		800
590.07 · Custodial Services	720	2,340
590.08 · Elevator	191	573
590.09 · Vehicle Expenses		222
590.10 · Maintenance Services & Repairs	125	2,928
590.11 · Medical Records Store & Service	1,695	12,457
<b>Total 590 · Mgmt./Maint. - S. Brandon Road</b>	<b>4,139</b>	<b>23,783</b>
<b>600 · Community Health Contracts</b>		
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
600.51 · North County C.E.R.T. Inc.		1,305
600.53 · Jeremiah's Ranch	(3,872)	(3,872)
600.58 · Michelle's Place		8,041
600.60 · D'Vine Path, Inc.		1,910



**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Income Statement**  
**For the Month Ended September 30, 2019 & Fiscal Year to Date**

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	Sep 19	Jul - Sep 19
600.61 · San Diego North County Lions		5,000
600.62 · Neighborhood Healthcare		3,750
<b>Total 600 · Community Health Contracts</b>	<b>(3,872)</b>	<b>278,869</b>
800 · District Direct Care Services		
800.02 · Med+ Urgent Care	8,000	34,000
<b>Total 800 · District Direct Care Services</b>	<b>8,000</b>	<b>34,000</b>
<b>Total Expense</b>	<b>59,700</b>	<b>508,764</b>
<b>Net Ordinary Income</b>	<b>(39,311)</b>	<b>(383,667)</b>
<b>Net Income</b>	<b>(39,311)</b>	<b>(383,667)</b>

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

July through September 2019

	Jul - Sep 19	Budget	\$ Over B...
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
400 · District			
402 · Property tax revenue	71,050	109,000	(37,950)
403 · Interest / Dividends	39,035	51,500	(12,465)
406 · Unearned Inc (Loss) - Cal Trust	6,961	8,000	(1,039)
<b>Total 400 · District</b>	<b>117,045</b>	<b>168,500</b>	<b>(51,455)</b>
450 · Properties			
450.02 · Cost of Elder Str Property Sale	(10,848)	0	(10,848)
<b>Total 450 · Properties</b>	<b>(10,848)</b>	<b>0</b>	<b>(10,848)</b>
460 · Lease Income			
460.01 · Med+ Urgent Care (formerly A+)	8,400	8,400	0
460.03 · Rock Rose School	10,500	10,500	0
<b>Total 460 · Lease Income</b>	<b>18,900</b>	<b>18,900</b>	<b>0</b>
<b>Total Income</b>	<b>125,097</b>	<b>187,400</b>	<b>(62,303)</b>
<b>Gross Profit</b>	<b>125,097</b>	<b>187,400</b>	<b>(62,303)</b>
<b>Expense</b>			
500 · Admin. Expenses & Overhead			
500.10 · Salaries	64,768	64,010	758
500.12 · Payroll Taxes	6,731	5,250	1,481
500.14 · W/C Insurance	438	438	0
500.15 · Employee Health & Welfare	7,919	8,000	(81)
500.16 · Board Stipends	6,200	7,500	(1,300)
500.17 · Education & Conferences	5,836	3,000	2,836
500.18 · Dues & Subscriptions	215	9,110	(8,895)
500.19 · Insurance - General	6,155	6,155	(0)
500.20 · Independent Accounting Services	3,550	2,000	1,550
500.21 · Annual Independent Audit	8,360	9,000	(640)
500.23 · General Counsel	10,500	12,500	(2,000)
500.25 · Office Expense			
01 · Communications	1,453	1,550	(97)
02 · I.T. and Website services	1,945	1,500	445
03 · Refreshments	0	375	(375)
04 · Office Expenses	2,313	3,000	(687)
05 · LAFCO Admin fees	1,210	1,367	(157)
06 · Independent Contract Services	13,784	15,000	(1,216)
<b>Total 500.25 · Office Expense</b>	<b>20,705</b>	<b>22,792</b>	<b>(2,087)</b>
500.27 · Depreciation	2,852	2,450	402
500.29 · Dist Promotions & Publications	7,028	3,000	4,028
500.30 · Simple IRA Expense	4,650		
500.32 · Consultant Fees	3,196	3,750	(554)
500.33 · Copier Lease	2,406	2,350	56
500.36 · Accrued Vacation & Sick Leave	(1,095)	1,750	(2,845)
<b>Total 500 · Admin. Expenses &amp; Overhead</b>	<b>160,414</b>	<b>163,055</b>	<b>(2,641)</b>

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

July through September 2019

	Jul - Sep 19	Budget	\$ Over B...
<b>550 · Mgmt./Maint. - Alvarado Street</b>			
550.10 · Maintenance Services & Repairs	580		
550.32 · Consultant Fees	1,059		
<b>Total 550 · Mgmt./Maint. - Alvarado Street</b>	<b>1,639</b>		
<b>570 · Mgmt./Maint. - E. Mission Road</b>			
570.02 · Gas & Electric	521	1,875	(1,354)
570.03 · Water	(952)	625	(1,577)
570.04 · Waste Management	69	75	(6)
570.05 · Security	1,141		
570.06 · Landscape - Grounds Environment	1,400	3,000	(1,600)
570.07 · Custodial Services	0	1,170	(1,170)
570.10 · Maintenance Services & Repairs	2,302	3,750	(1,448)
570.11 · Contractor Expense	330	0	330
570.12 · Fire Alarm System	0	750	(750)
570.22 · Property Manager	1,388		
570.23 · General Counsel	0	15,000	(15,000)
570.25 · Office Expense			
25.01 · Communications	149		
25.02 · I.T. & Website Services	0	375	(375)
25.04 · Office Expenses	72	2,250	(2,178)
25.06 · Independent Contract Services	0	1,250	(1,250)
<b>Total 570.25 · Office Expense</b>	<b>220</b>	<b>3,875</b>	<b>(3,655)</b>
570.29 · Dist. Promotions & Publications	0	3,000	(3,000)
570.32 · Consultant Fees	3,640	7,500	(3,860)
<b>Total 570 · Mgmt./Maint. - E. Mission Road</b>	<b>10,059</b>	<b>40,620</b>	<b>(30,561)</b>
<b>590 · Mgmt./Maint. - S. Brandon Road</b>			
590.01 · Property Manager	1,050	3,750	(2,700)
590.02 · Gas & Electric	2,649	2,500	149
590.03 · Water	688	750	(62)
590.04 · Waste Management	76	75	1
590.06 · Landscape - Grounds Environment	800	2,750	(1,950)
590.07 · Custodial Services	2,340	2,000	340
590.08 · Elevator	573	625	(52)
590.09 · Vehicle Expenses	222	222	0
590.10 · Maintenance Services & Repairs	2,928	1,250	1,678
590.11 · Medical Records Store & Service	12,457	5,500	6,957
590.12 · Fire Alarm System	0	250	(250)
590.13 · Renovations / Improvements			
.13.01. · Architect Expense	0	2,500	(2,500)
<b>Total 590.13 · Renovations / Improvements</b>	<b>0</b>	<b>2,500</b>	<b>(2,500)</b>
<b>Total 590 · Mgmt./Maint. - S. Brandon Road</b>	<b>23,783</b>	<b>22,172</b>	<b>1,611</b>

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

July through September 2019

	<u>Jul - Sep 19</u>	<u>Budget</u>	<u>\$ Over B...</u>
<b>600 · Community Health Contracts</b>			
600.02 · Fbk Citizens Crime Prevention	2,825	2,825	0
600.03 · Be Well Therapy, Inc.	5,929	5,929	0
600.04 · Boys & Girls Club	19,240	19,240	0
600.05 · Community Health Systems, Inc.	30,000	30,000	0
600.07 · Fbk Senior Citizens Srvc Club	31,250	31,250	0
600.08 · Fallbrook Smiles Project	22,545	22,545	0
600.11 · Palomar Family Counseling Srvc	16,856	16,856	0
600.17 · Foundation for Senior Care	71,840	71,840	0
600.18 · Fallbrook Food Pantry	32,500	32,500	0
600.33 · REINS Therapeutic Prgm	24,716	24,716	0
600.37 · Trauma Intervention Prgm of SD	2,500	2,500	0
600.46 · Mental Health Systems, Inc.	2,534	2,534	0
600.51 · North County C.E.R.T. Inc.	1,305	1,305	0
600.53 · Jeremiah's Ranch	(3,872)	0	(3,872)
600.57 · NC Fire Protection District	0	26,250	(26,250)
600.58 · Michelle's Place	8,041	8,041	0
600.60 · D'Vine Path, Inc.	1,910	1,910	0
600.61 · San Diego North County Lions	5,000	5,000	0
600.62 · Neighborhood Healthcare	3,750	3,750	0
<b>Total 600 · Community Health Contracts</b>	<b>278,869</b>	<b>308,991</b>	<b>(30,122)</b>
<b>800 · District Direct Care Services</b>			
800.02 · Med+ Urgent Care	34,000	24,000	10,000
<b>Total 800 · District Direct Care Services</b>	<b>34,000</b>	<b>24,000</b>	<b>10,000</b>
<b>Total Expense</b>	<b>508,764</b>	<b>558,838</b>	<b>(50,074)</b>
<b>Net Ordinary Income</b>	<b>(383,667)</b>	<b>(371,438)</b>	<b>(12,229)</b>
<b>Net Income</b>	<b>(383,667)</b>	<b>(371,438)</b>	<b>(12,229)</b>

**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 - ...
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 - ...
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
<b>Total 570 - Office Expense</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>1,292</b>	<b>15,500</b>
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
<b>Total 570 - Mgmt./Maint. - E. Mission Road</b>	<b>13,515</b>	<b>13,590</b>	<b>13,515</b>	<b>13,590</b>	<b>13,515</b>	<b>23,590</b>	<b>13,515</b>	<b>21,590</b>	<b>13,515</b>	<b>21,590</b>	<b>13,515</b>	<b>13,590</b>	<b>188,630</b>
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
<b>Total 590.13 - Renovations / Improvements</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>10,000</b>
<b>Total 590 - Mgmt./Maint. - S. Brandon Road</b>	<b>7,292</b>	<b>7,589</b>	<b>7,292</b>	<b>7,367</b>	<b>7,670</b>	<b>7,367</b>	<b>7,292</b>	<b>7,367</b>	<b>7,292</b>	<b>7,367</b>	<b>7,292</b>	<b>7,367</b>	<b>88,550</b>
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	TOTAL Jul '19 - ...
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
<b>Total 600 - Community Health Contracts</b>	<b>308,991</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>294,751</b>	<b>0</b>	<b>0</b>	<b>294,751</b>	<b>0</b>	<b>0</b>	<b>294,751</b>	<b>0</b>	<b>1,193,243</b>
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/Amb.	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.	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
<b>Total 800 - District Direct Care Services</b>	<b>395,835</b>	<b>86,237</b>	<b>76,766</b>	<b>105,038</b>	<b>384,127</b>	<b>99,088</b>	<b>89,068</b>	<b>391,889</b>	<b>89,188</b>	<b>97,338</b>	<b>383,939</b>	<b>89,188</b>	<b>2,287,700</b>
<b>Total Expense</b>	<b>(344,035)</b>	<b>(44,437)</b>	<b>17,034</b>	<b>72,762</b>	<b>276,673</b>	<b>276,712</b>	<b>(16,768)</b>	<b>(319,589)</b>	<b>363,112</b>	<b>124,962</b>	<b>(321,639)</b>	<b>(36,888)</b>	<b>47,900</b>
<b>Net Ordinary Income</b>	<b>(344,035)</b>	<b>(44,437)</b>	<b>17,034</b>	<b>72,762</b>	<b>276,673</b>	<b>276,712</b>	<b>(16,768)</b>	<b>(319,589)</b>	<b>363,112</b>	<b>124,962</b>	<b>(321,639)</b>	<b>(36,888)</b>	<b>47,900</b>
<b>Net Income</b>													<b>47,900</b>

California State Treasurer  
**Fiona Ma, CPA**



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

[LAIF Home](#)  
[PMIA Average Monthly](#)  
[Yields](#)

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FALLBROOK REGIONAL HEALTH DISTRICT

ADMINISTRATOR  
P.O. BOX 2587  
FALLBROOK, CA 92088

[Tran Type Definitions](#)

**Account Number:**

September 2019 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	1,328,775.78
Total Withdrawal:	0.00	Ending Balance:	1,328,775.78





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

## Investment Account Summary

09/01/2019 through 09/30/2019

### SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Sep 30 (\$)	Value on Sep 30 (\$)	Average Cost Amount (\$)	Cumulative Unrealized Gain/(Loss) (\$)
<b>FALLBROOK REGIONAL HEALTH DISTRICT</b>						
CalTRUST Medium Term Fund		697,982.226	10.09	7,042,640.66	6,999,563.29	43,077.37
<b>Portfolios Total value as of 09/30/2019</b>				<b>7,042,640.66</b>		

### 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) (\$)
<b>CalTRUST Medium Term Fund</b>		<b>FALLBROOK REGIONAL HEALTH DISTRICT</b>			<b>Account Number:</b>			
Beginning Balance	09/01/2019			696,727.493	10.12	7,050,882.23		
Accrual Income Div Reinvestment	09/30/2019	12,660.26	1,254.733	697,982.226	10.09	7,042,640.66	0.00	0.00
Unrealized Gain/(Loss)						(20,901.83)		
<b>Closing Balance as of</b>	<b>Sep 30</b>			<b>697,982.226</b>	<b>10.09</b>	<b>7,042,640.66</b>		

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Property Tax Revenue - Fiscal Year to Date**  
 July through September 2019

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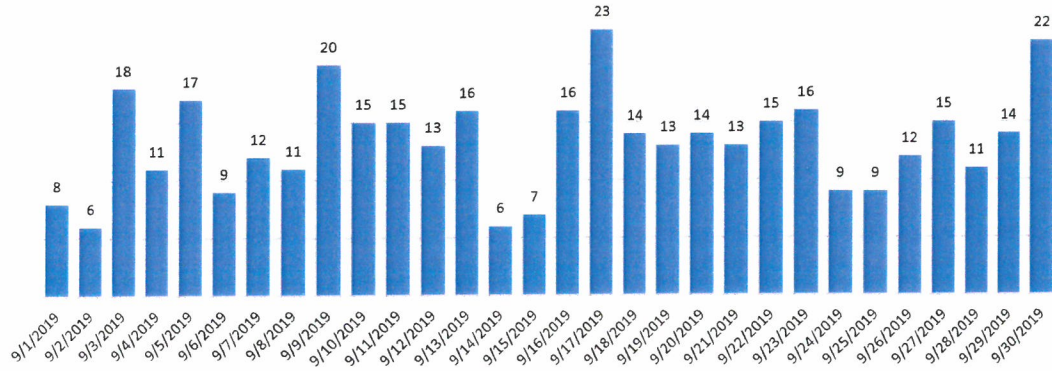
<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>	<u>Balance</u>
<b>400. · District</b>				
<b>402 · Property tax revenue</b>				
Gener...	07/31/19		30,918.85	30,918.85
Gener...	08/31/19		13,012.42	43,931.27
Gener...	09/30/19		27,118.51	71,049.78
			<hr/>	<hr/>
Total 402 · Property tax revenue			71,049.78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

FALLBROOK REGIONAL HEALTH DISTRICT  
Check Detail Report - September 2019

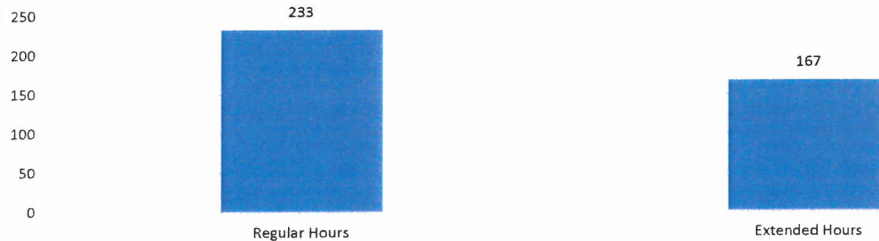
Type	Date	Num	Name	Memo	Amount
102.3 · Cash in Bank-P.W. Oper. Acct.					
Che...	09/02/19		Microsoft Office	Microsoft Office monthly s...	-49.50
Che...	09/04/19	10803	Cash	Replenish Petty Cash	-250.00
Bill ...	09/04/19	10804	Aztec Cleaning & Mai...	Office cleaning - Inv. 250...	-180.00
Bill ...	09/04/19	10805	Dodge Data & Analyti...		-2,568.00
Bill ...	09/04/19	10806	Holmes, Rob	August 2019 stmt. - Side...	-1,437.50
Bill ...	09/04/19	10807	Profile Display	Inv. 70516; Economy Log...	-99.00
Che...	09/11/19	10808	Mireya Banuelos	Reimbursement-PSA scr...	-121.11
Bill ...	09/11/19	10809	AT&T U-Verse - com...	146524365	-64.70
Bill ...	09/11/19	10810	Aztec Cleaning & Mai...	Office cleaning - Inv. 250...	-180.00
Bill ...	09/11/19	10811	BETA Health Insuran...	2018-19 FY W/C balance ...	-620.00
Bill ...	09/11/19	10812	Fallbrook Chamber o...	2nd booth for 10/20/19 H...	-60.00
Bill ...	09/11/19	10813	Glennie's Office Prod...	6493	-145.09
Bill ...	09/11/19	10814	Iron Mountain SX-302	SX302/Fallbrook Hosp.	-4,739.96
Bill ...	09/11/19	10815	Jaurez, Steven	Snake drains for new sink...	-350.00
Bill ...	09/11/19	10816	L & M Enterprises, Inc.	Reimbursement: Adobe ...	-72.42
Bill ...	09/11/19	10817	Palomar Mountain Pr...	45919	-96.27
Bill ...	09/11/19	10818	Ramirez Landscapin...		-1,100.00
Bill ...	09/11/19	10819	Scott & Jackson Esq.	Professional services Aug...	-7,420.00
Bill ...	09/11/19	10820	Southeast Publications	Fallbrook C of C guest gui...	-444.00
Bill ...	09/11/19	10821	Streamline	Website monthly fee - Se...	-200.00
Bill ...	09/11/19	10822	Sun Realty		-1,027.69
Bill ...	09/11/19	10823	Termin-8 Pest Control		-250.00
Bill ...	09/16/19	10824	Ascent Elevator Servi...	Inv. 33782; September m...	-191.00
Bill ...	09/16/19	10825	Fallbrook Awards	Inv. 277740; 1 name bad...	-9.16
Bill ...	09/16/19	10826	FPUD - SIDEWALK ...	Fire Hydrant Grade Adjust...	-1,000.00
Bill ...	09/16/19	10827	Impact Marketing & D...	Inv. IN19-3034 (500 sungl...	-625.30
Bill ...	09/16/19	10828	Kathleen Bogle		-2,350.00
Che...	09/20/19	10829	Pamela Knox	Reimburse - Dental 10/1/...	-232.22
Bill ...	09/20/19	10830	AT&T 1636 E. Missio...	289713009	-32.72
Bill ...	09/20/19	10831	Aztec Cleaning & Mai...	Office cleaning - Inv. 250...	-180.00
Bill ...	09/20/19	10832	County of San Diego-...	Billing of LAFCO cost for ...	-1,210.26
Bill ...	09/20/19	10833	L & M Enterprises, Inc.	September 2019 bookkee...	-3,232.50
Bill ...	09/20/19	10834	Schwab, Charles & C...	September 2019 IRA cont...	-1,100.00
Bill ...	09/20/19	10835	Village News	1641	-1,290.00
Bill ...	09/20/19	10836	Whalen, J. & Associa...	Inv. 19-300-06; E. Mission...	-802.84
Bill ...	09/20/19	10837	CalPERS	1559595490	-2,298.59
Bill ...	09/20/19	10838	Dependable Alarm S...	Inv. 80595; E. Mission Ro...	-1,141.25
Total 102.3 · Cash in Bank-P.W. Oper. Acct.					-37,171.08
TOTAL					<u>-37,171.08</u>

# MedPlus Urgent Care Patient Counts & Details September 2019

Total Patients Seen: 400 (51.5% Using Medi-Cal HMO coverage\*)

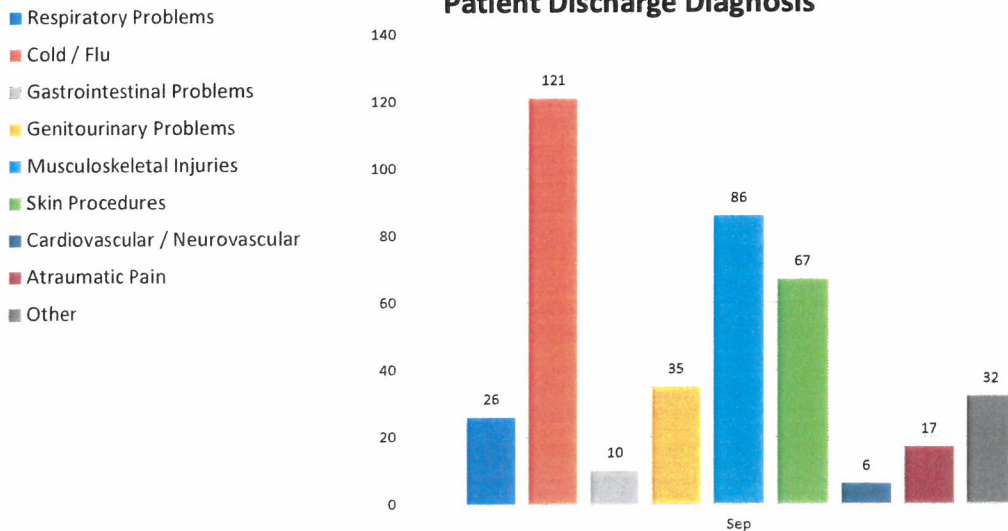


## Regular Hours vs Extended Hours (Patients Seen)



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

## Patient Discharge Diagnosis



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

CHECKBOOK REPORT JULY-SEPT 2019
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**COMMUNITY INVESTMENT FUND JULY-SEPT 2019:**

BEGINNING BALANCE:	\$ 9,549,180.59
FUNDS SPENT:	\$ 31,688.94
ENDING BALANCE:	\$ 9,517,491.65

(See attached report for itemized detail)

<b>QUARTERLY TOTAL DUE FOR REIMBURSEMENT JULY-SEPT 2019:</b>	<b>\$ 31,688.94</b>
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<b>TOTAL COMMUNITY INVESTMENT FUNDS SPENT SINCE FISCAL YEAR BEGAN 7/1/19:</b>	<b>\$ 31,688.94</b>
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**OPERATIONS FUND JULY-SEPT 2019:**

BEGINNING BALANCE:	\$ 964,528.84
DEPOSITS:	\$ 147,291.38
BILL PMTS./PAYROLL EXPENSES/COMM. HEALTH CONTRACTS:	\$ 541,687.98
ENDING BALANCE:	\$ 570,132.24

(See attached report for itemized detail)

JULY-SEPT 2019	\$ (541,687.98)
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<b>TOTAL OPERATIONS FUNDS SPENT JULY-SEPT 2019:</b>	<b>\$ (541,687.98)</b>
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**FALLBROOK REGIONAL HEALTH DISTRICT  
USES OF COMMUNITY INVESTMENT FUNDS  
7/1/19 - 9/30/19**

**COMMUNITY INVESTMENT FUND BEGINNING BALANCE 7/1/19: \$ 9,549,180.59**

	Date	Name	Memo	Amount
<b>215 - District Wellness Initiatives</b>				
<b>Health Fair</b>				
	08/30/2019	Fallbrook Chamber of Commerce	10/20/19 Harvest Faire flu shots	60.00
	09/11/2019	Fallbrook Chamber of Commerce	2nd booth for 10/20/19 Harvest Faire flu shots	60.00
<b>PSA Screening</b>				
	08/02/2019	Village News	Inv. 35857 - Prostate Screening ads 8/8 & 8/29/19	518.00
	08/30/2019	Pamela Knox	Reimbursement: mileage distributing PSA screening flyers	25.45
	09/11/2019	Mireya Banuelos	Costco - PSA screening supplies (snacks/drinks/cups)	86.02
	09/11/2019	Mireya Banuelos	Starbucks - PSA screening supplies (coffee travelers)	35.09
	09/25/2019	Quest Diagnostics	Inv. 9184207751; PSA screenings	544.00
<b>Woman of Wellness ( WOW)</b>				
	07/12/2019	Pamela Knox	Reimbursements: WOW event snacks/utensils	61.38
	07/31/2019		WOW refreshments/prizes	78.76
	08/31/2019		WOW refreshments/prizes	53.99
	09/30/2019		WOW refreshments/prizes	88.52
<b>570 - Mgmt./Maint. - E. Mission Road</b>				
<b>Gas &amp; Electric</b>				
	07/31/2019	SDG&E - East Mission Road	Account No. 5182 613 597 1; 7/25/19 invoice	320.33
	08/23/2019	SDG&E - East Mission Road	Account No. 5182 613 597 1; 8/23/19 invoice	25.30
	09/24/2019	SDG&E - East Mission Road	Account No. 5182 613 597 1; 9/24/19 invoice	470.12
<b>Water</b>				
	07/23/2019	FPUD - Wellness Center - 7720-002	Meter 14359987; Account No. 7720-002; 6/21-7/23/19	54.10
	08/21/2019	FPUD - Wellness Center - 7720-002	Meter 14359987; Account No. 7720-002; 7/24-8/21/19	54.10
	09/23/2019	FPUD - Wellness Center - 7720-002	Meter 14359987; Account No. 7720-002; 8/22-9/23/19	54.10
<b>Waste Management</b>				
	08/01/2019	Fallbrook Waste - 446183 Wellness Ctr	Service for Aug/Sep - E. Mission Road; Acct. 20-T1 446183	69.00
<b>Security</b>				
	09/16/2019	Dependable Alarm Systems	Inv. 80595; E. Mission Road	1,141.25
<b>Landscape - Grounds Environment</b>				
	07/31/2019	Ramirez Landscaping & Tree Service	E. Mission Road - monthly landscape maintenance	700.00
	08/31/2019	Ramirez Landscaping & Tree Service	E. Mission Road - monthly landscape maintenance	700.00
	09/30/2019	Ramirez Landscaping & Tree Service	E. Mission Road - monthly landscape maintenance	700.00
<b>Land Use - Permitting</b>				
	07/22/2019	Whalen, J. & Associates	Inv. 19-300-04; E. Mission Road zoning/permit	4,376.32
	07/31/2019	Whalen, J. & Associates	Inv. 19-300-05; E. Mission Road zoning/permit	2,944.48
<b>Maintenance Services &amp; Repairs</b>				
	07/03/2019	TRL Systems, inc.	E. Mission Road - 2019 Annual Fire Alarm Testing	1,120.00
	07/08/2019	AA Beekeeper	Invoice 3724; E. Mission Road property	800.00
	07/19/2019	Payne, Jonathan	Inv. 383890; E. Mission Road repairs	150.00
	08/20/2019	Sun Realty	Labor - E. Mission Road repairs	10.50
	08/27/2019	Key, Darren	Labor to move and assemble items at E. Mission Road prop	170.00
	09/18/2019	Sun Realty	Labor - E. Mission Road repairs	51.25
<b>Contractor Expense</b>				
	08/02/2019	Village News (RFP ad)	Inv. 35857 - RFP for roof repairs - Mission Road	330.00
<b>Property Manager</b>				
	07/23/2019		Property Mgmt. - E. Mission Road	675.00
	08/10/2019		Property Mgmt. - E. Mission Road	75.00
	09/08/2019		Property Mgmt. - E. Mission Road	637.50
<b>570.25 - Office Expense</b>				
	08/08/2019	AT&T 1636 E. Mission Rd.	Acct. 289713009; E. Mission Road	115.82
	09/08/2019	AT&T 1636 E. Mission Rd.	Acct. 289713009; E. Mission Road	32.72
	08/30/2019	Howard Salmon	Reimbursement: lunch meeting re: E. Mission Road develop	71.95
<b>570.32 - Consultant Fees</b>				
	07/31/2019	Scott & Jackson Esq.	Roofing project hours - E. Mission Road	1,137.50
	08/31/2019	Scott & Jackson Esq.	Roofing project hours - E. Mission Road	1,522.50
	09/23/2019	Scott & Jackson Esq.	Roofing project hours - E. Mission Road	980.00
<b>122.032 - E. Mission Road Improvements</b>				
	07/22/2019	Whalen, J. & Associates	Inv. 19-300-04; E. Mission Road zoning/permit	4,376.32
	07/30/2019	Magellan, A.D.	Inv. 1523; RFPs & Contract Assistance Services	356.25
	07/31/2019	Whalen, J. & Associates	Inv. 19-300-05; E. Mission Road zoning/permit	2,944.48
	08/26/2019	Dodge Data & Analytics	GreenSheet ad in print and online; Inv. A40019300 - Mission	1,284.00
	09/16/2019	Whalen, J. & Associates	Inv. 19-300-06; E. Mission Road zoning/permit	802.84
	09/20/2019	Magellan, A.D.	Inv. 1551; Add'l. Bid Facilitation Services	825.00

**JULY-SEPT 2019 TOTAL: \$ 31,688.94**

**COMMUNITY INVESTMENT FUND ENDING BALANCE 9/30/19: \$ 9,517,491.65**

# FALLBROOK REGIONAL HEALTH DISTRICT OPERATIONS ACCOUNT

As of September 30, 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>102.3 - Cash in Bank-P.W. Oper. Acct.</b>							964,528.84
Bill Pmt -C...	07/01/19	10639	ACHD	Membership ...		8,111.00	956,417.84
Check	07/01/19	10659	A+ Urgent Care, Inc.	June 2019 su...		10,000.00	946,417.84
Bill Pmt -C...	07/01/19	10657	Aztec Fire & Safety, ...	Fire sprinkler ...		3,049.44	943,368.40
Bill Pmt -C...	07/01/19	10660	Aztec Fire & Safety, ...	Valve replace...		285.00	943,083.40
Bill Pmt -C...	07/01/19	10661	L & M Enterprises, L...	June bookkee...		4,975.00	938,108.40
Bill Pmt -C...	07/01/19	10662	SDG&E - East Missi...	5182 613 597 1		288.19	937,820.21
Bill Pmt -C...	07/01/19	10663	SDG&E FHD - 6994	40605976994		486.78	937,333.43
Deposit	07/01/19			Deposit	8,765.00		946,098.43
General Jo...	07/01/19	KATH...		Reverse of G...	8,111.00		954,209.43
Check	07/02/19		Microsoft Office	Microsoft Offi...		49.50	954,159.93
Check	07/03/19	10686	Cash	Replenish Pet...		250.00	953,909.93
Check	07/03/19	10687	Linda Bannerman	Reimburseme...		215.52	953,694.41
Bill Pmt -C...	07/03/19	10688	Aztec Cleaning & M...	Office cleanin...		180.00	953,514.41
Bill Pmt -C...	07/03/19	10689	Glennie's Office Pro...	6493		20.75	953,493.66
Bill Pmt -C...	07/03/19	10690	Kathleen Bogle			1,600.00	951,893.66
Bill Pmt -C...	07/03/19	10691	Key, Darren	Labor to remo...		195.00	951,698.66
Bill Pmt -C...	07/03/19	10692	L & M Enterprises, L...	Reimburseme...		67.96	951,630.70
Bill Pmt -C...	07/03/19	10693	Pitney Bowes - Lease	0018137865		77.32	951,553.38
Bill Pmt -C...	07/03/19	10694	Scott & Jackson Esq.	Professional s...		10,690.00	940,863.38
General Jo...	07/03/19	7-4	Linda Bannerman	SALARY: Ban...		1,494.91	939,368.47
General Jo...	07/03/19	7-8	Mireya Banuelos	SALARY: Ban...		1,320.02	938,048.45
General Jo...	07/03/19	7-6	Pamela Knox	SALARY: Knox		1,235.15	936,813.30
General Jo...	07/03/19	7-15		Payroll Tax C...		195.58	936,617.72
General Jo...	07/03/19	7-16		IRS Tax Pay...		1,171.15	935,446.57
Check	07/08/19	10664	Be Well Therapy	CHC 338 - P...		5,928.50	929,518.07
Check	07/08/19	10665	Boys & Girls Club	CHC 339 - P...		9,240.00	920,278.07
Check	07/08/19	10666	Boys & Girls Club - ...	CHC 340 - P...		10,000.00	910,278.07
Check	07/08/19	10667	Community Health ...	CHC 341 - P...		30,000.00	880,278.07
Check	07/08/19	10668	D'vine Path, Inc.	CHC 342 - P...		1,910.00	878,368.07
Check	07/08/19	10669	San Diego North Co...	CHC 343 - P...		5,000.00	873,368.07
Check	07/08/19	10670	Fallbrook Citizens - ...	CHC 344 - P...		2,825.00	870,543.07
Check	07/08/19	10671	Fallbrook Food Pantry	CHC 345 - P...		32,500.00	838,043.07
Check	07/08/19	10672	Foundation for Seni...	CHC 346 - P...		15,572.00	822,471.07
Check	07/08/19	10673	Foundation for Seni...	CHC 347 - P...		10,438.74	812,032.33
Check	07/08/19	10674	Foundation for Seni...	CHC 348 - P...		23,644.87	788,387.46
Check	07/08/19	10675	Foundation for Seni...	CHC 349 - P...		22,184.87	766,202.59
Check	07/08/19	10676	Fallbrook Senior Citi...	CHC 350 - P...		31,250.00	734,952.59
Check	07/08/19	10677	Fallbrook Smiles Pr...	CHC 351 - P...		22,545.00	712,407.59
Check	07/08/19	10678	Mental Health Syste...	CHC 352 - P...		2,534.25	709,873.34
Check	07/08/19	10679	Michelle's Place	CHC 353 - P...		8,040.50	701,832.84
Check	07/08/19	10680	Neighborhood Healt...	CHC 354 - P...		3,750.00	698,082.84
Check	07/08/19	10681	NORTH COUNTY C...	CHC 355 - P...		1,305.00	696,777.84
Check	07/08/19	10682	Palomar Family Cou...	CHC 356 - P...		16,855.75	679,922.09
Check	07/08/19	10683	Reins	CHC 357 - P...		15,000.00	664,922.09
Check	07/08/19	10684	Reins	CHC 358 - P...		9,716.25	655,205.84
Check	07/08/19	10685	Trauma Intervention...	CHC 359 - P...		2,500.00	652,705.84
Deposit	07/08/19			Deposit	2,800.00		655,505.84
Check	07/10/19	10695	Pamela Knox	Reimburse - ...		215.22	655,290.62
Check	07/12/19	10696	Pamela Knox	REIMBURSE...		61.38	655,229.24
Bill Pmt -C...	07/12/19	10697	AA Beekeeper	Invoice 3724; ...		800.00	654,429.24
Bill Pmt -C...	07/12/19	10698	AT&T U-Verse - co...	146524365		64.70	654,364.54
Bill Pmt -C...	07/12/19	10699	Aztec Cleaning & M...	Office cleanin...		180.00	654,184.54
Bill Pmt -C...	07/12/19	10700	CSDA-State	1589		10.00	654,174.54
Bill Pmt -C...	07/12/19	10701	Holmes, Rob	June 2019 st...		1,375.00	652,799.54
Bill Pmt -C...	07/12/19	10702	Iron Mountain SX-302	SX302/Fallbro...		2,273.03	650,526.51
Bill Pmt -C...	07/12/19	10703	Quest Diagnostics	Inv. 91827074...		8.00	650,518.51
Bill Pmt -C...	07/12/19	10704	Streamline	Website mont...		200.00	650,318.51
Bill Pmt -C...	07/12/19	10705	Termin-8 Pest Control			250.00	650,068.51
Bill Pmt -C...	07/12/19	10706	TRL Systems, Inc.	FAL004		2,240.00	647,828.51
Bill Pmt -C...	07/15/19	10707	Ahrend Studios	Inv. 016522; s...		134.69	647,693.82
Bill Pmt -C...	07/15/19	10708	Ascent Elevator Ser...	Inv. 33398; m...		191.00	647,502.82
Bill Pmt -C...	07/15/19	10709	AT&T U-Verse - co...	146524365		54.27	647,448.55
Bill Pmt -C...	07/15/19	10710	Aztec Cleaning & M...	Office cleanin...		180.00	647,268.55
Bill Pmt -C...	07/15/19	10711	CalPERS	1559595490		2,298.59	644,969.96
Bill Pmt -C...	07/15/19	10712	Payne, Jonathan	Inv. 383890; ...		150.00	644,819.96
General Jo...	07/17/19	7-4	Linda Bannerman	SALARY: Ban...		1,458.27	643,361.69
General Jo...	07/17/19	7-8	Mireya Banuelos	SALARY: Ban...		1,327.64	642,034.05

**FALLBROOK REGIONAL HEALTH DISTRICT  
OPERATIONS ACCOUNT  
As of September 30, 2019**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Jo...	07/17/19	7-6	Pamela Knox	SALARY: Knox		1,298.80	640,735.25
General Jo...	07/17/19	7-2	Rachel Mason-Runn...	SALARY: Ma...		3,489.94	637,245.31
General Jo...	07/17/19	7-17		Payroll tax CA...		444.40	636,800.91
General Jo...	07/17/19	7-21		IRS Tax Pay...		2,449.42	634,351.49
Check	07/19/19	10713	Rachel Mason-Runn...	Reimburseme...		165.21	634,186.28
Check	07/19/19	10714	Rachel Mason-Runn...	Reimburseme...		139.84	634,046.44
Check	07/19/19	10715	Rachel Mason-Runn...	Reimburseme...		1,567.04	632,479.40
Check	07/19/19	10716	Mireya Banuelos	Reimburseme...		44.30	632,435.10
Bill Pmt -C...	07/22/19	10717	Touchbase	344664		62.11	632,372.99
Bill Pmt -C...	07/24/19	10718	AT&T - phone lines	7607318344-...		225.92	632,147.07
Bill Pmt -C...	07/24/19	10719	Aztec Cleaning & M...	Office cleanin...		180.00	631,967.07
Bill Pmt -C...	07/24/19	10720	Konica Minolta Leas...	061-0116888-...		810.14	631,156.93
Bill Pmt -C...	07/24/19	10722	Ramirez Landscapin...			1,100.00	630,056.93
Bill Pmt -C...	07/24/19	10721	Sun Realty			1,660.06	628,396.87
Bill Pmt -C...	07/29/19	10723	County of SD-Treas...	219-6240037		95.00	628,301.87
Bill Pmt -C...	07/29/19	10724	FPUD - 7720-001	7720-001		165.28	628,136.59
Bill Pmt -C...	07/29/19	10725	FPUD - 7721-000	7721-000		54.10	628,082.49
Bill Pmt -C...	07/29/19	10726	FPUD - Wellness C...	7720-002		54.10	628,028.39
Bill Pmt -C...	07/29/19	10727	SDG&E - East Missi...	VOID: 5182 6...	0.00		628,028.39
Bill Pmt -C...	07/29/19	10728	SDG&E FHD - 6994	40605976994		726.08	627,302.31
Check	07/30/19		Deluxe Check Printing	CHECKS RE...		306.38	626,995.93
General Jo...	07/30/19	7-34		Property tax r...	21,137.24		648,133.17
General Jo...	07/31/19	7-5	Linda Bannerman	SALARY: Ban...		1,458.26	646,674.91
General Jo...	07/31/19	7-9	Mireya Banuelos	SALARY: Ban...		1,303.40	645,371.51
General Jo...	07/31/19	7-12	Jennifer Jeffries	STIPEND: Jef...		277.05	645,094.46
General Jo...	07/31/19	7-7	Pamela Knox	SALARY: Knox		1,274.94	643,819.52
General Jo...	07/31/19	7-13	William Leach	STIPEND: Le...		461.75	643,357.77
General Jo...	07/31/19	7-3	Rachel Mason-Runn...	SALARY: Ma...		3,489.96	639,867.81
General Jo...	07/31/19	7-11	Barbara Mroz	STIPEND-Mroz		277.05	639,590.76
General Jo...	07/31/19	7-10	Howard Salmon	STIPEND: Sa...		369.40	639,221.36
General Jo...	07/31/19	6-14	Karen Schwartz-Frat...	STIPEND: Sc...		369.40	638,851.96
General Jo...	07/31/19	7-17		Payroll tax CA...		441.26	638,410.70
General Jo...	07/31/19	7-18		IRS Tax Pay...		2,449.87	635,960.83
General Jo...	07/31/19	7-18		IRS Tax Pay...		290.70	635,670.13
Check	08/02/19	10729	Pamela Knox	Reimburse - ...		220.00	635,450.13
Bill Pmt -C...	08/02/19	10730	Aztec Cleaning & M...	Office cleanin...		180.00	635,270.13
Bill Pmt -C...	08/02/19	10731	Constant Contact	6 months of e...		336.00	634,934.13
Bill Pmt -C...	08/02/19	10732	L & M Enterprises, I...	July 2019 boo...		4,987.50	629,946.63
Bill Pmt -C...	08/02/19	10735	DMV	License No. 8...		222.00	629,724.63
Bill Pmt -C...	08/02/19	10736	L & M Enterprises, I...	Amended inv...		564.25	629,160.38
Check	08/02/19	10733		VOID: PRINT...	0.00		629,160.38
Check	08/02/19	10734		VOID: PRINT...	0.00		629,160.38
Deposit	08/02/19			Deposit	3,545.00		632,705.38
Check	08/02/19	10737	A+ Urgent Care, Inc.	VOID: see Ch...	0.00		632,705.38
Check	08/02/19		Microsoft Office	Microsoft Offi...		49.50	632,655.88
Check	08/05/19	10738	Mireya Banuelos	Reimburseme...		37.35	632,618.53
Check	08/05/19	10739	L & M Enterprises, I...	Reimburseme...		117.61	632,500.92
Check	08/05/19	10740	Rachel Mason-Runn...	Reimburseme...		56.09	632,444.83
Check	08/05/19	10741	Rachel Mason-Runn...	Reimburseme...		102.66	632,342.17
Check	08/05/19	10742	A+ Urgent Care, Inc.	July 2019 sub...		8,000.00	624,342.17
Bill Pmt -C...	08/05/19	10743	AT&T U-Verse - co...	146524365		64.70	624,277.47
Bill Pmt -C...	08/05/19	10744	Employment Develo...	Ltr. ID: L1278...		1,302.01	622,975.46
Bill Pmt -C...	08/05/19	10745	Fallbrook Waste - 4...	Service for Au...		69.00	622,906.46
Bill Pmt -C...	08/05/19	10746	Fallbrook Waste - F...	20-T1 441078		75.50	622,830.96
Bill Pmt -C...	08/05/19	10747	Glennie's Office Pro...	6493		187.11	622,643.85
Bill Pmt -C...	08/05/19	10748	Holmes, Rob	July 2019 stm...		1,500.00	621,143.85
Bill Pmt -C...	08/05/19	10749	Iron Mountain SX-302	SX302/Fallbro...		6,022.43	615,121.42
Bill Pmt -C...	08/05/19	10750	Magellan, A.D.	Inv. 1523; RF...		1,068.75	614,052.67
Bill Pmt -C...	08/05/19	10751	Schwab, Charles & ...	Acct. 4899-2...		900.00	613,152.67
Bill Pmt -C...	08/05/19	10752	Village News	1641		336.70	612,815.97
Bill Pmt -C...	08/05/19	10753	Whalen, J. & Associ...	Inv. 19-300-0...		4,376.32	608,439.65
Bill Pmt -C...	08/05/19	10754	Village News	1641		1,508.00	606,931.65
Deposit	08/07/19			Deposit	2,830.00		609,761.65
Bill Pmt -C...	08/07/19	10755	Aztec Cleaning & M...	Office cleanin...		180.00	609,581.65
Bill Pmt -C...	08/07/19	10756	CSDA, SD Chapter	8/15/19 dinne...		30.00	609,551.65
Bill Pmt -C...	08/07/19	10757	Termin-8 Pest Control	138 S. Brand...		125.00	609,426.65
Bill Pmt -C...	08/07/19	10758	Termin-8 Pest Control	617 E. Alvara...		125.00	609,301.65
Check	08/09/19		GoDaddy.com	Annual servic...		790.56	608,511.09



# FALLBROOK REGIONAL HEALTH DISTRICT OPERATIONS ACCOUNT

As of September 30, 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -C...	08/12/19	10759	Kathleen Bogle			1,300.00	607,211.09
Bill Pmt -C...	08/12/19	10760	Palomar Mountain P...	45919		72.29	607,138.80
Bill Pmt -C...	08/12/19	10761	Purchase Power (Pit...	80009090097...		201.00	606,937.80
Bill Pmt -C...	08/12/19	10762	Streamline	Website mont...		200.00	606,737.80
Bill Pmt -C...	08/12/19	10763	Sun Realty	7/23/19 prope...		1,087.50	605,650.30
General Jo...	08/14/19	8-4	Linda Bannerman	SALARY: Ban...		1,413.40	604,236.90
General Jo...	08/14/19	8-8	Mireya Banuelos	SALARY: Ban...		1,286.94	602,949.96
General Jo...	08/14/19	8-6	Pamela Knox	SALARY: Knox		1,282.89	601,667.07
General Jo...	08/14/19	8-2	Rachel Mason-Runn...	SALARY: Ma...		3,489.94	598,177.13
General Jo...	08/14/19	8-15		Payroll Tax C...		434.73	597,742.40
General Jo...	08/19/19	8-001		VOID JEREM...	0.00		597,742.40
Check	08/21/19	10764	Rachel Mason-Runn...	Reimburseme...		991.95	596,750.45
Check	08/21/19	10765	Rachel Mason-Runn...	Reimburseme...		2,475.00	594,275.45
Bill Pmt -C...	08/21/19	10766	Ascent Elevator Ser...	Inv. 33592; m...		191.00	594,084.45
Bill Pmt -C...	08/21/19	10767	AT&T 1636 E. Missi...	289713009		115.82	593,968.63
Bill Pmt -C...	08/21/19	10768	Aztec Cleaning & M...			360.00	593,608.63
Bill Pmt -C...	08/21/19	10769	CalPERS	1559595490		2,298.59	591,310.04
Bill Pmt -C...	08/21/19	10770	Maloney & Associat...	Inv. 20071; si...		953.00	590,357.04
Bill Pmt -C...	08/21/19	10771	Payne, Jonathan	Inv. 083694; ...		2,175.00	588,182.04
Bill Pmt -C...	08/21/19	10772	Ramirez Landscapin...			1,100.00	587,082.04
Bill Pmt -C...	08/21/19	10778	Scott & Jackson Esq.	Professional s...		2,380.00	584,702.04
Bill Pmt -C...	08/21/19	10774	Sun Realty	8/10/19 prope...		750.00	583,952.04
Bill Pmt -C...	08/21/19	10775	Touchbase	344664		62.11	583,889.93
Bill Pmt -C...	08/21/19	10776	ULINE	Cust. No. 148...		2,506.78	581,383.15
Bill Pmt -C...	08/21/19	10777	Whalen, J. & Associ...	Inv. 19-300-0...		2,944.48	578,438.67
Check	08/21/19	10773	VOID CHECK	Professional s...	0.00		578,438.67
General Jo...	08/28/19	8-5	Linda Bannerman	SALARY: Ban...		1,407.45	577,031.22
General Jo...	08/28/19	8-9	Mireya Banuelos	SALARY: Ban...		1,040.71	575,990.51
General Jo...	08/28/19	8-7	Pamela Knox	SALARY: Knox		1,262.99	574,727.52
General Jo...	08/28/19	8-3	Rachel Mason-Runn...	SALARY: Ma...		3,489.94	571,237.58
General Jo...	08/28/19	8-16		IRS Tax Pay...		2,420.60	568,816.98
General Jo...	08/28/19	8-17		Payroll tax CA...		410.85	568,406.13
General Jo...	08/28/19	8-18		IRS Tax Pay...		2,337.96	566,068.17
General Jo...	08/30/19	8-12	Jennifer Jeffries	STIPEND: Jef...		369.40	565,698.77
General Jo...	08/30/19	8-13	William Leach	STIPEND: Le...		461.75	565,237.02
General Jo...	08/30/19	8-11	Barbara Mroz	STIPEND-Mroz		277.05	564,959.97
General Jo...	08/30/19	8-10	Howard Salmon	STIPEND: Sa...		277.05	564,682.92
General Jo...	08/30/19	8-14	Kate Schwartz-Frates	STIPEND: Sc...		461.75	564,221.17
Check	08/30/19	10779	Pamela Knox	REIMBURSE...		32.83	564,188.34
Check	08/30/19	10780	Howard Salmon	Reimburseme...		1,170.41	563,017.93
Check	08/30/19	10781	A+ Urgent Care, Inc.	August 2019 ...		8,000.00	555,017.93
Check	08/30/19	10782	Mireya Banuelos	Reimburseme...		140.00	554,877.93
Check	08/30/19	10783	Pamela Knox	REIMBURSE...		25.45	554,852.48
Check	08/30/19	10784	Mireya Banuelos	Reimburseme...		45.98	554,806.50
Bill Pmt -C...	08/30/19	10785	AT&T	760-731-9187...		225.87	554,580.63
Bill Pmt -C...	08/30/19	10786	Aztec Cleaning & M...	Office cleanin...		180.00	554,400.63
Bill Pmt -C...	08/30/19	10787	Fallbrook Chamber ...	10/20/19 Harv...		60.00	554,340.63
Bill Pmt -C...	08/30/19	10788	Fallbrook Local Lock...	Inv. 1865		672.16	553,668.47
Bill Pmt -C...	08/30/19	10789	Fechter & Company,...	6/30/2019 Au...		8,360.00	545,308.47
Bill Pmt -C...	08/30/19	10790	FPUD - 7720-001	7720-001		195.01	545,113.46
Bill Pmt -C...	08/30/19	10791	FPUD - 7721-000	7721-000		54.10	545,059.36
Bill Pmt -C...	08/30/19	10792	FPUD - Wellness C...	7720-002		54.10	545,005.26
Bill Pmt -C...	08/30/19	10793	Holloway Computers	Invoice 7081: ...		200.00	544,805.26
Bill Pmt -C...	08/30/19	10794	Impact Marketing & ...			3,341.89	541,463.37
Bill Pmt -C...	08/30/19	10795	Key, Darren	Labor to mov...		170.00	541,293.37
Bill Pmt -C...	08/30/19	10796	Konica Minolta Leas...	061-0116888-...		821.48	540,471.89
Bill Pmt -C...	08/30/19	10797	L & M Enterprises, I...	August bookk...		5,000.00	535,471.89
Bill Pmt -C...	08/30/19	10798	Schwab, Charles & ...	August 2019 ...		1,100.00	534,371.89
Bill Pmt -C...	08/30/19	10799	SDG&E - East Missi...	5182 613 597 1		25.30	534,346.59
Bill Pmt -C...	08/30/19	10800	SDG&E FHD - 6994	40605976994		885.01	533,461.58
Bill Pmt -C...	08/30/19	10801	Sun Realty	8/20/19 reimb...		1,174.11	532,287.47
Bill Pmt -C...	08/30/19	10802	ULINE	Cust. No. 148...		713.98	531,573.49
General Jo...	08/30/19	8-18		IRS Tax Pay...		306.00	531,267.49
General Jo...	08/31/19	8-32		August proper...	30,918.85		562,186.34
General Jo...	08/31/19	8-33		4th Qtr Invest ...	46,000.00		608,186.34
Deposit	09/01/19			Deposit	3,500.00		611,686.34
General Jo...	09/01/19	9-001		VOID JEREM...	3,871.87		615,558.21
Check	09/02/19		Microsoft Office	Microsoft Offi...		49.50	615,508.71

**FALLBROOK REGIONAL HEALTH DISTRICT  
OPERATIONS ACCOUNT  
As of September 30, 2019**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	09/04/19	10803	Cash	Replenish Pet...		250.00	615,258.71
Bill Pmt -C...	09/04/19	10804	Aztec Cleaning & M...	Office cleanin...		180.00	615,078.71
Bill Pmt -C...	09/04/19	10805	Dodge Data & Analy...			2,568.00	612,510.71
Bill Pmt -C...	09/04/19	10806	Holmes, Rob	August 2019 ...		1,437.50	611,073.21
Bill Pmt -C...	09/04/19	10807	Profile Display	Inv. 70516; E...		99.00	610,974.21
Deposit	09/09/19			Deposit	2,800.00		613,774.21
Check	09/11/19	10808	Mireya Banuelos	Reimburseme...		121.11	613,653.10
Bill Pmt -C...	09/11/19	10809	AT&T U-Verse - co...	146524365		64.70	613,588.40
Bill Pmt -C...	09/11/19	10810	Aztec Cleaning & M...	Office cleanin...		180.00	613,408.40
Bill Pmt -C...	09/11/19	10811	BETA Health Insura...	2018-19 FY ...		620.00	612,788.40
Bill Pmt -C...	09/11/19	10812	Fallbrook Chamber ...	2nd booth for ...		60.00	612,728.40
Bill Pmt -C...	09/11/19	10813	Glennie's Office Pro...	6493		145.09	612,583.31
Bill Pmt -C...	09/11/19	10814	Iron Mountain SX-302	SX302/Fallbro...		4,739.96	607,843.35
Bill Pmt -C...	09/11/19	10815	Jaurez, Steven	Snake drains ...		350.00	607,493.35
Bill Pmt -C...	09/11/19	10816	L & M Enterprises, I...	Reimburseme...		72.42	607,420.93
Bill Pmt -C...	09/11/19	10817	Palomar Mountain P...	45919		96.27	607,324.66
Bill Pmt -C...	09/11/19	10818	Ramirez Landscapin...			1,100.00	606,224.66
Bill Pmt -C...	09/11/19	10819	Scott & Jackson Esq.	Professional s...		7,420.00	598,804.66
Bill Pmt -C...	09/11/19	10820	Southeast Publicatio...	Fallbrook C of...		444.00	598,360.66
Bill Pmt -C...	09/11/19	10821	Streamline	Website mont...		200.00	598,160.66
Bill Pmt -C...	09/11/19	10822	Sun Realty			1,027.69	597,132.97
Bill Pmt -C...	09/11/19	10823	Termin-8 Pest Control			250.00	596,882.97
General Jo...	09/11/19	9-4	Linda Bannerman	SALARY: Ban...		1,637.26	595,245.71
General Jo...	09/11/19	9-8	Mireya Banuelos	SALARY: Ban...		1,448.27	593,797.44
General Jo...	09/11/19	9-6	Pamela Knox	SALARY: Knox		1,390.34	592,407.10
General Jo...	09/11/19	9-2	Rachel Mason-Runn...	SALARY: Ma...		3,489.95	588,917.15
General Jo...	09/11/19	9-15		Payroll Tax C...		493.63	588,423.52
General Jo...	09/11/19	9-16		IRS Tax Pay...		2,629.25	585,794.27
Bill Pmt -C...	09/16/19	10824	Ascent Elevator Ser...	Inv. 33782; S...		191.00	585,603.27
Bill Pmt -C...	09/16/19	10825	Fallbrook Awards	Inv. 277740; ...		9.16	585,594.11
Bill Pmt -C...	09/16/19	10826	FPUD - SIDEWALK ...	Fire Hydrant ...		1,000.00	584,594.11
Bill Pmt -C...	09/16/19	10827	Impact Marketing & ...	Inv. IN19-303...		625.30	583,968.81
Bill Pmt -C...	09/16/19	10828	Kathleen Bogle			2,350.00	581,618.81
Check	09/20/19	10829	Pamela Knox	Reimburse - ...		232.22	581,386.59
Bill Pmt -C...	09/20/19	10830	AT&T 1636 E. Missi...	289713009		32.72	581,353.87
Bill Pmt -C...	09/20/19	10831	Aztec Cleaning & M...	Office cleanin...		180.00	581,173.87
Bill Pmt -C...	09/20/19	10832	County of San Dieg...	Billing of LAF...		1,210.26	579,963.61
Bill Pmt -C...	09/20/19	10833	L & M Enterprises, I...	September 20...		3,232.50	576,731.11
Bill Pmt -C...	09/20/19	10834	Schwab, Charles & ...	September 20...		1,100.00	575,631.11
Bill Pmt -C...	09/20/19	10835	Village News	1641		1,290.00	574,341.11
Bill Pmt -C...	09/20/19	10836	Whalen, J. & Associ...	Inv. 19-300-0...		802.84	573,538.27
Bill Pmt -C...	09/20/19	10837	CalPERS	1559595490		2,298.59	571,239.68
Bill Pmt -C...	09/20/19	10838	Dependable Alarm ...	Inv. 80595; E...		1,141.25	570,098.43
General Jo...	09/25/19	9-5	Linda Bannerman	SALARY: Ban...		1,466.42	568,632.01
General Jo...	09/25/19	9-9	Mireya Banuelos	SALARY: Ban...		1,399.33	567,232.68
General Jo...	09/25/19	9-7	Pamela Knox	SALARY: Knox		1,235.14	565,997.54
General Jo...	09/25/19	9-3	Rachel Mason-Runn...	SALARY: Ma...		3,489.94	562,507.60
General Jo...	09/25/19	9-17		Payroll tax CA...		447.04	562,060.56
General Jo...	09/25/19	9-16		IRS Tax Pay...		2,464.79	559,595.77
General Jo...	09/30/19	9-12	Jennifer Jeffries	STIPEND: Jef...		461.75	559,134.02
General Jo...	09/30/19	9-13	William Leach	STIPEND: Le...		369.40	558,764.62
General Jo...	09/30/19	9-11	Barbara Mroz	STIPEND-Mroz		369.40	558,395.22
General Jo...	09/30/19	9-10	Howard Salmon	STIPEND: Sa...		461.75	557,933.47
General Jo...	09/30/19	9-14	Kate Schwartz-Frates	STIPEND: Sc...		461.75	557,471.72
General Jo...	09/30/19	9-19		IRS Tax Pay...		351.90	557,119.82
General Jo...	09/30/19	9-29		August proper...			570,132.24
Total 102.3 - Cash in Bank-P.W. Oper. Acct.							
					147,291.38	541,687.98	570,132.24
<b>TOTAL</b>					<b>147,291.38</b>	<b>541,687.98</b>	<b>570,132.24</b>



# Fallbrook Regional HEALTH DISTRICT

## MINUTES FINANCE COMMITTEE

Wednesday, October 2, 2019 at 6:00 P.M.  
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028

1. Call to Order/Roll Call

Committee Chair Jennifer Jeffries called the meeting to order at 6:00 p.m.

Committee Members Present: Jennifer Jeffries & Barbara Mroz

Also present: Executive Director: Rachel Mason, Administrative Assistant: Linda Bannerman and Accountant: Susan Woodward

Board members Kate Schwartz-Frates and Howard Salmon were in attendance as audience only.

2. Public Comments

None

3. Review of Financial Statements for August 2019

1) Balance Sheet Comparison of August to July

Total Liabilities and Equity July \$11,528,618

Total Liabilities and Equity August \$11,458,029

A decrease month to month of \$70,589.

2) Income Statement for the Month Ended August 31, 2019 & Fiscal Year to Date

The 2019-20 approved budget projected an income of \$2,335,600.

Total Income through August is \$ 104,708.

Net income through August 2019 is a negative \$352,467. This is the expected amount of net income at the beginning of the fiscal year as property tax payments to the district have not begun.

3) Profit & Loss Actual vs Budget – July 2019 to August 2019

Based on the approved budget, the District is to date under budget by \$36,005.

4) Profit & Loss Approved Annual Budget Overview July 2019 – June 2020

Available on the District website.

5) LAIF Balance is \$1,328,775, reflecting a withdrawal of \$46,000. Local Agency Investment Fund (LAIF) Statement – August

6) CalTrust Statement – August

CalTRUST \$7,060,882, reflecting a one month increase due to the combined effect of interest of \$12,267 and an unrealized gain of \$48,686. This is a month to month balance increase of \$60,953. <sup>1</sup>

Of note: The District pays less than .25% for the management of these accounts. It is paid quarterly.

7) Property Tax Revenue – Fiscal Year to Date

Year to Date revenue is \$43,931. This is the expected amount of tax revenue at the beginning of the fiscal year.

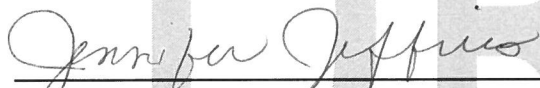
8) Check Detail as of August

Available on District website.

9) Beginning with the 2019-20 fiscal year, the community Investment Fund report will be provided on a quarterly basis, rather than monthly, beginning in October 2019.

4. Adjournment

There being no further business, the meeting was adjourned at 6:21 p.m.



\_\_\_\_\_  
Jennifer Jeffries, Chair

\_\_\_\_\_  
Board Secretary/Clerk

<sup>1</sup> Report 6 reflects a month-to-month increase of \$60,953 (oral report erroneously reflected \$70,954 )



# Fallbrook Regional HEALTH DISTRICT

## MINUTES REGULAR BOARD MEETING

Tuesday, October 8, 6:00 p.m.

Administrative Office, 1<sup>st</sup> 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 6:01 p.m. and led the Pledge of Allegiance.

Board members present included William Leach, Howard Salmon, Jennifer Jeffries and Barbara Mroz.

Absent: Kate Schwartz-Frates

Others present: Executive Director Rachel Mason and Legal Counsel Jeffrey Scott.

Staff and Consultants: Linda Bannerman, Pamela Knox, Mireya Banuelos, Wendy Lyon and Susan Woodward, CPA.

### B. ADDITIONS TO AGENDA

None

### C. BOARD MEMBER AND PUBLIC COMMENTS

Joy Frew shared that there have been discussions in the community regarding transportation issues and the feasibility of a shuttle bus.

Jennifer Jeffries said speaking as a private citizen, there is a group effort under the name *Fallbrook Community Benefit Program* organized to promote, coordinate and oversee funding for community projects that benefit Fallbrook and its residents. She distributed a handout which explaining the current situation, what is needed and what has been proposed. See attached handout.

### D. PRESENTATIONS

D1. Public Hearing – Possible 5% Increase in Director Meeting Compensation.

Legal Counsel Jeffrey Scott indicated that this was the time for a public hearing to consider Ordinance No. 2, which would provide for an increase in compensation to board members, not to exceed five percent of the current rate of \$100 per meeting. Last year, the legislature voted to allow healthcare and cemetery districts to take this action, as other districts, like water and sanitary districts are allowed compensation for many more meetings with greater compensation limits. This public hearing was scheduled to obtain feedback from the community. He indicated that the current rate of compensation is \$100 per qualified meeting up to five meetings per month. If the Ordinance is passed, it would increase the compensation to \$105 per meeting beginning January of 2020.

Board Chairman Salmon opened the public hearing. Leticia Stamos a member of the public, spoke in favor of the increase. As there were no other speakers, Chairman Salmon closed the public hearing.

**Action:** On motion duly made and seconded to approve the \$5.00 increase per qualified meeting, the Chair called for discussion. Board discussion followed.

**Roll Call Vote:**

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

**Motion carried:** 4-0 with 1 absent

**E. CONSENT ITEMS**

- E1. Approval of August 2019 Financial Statements
- E2. Minutes of September 3, Strategic Planning Committee Meeting
- E3. Minutes of September 4, 2019 Finance Committee Meeting
- E4. Minutes of September 11, 2019 Regular Board Meeting
- E5. Minutes of September 13, 2019 Facilities Committee Meeting
- D4. Minutes of September 27, 2019 Gov't and Public Engagement Committee Meeting

No board members asked to have any items pulled for further discussion.

**Action:** On motion duly made, seconded and carried, the above listed Consent Items were approved as presented.

**Motion carried:** 4-0 with 1 absent (Director Schwartz-Frates)

**F. REPORTS**

- F1. Finance Committee – Directors Jeffries and Mroz  
Committee Chair Jennifer Jeffries presented the Finance Committee report, reviewing the financial statements as follows:
  - 1) Balance Sheet Comparison of August to July  
Total Liabilities and Equity July \$11,528,618  
Total Liabilities and Equity August \$11,458,029  
A decrease month to month of \$70,589.
  - 2) Income Statement for the Month Ended August 31, 2019 & Fiscal Year to Date  
The 2019-20 approved budget projected an income of \$2,335,600.  
Total Income through August is \$ 104,708.  
Net income through August 2019 is a negative \$352,467. This is the expected amount of net income at the beginning of the fiscal year as property tax payments to the district have not begun.
  - 3) Profit & Loss Actual vs Budget – July 2019 to August 2019  
Based on the approved budget, the District is to date under budget by \$36,005.
  - 4) Profit & Loss Approved Annual Budget Overview July 2019 – June 2020  
Available on the District website.
  - 5) LAIF Balance is \$1,328,775, reflecting a withdrawal of \$46,000. Local Agency Investment Fund (LAIF) Statement – August
  - 6) CalTrust Statement – August  
CalTRUST \$7,060,882, reflecting a one month increase due to the combined effect of interest of \$12,267 and an unrealized gain of \$48,686. This is a month to month balance increase of \$60,953.  
Of note: The District pays less than .25% for the management of these accounts. It is paid quarterly.



- 7) Property Tax Revenue – Fiscal Year to Date  
Year to Date revenue is \$43,931. This is the expected amount of tax revenue at the beginning of the fiscal year.
- 8) Check Detail as of August  
Available on District website.
- 9) Beginning with the 2019-20 fiscal year, the Community Investment Fund report will be provided on a quarterly basis, rather than monthly, beginning in October 2019. Chair Jeffries noted that the Annual Audit will go to the board in November.
- F2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz  
In the absence of the Committee Chair, Director Mroz said the District is participating in local activities and events, and she noted the emphasis on fire safety as we are moving into our typical fire season with Santa Ana winds.
- F3. Facilities Committee – Directors Leach and Mroz  
Chair William Leach reported that the contract for roofing services was awarded to *A Good Roofer, Inc.* In addition, the Community Planning Group had approved our modifications to the use permit for the E. Mission property and it has been sent to the County for approval. The fire system has been checked and upgrades are required. Also, an upgraded audiovisual system is needed. The Facilities Committee recommended moving forward with both upgrades. Lastly, for safety and security, some additional fencing/gates are needed for the S. Brandon administrative office property.
- F4. Strategic Planning Committee – Directors Salmon and Jeffries  
Two major focuses for this committee include the planning for the E. Mission Rd. property and a pilot program with Lyft for transportation needs. The need for an expert consultant in the area of planning and programs for the property has been identified and the Executive Director was directed to identify several for the board to consider. On the 16<sup>th</sup> of October, another Strategic Planning Committee meeting will take place to consider the progress of both focuses.
- F5. Executive Director – Rachel Mason  
Rachel Mason said reviewed the following projects:
- The sidewalk project on E. Elder Street is nearing completion.
  - The roofing of the District Administrative Office building will begin on October 21st to be followed by our building on E. Alvarado housing MedPlus Urgent Care.
  - Work is in progress on the banners for the urgent care building.
  - Six firms were sent a request for introductory proposal for the development consultants for the E. Mission Rd. property, with responses due by October 9<sup>th</sup>.
  - Next Monday, use of the E. Mission Rd. property during after hours will begin.
  - Barring unforeseen circumstances, it is anticipated that the modified Major Use Permit will be received by year end.
  - Community Health Contract recipients will be visited beginning in November and board members (no more than two at a site) are invited to attend.
  - She reviewed upcoming community events in which the District will participate.
  - Lastly, the District is working closely with the Census representatives, inviting them to share in our booths and community events.
- F6. General Counsel – Jeffrey Scott  
Counsel Scott said his comments would be confined to Discussion and Action Items.

## G. DISCUSSION ITEMS

- G1. Review Resolution 430 – Establishing Policies and Procedures for Implementing the California Public Records Act and Policy  
Mr. Scott stated the District is in process of renewing its Association of California Health District (ACHD) Best Practices Certification. This formal policy outlines the process and

follows the requirements for responding to public records requests. It was noted that it is important to follow item i consistently.

This item will be brought to the board for action at the November regular meeting.

G2. Review Grant Policy

Executive Director Rachel Mason said this policy has been updated to reflect current practice and regulatory requirements. In addition, it allows additional time for the board to review applications and award recipients. This item will also be brought back to the board for action next month.

G3. Review Election of Directors and Board Vacancies Policy

Mr. Scott said the District follows the law regarding these matters and this policy incorporates Health & Safety and Election Codes. It too will be brought back for action at the next meeting.

## H. ACTION ITEMS

H1.

H2. Consideration and Adoption of Resolution 429 – Adopting Meeting Compensation Guidelines and a Policy of Six (6) Meetings Per Month

This resolution adopts the policy and guidelines of six meetings per month, which had been discussed earlier in the meeting. Legal Counsel reviewed the meetings that meet the guidelines for performance of official duties. He said other qualifying meetings can be added as appropriate. Discussion ensued. It was noted that the Meeting Compensation Policy 3010 is incorporated as a part of the resolution.

**Action:** On motion duly made and seconded, the Chairman asked for further discussion. Hearing none, the following roll call vote was taken.

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

**Motion carried:** 4-0 with 1 absent

H3. Approval of Meeting Compensation Policy 3010  
(Incorporated into Resolution No. 429 above)

## I. ITEMS FOR SUBSEQUENT MEETINGS

I1. Other Director/Staff discussion items

I1a. Item(s) for future board agendas

I1b. Announcements of upcoming events:

- **ACHD 65<sup>th</sup> Annual Meeting – October 9-11, La Jolla**
- **Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3<sup>rd</sup> Wednesday, October 16, 10:30am-noon, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook**
- **Strategic Planning Committee meeting – October 16, 5:00pm, Administrative Office, Board Community Room, 138 S. Brandon Rd., Fallbrook**
- **Fallbrook Chamber of Commerce “Fallbrook Harvest Faire 2019” – Sunday, October 20, 9:00a-4:00p, Downtown Fallbrook**
- **Bonsall Chamber of Commerce “Fall Festival” – Saturday, October 26, 10:00a-3:00p, location to be determined**
- **CSDA "Essential Communications for Every Special District" Workshop – Wednesday, October 30, San Diego**
- **Finance Committee meeting – 1<sup>st</sup> Wednesday, November 6, 5:30pm, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook**

- **Woman of Wellness** meeting – 1<sup>st</sup> Thursday, **November 7**, 6:00 – 7:30pm, Fallbrook Library

12. Next Regular Board meeting – Wednesday, November 13, 2019, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

**J. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:08 p.m.

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Howard Salmon  
Chairman

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Pamela Knox  
Board Secretary/Clerk

DRAFT



# Fallbrook Regional HEALTH DISTRICT

## MINUTES STRATEGIC PLANNING COMMITTEE

Wednesday, October 16, 2019 at 5:00 P.M.  
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028

### 1. Call to Order/Roll Call

Chairman Howard Salmon called the meeting to order at 5:02 p.m.

Committee Members Present: Howard Salmon, Chair and Jennifer Jeffries, Co-chair  
Directors William Leach and Barbara Mroz attended as members of the audience only.  
Also, in attendance: Executive Director: Rachel Mason and Staff Members: Linda Bannerman  
and Mireya Banuelos and Consultant Wendy Lyon.

### 2. Public/Board Member Comments

Director Jeffries requested the November regular board meeting agenda include discussion regarding the 2020-2021 Community Health Contracts, specifically some of the requirements and possible exceptions.

### 3. Discussion Items

#### a. Review Wellness Center Consultants Proposals

Four proposals had been received and each proposal was reviewed and discussed. Following discussion, two of the proposals were selected to provide presentations at a special meeting of the Board of Directors, date yet to be determined.

#### b. Update on Lyft Pilot Program

North County Fire Protection District has provided input regarding how they might be included in this program. Rachel Mason said she will present a draft program application and pilot program manual at the November Strategic Planning Committee meeting.

### 4. Adjournment

There being no further business, the meeting was adjourned at 5:30 p.m.

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Howard Salmon, Chairman

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Board Secretary/Clerk





**MINUTES  
FACILITIES COMMITTEE**

**Thursday, October 31, 2019 at 10:30 A.M.  
Board Conference Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chairman Bill Leach called the meeting to order at 10:30 a.m.

Committee Members in Attendance: Bill Leach and Barbara Mroz

Also attending: Director Jennifer Jeffries, Property Manager Roy Moosa, Executive Director Rachel Mason and Administrative Assistant Linda Bannerman

2. Public Comments

None

3. Discussion Items

a. Update of status of Rock Rose School – Roy

Chairman Leach said at a recent site visit to Rock Rose School, he was informed that due to delays at the County level, progress on their new location is slower than anticipated. They have requested an extension of their lease to the end of July.

Discussion ensued.

**Recommendation:** The Facilities Committee recommended that the requested lease extension be placed for discussion by the full board at the November regular meeting agenda and that the lease extension be drafted on a month-to-month basis.

b. Update of status of Sidewalk project – Rachel

Executive Director Rachel Mason reported that the final step in completion of this project is the installation of a light pole on the corner of Elder Street and Brandon Road. Once in place, it will require approval by the County of San Diego.

c. Update on status of Roofing – Rachel

Ms. Mason said the FRHD administrative building roof is being replaced now and finished next week. Project on the MedPlus Urgent Care building on Alvarado has started, and a couple of change orders are anticipated due to extensive water damage. Discussion ensued regarding some work required inside the Urgent Care building, e.g., repairs,

replacement of ceiling tiles and painting. December 2nd is the start date for the roof replacement at 1636 E. Mission Road. The air conditioner units located on the roof of the building require extensive work, if not replacement. Cleaning of the gutters and repair of the gutters is in process on the building requiring the new roof. Once drainage issues are resolved, landscaping in the front of the former sanctuary can begin.

Ms. Mason recommended that the Facility Committee meet on a monthly basis during this time of more activity.

4. Adjournment

There being no further business, the meeting was adjourned at 11:10 a.m.

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Bill Leach, Chair

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Board Secretary/Clerk

DRAFT



## **REPORTS**

# **REPORTS**

Executive Director – Rachel Mason

## EXECUTIVE DIRECTOR'S REPORT - NOVEMBER

### Facilities:

Sidewalk project – Project is slated to have final sign off from SD County on 11/8.

Roofing project –Admin. Bldg. will be near completion as of 11/8, 617 Alvarado is at 60%, and the 1636 E Mission-Metal Roof Notice to Proceed was signed with a 12/2 start date.

Urgent Care – As of 11/8 the new banners are being installed on the building indicating FRHD's support and availability of the hours.

AV/Conference Room: As of this writing the Smart Room is scheduled to be installed and ready for use by the end of day 11/8. We had an over run of \$3,800 to accommodate additional data wiring, power and other IT infrastructure.

IT Updates: We have selected a different IT services provider. An audit of our existing server and network identified the following problems: *the server equipment is almost 11 years old, running SBS 2011 (Unsupported Operating System), the Hard Drive Backup is not set up/configured at all – so no local back ups were being done, Carbonite Backup may be incomplete – so the cloud based back ups were also not whole, and the Operating System & Domain are not configured properly – meaning our system was wonky. The file share is about a 9 on 1-10 "Mess" scale... needs reorganization/start over.* These issues were discussed and approved with Director Leach, and a new system is currently being designed and installed. The new system will have capacity to support any and all develops at the 1636 project.

### 1636 E. Mission:

- Development Consultants – Of the six consultant firms that were sent Requests for Introductory Proposals, four responded. The Strategic Planning committee selected two to move forward. A Special Board Meeting will have been held on 11/11 to view presentations of their services; and will include a presentation where the firms are anticipating a collaboration to maximize the disparate skill sets.
- The Food Addicts in Recovery group has begun holding their Monday night support group meetings. The Be Well Yoga for Cancer patients will begin their classes for Spanish speakers on Nov. 15<sup>th</sup> at the site as well.

- Awaiting updates from J Whalen regarding when our MUP change will be on the Board of Supervisor's agenda. Expecting it will fall on their consent calendar as there has been no concerns regarding the change to the grant language of the permit.

**Community Health Contracts:**

Please see the attached first quarter grant reports from our contract holders. Please note that this year we are conducting site visits with board members and have asked the contract holders to include an Impact Narrative. The Impact Narrative should tell the client's story about how FRHD's investment in the program has made a positive difference in his/her quality of life. Because this is a new requirement for many of our "legacy" grantees we are explaining our requests to those who failed to or who provided a less than full report.

- Still awaiting reports from: Mental Health Systems; and SD Lions Club – their report will come after their 11/23 event.

**Community Events:**

- Fallbrook Food Pantry – Race to End Hunger 11/9
- Lions Gift of Sight (at 1636 E. Mission property) 11/23

**Other:**

11/12 – Scheduled to spend the entire day conducting interviews with NC Fire regarding our shared Customer Service/Social Media position.

**REPORTS**  
Community Health Contracts  
1<sup>st</sup> Quarter Reports

**2019-2020 COMMUNITY HEALTH  
CONTRACT 338 Be Well Yoga for Cancer  
Recovery**

*Quarter 1 (July-September) Reporting Form*

**Goal 1:**

**Qualify and receive funding to establish two new classes and provide existing class at Sage Yoga Studio in Fallbrook, free of charge. Advertise locally via yoga studios and cancer centers for qualified individuals to apply for the teacher training in Fallbrook region. Scholarship four qualified individuals in our upcoming 55-hour Yoga for Cancer Recovery teacher training program taking place this August.**

**S.M.A.R.T. Objective 1a:**

**Funding received from Fallbrook Regional Health District, would allow Be Well to market for and provide our 55-hour Yoga for Cancer Recovery Teacher Training Program to four qualified individuals, leading to the establishment of two additional classes, offered free of charge in the Fallbrook region.**

**Cost: Projected**

**\$7875**

**Contract Dollars Expended to Date:**

**\$9,937.35**

**Progress/Accomplishment of Goals & Objectives**

Be Well advertised and is conducting YTT with one weekend to complete. Be Well placed an ad in both the Village News and Temecula paper with an article about Be Well, Sage Yoga and FRHD funding the regions programs. Additional social media posts on Instagram and Facebook and the FRHD logo and name are on the sponsor page on our website.

Be Well provides two classes weekly at two different locations. One at Sage Bonsall and one at Sage Fallbrook. We are awaiting the third location with the Health District and hope a location will be provided soon.

We have completed two of the three weekends of 55 hour YTT training of six new Be Well yoga for cancer recovery teachers. We were able to reallocate funds from the props fund to provide the opportunity to train two additional teachers.

We have provided Reiki level 1 training to four individuals becoming our yoga teachers and Reiki II level training to one of our established Fallbrook region teachers.

With the additional training of teachers and the Reiki training in this quarter we expended more than we originally allotted. This will adjust quarter 2 expenses accordingly.

We feel we are meeting our goals and objectives nicely. We hope to get the third location up and running soon, we are awaiting approval of banner locations, this will help to increase exposure to more regional citizens.

Revision Date: August 2019

## FRHD IMPACT NARRATIVE Q1-BE WELL THERAPY

It is almost impossible to quantify the difference in my quality of life that Be Well yoga has made. I was attending classes long before they were “free” thanks to the generosity of Fallbrook Hospital Foundation and was astounded the first time I went to pay and was told “no”. I am a cancer survivor and am the parent of a son who survived stage IV metastatic bone cancer 26 years ago while a student at Fallbrook High. That son is newly diagnosed with new radiation caused spinal tumors and is currently ending tomorrow an 11 day hospital stay. Yoga has been tremendous help dealing not only with the everyday stresses of life but the life-challenging ones as well. As you can imagine there are tremendous financial demands attendant on living with cancer and supporting loves ones through their struggle with the disease. So this “gift” of Be Well yoga is indeed much appreciated.

~Marilyn Myers



Dear Fallbrook Regional Health District—

I would like to express my gratitude for your grant that lets me participate in weekly Yoga for Cancer Recovery. Though I joined the class only a month ago, this gentle approach to yoga, with alternative positions and tools to help maintain postures, seems to be just what I need to regain the strength and balance that I lost during my post-surgical therapies. Teachers Laura Small and Debbie Taylor have been wonderful at training class members to recognize the limits of our bodies and encouraging our progress.

I look forward to continuing these sessions and hope that Fallbrook Regional Health District will consider renewing Be Well Therapy’s grant to conduct these helpful classes.

Margot Dokken



I'm writing to express my appreciation for the Be Well Cancer Recovery yoga classes provided at Sage Yoga in Bonsall every Monday morning through the Fallbrook Health District. I had bilateral mastectomies last October for breast cancer and two follow-up surgeries. During my recoveries I was unable to exercise for six months and lost strength and flexibility in my upper body. When I was released to exercise I returned to some strength training but kept looking for ways to get my body back.

Fortunately I found the yoga cancer recovery classes and have been able to attend one each week. My strength, balance and flexibility have improved dramatically.

I was touched by the way Laura and Debbie teach through love and I have been able to use a lot of the things we practice during the week. Today we did a Group Tree Pose and supported each other; there is so much power in doing this work with other cancer survivors.

I look forward to starting off my week with these wonderful ladies every Monday and I'm spreading the word that the classes are there for us.

Thank you for this profound gift to my recovery.

Sincerely, Catherine Vinson



I am so grateful to the Fallbrook Health Foundation for the gift of the weekly yoga for cancer recovery class. I am a 43 year-old mother of two girls, and a fifth-year stage 4 colon cancer survivor. My cancer has never been in remission, and I have to be on continuous chemotherapy treatments, coupled with occasional radiation and surgeries in order to stay ahead of my tumors. I am fortunate to still be alive today thanks to modern medicine, but the treatments are harsh, and juggling those with the demands of parenting is at times very stressful. The yoga for cancer recovery class is a powerful tool to both manage side effects and stress. I return home from each class feeling renewed, energized, and hopeful.

Please let me know if there is anything that I can do so that this class continues to bless me and my fellow survivors.

Gratefully,

Carmen Rindfleisch

**2019-2020 COMMUNITY HEALTH CONTRACT  
339 Summer Water Safety Program**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
<b>To provide swimming lessons and water safety to approximately 150 youth during the summer months and provide a structured, guarded open swim time to approximately 50 youth per day during the summer swim season.</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>Provide swimming lessons and water safety instructions to 75 youth ages 3 to 15 from July 1- August 9, 2019.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
<del>\$3,750</del> <b>\$ 2500.00</b>	\$2882.00
<b>S.M.A.R.T. Objective 1b</b>	
<b>Provide daily open swim time for approximately 50 youth per day, including hourly structured activities from July 1- August 7.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
<del>\$3,750</del> <b>\$ 2500.00</b>	\$2882.00
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	
<p><b>1a. Lifeguards provided water safety instruction and swim lessons to 95 youth.</b></p> <p><b>1b. Lifeguards provided daily open swim for approximately 50 youth per day. They also provided hourly structured activities in the pool including swim team practice, swim meets, diving instruction and various water games.</b></p>	

## CHC Impact Narrative

The CHC award directly helped to bring about health and wellness and to provide support for a large amount of district residents. One resident, Lilly, has a particularly impressive story. Lilly is being raised by her grandmother and spends a lot of time at the Boys & Girls Club. She attended the summer program every day and stayed in the pool from open to close. Lilly joined the free competitive swimming team that is provided during the summer program and we were all amazed at her extraordinary talent for swimming. During meets, she competed against members 2-3 years older than her and often took first place. Her passion and natural talent for competitive swimming motivated her to commit to attending every practice and meet. The recognition she received from her coaches and teammates boosted her confidence and instilled a sense of pride in her accomplishments. Being involved in an official competitive swimming team is expensive and requires a substantial amount of time, energy, and involvement from the members' families. The accessibility of our swim team, which is located at the facility and is no cost, allows members like Lilly an opportunity that they would not have been afforded otherwise. The CHC award has been invaluable to Lilly, her family, and many other members of the Boys & Girls Clubs of North County.



**2019-2020 COMMUNITY HEALTH CONTRACT  
340 Triple Play**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
<b>To improve the overall health of the youth members of the Boys &amp; Girls Clubs of North County, specifically working to prevent type 2 diabetes, obesity, hypertension and improve behavioral health.</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>Hire and train staff members. Provide daily Triple Play activities to approximately 480 youth each day at each Boys &amp; Girls Club site in September 2019, which will improve their nutrition, physical fitness, stress management skills and interpersonal relationships, thereby preventing diabetes, hypertension and obesity and improving behavioral health.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
<del>\$4,500</del> \$ 5,000 . 00	\$5439.50
<b>S.M.A.R.T. Objective 1b</b>	
<b>Provide 60 minutes of vigorous physical activity each day to approximately 480 youth participating in the Triple Play program.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
<del>\$4,500</del> \$ 5,000 . 00	\$5439.50
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	
<p><b>Objective 1a. Staff were hired and trained to deliver Triple Play activities. During September, staff delivered programs including Healthy Habits, Positive Action, and SMART Moves. These programs emphasize importance of nutrition, stress management and interpersonal relationships.</b></p> <p><b>Objective 1b. All sites provide 60 minutes of vigorous physical activity everyday for an average of 662 children in September.</b></p>	

## September Success Story



**Gabriela Murillo and Sergio Cabrera**

The partnership between the Boys & Girls Clubs of North County and Community Housing Works at Turnagain Arms Apartments has had a positive impact on many families living in the apartment complex. In particular, one family stands out as a notable success story. Sergio Cabrera and his mother, Mrs. Murillo, have had positive experiences in this new program. Sergio comes from a working family, and he needs a safe and positive place to stay during afterschool hours. The collaboration between the Boys & Girls Club and Community Housing Works has allowed the program at Turnagain Arms Apartments to be open every weekday after school until 6 p.m., and this has been an invaluable support for Mrs. Murillo. The convenience of the program being located at their apartment complex and being free alleviates emotional and economic stress on Sergio's family. Sergio has been a member of the Boys & Girls Clubs for many years and he enjoys coming to the program. The program at CHW allows for smaller group sizes and more individualized attention, which nourishes Sergio's social-emotional skill building. Sergio's story is just one example of how this partnership benefits not only the member, but also their families.

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**341 Woman of Wellness Program**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
To provide access to Spanish-speaking female patients of the Fallbrook Regional Health District's service area to the Woman of Wellness Program.	
<b>S.M.A.R.T. Objective 1a</b>	
Develop, revise, and finalize Spanish curriculum for the Woman of Wellness Program.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$20,000	
<b>S.M.A.R.T. Objective 1b</b>	
Enroll eligible Spanish-speaking female patients into the Woman of Wellness Program.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$20,000	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	

**Fallbrook Regional Health District**  
**2019-2020 Community Health Contract**  
**341 – Woman of Wellness Program**  
**Quarter 1 Impact Narrative**

Although no patients were scheduled for the WOW sessions during the reporting period, FFHC staff encountered several women who mentioned knowing someone who has been diagnosed with breast cancer, and how the WOW program can benefit women. They stated that this education will give them a better understanding of what breast cancer is, and how to better support their loved ones.



**2019-2020 COMMUNITY HEALTH CONTRACT**  
**342 Life I Can Program**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
<b>DVP will increase enroll students to capacity per session in our Program.</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>DVP will increase class enrollment to full capacity of 10 students by using community referrals, community presentations, open house events and will have 80% of the applications turned in to weeks before session starts.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
Rent and utilities-\$1,500 / month x 12 months = \$18,000.00	\$1,910.00
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	
<p>DVP has enrolled students 2 weeks before the Fall Session in the Life I Can Program by using: Social Media (FB and Instagram).</p> <p>DVP Community and On-Site Presentations:            July 3- DVP participated with Senator Brian Jones's (representing the 38th district of California) non-profit Expo in Bonsall. Julie Trafford represented. D'Vine Path received an "Outstanding Community Service" Award.            July 10- DVP students also gave a vineyard tour &amp; presentations to grant director Miereya and staff to illustrate their program.            July 18- Meeting with Department of Apprenticeship Standards to present our program.            July 22- Meeting with REINS staff to inform them of our services.            August 22- DVP Rotary Club presentation about DVP services            September 4- DVP student presentations to San Diego Regional Center for vendorship for more possible students.</p> <p>All the above presentations resulted in 9 student enrollment in the Life I Can Program.</p>	

## **Impact Narrative**

The grant for the Life I Can Program we received from the CHC has greatly impacted many of our students. It has especially affected one of our students, "Jordan". When "Jordan" first arrived to the program he was very shy, reserved and had a hard time making eye contact. After 30 weeks of class social interaction with his peers, field trips, guest speakers, and many viticulture presentations to various organizations and communities he now stands up taller, looks you in the eye and is a new man. His latest presentation was in front of almost 200 people and he enjoyed it!

His family is thrilled and over-joyed that their son has found a healthy new purpose in life. Because of his confidence he also has been offered multiple job opportunities.

This CHC grant afforded us to hire peer mentors to whom he could look up to, model after and feel safe to discuss sensitive personal matters. The nutritionist and Fitness trainer reinforced healthy lifestyle living and has given him tools to assure being able to live everyday with a sound body and mind.

**2019-2020 COMMUNITY HEALTH CONTRACT  
344 GANAS**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
Recruit and train six mentors to provide mentoring for up to 40 youth at two site locations in Fallbrook. Two sessions will be held at each location per week, for a total of four mentoring groups. GANAS will implement this group mentoring program for underserved youth in Fallbrook and the surrounding areas that focuses on making positive health and lifestyle choices	
<b>S.M.A.R.T. Objective 1a</b>	
The FCCPC Board will recruit six to eight adults to commit to serving as mentors for the GANAS mentoring Program by Sept 1, 2019.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$1,200	
<b>S.M.A.R.T. Objective 1b</b>	
The FCCPC Board members will interview, background check, and train six to eight adult mentors for the GANAS Mentoring by Sept 30, 2019, with the intent of beginning mentoring sessions in the Sept/Oct timeframe.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$1,600	
<b>S.M.A.R.T. Objective 1c</b>	
The FCCPC Board members, along with the GANAS mentors, will inform families and youth about the GANAS Mentoring Program and will enroll a minimum of 20 youth into the program by Sept 30, 2019.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$1,500	

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**344 GANAS**

*Quarter 1 (July-September) Reporting Form*

**Progress/Accomplishment of Goals & Objectives**

Empty reporting area for progress and accomplishments.

**2019-2020 COMMUNITY HEALTH CONTRACT**  
*Fallbrook Citizens Crime Prevention Committee*  
*344 GANAS Mentoring Program Quarterly Report*  
*Quarter 1 (July – September)*

**Progress of Goals & Objectives**

See CHC Reporting Form enclosed.

**Contract Dollars Expended to Date**

**First Quarter Expenses:**

Rent: \$1,200

Utilities: \$113.33

Office Expenses: \$64.35

Office Equipment and Furniture: \$33.56

Advertising and Promotion: \$22.90

**Total First Quarter Expenses: \$1,434.14**

Expenses for the first quarter are lower than they will be throughout the remainder of the year as we will begin providing stipends to GANAS mentors in October, which will dramatically increase our expenses. In addition, once the mentors begin meeting with youth, additional expenses will be incurred for program and operational costs.

**Statement of Funds Expended**

See attached Profit & Loss Statement.

**Participant Data**

The GANAS Mentoring Program begins officially meeting with youth mentees in October, therefore we do not have participant data at this time. Participant data will be included in all subsequent reports.

**Impact Narrative**

The GANAS Mentoring Program begins officially meeting with youth mentees in October, therefore we do not have a participant story to share at this time. Participant stories will be provided in subsequent reports.

**District Recognition**

See attached a PDF File that includes flyers, press releases, social media posts, and or other formats

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**345 Alleviating Hunger in the Greater Fallbrook Area**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
<b>Alleviate Hunger in the Greater Fallbrook Area</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>We will provide a weekly menu of supplemental nutritious food to everyone who demonstrates they need assistance.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
<del>\$79,500</del> \$130,000.00	\$32,500.0-100% utilized
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	
<p><b>PROGRESS ACCOMPLISHMENT:</b> As of September 23, 2019, we have successfully transitioned from our old location on Mission Road to our new facility at 140 N. Brandon Road. With this transition came a few challenges but our main concern was making sure that our clients came first, no matter what. Our daily focus is providing our clients with nutritious healthy food, but also a strong level of communication that encompasses stellar customer service. We needed to keep our doors open every day during the relocation and then re-open at our new facility the following business day. With the assistance of our dedicated volunteers and board, we did exactly that. We served our community Monday-Friday (during the moving chaos) and then opened up our new doors the following Monday, never skipping a beat. It took additional staff/volunteers as well as a solid plan with logistics covering every possible scenario. We were as strong as our plan and everything came together seamlessly.</p> <p>Our contracted dollars were used towards daily operations in our market place and in purchasing additional supplies and equipment needed for our new facility (i.e. refrigeration, shelving, containers, cleaning supplies, new copy machine, etc.).</p> <p><b>GOALS:</b> Our new facility will now allow us to expand our services in ways we never thought possible. Our Better World Learning Center @ the Fallbrook Food Pantry is phase two of our project. This educational space (under our new roof) will provide our entire community with cooking classes and demonstrations, nutrition education and health and wellness seminars. We anticipate this space to be completed in the first quarter of 2020. The Fallbrook Food Pantry is committed to continuing to develop an equitable community which ultimately enhances the overall collaborative partnerships and its expectations of cultivating diverse and inclusive values.</p> <p><b>IMPACT NARRATIVE:</b> For the past six-months, FFP has been working closely with a single-dad ("Tom") and his young son ("Jake"), to provide additional services they desperately need, beyond food. "Tom" lost his wife during childbirth 7-years ago and has been raising his son alone since the day "Jake" was born. Several years ago they lost everything and were subjected to live out of their car. They did this for quite some time, years in fact--sleeping at camp grounds--outside of peoples homes--even in parking lots where they were allowed to stay overnight. "Tom" found a place for them to live in DeLuz--but he could not afford the electricity and gas to provide his son with hot baths, refrigerated food or a means to cook. They have lived in this home now for over a year with no lights, stove/oven or refrigerator. Along with these hardships, "Tom's" truck eventually broke down and prevented him from being able to get to the pantry easily. He either would hitch hike into town, walk the 5 miles here and back--with groceries in tow, or bum rides from whomever would be kind enough to help a guy out. Once we got wind of his situation, we made some calls to several people in town and within a week or so we were able to help "Tom" get his car fixed so he and his son could get to the pantry for their weekly shopping. "Tom" has since found a part time job and has reported back to us that they now have electricity. Our small part in assisting this displaced/under-served dad and his son has brought more joy to this pantry than we ever imagined. "Tom" and "Jake" are doing better--they have a ways to go before they are completely sustainable and self-sufficient, but the Fallbrook Food Pantry is here for them and we always will be.</p>	

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**346 Door-Through-Door**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
<b>To provide more and broader Door-Through-Door program services to both pre and post care setting discharge clients during the FRHD CHC year.</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>Provide more FRHD senior residents who experience a hospitalization or stay at a skilled nursing facility with DTD services.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$15,572* project cost is the same across both objectives	<b>\$15,572</b>
<b>S.M.A.R.T. Objective 1b</b>	
<b>Collect data regarding the numbers and types of services DTD client need during both pre and post care setting discharge</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$15,572* project cost is the same across both objectives	<b>\$15,572</b>
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	
<b><u>S.M.A.R.T. Objective 1a</u></b>	
<b>NUMBER OF NEW AND EXISTING CLIENTS:</b>	
NEW CLIENTS: 19 – THIS EQUALS PRIOR YEAR’S AVERAGE OF 19 NEW CLIENTS PER QUARTER	
EXISTING CLIENTS: 45 – THIS REPRESENTS A 44% INCREASE OVER THE QUARTERLY AVERAGE OF 31 CLIENTS IN PREVIOUS FISCAL YEAR	
<b><u>S.M.A.R.T. Objective 1b</u></b>	
<b>SERVICES PROVIDED: 496 – THIS IS A 67% INCREASE OVER THE QUARTERLY AVERAGE OF 296 IN PREVIOUS FISCAL YEAR</b>	
<b>MEDICAL AND HEALTH SERVICES:</b>	
o HOSPITALS - 88 o SKILLED NURSING - 114 o CAREGIVER - 157	
o HOME HEALTH - 36 o TRANSPORTATION – 27 o HOSPICE - 8	
o DEMENTIA - 64 o DIABETES - 10 o FALLS - 9 o HYPERTENSION - 1 o OBESITY - 0	
<b>SOCIAL SERVICES:</b>	
o ADULT PROTECTIVE SERVICES - 65 o NORTH COUNTY FIRE DEPT. – 5 o FOOD - 3	
o VA - 30 o YANA – 0 o HOUSING – 54 o IHSS – 17	
<b>LEGAL AND FINANCIAL SERVICES:</b>	
o FINANCIAL - 41 o MEDI-CAL/INSURANCE - 30 o LEGAL - 48 o SOCIAL SECURITY - 4	
o OTHER - 77	

**ADDITIONAL COMMENTS:** The Door-Through-Door Program continues to grow as awareness of the program expands. Formal conversations have begun regarding a partnership with Temecula Valley Hospital on replicating the success of this program in Temecula, Murrieta, Aguanga and Ansa. Readmission rates/ratios continue to be a focal point of concern for Hospital management. The successful deployment of the DTD program in the Fallbrook region has encouraged program participation elsewhere.

Revision Date: August 2019



## **FOUNDATION FOR SENIOR CARE**

### **IMPACT NARRATIVE**

#### **DOOR-THROUGH-DOOR PROGRAM**

**Clients: Jonathan and Meredith**

The following impact story is detailed and very complicated, but it powerfully captures the world that the Door-Through-Door Coordinator inhabits and the day-to-day demands of a job that is so vital and requires so much expertise. The names have been changed to protect the confidentiality of those involved.

Meredith was referred to us by her Veterinarian, because she kept calling for medication even though she already had picked up her beloved dog, Tippy.

At the initial home visit conducted as part of our protocol, Meredith was oriented and had mental capacity within the moment, but she was exhibiting short term memory loss. The Door-Through-Door Coordinator, Darlene, discovered that Meredith was the primary and only caregiver for her husband Jonathan, who was suffering from Alzheimer's. In addition, Jonathan was wheelchair confined, but was still able to ambulate. Darlene could see that Meredith was having more problems than anyone realized, especially after seeing 3 mice running around the house. Meredith was at the same time shocked that she could have mice, but when Darlene saw the rat traps on the counter, she realized the short-term memory loss was more severe than initially thought. Meredith confirmed the initial assumptions, when she mentioned that she had told Jonathan to set the traps. Darlene asked Meredith not to do that, because Jonathan did not have the ability to understand how to set them. Meredith said she knew that, because the rat trap had snapped Jonathan's fingers. This blatant disconnect required a degree of escalation.

Darlene asked Meredith for her daughter's contact information, because Jonathan and Meredith needed interventions from family. Their daughter later called and told Darlene that she would take care of her parent's needs. What Darlene did not know was that Meredith would reject the help that the daughter was trying to put in place.

In May of 2019, we were contacted by Adult Protective Service (APS), because Jonathan was suffering from multiple falls, and there was a revolving door with the local hospital. The hospitals were discharging Jonathan to skilled nursing facilities for rehabilitation, only to have Meredith repeatedly remove her husband from therapeutic and safe environments and hastily return him to an unsafe home living situation where Meredith could no longer provide the care that Jonathan needed. Meredith was a Nurse Practitioner, with two master degrees in the medical disciplines, and with a strong personality. Meredith truly believed that she was providing the care that Jonathan needed, but her short-term memory was preventing her from seeing the reality of her husband's decline, and her inability to care for him. Jonathan was no longer walking, he was only able to stand up and pivot, but with swelling feet,

the problems were escalating. Things had gotten so bad, that Adult Protective Services was told by the hospital that they found a dry bowel movement in Jonathan's adult supportive underwear when he was taken to the hospital.

The first home visit was contentious, Meredith was objecting that she could not care for her husband, but her short-term memory loss had declined severely. Meredith could not even remember in one sentence, that Jonathan had been placed by family at an assisted living facility, and in the next sentence she was accusing the assisted living facility of stealing his clothing. During the visit, Jonathan gasped, and expressed difficulty breathing. 911 was called, and Jonathan was transported to Temecula Valley hospital. Jonathan had a UTI.

Darlene worked with the case manager at TVH, to try to keep Jonathan in the facility, but after 2 -3 days Jonathan was released. When Darlene went back to the Home with the APS supervisor Amy, who was called in, because she told them that unless we addressed Meredith's mental capacity (which she does have within the moment), Jonathan could not remain in Meredith's care. Darlene and the APS rep discovered that Jonathan had fallen within two days of being released from the hospital and was now at a skilled nursing facility.

Darlene got the family re-involved, worked with the social worker at the skilled nursing facility to stop an unsafe release back to the home. At one of the meetings at the skilled nursing facility with a conference call with Meredith's son, nurse, dietician, Physical therapist, social worker we got everyone on the same page that Jonathan could not return home, and Meredith agreed to a Board and Care that I recommended for a month.

This was the turning point; people were afraid to tell Meredith that she was having memory problems. Darlene had to tell her in a kind but factual way. She eventually told Darlene that she was having problems, and she was tired of doing things on her own, but that conversation did not come until after a visit to an assisted facility that Darlene had taken her to.

Jonathan did fine for a week at the Board and Care, but by the end of the week, Meredith was trying to get Jonathan out. Meredith's son had left the country for a three-week vacation, but Darlene had recommended he compose a letter prior to leaving explaining why Jonathan was at the facility. The letter helped the first time the sheriff's office were called, when Meredith tried to bite the caregivers, and broke the screen door to the slider. The sheriff prevented Meredith from removing Jonathan. Darlene updated the sheriffs on the case, they were kind to come, but they never allowed Jonathan's release. Got additional documentation from Jonathan doctor, explaining the situation not only with Jonathan but Meredith. Within the month, that Jonathan was at the Board and Care. The Sherriff's were called 8 times. Darlene was working with APS, to figure out how to continue the care for Jonathan, because Meredith was refusing to pay for another month. The family was also wanting to step out of this complicated mess. We got the family re-involved, and we were working with the doctor's office, and APS, who because we had a plan, paid for a month of care for Jonathan to remain, at the Board and care.

By this time, the family and Darlene were in conversation to find a facility for the parents. Darlene toured Meredith to two facilities, but after touring, the first one, they said she would have to go into memory care herself, and the other faciality, said she would be too much of problem. The only

alternative was in home care. We tired independent caregivers, but Darlene believe because she is uncomfortable with a male, Meredith was constantly trying to remove the care. The son, came, removed the cars, repaired plumbing, and electricity, phones to make the home functional. There is a care company in place, Meredith is no longer trying to remove care. The Foundation provided equipment, Incontinence care products and help with the minor problems that still have to be ironed out.

Very often we can detail and measure impact in the Door-Through-Door program in discreet, easily contained cases with clear resolutions and defined outcomes. Those are ideal. But navigating the raging rapids of dementia with situations consistently arising where there is no safety net, no infrastructure that exists to help address such nuanced, mutating problems, is a testament to the dedication of employees like Darlene, and the essential support of the Fallbrook Regional Health District in allowing such a program to exist.

## 2019-2020 COMMUNITY HEALTH CONTRACT

### 347 Respite Care-Adult Day Care Program

#### Quarter 1 (July-September) Reporting Form

<b>Goal 1</b>	
<p>The goal of Respite Caret at the Adult Day Care program is to provide ongoing – nonresidential caregiving relief care for clients’ suffering from dementia or other senility related diagnosis whose family members do not have the financial means to afford day care services, to allow clients the opportunity to receive socialization and enrichment through participation in day care programs, activities and events, and for the caregivers to have the time to attend to other matters that this respite support can facilitate.</p>	
<b>S.M.A.R.T. Objective 1a</b>	
<p>Provide respite care support for Four to Twelve low-income District residents, who will receive at least 400 days of respite care at The Club.</p>	
Projected Cost:	Contract Dollars Expended to Date:
<p>\$10,439* this amount will support both objectives</p>	
<b>S.M.A.R.T. Objective 1b</b>	
<p>Identify, educate and support the clients’ caregivers on caregiving issues that have shown to have a negative impact on the caregiver’s health.</p>	
Projected Cost:	Contract Dollars Expended to Date:
<p>\$10,439* this amount will support both objectives</p>	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	

## FOUNDATION FOR SENIOR CARE

### IMPACT NARRATIVE

#### ADULT DAY CARE

**Client: Art B.**

In 2016 Art B. sustained a significant stroke and following the loss of his dear wife a few years earlier, Art's daughter Mary knew she had to bring her Dad into her home for a planned new road of recovery and hope. Mary reached out to the Foundation for Senior Care who offered strategic resources and suggested Art attend *The Club*, the Foundation's Adult-Day Care program. *The Club* provided Art with a vital environment for socialization, safety and fun. Art accepted his daughter's plan and has clearly enjoyed attending The Club each week, as his smile is the first thing you see beaming as you enter the room.

*The Club* may not be the LA Palladium where Art used to dance, but he can share similar memories with well-loved friends at *The Club*. And impressively, Art can still execute a few advanced dance moves with his walker! The music plays on at *The Club* for Art. He and his daughter Mary continue on their precious road of recovery and hope together.



## 2019-2020 COMMUNITY HEALTH CONTRACT

### 348 Senior Transportation Services

#### Quarter 1 (July-September) Reporting Form

<b>Goal 1</b>	
Provide affordable, easily attainable, and wheelchair accessible transportation services to seniors and disabled adults throughout the greater Fallbrook area for the purpose of gaining access to basic services, medical care, and social opportunities.	
<b>S.M.A.R.T. Objective 1a</b>	
Provide transportation services to at least 200 seniors or disabled adults in the greater Fallbrook area.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$23,645* This amount includes support for both objectives	
<b>S.M.A.R.T. Objective 1b</b>	
Ensure at least 25 appointments per month for FRHD residents to gain access to medical care from providers who are up to 55 miles from Fallbrook (e.g., VA Clinic, Scripps, Sharp and Temecula Valley).	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$23,645* This amount includes support for both objectives	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	

## **FOUNDATION FOR SENIOR CARE**

### **IMPACT NARRATIVE**

#### **SENIOR TRANSPORTATION SERVICES**

##### **Client: Alex**

An example of a client whose story so accurately depicts the benefits of transportation services in the community is the story of "Alex." Alex is a 43-year-old physically disabled man who has a 7-year-old son and lives in De Luz. Alex and his son were homeless for many years but have been able to secure stable housing in the last 3 years. Unfortunately, Alex has had to face many obstacles throughout his lifetime which has made it difficult for him to "get on his feet," despite his many efforts. Alex is a single father with extremely limited financial resources, as well as very limited social support. Alex earns around \$500 per month in food stamps and does not have any additional income. Alex does not have any transportation, so he heavily relies on the transportation services the Foundation for Senior Care is able to provide.

Alex has numerous health conditions that have gone untreated due to his inability to get to and from his medical appointments. Alex lives in such a rural area that he has no access to a bus stop or any other public transportation. As a result of the transportation services he receives through the Foundation for Senior Care, he has been able to establish care with a local primary care physician, as well as get connected to multiple specialists that can address his specific medical needs. Often these specialists are out of the Fallbrook area, and since the Foundation for Senior Care provides "expanded rides" up to 55 miles out of town, he has been able to get the follow up care that he has gone without for so many years. In addition to these benefits, the client is now eligible, since he has been able to obtain copies of his medical records and have necessary treatments, to apply for social security disability. With social security disability, the client will be awarded a higher monthly income, thereby, affording him the opportunity to take better care of both himself, and his son.

Another benefit of the transportation service the client has been able to reap is regular trips to the food pantry, thus supplementing his food stamps, as well as trips to the grocery store. Without these services, the client's already dire circumstances would be much worse.

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**349 Senior Care Advocacy Program**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
Our goal is to ensure that seniors in need of housing, care giving resources, or other age-in-place services are supported.	
<b>S.M.A.R.T. Objective 1a</b>	
Enroll at least 80 new clients, and conduct home safety visits to at least half to ensure they have the resources necessary to meet their in-home safety needs.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$22,185* project cost is the same across both objectives	
<b>S.M.A.R.T. Objective 1b</b>	
Collect data regarding the numbers and types of services seniors need to be safe and secure in their home setting.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$22,185* project cost is the same across both objectives	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	



## FOUNDATION FOR SENIOR CARE

### IMPACT NARRATIVE

#### SENIOR CARE ADVOCACY

##### Clients: Bob and June A.

Bob and June A. take part in the Foundation's Senior Care Advocacy and Transportation programs. Bob is legally blind, and June is hard of hearing, therefore, they rely on the Foundation for Senior Care's services. Prior to moving to Fallbrook, Bob and June had a great career living in Los Angeles, California selling adjustable beds to celebrities. Through their business, Bob and June had the opportunity to sell their beds to Shirley Temple, Elvis, Carey Grant, and many others'. But even with a successful business, the cost of living and skyrocketing medical costs have diminished their financial resources as they near 80 years old.

Bob and June relocated to Fallbrook to be closer to June's son. Due to other job opportunities, June's son quickly relocated to Utah and Bob and June were left to age together, with very little family help, or financial assistance, available. Due to lack of relations in the area, Bob and June joined the Foundation for Senior Care family and they have relied on us for transportation and support. When the high cost of health insurance put them in financial peril, the Care Advocates assisted with Medi-Cal applications, successfully connecting them to this vital source of funding for their medical issues. Whether it was finding people to assist with cleaning their home, bringing gift cards, or any of the other services we often take for granted that require sight and hearing, the Care Advocates stepped in.

Many times, when groceries are needed, pharmacy pick ups are required or medical appointments are set, our Care Advocates coordinate with our Care Vans to make sure Bob and June make it to where they need to be.



**2019-2020 COMMUNITY HEALTH CONTRACT**  
**350 Home-Delivered Meals Program to local Home Bound Seniors**

*Quarter 1 (July-September) Reporting Form*

**Goal 1**

**To provide Home-Bound seniors a nutritious meal.**

**S.M.A.R.T. Objective 1a**

**The SMART objective is to continue to provide meals to our Home-Bound Seniors.**

<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$68,750.00	\$31,561.13

**Progress/Accomplishment of Goals & Objectives**

The progress/accomplishment of goals and objectives in measurable terms is the satisfaction of serving local home-bound seniors healthy food for the sustenance of life and their livelihood Monday through Friday.

The cost for the first quarter, excluding September which will be reported upon receipt of the completed September financial statements, is \$31,561.13.

The outcome of the Home Delivered Meal Program to date, excluding September:  
Home Delivered Meals - 2462  
Transportation - 294

The contract dollars spent to date, excluding September:  
Auto Expense = \$831.93  
Fuel = \$958.79  
Food = \$12,903.44  
Salaries = \$16,866.97

This is a necessary program for our local home-bound seniors. The community is benefitted by the Fallbrook Regional Health District and the Fallbrook Senior Center's collaborative effective effort to serve our home-bound seniors.

#### IMPACT NARRATIVE

THE FALLBROOK SENIOR CENTER EXECUTIVE DIRECTOR RECEIVED A CALL FROM A HOME-BOUND SENIOR DURING THE PERIOD OF TIME THAT REASSESSMENT FORMS WERE BEING DELIVERED BY THE DRIVER. THE PARTICIPANT EXPRESSED HER HEARTFELT THANKS FOR THE PROGRAM BECAUSE SHE COULD NO LONGER STAND TO COOK FOR HERSELF OR HER HUSBAND.

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**351 Celebrate Health**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
<b>Conduct activities that improve child and adult health in the community.</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>Conduct school based dental screenings in the Fallbrook Union Elementary School District, Bonsall School District and Vallecitos School District.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$90,180.00	
<b>S.M.A.R.T. Objective 1b</b>	
<b>Conduct community health screening and promotional events.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$90,180.00	
<b>S.M.A.R.T. Objective 1c</b>	
<b>Facilitate monthly Community Collaborative for Health and Wellness meetings.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$90,180.00	

**2019-2020 COMMUNITY HEALTH CONTRACT**  
**351 Celebrate Health**

*Quarter 1 (July-September) Reporting Form*

**Progress/Accomplishment of Goals & Objectives**

Empty reporting area for progress and accomplishments.

## Impact Narrative

Maria is a 37 year old Fallbrook resident for many years. She has been attending the monthly health screenings provided by Fallbrook Smiles Project at the Neighborhood Distribution of the Fallbrook Food Pantry. Maria has a history of gestational diabetes which put her at an increased risk of developing Type 2 diabetes, which unfortunately recently occurred. Maria's hgbA1c, a blood test that indicates overall blood glucose control, had been steadily increasing to an extreme high of 9.6% (normal is less than 5.6%). Maria has been regularly visiting us for blood glucose testing at the health screening as well as education and support. In August of 2019, she came to the screening extremely excited with a huge smile on her face. She brought with her a copy of her recent hgbA1c test showing an improvement to 5.5% (normal category). After a change in her diet and eating habits, she is now no longer considered to have diabetes. Her health has improved, risk of heart disease as well as other complications common with uncontrolled blood glucose have decreased. Best of all is her happy smile!



**2019-2020 COMMUNITY HEALTH CONTRACT**  
**353 Cancer Assistance Program**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
Facilitate screening mammograms and diagnostic breast health services to women in Fallbrook, Bonsall, De Luz and Rainbow.	
<b>S.M.A.R.T. Objective 1a</b>	
Host three mobile screening events at the Jack E. Johns clinic three times in 2019 and three times in 2020 to ensure the women of the FRHD receive their annual screening mammograms.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$7,500	
<b>S.M.A.R.T. Objective 1b</b>	
Facilitate diagnostic breast health services to clients that have received their screening mammogram and need additional testing.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$6,000	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	

<b>Goal 2</b>	
Educate the residents of the FRHD on early detection of cancer and resources available to cancer patients.	
<b>S.M.A.R.T. Objective 2a</b>	
The Community Coordinator and/or Patient Navigator will attend five community events to educate and highlight the importance of early detection through screenings and a healthy lifestyle as well as provide information on resources available to cancer patients through Michelle's Place within one year.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$1,262	
<b>S.M.A.R.T. Objective 2b</b>	
Facilitate three educational seminars on early detection and risk factors of cancer within the FRHD within one year.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$2,200	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	



<b>Goal 3</b>	
Provide cancer patients within the FRHS with the support and resources they need to go through their cancer journey.	
<b>S.M.A.R.T. Objective 3a</b>	
Patient navigators will provide 175 cancer patients with 350 free services within the FRHD in one year.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$9,400	
<b>S.M.A.R.T. Objective 2b</b>	
Provide 10 cancer patients with temporary financial assistance within on year	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$2,500	
<b>Progress/Accomplishment of Goals &amp; Objectives</b>	

353 MICHELLE'S PLACE-Cancer Assistance Program  
Impact Narrative

Lilia is a young woman with three small children. She had a very aggressive form of breast cancer and was in need of not only support services, but financial assistance. Lilia has utilized most of the resources provided through Michelle's Place. She is cancer free now. Her and her family would still visit the Center on occasion to say hello and thank us for all we have done for her and her family during her journey. Recently, Lilia called the Center again. This time for her husband. Her husband has a very aggressive form of cancer. Now that Michelle's Place provides resources for anyone facing cancer, we are able to help him too. Last year, we would not have had the resources to provide him that we have today. Thanks to the FRHD we have the funds to help them again with resources, financial assistance and even backpacks and school supplies for their small children.



**2019-2020 COMMUNITY HEALTH CONTRACT  
355 CPR/AED Upgrades & Instructor Training**

*Quarter 1 (July-September) Reporting Form*

<b>Goal 1</b>	
Train 1-2 certified instructors to teach AED, CPR, and first aid, acquire equipment, and advertise classes.	
<b>S.M.A.R.T. Objective 1a</b>	
Offset time needs and constraints of other existing instructors by adding on a grand total of 3 instructors in a year starting with 1-2 this quarter, as classes are available for training the trainers.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$300	750.00
<b>S.M.A.R.T. Objective 1b</b>	
Upgrade, add, and replace aged CPR manikins and AEDs and pads in order to comply with mandated AHA guidelines and provide working equipment for student training.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$4,300	1784.02
<b>S.M.A.R.T. Objective 1c</b>	
Provide the needed advertising to accommodate the public's interest in safety and preparedness.	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$150	0

**2019-2020 COMMUNITY HEALTH CONTRACT  
355 CPR/AED Upgrades & Instructor Training**

*Quarter 1 (July-September) Reporting Form*

**Progress/Accomplishment of Goals & Objectives**

**Progress of Goals & Objectives**

NCCERT's new volunteer grant writer was unaware that FRHD issued quarterly payments, but NCCERT was able to accomplish more than was possible with only a quarter of the sum received from FRHD. Revised goals are attached.

Objective 1a: 1-3 human trainers in CPR trained. Actual: 2 trainers trained. They are a married couple and their schedules aligned together for mid- to late-September class attendance. NCCERT is evaluating candidates for a potential third person to be trained. Projected cost: \$300/trainer. Actual: 2 x \$375/trainer = \$750.

Objective 1b: Purchase 15 adult, 12 infant manikins, 12 AED trainers. Actual: 10 adult, 4 infant manikins, 4 AED trainers. Projected cost: \$4,300. Actual: \$1,784.02, and need to purchase more. Need to spread costs out over the next quarter to synchronize the quarterly FRHD check distribution.

Objective 1c: Advertising. Actual: nothing for first quarter, as awaited human trainers to be trained, and now advertising may begin. Projected: \$150. Actual: \$0.

**Contract Dollars Expended**

Projected	Actual
1a: \$ 300.00	\$ 750.00
1b: \$4300.00	\$1784.02
1c: \$ 150.00	\$ 0.00
<b>Total: \$4750.00</b>	<b>\$2534.02</b>

For the first quarter, an FRHD check of \$1305 was received, and \$2534.02 was spent on training and equipment, thus utilizing NCCERT's monies as well. This is 49% of the total grant award amount of \$5220 (2534.02/5220). However, for the first quarter, the amount spent was 1.94 times the amount distributed (1305/2534.02). Additional explanation: Since, as mentioned above, the NCCERT's new volunteer grant writer was unaware that FRHD distributed quarterly and not in a lump sum, NCCERT's goals were written to train CPR instructors and purchase equipment at the front end of the contract. NCCERT expended its own funds to accommodate the major part of the first quarter goal, and will revise remaining goals to better align with the FRHD schedule.

1a: Two individuals were available for training first quarter and completed the training.

1b: It was decided to spread the purchases throughout the year to synchronize with the quarterly FRHD disbursements.

1c: The two human trainers were trained near the end of the first quarter, and so advertising has not yet commenced.

(continued on next page)

**2019-2020 COMMUNITY HEALTH CONTRACT  
355 CPR/AED Upgrades & Instructor Training**

*Quarter 1 (July-September) Reporting Form*

**Progress/Accomplishment of Goals & Objectives**

(continued)

**Statement of Funds Expended**

**1st Quarter Expenses**

Objective	Expense Description	Amount
1a	CPR training from EMS Safety Svcs., Inc., for 2 @\$375	\$ 750.00
1b	Purchase of manikins and AED trainers from EMS Safety Svcs., Inc.	\$1784.02
	<b>TOTAL</b>	<b>\$2534.02</b>

**Participant Data**

For the first quarter, NCCERT has trained two Bonsall citizens, ages 59, zip code 92003, 1 male and 1 female, to serve the greater area as CPR instructors. These two instructors have each attended a two-day class to obtain their certification as CPR instructors.

**Impact Narrative**

The community has now been enhanced by the addition of two new certified CPR instructors, available to support any emergency situations, and will be scheduled to train the community in subsequent quarters. Advertising will commence to notify the public and begin scheduling classes and training. Next, a potential third candidate for training is being sought to round out the teachers.

**District Recognition**

Flyer attached with permitted picture and combined impact narrative on FRHD's/NCCERT's two newly trained CPR instructors. As classes commence, more recognition to follow.

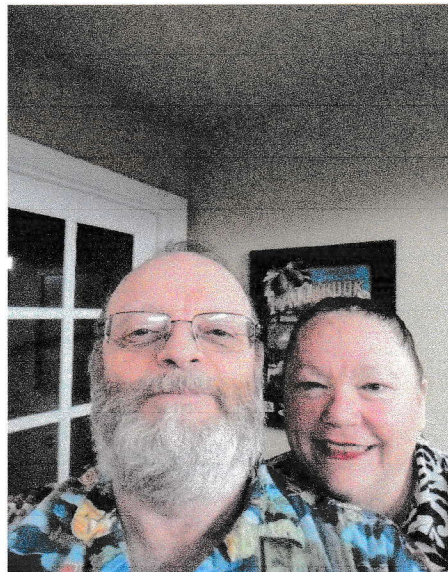
# Fallbrook Regional HEALTH DISTRICT

*Serving Bonsall, De Luz, Fallbrook, Rainbow*

QUARTER 2 (October- December)

**GOAL 2:** REVISED 10/9/19: Acquire remaining CPR training equipment (manikins, AED trainers), begin advertising for CPR classes.

Key Component		Objective 2a
Specific – <i>What is the specific task?</i>		REVISED: N/A (None this quarter, already trained 2 instructors)
Measurable – <i>What are the standards or parameters?</i>		
Achievable – <i>Is the task feasible?</i>		
Realistic - <i>Are sufficient resources available?</i>		
Time-Bound - <i>What are the start and end dates?</i>		
<b>SMART objective 2a:</b> REVISED: N/A (None this quarter, already trained 2 CPR instructors)		
<b>Projected Cost:</b> N/A		
Key Component		Objective 2b
Specific – <i>What is the specific task?</i>		REVISED: Purchase remaining one more 7-pack of CPR manikins, (5 adult, 2 infant), one more 4-pack of AED trainers, any needed supplies.
Measurable – <i>What are the standards or parameters?</i>		REVISED: Total of 15 adult manikins, 6 infant, and 8 AED trainers.
Achievable – <i>Is the task feasible?</i>		REVISED: Yes, as we purchased 10 adult, 4 infant, and 4 AED trainers in Q1.
Realistic - <i>Are sufficient resources available?</i>		REVISED: Yes
Time-Bound - <i>What are the start and end dates?</i>		REVISED: October through December
<b>SMART objective 2b:</b> REVISED: Upgrade, add, and replace aged CPR manikins and AED trainers and pads to comply with mandated AHA guidelines and provide working equipment for student training		
<b>Projected Cost:</b> REVISED: \$1100		
Key Component		Objective 2c
Specific – <i>What is the specific task?</i>		REVISED: Begin to advertise classes in local media and events
Measurable – <i>What are the standards or parameters?</i>		5 minimum areas to cover: w/in paper, social medias, ads
Achievable – <i>Is the task feasible?</i>		Yes
Realistic - <i>Are sufficient resources available?</i>		Yes
Time-Bound - <i>What are the start and end dates?</i>		October through December
<b>SMART objective 2c:</b> REVISED: Provide the needed advertising to accommodate the public's interest in safety and preparedness.		
<b>Projected Cost:</b> \$150		



## Dewey & Arlynn Knox

North County Community Emergency Response Team (NCCERT) now has two new cardio-pulmonary resuscitation (CPR) instructors, thanks to a generous grant from Fallbrook Regional Health District (FRHD). They just completed training in September 2019 and are ready to train citizens of Bonsall, DeLuz, Fallbrook, and Rainbow. This married couple team has added a valuable tool to their toolbox in preparing local citizens and their own lives have been enhanced by tackling this skill together, not only watching out for each other with newly updated skills, but also in giving back to the community with their expertise. They are excited to utilize this new education to prepare the community in case of an emergency. Already volunteering on the NCCERT Board of Directors, these CPR instructors bring a wealth of knowledge and support to us all. Thank you, Dewey and Arlynn Knox, and especially to FRHD.



## 2019-2020 COMMUNITY HEALTH CONTRACT

### 356 Healthy Bodies, Healthy Minds

#### Quarter 1 (July-September) Reporting Form

<b>Goal 1</b>	
<b>Promote behavioral health and encourage healthy lifestyles for the Fallbrook community.</b>	
<b>S.M.A.R.T. Objective 1a</b>	
<b>75% of students completing treatment will show improved functionality as measured by the Columbia Impairment Scale.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$6,573	
<b>S.M.A.R.T. Objective 1b</b>	
<b>75% of families completing family counseling will show improved functionality as measured by the Barkley Functional Impairment Scale.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$506	
<b>S.M.A.R.T. Objective 1c</b>	
<b>75% of workshop participants will demonstrate improved knowledge of healthy lifestyles as evidenced by pre/post- tests.</b>	
<b>Projected Cost:</b>	<b>Contract Dollars Expended to Date:</b>
\$3,034	

**2019-2020 COMMUNITY HEALTH CONTRACT**

**356 Healthy Bodies, Healthy Minds**

*Quarter 1 (July-September) Reporting Form*

**Progress/Accomplishment of Goals & Objectives**

Empty reporting area for progress and accomplishments.

## **Impact Statement for First Quarter 2019/2020**

Palomar Family Counseling Service has served the Fallbrook community for many decades. We have expanded our programming and enhanced some of the services we provide to keep current with the needs of the community.

Every day the services we provide positively impacts someone, whether it is the child who struggles socially, the adult whose child has behavioral issues that interfere with school, home, and community functioning, or the parents needing help with understanding their troubled child. PFCS therapists are there to provide a lifeline to those whose situations sometimes overwhelm them. Below are four stories of those clients who were positively impacted by PFCS services during the first quarter.

- The parents of a blended family with five kids were on the verge of divorcing. The mom came in for individual therapy first, dad joined her later. They have worked hard in therapy and report that their plans are to stay together because they were given the tools to handle their problems.
- A single mother, survivor of severe abuse as a child, entered into therapy feeling like she was a failure as a parent, had no social connections, and was at risk of losing her job. After two months of therapy her boss commented that she has become a much stronger worker. She feels that she is a much better parent, and her children agree. She reports feeling confident that she knows how to conduct herself as a positive member of the community.
- A teenager, who was being raised by elderly grandparents, struggled with depression and suicidal ideation when she entered therapy. She reported her situation was hopeless and she felt she did not have a future. After several months of therapy her grades and school attendance have greatly improved, and she reports that she can envision a future where she is happy and successful. She now plans to do well in school this year, and graduate from high school in the future.
- A child attending PFCS' summer program with Boys and Girls Club was able to move from being the kid "who was always in trouble" to forming positive friendships with several children at the Club. This child now regularly volunteers to help with younger kids. Mom reported great relief to see her child become a positive influence on younger children and to no longer struggle to fit in.

**2019-2020 COMMUNITY HEALTH CONTRACT**

**357 Physical, Occupation, Speech and Behavioral Therapy Program**

*Quarter 1 (July-September) Reporting Form*

**Goal 1**

Provide the residents of the district a comprehensive equine-assisted therapy program that can focus on all physical, mental and emotion needs of our students.

**S.M.A.R.T. Objective 1a**

We will evaluate each student, set goal for the therapy and report to FRHD the quarterly results.

**Projected Cost:**

\$15,000

**Contract Dollars Expended to Date:**

\$14,581.10

**Progress/Accomplishment of Goals & Objectives**

**Goal and Objectives:**

We are grateful to have received the funds to provide this valuable service to the special needs community of the District through our Physical, Occupational, Speech and Behavioral Program.

At REINS, with this funding, we have evaluated and assigned all district resident students to their instructor and equine partner for the quarter. Each lesson has been tailored to the specific needs of the student based on their abilities and challenges. We work on meeting the physical, occupational, speech, behavioral, and emotional needs of each student.

Our PATH certified Instructors have set and documented the progress of 1-3 goals for each student. We have also scheduled sessions with our consulting Physical, Occupational and Speech Therapists to advise the instructors on their goals and lesson planning. This quarter covered 8 weeks of lessons per student (we did take a Summer break in August). Attached you see the list of the residents enrolled during this quarter and an update on their goals and goals met.



**Impact Narrative:** Story from a District Resident :

There's a certain smile.

A particular smile.

A sweet, look at me smile, that I only see at REINS.

We are so very grateful to all that give their time, energy, grace and financial contributions to REINS. Audrey Marie is growing into a confident, mature young lady. Part of this confidence has come from her years riding. She understands it's a very special thing to learn to ride. She understands the unique opportunity. We are extremely grateful for the financial assistance of a scholarship. I've captured that beautiful REINS smile in photos over the years and will cherish them for many years to come.

Sincerely,

Naomi Monthei

Mother of Audrey, Age 13, Diagnosis: Speech Delay & Anxiety Disorder

**2019-2020 COMMUNITY HEALTH CONTRACT**

**358 District Resident Healthy Volunteer Program**

*Quarter 1 (July-September) Reporting Form*

**Goal 1**

To provide the residents of the district a healthy volunteer program that “gives back” to the community and improves their overall general health of all who participate.

**S.M.A.R.T. Objective 1a**

We will record steps and monitor the health vitals of the participating volunteers to demonstrate the value of volunteering at REINS.

**Projected Cost:**

\$9716.25

**Contract Dollars Expended to Date:**

\$10,288.43

**Progress/Accomplishment of Goals & Objectives**

**Goal and Objectives:**

We are grateful to have received the funds to promote and facilitate the Healthy Volunteer Program at REINS for the District.

As you can see from the attached data, we have purchased and began the data collection that demonstrates the healthy impact that this program is for our local resident volunteers. We have tracked and recorded the average number of steps taken during each lesson for each volunteer.

During this year, Volunteers will be asked to participate in a healthy volunteer survey and share with us physical and mental improvements they experience while volunteering. These results will be reported in the last quarter of the year.

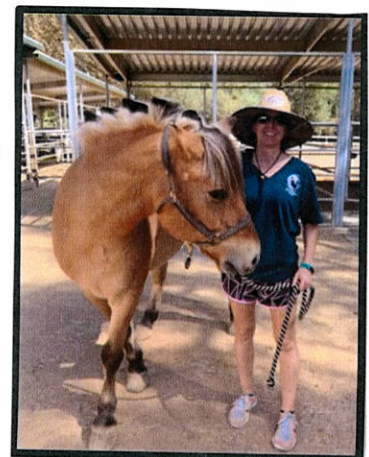
At the end of the year; we will ask our volunteers to share their health vitals regarding amount of physical activity, lowered blood pressure, weight loss, reduced A1C and overall mental well-being with reduced stress levels.

We are proud to report that our volunteers took over 357,000 steps while assisting in lessons in REINS for this first quarter!

**Narrative Impact:**

As a Volunteer at REINS I get the opportunity to combine my two passions, horses and helping my community. The moment I arrive at REINS I feel my daily stress melt away & my sense of gratitude kick in. REINS has done more for me mentally and physically than I could ever give back to them.

Adria Mashburn, REINS Volunteer since 2017





## Impact Narrative

The funds that TIP San Diego receives from the CHC are used to recruit, train, manage and retain volunteers who provide services to community members and first responders within the Fallbrook District area.

Imagine waking up in the middle of the night to find your spouse of 40 years deceased next to you. In the middle of the night with no family around, you have to call 911 and watch paramedics try and save your spouse. Once the paramedics leave, you are alone in your home with no one to turn to.

TIP Volunteers, partnering with the emergency response system, come to help with emotional first aid and practical support to citizens through the first few hours following a tragedy. Feedback from TIP clients shows how valuable TIP services are:

A TIP volunteer said “I will help you with all the arrangements. I will stay with you until your loved ones arrive.” Thank you for your compassion and understanding. –TIP Client from Fallbrook

A TIP volunteer was there to give me comfort and being there to help me process the sudden passing of my husband. Thank you so much for being there and providing me with tissue, kind words, and then comforting family members and friends that were there. God Bless you! –TIP Client from Fallbrook

As evidenced by feedback enclosed, first responders unanimously say TIP volunteers have “freed them to get back into service sooner, allowed them to stay focused on their job and helps them feel good that a citizen in crisis was helped.”

*Due to HIPPA restrictions, TIP is not permitted to release names of citizens who have received TIP services.*

**REPORTS**  
Communication Only





## **Community Collaborative for Health & Wellness (CCHW) Agenda**

**Wednesday, October 16, 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

### **PRESENTATIONS/DISCUSSIONS:**

Carolyn Bonoff, Casa Cornelia Law Center

New Direction of CCHW

### **Announcements/updates on recent and future events**

### **Topics/speakers for Future Meetings**

### **Next CCHW:**

November 20, 2019, 10:30 am – 12:00 pm.

Fallbrook Regional Health District Admin Building,

138 S. Brandon Road, Fallbrook

### **Adjournment**

**NOTE LOCATION!**



**Thursday, November 7, 2019**

**Fallbrook Library**

**124 S. Mission Road**

**6:00 p.m.—Social & Refreshments**

**6:30 p.m.—7:30 p.m. Presentation**

*Featured Presentation:*

## ***“Emotional First Aid Skills”***

*TIP works with the Police, Fire and Sheriff’s departments, who call them when they go on scene of a trauma. TIP volunteers give emotional and practical support to the families involved in a tragedy. This presentation helps you learn how to interact with those who have recently experienced a trauma.*

*Presenter:*

*Sher DeWeese, Executive Director*

*Trauma Intervention Programs (TIP) San Diego*

**Free Event including Refreshments**

**Please plan to attend, bring a friend and**

**please bring a non-perishable food donation for the Food Pantry.**

**Questions? Contact Pam Knox at [pknox@fallbrookhealth.org](mailto:pknox@fallbrookhealth.org)**

**Or call 760-731-9187**

**Presented by**

**Fallbrook Regional**  
**HEALTH  DISTRICT**

**Proud to be a partner of:**

 **LIVE WELL**  
**SAN DIEGO**

# Lions Gift of Sight

**FREE VISION SCREENINGS  
FREE CONSULTATION  
FREE REFURBISHED EYEGLASSES**

**ALL AGES ARE WELCOME  
FIRST COME, FIRST SERVED – COME EARLY**

WE CANNOT GUARANTEE THAT ALL PATIENTS IN LINE WILL BE SEEN  
SCREENING MAY CLOSE EARLY SUBJECT TO ATTENDANCE. NO QUALIFICATIONS.



**1636 E. Mission Rd., Fallbrook 92028**

**\*Free transportation: Pick up at the Fallbrook Library every 30 minutes starting at 8:00 am last pick up at 1:30pm. Look for the white Senior Care van.**

THE VISION SCREENING IS NOT MEANT TO REPLACE A COMPREHENSIVE EYESCREENING IS DESIGNED TO ASSESS FOR OCULAR HEALTH CONCERNS AND PROVIDE A USEABLE PAIR OF REFURBISHED EYEGLASSES UNTIL PROFESSIONAL SERVICES AND OPHTHALMIC MATERIALS ARE OBTAINED.

**The San Diego North County Lions Club is proud to host this event.**

For any additional information contact: [lionarminda@yahoo.com](mailto:lionarminda@yahoo.com) or 760-405-7385

made possible by:



California Lions  
FRIENDS IN SIGHT



**Todos Bienvenidos!**

***Gratis-Examen de la Vista***

***Gratis-Anteojos Reacondicionados***

**SERA ATENDIDO DE ACUERDO A SU TIEMPO DE LLEGADA  
LLEGUE TEMPRANO**

NO PODEMOS GARANTIZAR QUE TODAS LAS PERSONAS EN LA LINEA SERAN ATENDIDAS. LOS EXAMENES PODRIAN TERMINAR TEMPRANO DE ACUERDO A LA ASISTENCIA



**1636 E. Mission Rd., Fallbrook 92028**

**\*Transporte gratuito: Recogida en la biblioteca Fallbrook Cada 30 minutos a partir de las 8: 00 AM Última recogida a la 1: 30 pm. Busca la camioneta blanca de ancianos; Senior Care**

EL EXAMEN DE LA VISTA NO ESTA DISENADO PARA REEMPLAZAR UN EXAMEN DE LA VISTA COM-PLETO NI LA REFRACCION QUE SE PUEDE OBTENER A TRAVES DE UN CONSULTORIO MEDICO. EL EXAMEN DE LA VISTA ESTA DISENADO PARA EVALUAR PROBLEMAS DE SALUD OCULAR Y PARA PROPORCIONAR UN PAR DE ANTEOJOS REACONDICIONADOS UTILES HASTA QUE SE OBTENGAN SERVICIOS PROFESIONALES Y MATERIALES OFTALMOLOGICOS.

**EL CLUB DE LEONES DE San Diego North County Lions Club SE  
ORGULLECE DE SER ANFITRION DE ESTE EVENTO**

PARA PARTICIPAR O PARA OBTENER MAS INFORMACION.  
**lionarminda@yahoo.com or 760-405-7385**

este evento es posible gracias a:

**Fallbrook Regional  
HEALTH DISTRICT**



California Lions  
FRIENDS IN SIGHT

**ESSILOR**  
VISION FOUNDATION



## **DISCUSSION ITEMS**

## **DISCUSSION ITEMS**

F1.

Review 2020-2021 Community Health Contracts Criteria

## **2019-2020 COMMUNITY HEALTH CONTRACTS**

### ***Proposal Evaluation Criteria***

1. Proposed program addresses and/or includes one of the following:
  - a. High Cholesterol
  - b. Hypertension
  - c. Type 2 Diabetes
  - d. Eye Problems/Eye Disease
  - e. Obesity
  - f. Anxiety
  - g. Depression
  - h. Adolescent Health
  - i. Behavioral Health
  - j. Prevention Initiatives
2. At least 80% of FRHD funded program participants are District residents. *By applying, you agree to submit your program participants' zip code in your quarterly reports.*
3. 10% of proposed program's budget is funded by another funding source/ in kind support.
4. Program has fully developed Quarterly Goals, corresponding SMART (Specific, Measurable, Achievable, Realistic, Time-Bound) Objectives.
  - a. One goal and corresponding SMART Objectives are to be developed for each quarter and stated in your proposal.
  - b. Each quarterly report will also include the zip code, gender and age of participants. Additional data categories will be mutually agreed upon by the FRHD and the funded organization. The data will be reported in a manner determined by the funded organization.
5. Programs are to be based on evidence-based program(s)/ best practices. *Please attach a scientific reference supporting your proposal.*
6. Proposal lists where and when it is anticipated that acknowledgement of Fallbrook Regional Health District will be included. *This includes all print and electronic materials, press releases, website references, and any other form of written and verbal publicity that relates to the funded program. Acknowledgment should include an official sponsor line, as well as the FRHD logo. Flyers and links must be included in your quarterly report.*
7. While not a required element of proposals, programs that include collaboration with another agency will be viewed favorably in the reviewing process.

# 2019-2020 COMMUNITY HEALTH CONTRACTS

## *Guidelines*

### Programs Funded

The Health Care District Act (Health & Safety Code section 32121) has evolved over the years to provide very broad authority to Health Care Districts. Currently, Health Care Districts have numerous powers, which include the establishment, maintenance, and operation, or the providing of assistance in the operation of, one or more health facilities or health services, including but not limited to, outpatient programs, services and facilities; retirement programs, services, and facilities; chemical dependency programs, services, and facilities; or other health care programs, services, and facilities for the benefit of the people served by the district.

Moreover, among other powers, the Health District may establish, maintain, and operate, or provide assistance in the operation of, free clinics, diagnostic and testing centers; health education, wellness and prevention programs; rehabilitation, aftercare and any other healthcare services; provider groups; and organizations that are necessary for the maintenance of good physical and mental health in the communities served by the District.

### Population Served

District CHC funds must benefit the residents of the communities served by the Fallbrook Regional Health District. The District's service area and sphere of influence area covers 110.57 square miles. This includes Fallbrook, Bonsall, Rainbow and De Luz. Estimated population of the District is 57,000 (SANDAG, January 2011). The San Diego Local Agency Formation Commission (LAFCO) Sphere of Influence Map can be found here:

[http://www.sdlafco.org/images/11x17maps/HCD\\_Fallbrook.pdf](http://www.sdlafco.org/images/11x17maps/HCD_Fallbrook.pdf)

### Applicant Eligibility

To be eligible for consideration, the applicant must meet the following requirements:

1. The agency must be an incorporated nonprofit organization with a tax-exempt status under California state law and Section 501(c)(3) of the Internal Revenue Code, or, be a public/governmental agency, program or institution.

Newly established agencies must:

- a. Demonstrate, through written agreement with a 501(c)(3) qualified agency that, for the one-year period of the CHC, they will fall under the auspices of that qualified agency. The agency providing the umbrella status must meet the District requirement of being an established provider of healthcare related preventive or intervention services to the public in the District community.
  - b. Secure 501(c)(3) status within the CHC funded year. If they fail to secure 501(c)(3) status, they will be ineligible for subsequent application for Fallbrook Regional Health District funding until such time as proof of 501(c)(3) status has been attained and presented.
2. The agency must demonstrate the ability to provide services and/or programs that will benefit the residents of the District.
  3. The funded services must be provided within the District and demonstrate the ability to make services and/or programs easily accessible to District residents.



## 2019-2020 COMMUNITY HEALTH CONTRACTS

### *Guidelines*

#### Multiple Application Submissions

An agency may submit multiple grant applications per fiscal year for multiple programs. For example: If an agency operates two distinct programs, one dental clinic and one mental health clinic, the agency could, theoretically, apply for and receive two district CHCs.

#### Ineligible for Funding

The District will not fund:

- Endowments
- Expenses related to fundraising or lobbying of public officials or other political purposes
- Organizations intending to "pass-through" or re-grant District funds to other organizations
- Basic research, defined herein as the pursuit of knowledge without immediate practical program or human applications
- Sectarian purposes
- Individuals
- Replacement funds so that a project's current funding can be shifted to other programs of the applicant
- Programs related to provision of housing, employment opportunity and/or educational pursuits for the purpose of employment.
- All other restricted uses contained herein.

#### Recipient Obligations

In accepting the contract, the recipient agrees to periodic monitoring of their contracted program by District staff members and/or a District consultant. Additionally, the recipient agrees to submit timely periodic written and/or oral reports to the Board as defined at completed execution of Agreement and to participate in District Community Health Program events and attend, representatively, District Board meetings.

#### Review Process

All CHC funding requests are reviewed by the District Administrator, General Counsel and Board Directors. During the review process, the District may require additional information from applicants. This information may include oral or written clarification of CHC request detail. Final funding decisions will be made by the District Board of Directors at a public meeting. Certain rights are reserved to Board discretion and action.

#### Rights Reserved By The Board Of Directors

The Fallbrook Regional Health District Board of Directors reserves the right to decline or accept application(s) upon fair consideration in accord with CHC guidelines established and provided to all applicants. On applications accepted and approved, the Board reserves the right to determine the amount of funding to be awarded.

The Board reserves the right to adjust category designation in accord with its' established criteria. In addition, the Board reserves the right to seek additional information as necessary to make their funding determinations. This shall be by request for clarification in written form. Requests shall be presented to the applicant by the appropriate District Staff Member and must be returned to the District office in a timely manner. Site visits and/or interviews may also be scheduled in the application review process.

For additional information, please contact the Community Health Coordinator at (760) 731-9187.

## **DISCUSSION ITEMS**

F2.

Review Rock Rose School for Creative Learning Lease  
Request for Month to Month Lease Extension until July 31, 2020

# ROCK ROSE VILLAGE SCHOOL

October 28<sup>th</sup>, 2019

Fallbrook Regional Health District  
138 South Brandon Road  
Fallbrook, CA 92028

Dear FRHD Board of Directors,

We are grateful for the opportunity to temporarily make a home for Rock Rose at your beautiful facility while we finish the construction of our permanent home. We have found the safety and security of the site to be just what we were needing. It was so nice having Mr. Leach and Mr. Moosa visit us. We hope they enjoyed the tour and liked what we have done with the classrooms and gardens. Please let us know if anyone else at FRHD, the staff or anyone in the community would like to come for a visit.

Our Board of Directors, along with the property owners at the Gum Tree site, have been working diligently on the future home of Rock Rose Village School. We have completed the grading plan, the septic plan, the building plan and have received the trust calculations. We are expecting to break ground in November and have been given a summertime completion date by our contractor.

At this time, we would like to respectfully ask for a lease extension from December 31<sup>st</sup>, 2019 until July 31<sup>st</sup>, 2020. This extra six months will allow us to complete our school year, which will give our students, their families and our staff, the consistency of an entire school year at one site before moving onto another. Our last day of school is on June 19<sup>th</sup> followed by a picnic on June 21<sup>st</sup>. This extra 6 weeks will give us the time to pack and move our belongings.

We sincerely appreciate everything that FRHD has done for our school, and all of the families in our school community.

Warmly,

Rock Rose Village School

## **ACTION ITEMS**

## **ACTION ITEMS**

G1.

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

**RESOLUTION NO. 430**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
FALLBROOK REGIONAL HEALTHCARE DISTRICT  
ESTABLISHING POLICIES AND PROCEDURES FOR  
IMPLEMENTING THE CALIFORNIA PUBLIC RECORDS ACT**

**WHEREAS**, pursuant to the California Public Records Act (“CPRA”) found in sections 6250 et seq. of the Government Code of the State of California, the documents of the Fallbrook Regional Healthcare District (“District”) are public records subject to certain exemptions in the CPRA; and

**WHEREAS**, the District, in accordance with the CPRA and the public’s right to full and prompt access to all public records in the custody of the District, hereby adopts the following procedures for accessing the District’s public records

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Fallbrook Regional Healthcare District as follows:

**Policies and Procedures for Accessing Public Records**

**Policy:** The public’s right to access information concerning the conduct of the people’s business is a fundamental and necessary right. A record shall not be withheld from disclosure unless it is exempt under applicable laws, or the public interest served by not making the record public clearly outweighs the public interest served by disclosure of the record. The California Public Records Act permits local agencies to adopt regulations stating the procedures to be followed when making records available to the public. This written policy sets forth the procedures by which such records will be made available to the public.

The District also recognizes the constitutional right to privacy accorded to individuals and this policy attempts to balance the individual’s right of privacy with the goal of open government. Should a conflict arise between this policy and the provisions of the CPRA, the CPRA shall prevail.

**NOW THEREFORE**, the Board of Directors of the District do hereby enact as follows:

1. Every request from a member of the public shall be marked on the date it is received by the District, whether the request is made in writing, by regular, overnight or priority mail, or delivered by electronic means (e-mail, facsimile transmission); a separate log of all CPRA requests shall be kept and maintained by the Executive Director or his/her designee.

2. Upon receipt of the Request, the Executive Director or his/her designee shall make a preliminary inquiry as to the type(s) of records sought, and whether or not the District does in fact maintain records of the type(s) requested.
3. Upon the preliminary determination that records responsive to the request are likely to exist, the Executive Director his/her designee shall promptly transmit a copy of the particular request to the department(s) or individual(s) responsible for maintaining such records. In addition to locating records responsive to the request, the department supervisor shall make a reasonable attempt to do all of the following:
  - a. Assist the member of the public to identify records and information that are responsive to the request or to the purpose of the request, if stated.
  - b. Describe the information technology and physical location in which the records exist.
  - c. Provide suggestions for overcoming any practical basis for denying access to the records or information sought.
4. Upon determination that the request as presented may seek records that are exempt from disclosure or inspection in whole or in part, or may seek information subject to one or more of the recognized exemptions under California Government Code Section 6254, the Executive Director or his/her designee shall also cause a copy of the records request to be promptly forwarded to the District's General Counsel.
5. Within ten (10) days of the date of initial receipt of a request, the Executive Director or his/her designee shall respond, in writing, to the requesting party. The written response shall identify, to the extent known, the available formatting of the responsive records. Additionally, the written request may include the following:
  - a. A notification that the responsive documents have been compiled and are ready for inspection during normal business hours:
    - i. A notification that a portion of the responsive documents have been compiled and are ready for inspection, along with a time estimate of when any remaining documents may be compiled for inspection and copying. Any time estimate indicating additional compilation time is necessary shall not exceed fourteen (14) additional days from the date of the response.
  - b. If the Requester asked for copies of the records, a notation of the actual costs of copying the documents requested:

- i. For hard copies of standard sized (8 ½ x 11), the actual duplication costs shall be twenty-five cents per page copied. For oversized document copies (11 x 14 and above), the cost per page shall be fifty cents per page, and for copies of architectural-sized documents (plans, plat maps), the cost per page shall be one dollar and twenty five cents per page, if copying can be accomplished in-house;
- ii. For digital copies, the direct costs of duplication shall be the costs directly incurred by the District in copying and producing the documents in electronic format.

The District shall have the right to request payment of the charges in advance of producing any copies requested.

The Executive Director shall have the discretion to waive the cost of copying and producing the documents.

6. If the District has determined that any or all of the records sought by the requesting party are subject to any recognized exemption from inspection, it shall notify the requesting party in writing within ten (10) days of the date of receipt of the original request. The notification shall set forth all of the following:
  - a. The specific grounds for the denial of the request to inspect, including which exemption(s) are deemed applicable;
  - b. The name(s) and title(s) of any District personnel responsible for the denial of the request to inspect.
7. All inspections of public records which take place in accordance with the Act and the provisions of this Resolution shall take place within the District's normal business hours.
8. Records Exempt from Disclosure. In accordance with Government Code Section 6254 as amended from time to time, the following records are exempt from disclosure and shall not be disclosed (this list is intended to be illustrative and does not include all exempted records, nor does it include records exempted pursuant to other provisions of law):
  - a. Preliminary drafts, notes or interagency or intra-district memoranda that are not retained by the District in the ordinary course of business, provided that the public interest in withholding such records clearly outweighs the public interest in disclosure;



- b. Records pertaining to pending litigation to which the District is a party, or to claims made under California Tort Claims Act (Government Code 810), until such litigation or claim has been finally adjudicated or otherwise settled;
- c. Personnel, medical or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy;
- d. Geological and geophysical data, plant production data and similar information relating to utility systems development which are obtained in confidence from any person;
- e. The contents of real estate appraisals, engineering of feasibility estimates and evaluations made for or by the District relative to the acquisition of property, or to prospective public supply and construction contracts, until such time as all of the property has been acquired or all of the contract agreements obtained, provided, however, the law of eminent domain shall not be affected by this provision;
- f. Information required from any taxpayer in connection with the collection of local taxes which is received in confidence and the disclosure of the information to other persons would result in unfair competitive disadvantage to the person supplying such information.

**PASSED, APPROVED AND ADOPTED** at a meeting of the Board of Directors of the Fallbrook Regional Healthcare District held November 13, 2019, by the following roll call vote:

AYES: \_\_\_\_\_  
 NOES: \_\_\_\_\_  
 ABSENT: \_\_\_\_\_  
 ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
 Howard Salmon, Chairman  
 Board of Directors

ATTEST:

\_\_\_\_\_  
 Bill Leach, Secretary,  
 Board of Directors

**ACTION ITEMS**

G2.

Approval of Revised Grant Policy

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Community Health Contracts / Grants Policy & Procedures**

**DISTRICT BACKGROUND INFORMATION**

Fallbrook Regional Health District (“District”) is a government entity under the Local Health Care District Law (Statutes 1945, Chapter 932; Health and Safety Code, Division 23, Sections 32000 et seq., of the State of California). The District serves residents of the Fallbrook, Bonsall, Rainbow and De Luz areas of northern San Diego County.

Created by residents for residents, Healthcare Districts throughout California provide vital services for the community members who create and oversee them. As the most responsive form of local government, Healthcare Districts are established, operated, and controlled by local voters who understand each community's concerns and ensure that each District is effectively meeting their local health care needs.

**The Fallbrook Regional Health District Mission:**  
**Promoting health for the people of the District.**

## **GUIDELINES**

### **PROGRAMS FUNDED**

The District funds grants to organizations that not only meet the needs of underserved individuals and communities but are also consistent with the District's mission.

The Health Care District Act (Health & Safety Code section 32121) has evolved over the years to provide very broad authority to Health Care Districts. Currently, Health Care Districts have numerous powers, which include the establishment, maintenance, and operation, or the providing of assistance in the operation of, one or more health facilities or health services, including but not limited to, outpatient programs, services and facilities; retirement programs, services, and facilities; chemical dependency programs, services, and facilities; or other health care programs, services, and facilities for the benefit of the people served by the district.

Moreover, among other powers, the Health District may establish, maintain, and operate, or provide assistance in the operation of, free clinics, diagnostic and testing centers; health education, wellness and prevention programs; rehabilitation, aftercare and any other healthcare services; provider groups; and organizations that are necessary for the maintenance of good physical and mental health in the communities served by the District.

### **POPULATION SERVED**

The District provides grant funding through the Community Health Contracts (CHC) program. Community Health Contract funds must benefit the residents of the communities served by the Fallbrook Regional Health District. The District's service area and sphere of influence area covers 110.57 square miles. This includes Bonsall, De Luz, Fallbrook, and Rainbow. Estimated population of the District is 57,000 (SANDAG, January 2011). The San Diego Local Agency Formation Commission (LAFCO) Sphere of Influence Map can be found here:

[http://www.sdlafo.org/images/11x17maps/HCD\\_Fallbrook.pdf](http://www.sdlafo.org/images/11x17maps/HCD_Fallbrook.pdf)

### **APPLICANT ELIGIBILITY**

To be eligible for consideration, the applicant must meet the following requirements:

1. The agency must be an incorporated nonprofit organization with a tax-exempt status under California state law and Section 501(c)(3) of the Internal Revenue Code, or, be a public/governmental agency, program or institution.

Newly established agencies must:

- a. Demonstrate, through written agreement with a 501(c)(3) qualified agency that, for the one-year period of the CHC, they will fall under the auspices of that qualified agency. The agency providing the umbrella status must meet the District requirement of being an established provider of healthcare related preventive or intervention services to the public in the District community.
- b. Secure 501(c)(3) status within the CHC funded year. If they fail to secure 501(c)(3) status, they will be ineligible for subsequent application for Fallbrook Regional Health District funding until such time as proof of 501(c)(3) status has been attained and presented.

2. For-profit (commercial) organizations are eligible to apply but will only be considered if providing services that are not available by a nonprofit provider. All policies and requirements apply equally to for-profit and non-profit recipients. Including, but not limited to the inclusion of financial information, budgets and reporting or results.
3. The agency must demonstrate the ability to provide services and/or programs that will benefit the residents of the District.
4. The funded services must be provided within the District and demonstrate the ability to make services and/or programs easily accessible to District residents.
5. Awarding contracts to underserved individuals will be taken under consideration; however, support for this application would likely be referred to a nonprofit partner to coordinate services.

### **MULTIPLE APPLICATION SUBMISSIONS**

An agency may submit multiple grant applications per fiscal year for multiple programs. For example: If an agency operates two distinct programs, one dental clinic and one mental health clinic, the agency could, theoretically, apply for and receive two district CHCs.

### **PRIOR GRANT RECIPIENTS**

The District does not restrict reapplication from year to year for previously awarded contract holders. However, noncompliant or inefficient use of funds may render organizations ineligible for future funding. Considering the circumstances under which grants may be provided to prior grant recipients, and exceptions to these circumstances.

### **INELIGIBLE FOR FUNDING**

The District will not fund:

- Endowments
- Awarding grants to, and limiting funds for, foundations that are sponsored or controlled by, or associated with, a separate grant recipient.
- Expenses related to fundraising or lobbying of public officials or other political purposes
- Organizations intending to "pass-through" or re-grant District funds to other organizations; unless serving as the fiscal agent or umbrella for a designated local nonprofit. Funds must be clearly used to support District residents.
- Basic research, defined herein as the pursuit of knowledge without immediate practical program or human applications
- Sectarian purposes
- Programs related to provision of housing, employment opportunity and/or educational pursuits for the purpose of employment.
- All other restricted uses contained herein.

## **REVIEW PROCESS**

All CHC funding requests are reviewed by the District Executive Director and Board Directors. During the review process, the District may require additional information from applicants. This information may include oral or written clarification of CHC request detail. The District may include a panel of community stakeholders to review the completeness and merit of the applicants and provide feedback to the Executive Director. Final funding decisions will be made by the District Board of Directors at a public meeting. See application and review schedule on page 5. Certain rights are reserved to Board discretion and action.

## **RIGHTS RESERVED BY THE BOARD OF DIRECTORS**

The Fallbrook Regional Health District Board of Directors reserves the right to decline or accept application(s) upon fair consideration in accord with CHC guidelines established and provided to all applicants. On applications accepted and approved, the Board reserves the right to determine the amount of funding to be awarded.

The Board reserves the right to adjust category designation in accord with its' established criteria. In addition, the Board reserves the right to seek additional information as necessary to make their funding determinations. This shall be by request for clarification in written form. Requests shall be presented to the applicant by the appropriate District Staff Member and must be returned to the District office in a timely manner. Site visits and/or interviews may also be scheduled in the application review process.

## **EVALUATION CRITERIA**

All CHC applications will be evaluated on the following criteria:

1. Proposed program addresses and/or includes one of the following:
  - a. High Cholesterol
  - b. Hypertension
  - c. Type 2 Diabetes
  - d. Eye Problems/Eye Disease
  - e. Obesity
  - f. Anxiety
  - g. Depression
  - h. Adolescent Health
  - i. Behavioral Health
  - j. Prevention Initiatives
2. At least 80% of FRHD funded program participants are District residents. Applicants agree to submit program participants' zip code in the quarterly progress report.
3. 10% of proposed program's budget is funded by another funding source/ in kind support.
4. Program has fully developed program goals that can be measured at quarterly intervals. Corresponding SMART (Specific, Measurable, Achievable, Realistic, Time-Bound) Objectives will be provided to demonstrate how those goals will be achieved. Programs that have singular goals may reiterate the goal and SMART Objectives for each quarter.
  - a. Programs with time bound or singular events will select only that quarter in which the activity takes place.
  - b. One goal and corresponding SMART Objective are to be developed for each quarter and stated in the proposal.
  - c. Each quarterly report will also include the zip code, gender and age of participants. Additional data categories will be mutually agreed upon by FRHD

and the funded organization. The data will be reported in a manner determined by the funded organization.

5. Programs are to be based on evidence-based program(s)/ best practices.
  - a. New programs, pilots, should be able to demonstrate the need for this service, that there is no existing service working toward the same goal, and or that collaboration with an existing service is anticipated.
6. The application will list where and when it is anticipated that acknowledgement of Fallbrook Regional Health District funding support will be included. This includes all print and electronic materials, press releases, website references, and any other form of written and verbal publicity that relates to the funded program. Acknowledgment should include an official sponsor line, as well as the FRHD logo. Flyers and links are to be included in the quarterly report.
7. While not a required element of proposals, programs that include collaboration with another agency will be viewed favorably in the reviewing process.

### **APPLICATION & EVALUATION SCHEDULE**

**COMMUNITY HEALTH CONTRACT WORKSHOPS:** Informational session, Q&A, and collaborative brainstorming will occur in January & February.

**APPLICATION WINDOW:** Open, first Monday in March at 9:00am, Close, last Monday in March, 5:00pm. Application is available on the Community Health Contracts Page: <https://www.fallbrookhealth.org/community-health-contracts>

*Technical assistance from Community Health Coordinator is available upon request.*

**APPLICATION EVALUATION PERIOD: April 1-30**

The Executive Director and Community Health Coordinator will review each application for completeness before submitting copies to the Board of Directors. Each Board Director shall receive some number of applications to review, with distribution based upon the Board Members interest and or knowledge within the area of service. Site visits may be scheduled. Additionally, a panel of community stakeholders may be organized to assist and provide feedback upon the merit of the program or project being proposed.

*Individual meetings regarding the merit of grant applications between a grant applicant and a district board member, officer, or staff outside of the district's established grant awards process is prohibited. Technical assistance from Community Health Coordinator or Executive Director may be offered.*

**BOARD REVIEW AND DISCUSSION: FINANCE COMMITTEE, 1st Wednesday in May**  
Recommendations for CHC awards and amounts will be discussed at the May Finance meeting. Located at the FRHD Admin Building Meeting Room, 138 South Brandon Road, Fallbrook.

**ANNOUNCEMENT OF AWARDS: BOARD OF DIRECTORS MEETING, 2nd Wednesday in May or June.** Pending need for additional details the announcement may occur in June. Location: FRHD Admin Building Meeting Room, 138 South Brandon Road, Fallbrook.

**DISTRIBUTION OF CHC AGREEMENT:** Signed agreement must be returned to the District by the 1st Wednesday of July to complete execution prior to scheduling Quarter 1 payment site visit.

**QUARTER 1 PAYMENT AND SITE VISITS:** Board of Directors and staff will begin making disbursements and conducting site visits during the month of July.

Exact dates will be updated and posted on <https://www.fallbrookhealth.org/> every year

### **REPORTING & PAYMENT DISTRIBUTION GUIDELINES**

By accepting the contract, the recipient agrees to periodic monitoring of their contracted program by District staff members and/or a District consultant. Additionally, the recipient agrees to submit timely periodic written and/or oral reports to the Board as defined in the executed agreement and to participate in District Community Health Program events and attend, representatively, District Board meetings when requested.

Reports must be submitted by the following due dates:

- 1<sup>st</sup> Quarter: 2<sup>nd</sup> Wednesday of October
- 2<sup>nd</sup> Quarter: 2<sup>nd</sup> Wednesday of January
- 3<sup>rd</sup> Quarter: 2<sup>nd</sup> Wednesday of April
- 4<sup>th</sup> Quarter: 2<sup>nd</sup> Wednesday of July

Contract holders must contact the Community Health Coordinator if these deadlines can not be met before the due date. Reports that are more than one month late may cause the contract to be cancelled.

Payment Distribution will be on or after the following payment dates:

- 1<sup>st</sup> Quarter Check: 1<sup>st</sup> Monday of July
- 2<sup>nd</sup> Quarter Check: 1<sup>st</sup> Monday of November
- 3<sup>rd</sup> Quarter Check: 1<sup>st</sup> Monday of February
- 4<sup>th</sup> Quarter Check: 1<sup>st</sup> Monday of May

The Community Health Coordinator will contact recipients to schedule a site visit where payment distribution will be made. Payment is contingent upon receipt of quarterly reports. Community Health Coordinator, Board Member(s), and/or Executive Director may be present at site visit.

### **SPONSORSHIP OF CHARITABLE EVENTS**

FRHD does not currently provide sponsorships of charitable events. However, support for these events may be considered at a future time, which would be publicly announced and would follow the below guidelines:

1. Organizations requesting the District to sponsor a charitable event shall solicit in the form of a letter or in combination with a grant request application, as well as any appropriate back-up materials, including a list of sponsorship levels, if applicable.
2. The request shall clearly indicate the amount requested, the sponsorship opportunity levels, and how the event will benefit a community health care program that provides services in the District.
3. The request shall include the price per individual ticket/pass to attend, as well as the portion of the amount attributed to the purchase of goods and services.



4. The request shall include a final accounting of the prior year's event, if applicable, as well as a budget for the event being requested, so the District can clearly determine the cost of holding the event in comparison to the funds benefitting community health care programs. No less than 80 percent of the revenue shall be applied to the organization's programs and not to event expenses.
5. Events advertised in brochures and/or fliers that give the appearance of being sent to the District as part of a mass mailing shall not be considered.

**ACTION ITEMS**

G3.

Approval of Election of Directors and Board Vacancies Policy

Policies and Procedures Manual	Policy # _____	Page 1 of 1
	Title: Election of Directors and Board Vacancies	
	Latest Revision Date: __/__/2019	

**ELECTION OF DIRECTORS AND BOARD VACANCIES**

The following polices shall apply to the election of District Directors and the process which shall be followed in the event of a vacancy in the office of a Board member.

A. Election of Directors.

The District Board of Directors consist of five (5) members, each of whom must be a registered voter residing in a specific Zone of the District. Directors serve a term of four (4) years. The four-year terms are staggered so that either two or three board members are elected every two (2) years.

In accordance with Health & Safety Code §32100.5 the general election to elect Board members shall be held in on the first Tuesday after the first Monday in November of each even numbered year. District elections shall be consolidated and shall follow the procedures set forth in the statewide general election provisions provided in Elections Code §10400 et. seq.

B. Vacancy of Office.

Government Code §1780 provides the method of filling the vacancy of Healthcare District Board members. The Board of Directors has up to sixty (60) days after the vacancy has occurred to appoint or call an election to fill the office of a new Director. In accordance with Health & Safety Code §32100.1, the new appointee is required to be a resident from the Zone in which the vacancy has been created. Notice of the Vacancy shall be posted at least fifteen (15) days prior to the meeting in which applicants are interviewed. The interview process and vote of the Board of Directors shall be done at a public meeting in open session.

## **ACTION ITEMS**

G4.

Consideration of Declaration of Surplus Land  
designation for property located  
at 617 East Alvarado Street, Fallbrook, California

LAW OFFICES OF  
**JEFFREY G. SCOTT**

16935 WEST BERNARDO DRIVE, SUITE 170  
SAN DIEGO, CA 92127

\_\_\_\_\_  
(858) 675-9896  
FAX (858) 675-9897

JEFFREY G. SCOTT

*Of Counsel*  
JAMES R. DODSON

DATE: November 8, 2019

TO: Board of Directors  
Rachel Mason, Executive Director

FROM: Jeffrey G. Scott, General Counsel

RE: Declaration of Surplus Land

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There may be a potential of the District to sell the property located at 617 East Alvarado Street in Fallbrook where the Urgent Care Center is located. In order for a potential sale in the future to be considered, the Board would need to follow the procedures for the sale of surplus land owned by public agencies, similar to what was done when the District sold the hospital property to Crestwood. The process would involve the following:

1. The first step would be to declare that the property is “surplus land” at this open and public meeting. “Surplus land” is land that is owned by a public agency that is determined to no longer be necessary for the agency’s use.
2. Once the declaration of surplus land is made, the District would be required to offer to sell or lease the property to the County of San Diego (County) and the local School Districts (School Districts).
3. The written offer to the County is required to provide the opportunity to use the property for developing low-and-moderate income housing (Government Code Section 54222). The offer to the School District is to provide an opportunity to utilize the property for a type of school facility.
4. The agencies would have 60 days to respond to the offer and notify the District of their intent to purchase or lease the property and begin good-faith negotiations to determine a mutually satisfactory sales price or lease terms. If the price or terms are not agreed upon after 90 days of good-faith negotiations, the District may proceed to sale the property to a private party. Any sale would be required to be at Fair Market Value.

**ACTION ITEMS**

G5.

Approval of Lyft Pilot Program Budget

Accnt. #	Account	BUDGET 2019-20
<b>INCOME</b>		
	Community Investment Fund	\$41,195.70
<b>TOTAL INCOME</b>		<b>\$41,195.70</b>
<b>500 Admin. Expenses &amp; Overhead</b>		
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
<b>500.25 Office Expense</b>		
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
<b>TOTAL 500 - ADMINISTRATIVE EXPENSES</b>		<b>\$20,034.00</b>
<b>800 - DISTRICT DIRECT CARE SERVICES</b>		
800.0X	Lyft Ride fees	\$19,200.00
<b>TOTAL EXPENSES</b>		<b>\$39,234.00</b>
<b>NET TOTAL INCOME</b>		<b>\$1,961.70</b>