

ADDITIONAL
HANDOUT
MATERIAL



Fallbrook Regional Health District

Introduction to Districting

January 9, 2019

- Under the Federal Voting Rights Act (passed in 1965), a jurisdiction must fail 4 factual tests before it is in violation of the law.
- The California VRA makes it significantly easier for plaintiffs to force jurisdictions into “by-district” election systems by eliminating two of the US Supreme Court *Gingles* tests:
 4. ~~Can the protected class constitute the majority of a district?~~
 2. Does the protected class vote as a bloc?
 3. Do the voters who are not in the protected class vote in a bloc to defeat the preferred candidates of the protected class?
 4. ~~Do the “totality of circumstances” indicate race is a factor in elections?~~
- Liability is now determined only by the presence of racially polarized voting

- Switched (or in the process of switching) as a result of CVRA:
 - At least 170 school districts
 - 28 Community College Districts
 - 100+ cities
 - 1 County Board of Supervisors
 - At least 15 water, hospital and other special districts.

- Palmdale, Santa Clara and Santa Monica have gone to trial, and all of them lost (Santa Monica and Santa Clara are on appeal).
 - Palmdale spent \$2 million on its defense
 - Santa Clara spent \$500,000 so far
 - Santa Monica spent at least \$5 million so far

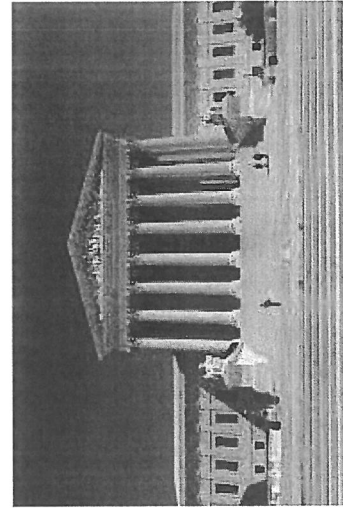
- Sample Settlement Payments to Plaintiffs:
 - Palmdale: \$4.7 million
 - Modesto: \$3 million
 - Highland: \$1.35 million
 - Rancho Cucamonga: \$1.3 million
 - Anaheim: \$1.1 million
 - Whittier: \$1 million
 - Santa Barbara: \$600,000
 - Tulare Hospital: \$500,000
 - Madera Unified: about \$170,000
 - Hanford Joint Union Schools: \$118,000
 - Merced City: \$42,000
 - Placentia: \$20,000

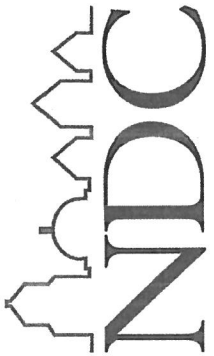
Districing Process

Step	Description
Two Initial Hearings	Held prior to release of draft maps. Education and to solicit input on the communities in the District.
Release draft maps	Maps must be posted at least 7 days prior to 3 rd hearing.
Two Draft Map Hearings	Two meetings to discuss and revise the draft maps and to discuss the election sequencing.
Final Hearing and Adoption	Public hearing to discuss and take public comment on draft maps and proposed sequence of elections. Map selection & ordinance introduction.
2020	First by-zone elections
2021	Map adjusted using 2020 Census data
2022	Remaining districts hold first by-zone elections

Districting Rules and Goals

Federal Laws	Traditional Redistricting Principles
<ul style="list-style-type: none"> <input type="checkbox"/> Equal Population <input type="checkbox"/> Federal Voting Rights Act <input type="checkbox"/> No Racial Gerrymandering 	<ul style="list-style-type: none"> <input type="checkbox"/> Communities of interest <input type="checkbox"/> Compact <input type="checkbox"/> Contiguous <input type="checkbox"/> Visible (Natural & man-made) boundaries <input type="checkbox"/> Respect voters' choices / continuity in office <input type="checkbox"/> <i>Planned future growth</i>





National Demographics Corporation

6

Demographic Summary

Latinos are 35% of the total population and 23% of the eligible voters (measured by Citizen Voting Age Population data).

Asian-Americans are 4% of eligible voters and African-Americans are 2%.

With 5 zones, each district would have about 10,192 residents.

January 9, 2019

Category	Field	Count	Pct	Category	Field	Count	Pct
Total Pop	Total Pop	50,958		ACS Pop. Est.	Total	52,997	
	Hisp	17,932	35%	Age	age0-19	12,934	24%
	NH White	29,740	58%		age20-60	26,582	50%
	NH Black	759	1%		age60plus	13,481	25%
	Asian-American	1,698	3%	Immigration	immigrants	9,501	18%
Total	36,504		naturalized		4,202	44%	
Citizen Voting Age Pop	Hisp	8,345	23%	Language spoken at home	english	34,145	69%
	NH White	25,463	70%		spanish	12,983	26%
	NH Black	784	2%		asian-lang	1,143	2%
	Asian/Pac.Isl.	1,447	4%		other lang	1,029	2%
	Total	27,885			Speaks Eng. "Less than Very Well"	7,839	16%
Voter Registration (Nov 2016)	Latino est.	4,969	18%	Education (among those age 25+)	hs-grad	20,293	55%
	Spanish-Surnamed	4,463	16%		bachelor	7,157	20%
	Asian-Surnamed	371	1%	graduatedegree	3,437	9%	
	Filipino-Surnamed	203	1%	child-under18	4,900	27%	
	NH White est.	21,330	76%	Pct of Pop. Age 16+	employed	21,942	51%
NH Black	457	2%	income 0-25k		3,359	18%	
Voter Turnout (Nov 2016)	Total	23,252		income 25-50k	4,142	22%	
	Latino est.	3,675	16%	income 50-75k	3,342	18%	
	Spanish-Surnamed	3,301	14%	income 75-200k	6,121	33%	
	Asian-Surnamed	297	1%	income 200k-plus	1,491	8%	
	Filipino-Surnamed	147	1%	single family	16,325	83%	
NH White est.	18,288	79%	Housing Stats	multi-family	3,453	17%	
NH Black	365	2%		rented	5,951	32%	
Voter Turnout (Nov 2014)	Total	13,711		owned	12,504	68%	
	Latino est.	1,148	8%				
	Spanish-Surnamed	1,031	8%				
	Asian-Surnamed	156	1%				
	Filipino-Surnamed	71	1%				
NH White est.	11,943	87%					
NH Black est.	305	2%					

Protected Class Populations

Latinos are particularly concentrated in the core of Fallbrook, with other clusters in Rainbow, Bonsall along I-15, and in the northwest.



Defining Communities of Interest

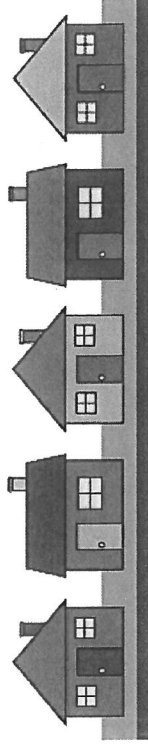
1st Question: what is your neighborhood or community of interest?

A Community of Interest is generally defined as a neighborhood or community of shared interests, views, problems, or characteristics.

Possible community feature/boundary definitions include:

- School attendance areas
- Natural neighborhood dividing lines, such as highway or major roads, rivers, canals, and/or hills
- Areas around parks and other neighborhood landmarks
- Common issues, neighborhood activities, or legislative/election concerns
- Shared demographic characteristics
 - Such as similar levels of income, education, or linguistic isolation

2nd Question: Does a Community of Interest want to be united in one district, or to be divided to have a voice in multiple elections?

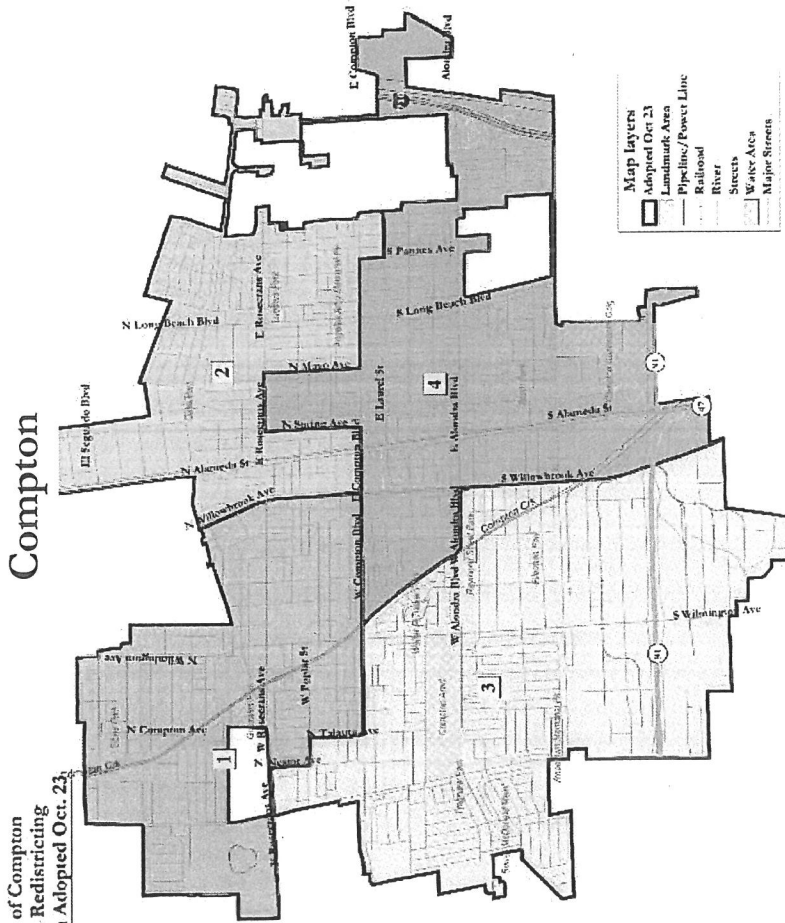




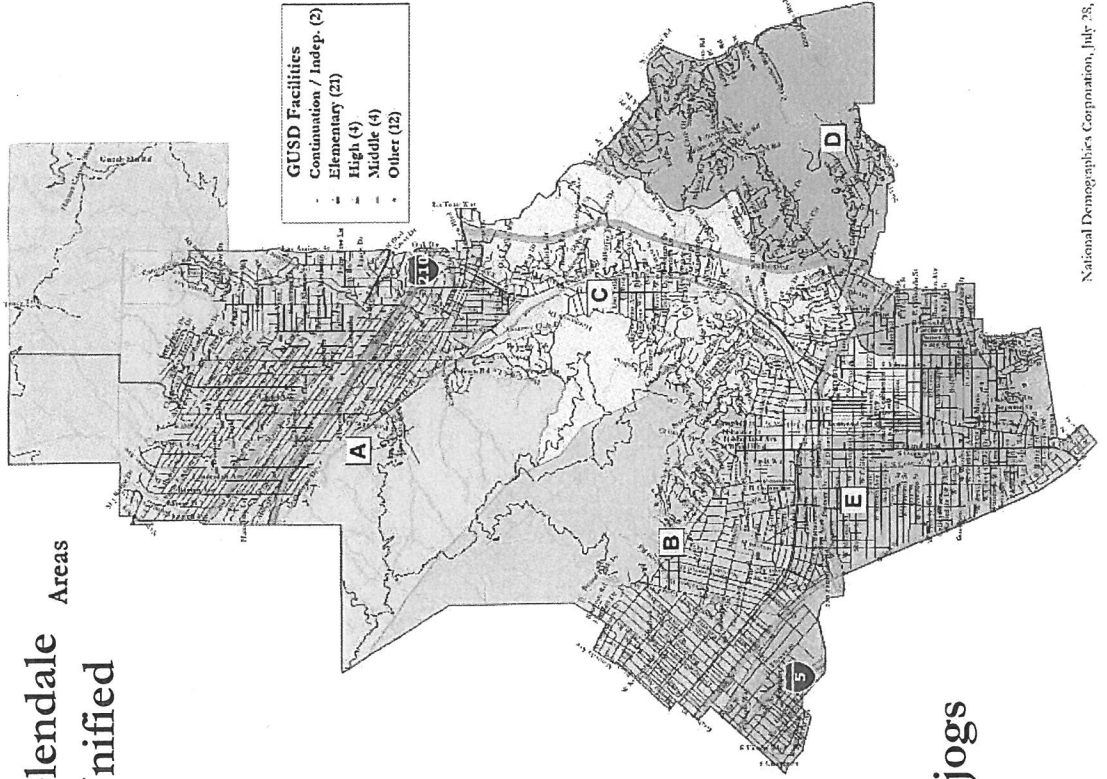
National Demographics Corporation

Sample Compact Maps

City of Compton
2012 Redistricting
Plan Adopted Oct. 23



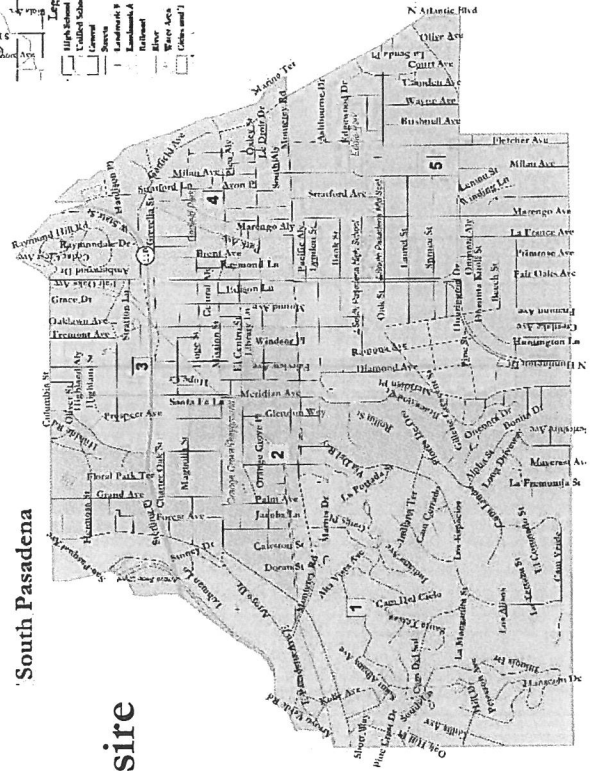
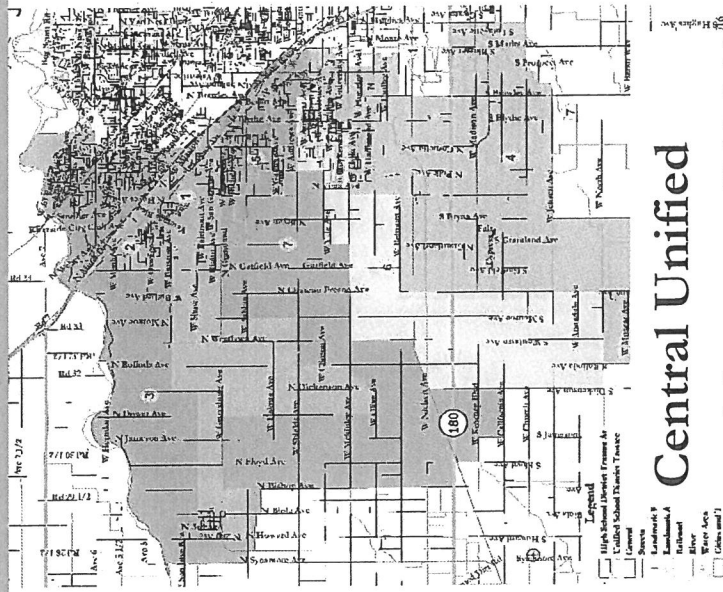
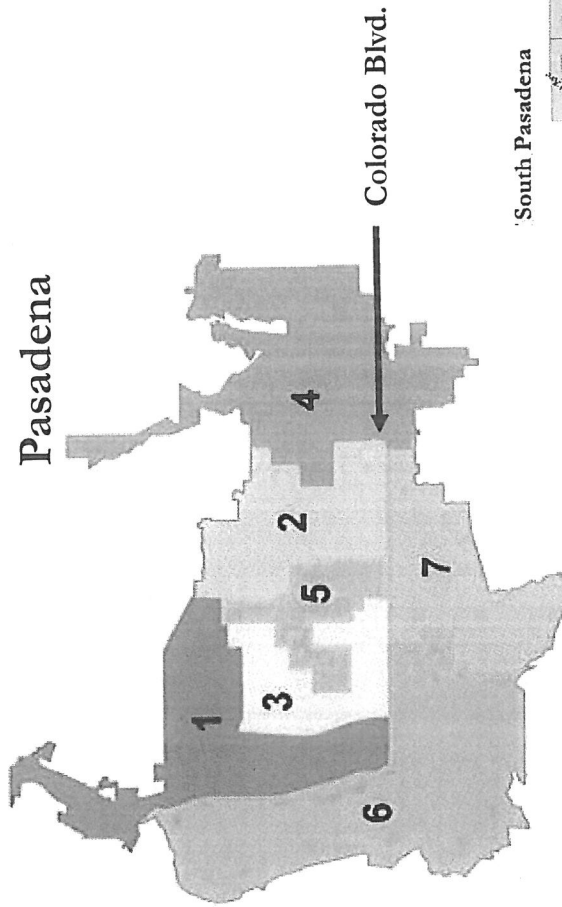
Glendale
Unified
Areas



Examples of highly compact maps, with nooks and jogs driven only by equal population requirements.

January 9, 2019

Sample Multiple-Representative Maps

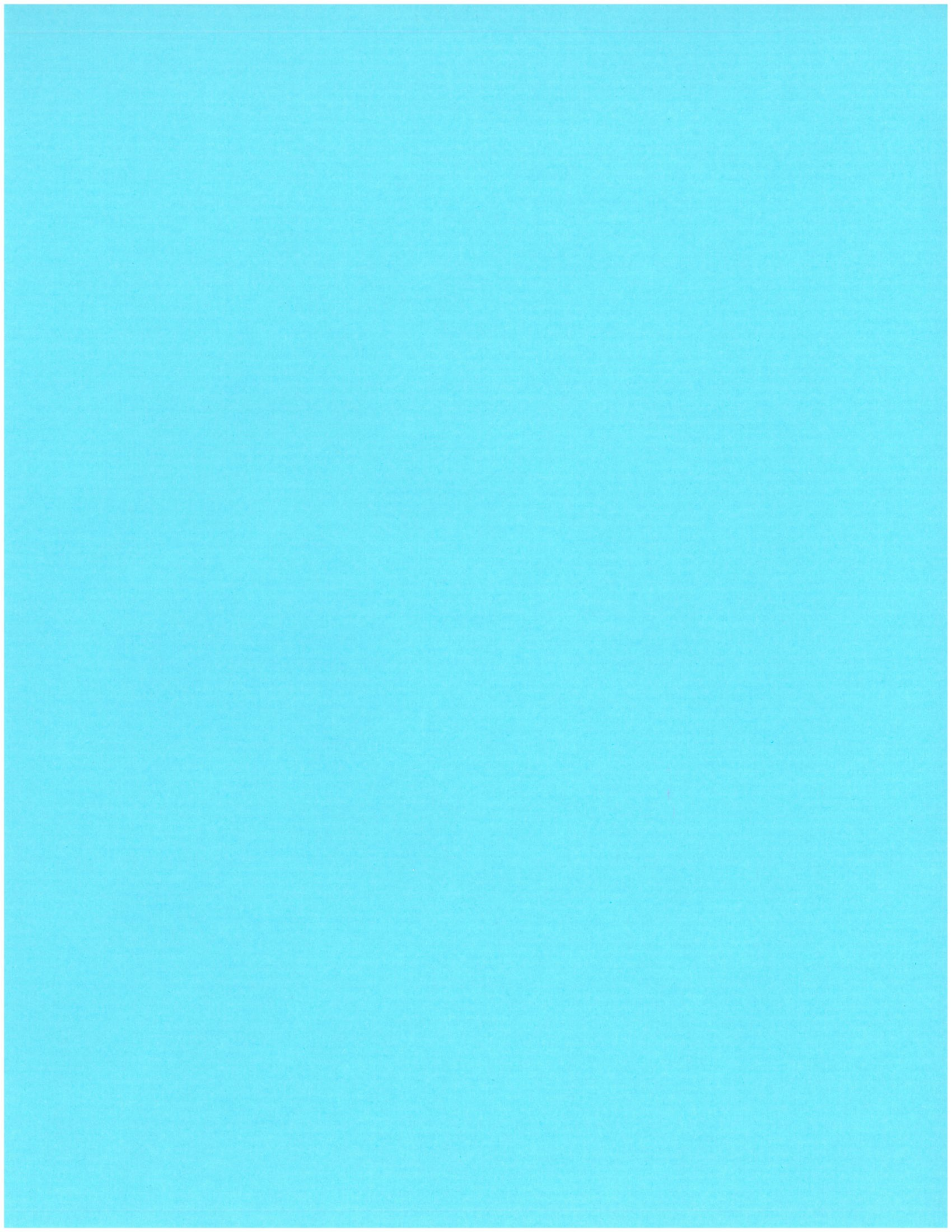


Examples of maps where a desire to have all members touch downtown (Pasadena) or rural areas (Central), or as many neighborhoods as possible (South Pas), led to policy-driven but non-compact maps.

January 9, 2019

1. What are the boundaries of your neighborhood or “community of interest”?
2. Do you want your neighborhood united in one zone, or with multiple Directors elected from it?
3. What neighborhoods do you think make sense to be with your neighborhood in a zone or zones because of common city issues?
4. What other “communities of interest” do you see in the District?





Fallbrook Regional HEALTH DISTRICT

TO: Board of Directors

FROM: Wendy Lyon, Bookkeeper

DATE: December 12, 2018

RE: December **T.E.A.S.** Report

Team **E**fforts, **A**chievements, and **S**uccesses

The following is a monthly overview of the five areas in which District personnel function daily, highlighting their efforts both individually and as a team toward reaching the District's vision and goals.

Mireya - **Blue Zone Project:**

- Created a Facilities Reservations Request Process for requesting space at the Wellness Center for our community health contract recipients and local businesses.
 - The Facilities Policy and Facilities Request forms are on our website along with instructions for the request process.
- Coordinated the following activities at the Wellness Center:
 - the Fallbrook Smiles and the CSUSM Nursing Students health screenings (BMI, blood pressure, and glucose),
 - the chair yoga classes provided by Sandra Buckingham (she has provided 11 chair yoga classes) and
 - Araxy Moosa's 6-week Mahjong class that will conclude with a potluck next Wednesday at 12pm
- Supervising our Galvanized Strategies consultant Katie Bussard in developing a reporting tool for all CHC recipients. Reporting tools should be completed for all CHC recipient programs by December 19th.
- Ensured timely submission of quarterly reports; reviewed and ensured approval by CEO
- Coordinated and facilitated Quarter 2 payment meetings with CHC recipients
- Assisted Janine Loescher at the Fallbrook Food Pantry Neighborhood Produce Distribution. She does not speak Spanish, and it is crucial we collect information from the Spanish speaking residents that are provided a free health screening regularly through this program we fund.
- Leading the planning and coordination process for the January 12, 2019 workshop event

Frauke – **Wellness Center:**

- Wendy will comment for her

Pam - Special Events:

- Coordinated the FRHD Christmas Parade entry for 2018.
- Scheduling of 2019 Woman of Wellness events
 - Planning one in English and one in Spanish with the help of Mireya and the Fallbrook Community Health Center
- Working with Linda and legal counsel to facilitate the requests for medical records
- Attended the Form 700 Training at the County Board of Supervisors office in San Diego
- Facilitate the submittal of board stipend reports each month

Solange – Business Development:

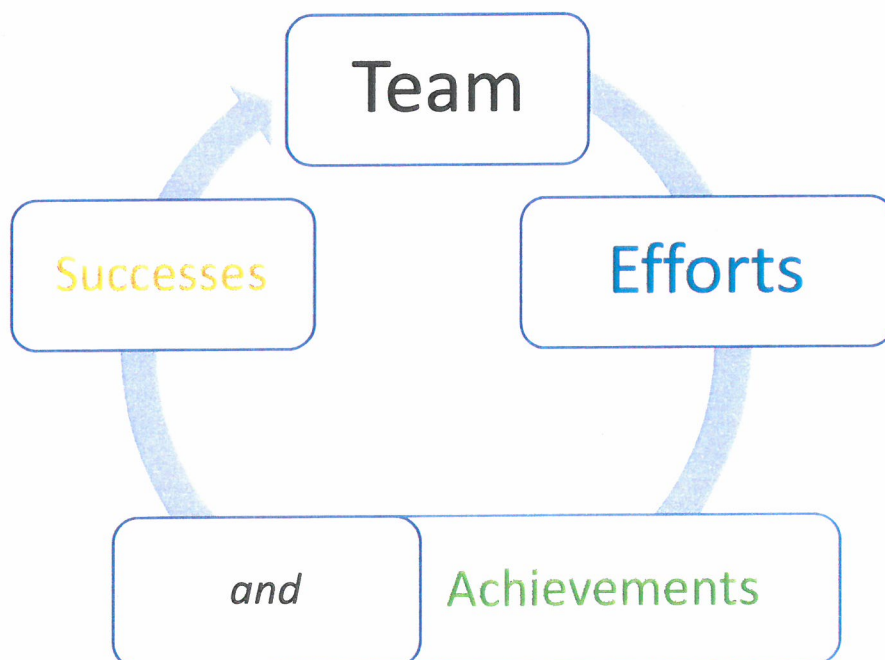
- Researches on Public private partnership (PPP) with potential application in small and large scale for the wellness Center.
- Preparation of the local wellness businesses showcase for the January 12 event.
- Participating on the planning and preparation process for the January 12 event
- Participating in quarter 2 payment meeting with CHC Recipients in order to have better knowledge of their activities and to enquire ideas and request for a better use of the wellness center by their organization.
- Farmers Market business plan
- Corporation retreat business plan
- Fitness Center Business plan

Linda – Operations:

- Transition Outgoing to Incoming Board Members Tasks – email archival, R&R email addresses, business cards, nametags, portraits, nameplates, notified ACHD & CSDA need for log-ins for conferences and trainings, made arrangements for ACHD 2019 Leadership Academy in Sacramento, started State of California's Statement of Facts Roster of Public Agencies Filing and will send to the state, county and SDRMA
- Attended San Diego County Form 700 E-filing training, started preparation of Form 700 filing, and will submit CSDA District Information Correction Form
- Started revising website's director page and will update committee page
- Started January's agenda by adding Revised Bylaws for District Committee Structure to Discussion/Action Items.
- Office Calendar for the year – Revise for 2019, including board meetings, FRHD events and other organizations events.
- Website – Updated calendar for 2019.
- Annual Report – Continue writing while collecting data and photographs.
- Community Resource Directory – Confirm data, update and reformat, upload to website, email community contacts and community health contract recipients and produce hard copies for District events.
- Research audio/video companies for Wellness Center – Received quotes from Quiet Voice Audio for admin office in 2017. Met at 1636 Mission Road for testing of acoustics and received recommendations.
- Brainstorm with master gardener for Wellness Center projects.
- Create more banners and signs for the Wellness Center for the January 12, 2019 workshop.

Wendy – Finance:

- After months of emailing back and forth, finally obtained a searchable database from Iron Mountain to help facilitate records requests, and to see what records stored could be shredded to reduce the 4,981 boxes currently stored there, costing the District approximately \$2,000/month.
- Weekly conference calls/meetings with Konica Minolta's team to search for a cost-effective way to electronically scan or otherwise reduce the records stored at Iron Mountain.
- Obtained a \$3000 I.T. voucher from Konica Minolta with the lease of the new copying machine (saving the District \$150/month), which we are using towards heat mapping the Wellness Center property for WiFi.
- Reduced our monthly AT&T U-verse internet costs from \$70/month to \$55/month.
- Updated the MOU with Med+ Urgent Care to continue the subsidy for another 90 days.
- With the growth and demand for the Wellness Center expanding to evenings and weekends, created a property management comparison to see whether it would be both time and cost-effective to have an on-site property manager (attached).
- Delivered RFPs to Fallbrook banks to replace the CitiBank account which is closing as of 2/1/19.
- Researched alternatives to current investment accounts for safety, liquidity, and rate of return.
- Updated the monthly Checkbook Report to more accurately reflect cost centers associated with the Wellness Center and how funds are being spent for increased transparency.
- Brought lots of fun goodies for the Board, Counsel, and staff to help spread Christmas cheer 😊



**Property Manager Comparison
Submitted by Wendy Lyon for Consideration**

With the Wellness Center activities increasing, and the growing demand for events to take place in the evenings and on weekends, when residents are not at work, the question arises as to who will be responsible for opening the Wellness Center at those times. Once work begins at the Wellness Center, whether it be roof repair or actual construction on buildings begins, the question also arises as to who will be there to meet them, monitor progress, or have sufficient knowledge to know whether the work is being done properly or according to code.

To that end, I've done a comparison of our current property costs vs. what an on-site property manager with such construction knowledge and handyman skills would be, and whether it would be both cost and time effective to change the current property management arrangement. Currently, if a problem arises, Roy Moosa, who then schedules a handyman to go to do the repair. We then pay him for his time, as well as the handyman for his time and any needed supplies.

What I propose is a property manager responsible for all three properties, the benefits of which are listed below.

Prior property manager cost:

Paragon cost for property manager Mike Ready: 2016-17: \$85,000/year

On-site property manager cost (projected):

Include the house on the Mission Road property as part of the property manager's compensation.

Rent estimate: \$2500/month = \$30,000/year

Remaining salary: \$55,000/year (approx. \$26.00/hour @ 40 hours/week) or whatever is decided as fair

Current property costs YTD:

Sun Realty (Roy Moosa \$150/hour):	\$16,926.92
Landscape One (Mission Road):	\$12,483.00
Ramirez Landscaping (Brandon Road):	\$ 8,300.00
Jonathan Payne (handyman):	<u>\$ 3,015.00</u>
Total property costs YTD:	\$40,724.92

Benefits of a "live-in" Property Manager:

- 24-hour on-site security presence
- Skilled in construction, plumbing, electrical, sprinkler systems, painting, maintenance, etc.
- Would be responsible for maintenance of all 3 properties, including routine upkeep, landscaping, and irrigation for Mission Road and Brandon Road properties (a savings of at least \$750/month)
- Would be responsible to open the Wellness Center for events (Fitness Yoga, Mah Jong, etc.) during the day, as well as evenings and on weekends, rather than staff having to work overtime or change their daily work schedules in order to do so.
- Would be responsible for meeting vendors, roofers, contractors, architects, and engineers and have sufficient construction knowledge to observe whether the work performance was up to par/code and other pertinent factors.

RECEIVED
12/10/18

LAFCO

9335 Hazard Way • Suite 200 • San Diego, CA 92123
(858) 614-7755 • FAX (858) 614-7766

San Diego Local Agency Formation Commission

www.sdlafco.org

Chairwoman

Jo MacKenzie, Director
Vista Irrigation District

December 6, 2018

Vice Chairman

Ed Sprague, Director
Olivenhain Municipal
Water District

TO: Independent Special Districts

FROM: Tameron Luckett, Executive Assistant

Members

Catherine Blakespear, Mayor
City of Encinitas

**SUBJECT: Nominations for Special District Elections to LAFCO |
Deadline Extended to January 31, 2019**

Bill Horn, Supervisor
County of San Diego

San Diego Local Agency Formation Commission is extending the deadline for special districts to submit nominations for the two district seats (regular and alternate) subject to election from January 7, 2019 to January 31, 2019. This extension is intended to provide additional time for special districts to discuss and consider making nominations while still ahead of the candidate form at the CSDA – San Diego Chapter meeting tentatively scheduled for February 14, 2019. Should you have any questions please contact Tameron Luckett at 858-614-7755 or tameron.luckett@sdcounty.ca.gov.

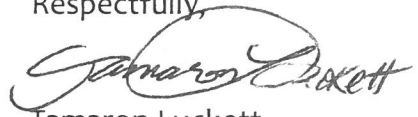
Dianne Jacob, Supervisor
County of San Diego

Bill Wells, Mayor
City of El Cajon

Andrew Vanderlaan
Public Member

Lorie Zapf, Councilmember
City of San Diego

Respectfully,



Tameron Luckett
Executive Assistant

Alternate Members

Lorie Bragg, Mayor Pro Tem
City of Imperial Beach

Chris Cate, Councilmember
City of San Diego

Greg Cox, Supervisor
County of San Diego

Judy Hanson, Director
Leucadia Wastewater District

Harry Mathis
Public Member

Executive Officer

Keene Simonds

Counsel

Michael G. Colantuono



REQUEST FOR PROPOSAL (RFP)

BANKING SERVICES

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

INTRODUCTIONS

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

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

FRHD intends to establish a relationship with a local community-oriented bank. As a matter of policy, FRHD may conduct an RFP for banking services. Either party may cancel the arrangement for any reason.

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

QUALIFYING REQUIREMENTS – GOVERNMENTAL BANKING SERVICES

A. Qualified Depository/Member of FDIC

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

B. Federal Reserve Member

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

SCOPE OF SERVICES

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

- Relationship Banking
- Demand Deposit Accounts
- ACH, Wire, and Other Transfers
- Deposit Activity
- Account Reconciliation
- Balance & Detail Reporting
- Online Banking
- Mobile Banking
- Free Checking
- No Check Processing Limit

GENERAL PROPOSAL INFORMATION

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

1. Respondents are encouraged to carefully review this RFP in its entirety prior to preparation of their proposal response.
2. All proposal responses will become the property of FRHD.
3. Respondent may modify or amend its proposal response only if FRHD receives the amendment prior to the deadline stated herein for receiving proposals and statement of qualifications.
4. A proposal may be considered non-responsive if conditional, incomplete or if it contains alterations of form, additions not called for, or other irregularities that may constitute a material change to the proposal response.

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

ANTICIPATED PROPOSAL SCHEDULE

FRHD has identified anticipated key dates as follows:

Issue Solicitation – Thursday, December 13, 2018

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

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

Recommendation to Board – TBD

RESPONDENT QUESTIONS, REQUESTS FOR CLARIFICATION, AND EXCEPTIONS

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

SUBMISSION OF RFP

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

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

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

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

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



Inland: 760-728-9598 Coastal: 760-458-2022
www.ShieldRoofingInc.com

PROPOSAL and CONTRACT

Shield Contractor Services Inc.
Quality Roofing Since 1971

State Contractor's Lic. # 939068 C-39 and B-1
 DPW# 1000062077

Serving Fallbrook for over 45 years!

PO Box 632 Carlsbad CA 92018 (760) 728-9598 (760)458-2022
www.shieldroofing.com www.fallbrookroofing.com

DATE: 12-6-18

Name: Fallbrook Regional Health District	Job Location: Revised 12-6-18
C/O Bobbi Palmer	617 E. Alvarado Street
138 S. Brandon St	Fallbrook Ca 92028
Fallbrook Ca 92028	OPTION 2: Repairs & Coating- 5 year guarantee

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

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

Dear Sir/Madam,

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

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

5 year guarantee on labor installation by Shield Roofing Inc. with the required annual roofing inspection and standard maintenance. Check and apply sealant at all connections of pipes, vents, curb corners and coping metal connections, remove debris to a broom clean at an additional cost of \$475.00 due at time of each service each year. Guarantee is not transferable and only applies to roof leaks that will be repaired free of charge for 5 years from above date. Leaks caused by anything other than workmanship is not included. Interior repairs if needed or required is not included and is the responsibility of the building owner. Bid bond, completion bond, fees if required are not included herein and would be an addition to the below mentioned price.

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

NOTE: HVAC Sheetmetal platform caps, duct work is not included but can use a rust inhibitor and white coating reachable by hand at an additional cost of \$3800.00 no guarantee to the HVAC unit areas.

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

Twenty Nine Thousand Nine Hundred and 00/100*** (Dollars \$29,900.00)**

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

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

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

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

Name: _____ No. _____

By _____

LICENSING:

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

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

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

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

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

ACCEPTANCE

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

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

ACCEPTED _____ DATE _____



PROPOSAL and CONTRACT

Shield Contractor Services Inc.
Quality Roofing Since 1971

DPW# 1000062077
 Ca Lic.#939068 B1 & C39

Serving Fallbrook for over 45 years!

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

DATE: 12-5-18

Name: Fallbrook Regional Health District	Job Location:
138 S. Brandon St.	617 E. Alvarado Street
Fallbrook Ca 92028	Fallbrook Ca 92028
C/O Wendy Lyon	OPTION 1 revised Remove and replacement

Phone # 760-731-9187

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

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

Dear Sir/Madam,
 SHIELD ROOFING INC. proposes to furnish all materials and perform all labor necessary to complete the following:
 Remove existing 1 layer roof system, pipe flashings, and scupper drains down to the sheathing and haul away the debris. Additional layers removed are 76.00 per 100 sf additional to below. Supply, load and install the "Mulehide" SA 4.0 smooth base sheet or equal over entire roof deck and of parapet wall and HVAC curbs. Install new galvanized pipe and vent metal flashings on top of the base sheet, supply and install new copper "thunderbird" bowl drain with the overflow (connection of new bowl drain to drain line by others, spray asphalt primer to metal connections and install the 4.5 white granule "Mulehide" SBS modified SA cap system or equal per the manufactures specifications and/or Shield Contractor Services Inc. specifications. Supply, load and apply the US Intec, Henry's or equal title 24 white reflective coating to the roof surface in compliance with San Diego "Cool Roof standards", Seal and paint all pipe and vent connections white. County Reroofing permit fee, time to obtain and inspection at cost plus 15% to below mentioned price..
10 year guarantee on labor installation by Shield Roofing Inc. with the required annual roofing inspection and standard maintenance. Check and apply sealant at all connections of pipes, vents, roof curb corners and coping metal connections, remove debris to a broom clean at an additional cost of \$475.00 due at time of each service. Any bonds or fees if required are not included and would be an addition to the below mentioned price.
 Removal of all HVAC, Compressors, lines, pipes and duct work is **not** included herein and is required before roofing can begin, reinstallation after the completion of roofing. Shield Roofing will coordinate the time line of removal and resetting of said equipment.
 NOTE: Please add 78.00 per 100 sf for each additional layer of roof system to be removed.
 NOTE: Removal and rest of all HVAC, compressors, electrical lines, gas lines, Ducting and satellites by others.
 NOTE: Wood replacement not included, HVAC Sheetmetal platform caps not included.

All of the above work to completed in a substantial and workmanlike manner to standard practices for the sum of:
Eighty Eight Thousand Six Hundred and 00/100*** (Dollars \$88,600.00)**

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

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

Name and registration number of any salesperson who Solicited or negotiated this contract:
 Name: _____ No. _____

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

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

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

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

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

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

ACCEPTANCE

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

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

ACCEPTED _____ DATE _____ page 1 of 2



PROPOSAL and CONTRACT

Quality Roofing Since 1971
Shield Contractor Services Inc.
 Serving Fallbrook for over 45 years

State Contractor's Lic. # 939068 C-39 and B-1
 DPW# 1000062077

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

DATE: 12-5-18

Name: Fallbrook Regional Health Care District	Job Location:
138 S. Brandon Rd	1636 E Mission rd., Fallbrook a 92028
Fallbrook Ca 92028	US Intec, Tropical or equal roof coating roof system
C/O Wendy Lyon	

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

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

Dear Sir/Madam,

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

Remove loose debris on the roof system to a broom clean and haul away the debris. Prep required the existing metal roof system per Shield Roofing Inc specifications, Apply Vulkem sealant at all pipe and vent connections, HVAC roof corner connections. Remove the areas of metal roofing at edges deteriorated by rust up to 12', fabricate aluminum metal to install as an attempt to patch removed metal but is not guaranteed to match in shape as the existing metal roof panel shape. Supply and install the rust inhibitor to areas of surface rust in attempt to stop the deterioration of metal roof panels, prep and apply Vulkem sealant to all splits, tears, connections and bolt heads. Install self-tapping screws to metal laps as deemed necessary by Shield Roofing Inc., Apply vulkem to new bolt heads. Install the first coating of the white title 24 cool roof reflective, active filling & coating by US Intec, Henry's or equal. Apply the white cloth reinforced 32'-36' wide fabric webbing vertically over the first coating while wet from eaves edge to ridge with 4' - 6' side laps on the entire roof system. Supply and install the second title 24 roof coating over the reinforced fabric, apply a 3rd and final coating of the title 24 cool roof white reflective coating, including pipes and vents. Inject expanding foam and metal closures at the ends of the metal roof system as not to allow birds, rodents etc. . Roof maintenance and inspection required a minimum 1 time every year but recommended in Fall and Spring.

Note: Sheetmetal at HVAC units are in need of repairs and/or replacement and are not included herein. Rain Gutters not included

Note: The existing roof system does not have solid plywood and is not a structural metal roof system. Re roofing of the roof system can only be done after the existing metal roof system is removed and hauled away. Evaluated by an engineer, install new minimum 3/4" structural plywood installed then a conventional roof certified to handle the weight of the existing structure if desired but calculated and specs by a Licensed Engineer. Bid bond, completion bond or other fees are not included and is the building owners sole financial responsibility..

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

Forty Two Thousand Nine Thousand Eight Hundred and 00/100*** (Dollars \$42,800.00)**

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

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

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

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

Name: _____ No. _____

By _____

LICENSING:

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

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

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

A Finance Charge Of 1 1/2% Per Month Will Be Added To All Outstanding Balances Not Paid Within 30 Days Of Invoice.

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

ACCEPTANCE

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

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

ACCEPTED _____ DATE _____ Page 1 of 2

TERMS AND CONDITIONS

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

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

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

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

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

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

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

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

GUARANTEE AGREEMENT:

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

CONDITIONS:

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

Name	Phone #	Street	City	Company
Roxanne L. Greene, CPA	760-726-4316	5256 S Mission Road, Suite 205	Bonsall	R. Greene & Associates
Mike Boman, CPA	760-731-3309	1119 S Mission Rd, Ste 323	Fallbrook	
Darrell Chodola, CPA	760-723-1222	140 W Hawthorne St	Fallbrook	Pathway Consulting Group
Ian Dunlap, CPA, CFP	760-723-7724	1595 S Mission Rd	Fallbrook	Pathway Consulting Group
Hussam Elfarrar, CPA	760-723-7724	1595 S Mission Rd	Fallbrook	Pathway Consulting Group
Mark Hvasta, CPA	760-728-8393	5256 S Mission Rd #1210	Bonsall	Levering & Hvasta
John Kearns, CPA	760-945-0777	5256 S Mission Rd #1010	Bonsall	
Media City Tax Group	818-400-7197	5256 S Mission Rd #104	Bonsall	
Michael Mareschal, CPA	760-723-1213	210 E Fig St, Ste 102	Fallbrook	
Larry Morrison, CPA	760-806-8292			
Sharon Mullin, CPA	760-723-1113	120 S Main Ave	Fallbrook	
Susan Rafter, CPA	760-806-0001			
John Roskos, CPA	760-723-3424	PO Box 1941	Fallbrook	
Chad Wauschek, CPA, CFP	760-723-7724	1595 S Mission Rd	Fallbrook	Pathway Consulting Group
Susan Woodward, CPA	760-723-6111	2130 Green Canyon Rd	Fallbrook	

**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT**

This First Amendment to Professional Services Agreement dated January 17, 2017, (Agreement) is entered into by and between Fallbrook Regional Health District, f/k/a Fallbrook Healthcare District (District), a public agency organized and operating pursuant to California Health and Safety Code sections 32000, et. seq., and L & M Enterprises, Inc. (Wendy Lyon) hereinafter "Consultant," as follows,

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

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

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

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

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

Section 2.1 Compensation for Services, is amended to read "For the full and satisfactory performance of the Services, District shall compensate Consultant on an hourly basis at a rate of \$50.00 per hour, to be billed in increments of one-quarter hour. District anticipates, but does not guarantee an average need of eighteen to twenty four (18-24) hours per week to perform the Services."

Section 3 TERM is amended to read as follows: "The term of this Agreement shall run from the date this Agreement is fully executed until January 31, 2021, subject to District's right to sooner terminate or suspend this Agreement as provided in this Agreement."

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

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

Fallbrook Regional Health District

Consultant
L & M Enterprises, Inc.

By: _____
Bobbi Palmer,
Executive Director

By: _____
Wendy Lyon

Dated: _____

Dated: _____

SCHEDULE A – Services to be Provided

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

FALLBROOK REGIONAL HEALTH DISTRICT

Employee details and analysis for the purpose of determining timing
and amount of proposed wage increases, and the fiscal effect to the District.

December 1, 2018

Linda Bannerman - Hire date 8/16/2010

Last raise 7/1/16 8.5%

Annual wage \$42,402.96

Pam Knox - Hire date 1/15/15

Last raise 7/1/16 8.5%

Annual wage \$37,237.20

Mireya Banuelos - Hire date 2/1/18

Annual wage \$41,500.00

	Current Wage	5% Increase	7% Increase	10% Increase
--	--------------	-------------	-------------	--------------

Linda Bannerman	\$42,402.96	\$2,120.15	\$2,968.21	\$4,240.30
Pam Knox	\$37,237.20	\$1,861.86	\$2,606.60	\$3,723.72
Mireya Banuelos	\$41,500.00	\$2,075.00	\$2,905.00	\$4,150.00

Financial Impact	To 6/30/19	Annually
5% Increase (all)	\$3,028.51	\$6,057.01
7% Increase (all)	\$4,239.91	\$8,479.81
10% Increase (all)	\$6,057.01	\$12,114.02

CentraForce Health Data FAQ

What makes the CentraForce Health dataset unique from other datasets that we can acquire?

There are a few things in combination:

First, our dataset is comprised of multiple, credible third-party consumer survey sources.

These sources include locally sampled population surveys across healthcare and consumer measures that have been combined into a single questionnaire. Our licensor business partners include established research firms like Nielsen, Kantar, Symphony and many others. The healthcare/consumer surveys are updated two times a year and are locally sampled in all U.S. markets—210 in total. In the aggregate, our license sources include 150,000 individual measurements. Of these, we have curated more than 9,000 measurements for healthcare sector purposes and developed hundreds of composite measurements that will support many kinds of preventative, healthcare management and revenue optimization use cases.

Second, we purchase licenses from all sources at the de-identified respondent level which enables us to generate profile-able samples of persons who have self-reported their conditions, health behaviors, utilization patterns, health attitudes, marketing behaviors and much more. Our dataset provides an actionable view into virtually all aspects of the consumer's existence.

Third, we have developed the intellectual property that enables us to reliably project all of our consumer health intelligence onto a database of all persons and households in the U.S., including matching to de-identified patient records through a HIPAA-compliant process. What's particularly unique about our IP is that our projections are based on actual persons from a given market who self-reported to be in the defined population or cohort. There are firms who combine person-matched demographics with geographic datasets. The person-level demographic data has some value, but the behavioral and health insights are projected onto patient records from broader geographies and *are not sourced from persons* who are representative of the patient file or cohort population.

Fourth, our PopulationCentric Intelligence Platform includes a number of publicly available and privately licensed spatial datasets.

- Locations of healthcare professionals and locations of every type of healthcare facility.
- Database of all persons and households in the U.S. which includes detailed demographics and house level (privacy compliant) micro-analytics.
- Location and name of mapped destinations in the U.S., (e.g., all grocers, restaurants, bars, parks, fitness centers, points of transportation) categorized by type of locale.
- 40,000+ Census measures for every block group in the U.S.
- Relevant public health spatial data, such as crime, walkability and environmental risk.



What is a licensed data product?

A data product is a set of population measurements and data points that can be integrated into the client's data infrastructure and other workflows.

What purposes do your data products serve?

Our products are specifically designed to provide insights on socio-behavioral and engagement aspects of a population, cohort or de-identified patient record.

With these insights, our clients know:

- Whom to target
- What to do about it
- How to reach and engage them
- How to change them

The insights are applicable across use cases related to:

- Market analytics
- Medicare Advantage and other plan enrollment growth
- Socio-behavioral-driven utilizations
- Out-of-network cost
- Population health (patient- and cohort-specific preventions)
- Care coordinator outcomes
- Service line growth
- Social diagnostic tools that can be integrated to EMR

What kind of data are added to database records?

CentraForce Health data products include proprietary derivative measurements, composite measurements, modeled-weighted scores and location-based intelligence. These may be insights provided at geographic levels, such as county, zip code, block group or appended to de-identified patient records.

Are you brokering or aggregating data from other sources?

No. We license multiple, credible third-party data sources for the purposes of integrating and synthesizing them into equalized population-specific data points. Third-party data sources are not designed to work in harmony with each other or other data sources. CentraForce Health IP uniquely brings these different sources together in a way that is efficacious and representative of any given defined population.

What are the data fields contained in a data product?

At the individual or geographic record level, our data products can contain the following fields of information for both the population and its comparison populations:

- Measure Question
- Measure Answer
- Measure Category
- Measure Sub-Category
- Measure Topic
- Measure Sub-Topic
- Percentage of Population
- Population Number
- Likelihood Index (propensity)
- Weighted or Modeled Score
- Applicable Location-Based Datasets

How can I be confident that the data are accurate?

CentraForce Health has innovated micro-analytic sampling capabilities, data efficacy and testing processes that ensure data results are representative of any defined population. We have millions of de-identified respondents within our database who have responded to tens of thousands of survey questions. Our process allows us to isolate and generate profile measures for any defined “look-a-likes” within our respondent-level database.

For example, if the market is Seattle and we are profiling persons with Heart Disease, then we are sampling respondents within Seattle who have stated they have been professionally diagnosed with this condition.

How has this capability been validated?

CentraForce Health has its roots in over two decades and several hundred use cases within the healthcare and non-healthcare space. Over the last three years, CentraForce Health has validated use cases within the provider, payer, technology and life science sectors.

Is the self-reported data tested?

The original source data are from different licensors who carefully balance their samples to be reflective of surveyed population. We access reports that document and disclose how surveys were conducted and the results. While self-reported data reflect the self-perceptions of the respondent, there are a number of inherent controls, post survey, that help to ensure the respondents are honest in their answers.

Are smaller, or more remote, geographies able to utilize your process?

We start by making sure that our projections are based on actual people (respondents) who self-report to have the characteristics we want them to have versus making assumptions that everyone in the neighborhood looks alike. So, instead of basing our data on what is true of a neighborhood (top-down approach), we start with what is true of the specific kinds of people in any given market and then roll that up to the geography. Through this process, we are able to profile smaller and more remote geographies.

How old is your data?

Our data for any given deliverable is usually six months old.

Why does CFH use the term socio-behavioral risks of health?

Research has shown that social determinants are not enough and that health outcomes are also driven by behaviors. The socio-behavioral approach identifies the “manageable” behaviors, “shapeable” attitudes, and even “preventable” life circumstances that contribute to risk in addition to social determinants.

How are your different kinds of data products attributed to the individual de-identified patient record?

We use our same bottom-up methodology when attributing data product intelligence to the de-identified patient record. Our micro-analytics process cannot identify any individual person, but the deep intelligence that is known of actual persons can be leveraged. Because our respondent-level data have the same micro-data points as appended to de-identified patient records, we can create equalization between these two data sources.

What are your quality controls to ensure that the patient-attributed results are accurate?

In addition to the household matching micro-analytics, we are supplied with a HIPAA-compliant report of the patient record database that shows breakdowns across certain demographics, payer mix and health status variables. We carefully select from our pool of survey respondents so that they are consistent with the “known” attributes of the overall patient file.

What is the clinical basis for your socio-behavioral risk scoring system?

Our socio-behavioral risk scoring system was developed by population health clinicians.

How is socio-behavioral risk expressed...what do we learn from the data?

Each risk category is given a score based on weighted calculations around the degree of each variable's urgency, degree of practicality and degree of cost. There are two other key metrics included. The first is a frequency metric that tells you how many people (out of 10) are projected to exhibit the measured risk. For example, 7 out of 10 of the Asthma Population (or the database records) are likely to be at Risk for Depression. The second metric relates to likelihood, providing an index score based on how the population compares with another population. For example, if the Asthma Population (or the database records) have a likelihood index of 300 for Risk for Depression, then the Asthma population is 200% more likely than the comparison population to have this risk.

What is your engagement scoring system based upon?

Our respondent records report the degree to which they are engaged with any given channel, such as taking advice from their doctors, relying on collateral that they receive from a doctor or receiving a personal text message. They self-report how much time they spend with each channel, whether they value that channel as a source of healthcare information and whether they are likely to act after exposure through the channel. In addition to these three quantitative/qualitative dimensions, we provide channel usage insights that will inform outreach planning.

How would you compare your engagement data to those data sources that we can purchase from marketing data suppliers?

Our engagement data include measurements specific to the healthcare channel and healthcare content. Because we license data from multiple sources, we can provide a more comprehensive menu of engagement channels and channel usage detail. Another key distinction is that our engagement data is applicable to 100% of the population, whereas purchased marketing data applicability will range from 1% to 60%. Randomly matched marketing data are not collected in a way that is balanced or projectable onto larger (unmatched) populations.

How do you deliver your products?

- Data feeds
- Data interpretive reports or visualized insights, including use case-specific reports, infographics, dashboards



Validating the Accuracy of the CentraForce Health Data Analytics Platform

The blending of statistically valid large-scale market research datasets with multiple national consumer data files and other observed behavioral datasets can provide unique and powerful insights on the attitudes, preferences, and behaviors of individuals that cannot otherwise be accurately ascertained. The CentraForce Health Population Health Intelligence Platform employs a sophisticated blending of multiple, validated commercial data sources and calculations to model the Comprehensive Determinants of Health (CDoH) and communications and engagements preferences of populations, cohorts, and individuals.

CentraForce Health retained Artemis Strategy Group, a respected consumer research firm whose partners have decades of experience in survey research, the statistical protocols associated with survey samples, and their interpretation and use in segmentation, profiling, and modeling, to conduct a thorough examination of the company's methodology and algorithms to assess the accuracy of their models and the internal protocols used by CentraForce Health to develop those projections.

Artemis reviewed the details of how CentraForce Health develops its models and performed a number of tests and data checks designed to assess the accuracy of population, cohort, and individual risk, communication and engagement projections. Actions included examining the definitions, variable compositions and data sources for individual risk categories; reviewing the inputs and outputs from data integration calculations; testing the accuracy of projections derived from survey sources; and reviewing quality control protocols.

The Artemis review concluded that the overall structure and processes of the system are sound and statistically valid. The primary health database draws from robust and representative large-scale survey data acquired from several nationally recognized sources, and the national household database also is robust and well-established. The review of variable construction found good rationale to support risk category definitions. The process of projecting risk measures to specific geographic areas or populations involves a number of calculations, assumptions and data validity checks is logical and sound. The CentraForce Health analytics team demonstrates an excellent understanding and execution of procedures

make sense.

for identifying and addressing survey data anomalies. This is a robust system with opportunities for continuing refinement and growth.

The core question about this modeling system, as with any other, concerns how confident users can be about the accuracy of the risk projections. In a complex system there are many elements that affect accuracy and there is no singular answer to the question. However, it is possible to test accuracy and to provide an estimate of accuracy ranges. Accuracy depends especially on the original source of information for projections.

Artemis went back to the original licensed sources for the key variables in the equation: the local and large-scale population surveys used to measure health behaviors, attitudes, and communications and engagement preferences. Surveys encompassed more than 8,000 of these measures and are refreshed every six months. Drawing from a pool of over 10 million individual respondent records, populations are able to be defined by their zip codes, disease states, types of payers and host of other available criteria. We examined various measures on key subpopulations within a geography (Columbus, OH) to assess the accuracy of the data from the several survey sources used for projections.

Assuming that the sample is selected in a manner that represents the full population, the statistical accuracy of any projection to a given population depends on the size of the survey sample. The statistical calculation determines a confidence interval – the range of accuracy.

Artemis calculated statistical confidence intervals across the full range of risk projections and other variables associated with five specific population segments reflecting the range of audiences that might be of interest to users (commercially insured by age; specific Medicare and Medicaid populations). Risks that affect both large and small portions of the population were measured because that dimension also can affect the size of the confidence interval. Each of the several different survey sources was tested. Confidence intervals for over a thousand risk projections were calculated.

As expected, the review found that statistical error ranges vary by population segment, risk factor and survey source. National estimates are extremely accurate because of the very large survey bases. Most local estimates fall within a relatively tight accuracy range. For example, confidence intervals for most risk variables, using the best national level survey source, are at 1 percentage point or less. Using local market level survey sources, confidence intervals vary from 2 percentage points to 11 percentage points, with a median of five percentage points, depending on the population segment and survey source. Most of the resulting risk metrics, developed using the best or multiple sources, have confidence intervals below the median, a

make sense.

reasonable range for most accuracy estimates. A confidence interval of two percentage points indicates that in 95 cases out of 100 it is within 2% on either side of the actual measure for the full population it is estimating.

Below is an excerpt from the confidence interval assessment. Focusing in on adults with Medicare Advantage insurance, we examined several CentraForce Health risk measures.

Risk Measure	N (sample size for surveyed population with Medicare Advantage)	Estimated Proportion of people covered by Medicare Advantage flagged for risk	Margin of Error (95% Confidence Level)	Confidence Interval
At Risk Cardiology	N = 15,002	26.48%	0.71%	25.8% to 27.2%
At Risk Diabetes	N = 15,002	10.6%	0.49%	10.2% to 11.1%
BMI Risk	N = 15,002	25.72%	0.70%	25.0% to 26.4%
Alcohol Risk	N = 1390	6.26%	1.27%	5.0 % to 7.5%

These statistical tests provide assurance that the data sources and source data handling protocols used in the CentraForce Health models generate accurate risk projections in most circumstances and properly flag specific situations or measures where the underlying data are not stable enough for a strong projection.

make sense.