

Fallbrook Regional HEALTH DISTRICT

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

BOARD OF DIRECTORS REGULAR BOARD MEETING

WEDNESDAY
JANUARY 8, 2020

6:00 PM

AT

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



AGENDA
REGULAR BOARD MEETING
Wednesday, January 8, 2020, 6:00 p.m.
Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

Director Jennifer Jeffries will join the meeting remotely by teleconference pursuant to government Code Section 54953 from the following location: Hotel Murano, Tacoma, 1320 Broadway, Tacoma, Washington 98402

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

- A1. Appointment of the Treasurer (Chair) and Committee Assignment(s)
- Appointment of the Treasurer (Chair)
 - Committee Assignment(s)
 - Finance Committee
 - Gov't and Public Engagement Committee
 - Facilities Committee
 - Strategic Planning Committee

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. 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 November 2019 Financial Statements	2
D2.	Minutes of December 4, 2019 Finance Committee Meeting	21
D3.	Minutes of December 11, 2019 Regular Board Meeting	24
D4.	Minutes of December 17, 2019 Facilities Committee Meeting	30
D5.	Minutes of December 27, 2019 Gov't & Public Engagement Committee Meeting	33
D6.	Minutes of December 27, 2019 Strategic Planning Committee Meeting	36

E. REPORTS

E1.	Finance Committee – Directors Jeffries and Mroz	
E2.	Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz	40
E3.	Facilities Committee – Directors Leach and Mroz	
E4.	Strategic Planning Committee – Directors Salmon and Jeffries	
E5.	Executive Director – Rachel Mason	42
E6.	General Counsel – Jeffrey Scott	

F. DISCUSSION ITEMS

F1. Review of Updated Bylaws 1st Reading..... 50

G. ACTION ITEMS


- G1. Consideration of Acceptance of Elder Street/Brandon Road Sidewalk Project
Recommendation: That the Board authorize staff to file the proposed Notice of Completion with the San Diego County Recorder. 61
- G2. Approval of Phase 1 Proposal from Catalyst/Taylor Design
Recommendation from the Strategic Planning Committee: That the Phase 1 proposal from Catalyst/Taylor Design be approved. 64
- G3. Consideration and Adoption of Resolution No. 431 – Agreement with Umpqua Bank to Participate in the CSDA District Purchasing Card Program..... 66
- G4. Call for Nominations – Regular Special District Member Election on San Diego Local Agency Formation Commission (LAFCO) Program..... 68

H. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS

- H1. Other Director/Staff discussion items
 - H1a. Item(s) for future board agendas
 - H1b. Announcements of upcoming events:
 - **Board Workshop TBD**
 - **Community Collaborative for Health & Wellness Committee (CCH&W) – January 15, 9:30am, FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook**
 - **Strategic Planning Committee meeting – January 15, 10:30am, FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook**
 - **Facilities Committee meeting – January 17, 10:30am, FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook**
 - **Martin Luther King Jr. Day – District Holiday – January 20**
 - **Finance Committee meeting – 1st Wednesday, February 5, 6:00pm, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook**
 - **Woman of Wellness – 1st Thursday, February 6, 6:00 – 7:30pm, Fallbrook Library**
 - **Gov’t and Public Engagement Committee meeting – February 28, 10:00am, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook**
- H2. **Next Regular Board meeting – 2nd Wednesday, February 12, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook**

I. ADJOURNMENT

NOTE: I certify that on Friday, January 3, 2020 I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Fallbrook Regional Health District, said time being at least 72 hours in advance of the meeting. The American with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of District business. If you need assistance to participate in this meeting, please contact the District office 24 hours prior to the meeting at 760-731-9187.


Board Secretary/Clerk

CONSENT ITEMS

**FALLBROOK REGIONAL HEALTH DISTRICT
BALANCE SHEET COMPARISON**

Comparison of November 2019 to October 2019

	Nov 30, 19	Oct 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
102.3 · Cash in Bank-P.W. Oper. Acct.	117,893	423,934	(306,042)
102.6 · Cash in Bank -LAIF	1,305,136	1,337,136	(32,000)
102.9 · CalTRUST Investment Account	7,066,722	7,069,222	(2,500)
102.91 · Petty Cash	25	208	(183)
Total Checking/Savings	8,489,776	8,830,501	(340,724)
Other Current Assets			
104 · Prepaid Insurance	16,198	18,396	(2,197)
107 · Tax apportion receivable	690,741	74,890	615,851
110 · Reimbursmnt Rec'ble - Comm Inv	(31,327)	362	(31,689)
Total Other Current Assets	675,612	93,647	581,965
Total Current Assets	9,165,388	8,924,148	241,240
Fixed Assets			
121 · Equipment	62,999	62,999	
121.2 · Equipment Depreciation	(40,313)	(39,147)	(1,166)
122.0 · Assets			
122.01 · E. Alvarado Street	137,054	137,054	
122.012 · E. Alvarado Street Improvements	10,673	6,548	4,125
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	35,446	13,304	22,142
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	34,138	33,686	452
122.033 · E Mission Rd Land	360,629	360,629	
122.039 · Accum Depr - E. Mission Improv.	(1,865)	(1,695)	(170)
122.07 · Accum Depr - ALL BUILDINGS	(42,997)	(42,997)	
Total 122.0 · Assets	2,419,295	2,392,746	26,549
Total Fixed Assets	2,441,981	2,416,597	25,383
TOTAL ASSETS	11,607,369	11,340,745	266,624
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
140 · Accounts Payable	45,767	92,822	(47,055)
Total Accounts Payable	45,767	92,822	(47,055)
Other Current Liabilities			
204 · Accrued Vacation & Sick Leave	12,832	12,832	
215 · District Wellness Initiatives			
215.23 · Health Fair	610	610	
215.39 · PSA Screening	703	703	
215.43 · Mahjong	1,007	1,007	
215.46 · FHD Promotional Float	100	100	
215.50 · Woman of Wellness (WOW)	(90)	(43)	(47)
Total 215 · District Wellness Initiatives	2,331	2,378	(47)

**FALLBROOK REGIONAL HEALTH DISTRICT
BALANCE SHEET COMPARISON**

Comparison of November 2019 to October 2019

	Nov 30, 19	Oct 31, 19	\$ Change
220 · Refundable Deposit Payable	5,250	5,250	
Total Other Current Liabilities	20,413	20,460	(47)
Total Current Liabilities	66,180	113,282	(47,102)
Total Liabilities	66,180	113,282	(47,102)
Equity			
300 · Unrestricted Operations Fund	1,702,889	1,702,889	
302.2 · Community Investment Fund	9,522,578	9,554,578	(32,000)
3900 · Retained Earnings	398,645	398,645	
Net Income	(82,924)	(428,649)	345,726
Total Equity	11,541,189	11,227,463	313,726
TOTAL LIABILITIES & EQUITY	11,607,369	11,340,745	266,624

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

	Nov 19	Jul - Nov 19
Ordinary Income/Expense		
Income		
400. · District		
402 · Property tax revenue	690,741	836,681
403 · Interest / Dividends	11,485	71,501
406 · Unearned Inc (Loss) - Cal Trust	(13,985)	6,936
Total 400. · District	688,241	915,119
450. · Properties		
450.02 · Cost of Elder Str Property Sale	(3,743)	(153,245)
Total 450. · Properties	(3,743)	(153,245)
460 · Lease Income		
460.01 · Med+ Urgent Care (formerly A+)	2,800	14,000
460.03 · Rock Rose School	3,500	17,500
Total 460 · Lease Income	6,300	31,500
Total Income	690,798	793,373
Gross Profit	690,798	793,373
Expense		
500 · Admin. Expenses & Overhead		
500.10 · Salaries	20,046	105,368
500.12 · Payroll Taxes	1,709	10,588
500.14 · W/C Insurance	146	504
500.15 · Employee Health & Welfare	2,739	13,021
500.16 · Board Stipends	2,300	10,500
500.17 · Education & Conferences	823	7,975
500.18 · Dues & Subscriptions	215	6,621
500.19 · Insurance - General	2,052	10,258
500.20 · Independent Accounting Services	1,000	5,550
500.21 · Annual Independent Audit		9,200
500.23 · General Counsel	4,480	18,778
500.25 · Office Expense		
01 · Communications	328	2,094
02 · I.T. and Website services	507	2,770
04 · Office Expenses	986	4,391
05 · LAFCO Admin fees		1,210
06 · Independent Contract Services	7,443	26,679
Total 500.25 · Office Expense	9,264	37,144
500.27 · Depreciation	1,385	5,206
500.29 · Dist Promotions & Publications	736	8,976
500.30 · Simple IRA Expense	550	2,650
500.32 · Consultant Fees	246	4,124
500.33 · Copier Lease	802	4,011
500.36 · Accrued Vacation & Sick Leave		(1,095)
500.40 · Video/AV Equipment	12,070	12,070
Total 500 · Admin. Expenses & Overhead	60,564	271,447

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

	Nov 19	Jul - Nov 19
550 · Mgmt./Maint. - Alvarado Street		
550.10 · Maintenance Services & Repairs		580
550.22 · Property Manager		300
550.29 · Dist. Promotions & Publications		123
550.32 · Consultant Fees	96	1,461
Total 550 · Mgmt./Maint. - Alvarado Street	96	2,464
570 · Mgmt./Maint. - E. Mission Road		
570.02 · Gas & Electric	478	1,493
570.03 · Water	(329)	(1,518)
570.04 · Waste Management		141
570.06 · Landscape - Grounds Environment	700	3,500
570.07 · Custodial Services	100	400
570.10 · Maintenance Services & Repairs	167	3,201
570.11 · Contractor Expense		330
570.12 · Fire Alarm System		1,186
570.22 · Property Manager	563	2,288
570.25 · Office Expense		
25.01 · Communications	88	331
25.04 · Office Expenses		72
25.06 · Independent Contract Services	83	83
Total 570.25 · Office Expense	171	486
570.32 · Consultant Fees	175	3,815
Total 570 · Mgmt./Maint. - E. Mission Road	2,025	15,321
590 · Mgmt./Maint. - S. Brandon Road		
590.01 · Property Manager	38	1,088
590.02 · Gas & Electric	587	3,877
590.03 · Water	234	1,126
590.04 · Waste Management		154
590.06 · Landscape - Grounds Environment	400	2,000
590.07 · Custodial Services	540	3,780
590.08 · Elevator	191	955
590.09 · Vehicle Expenses		1,536
590.10 · Maintenance Services & Repairs	1,720	5,111
590.11 · Medical Records Store & Service	1,849	16,102
590.12 · Fire Alarm System	640	640
Total 590 · Mgmt./Maint. - S. Brandon Road	6,198	36,368
600 · Community Health Contracts		
600.02 · Fbk Citizens Crime Prevention	2,825	5,650
600.03 · Be Well Therapy, Inc.	5,929	11,857
600.04 · Boys & Girls Club	10,000	29,240
600.05 · Community Health Systems, Inc.	30,000	60,000
600.07 · Fbk Senior Citizens Srvc Club	31,250	62,500
600.08 · Fallbrook Smiles Project	22,545	45,090
600.11 · Palomar Family Counseling Srvc	16,856	33,712
600.17 · Foundation for Senior Care	71,840	143,681
600.18 · Fallbrook Food Pantry	32,500	65,000
600.33 · REINS Therapeutic Prgm	24,716	49,433

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

	Nov 19	Jul - Nov 19
600.37 · Trauma Intervention Prgm of SD	2,500	5,000
600.46 · Mental Health Systems, Inc.	2,534	5,069
600.51 · North County C.E.R.T. Inc.	1,305	2,610
600.53 · Jeremiah's Ranch		(3,872)
600.58 · Michelle's Place	8,041	16,081
600.60 · D'Vine Path, Inc.	1,910	3,820
600.61 · San Diego North County Lions		5,000
600.62 · Neighborhood Healthcare	3,750	7,500
Total 600 · Community Health Contracts	268,501	547,370
800 · District Direct Care Services		
800.02 · Med+ Urgent Care	8,000	50,000
Total 800 · District Direct Care Services	8,000	50,000
Total Expense	345,384	922,970
Net Ordinary Income	345,415	(129,596)
Other Income/Expense		
Other Expense		
900 · Community Invest Fd Reimbursmnt	(311)	(46,673)
Total Other Expense	(311)	(46,673)
Net Other Income	311	46,673
Net Income	345,726	(82,924)

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July through November 2019

	Jul - Nov 19	Budget	\$ Over Bu...	% of Budg...
Ordinary Income/Expense				
Income				
400 · District				
402 · Property tax revenue	836,681	896,000	(59,319)	93%
403 · Interest / Dividends	71,501	84,500	(12,999)	85%
406 · Unearned Inc (Loss) - Cal Trust	6,936	14,000	(7,064)	50%
Total 400 · District	915,119	994,500	(79,382)	92%
450 · Properties				
450.02 · Cost of Elder Str Property Sale	(153,245)	0	(153,245)	100%
Total 450 · Properties	(153,245)	0	(153,245)	100%
460 · Lease Income				
460.01 · Med+ Urgent Care (formerly A+)	14,000	14,000	0	100%
460.03 · Rock Rose School	17,500	17,500	0	100%
Total 460 · Lease Income	31,500	31,500	0	100%
Total Income	793,373	1,026,000	(232,627)	77%
Gross Profit	793,373	1,026,000	(232,627)	77%
Expense				
500 · Admin. Expenses & Overhead				
500.10 · Salaries	105,368	106,683	(1,316)	99%
500.12 · Payroll Taxes	10,588	8,750	1,838	121%
500.14 · W/C Insurance	504	729	(226)	69%
500.15 · Employee Health & Welfare	13,021	13,333	(313)	98%
500.16 · Board Stipends	10,500	12,500	(2,000)	84%
500.17 · Education & Conferences	7,975	5,000	2,975	159%
500.18 · Dues & Subscriptions	6,621	15,220	(8,599)	44%
500.19 · Insurance - General	10,258	10,258	(1)	100%
500.20 · Independent Accounting Services	5,550	3,333	2,217	166%
500.21 · Annual Independent Audit	9,200	9,000	200	102%
500.23 · General Counsel	18,778	20,833	(2,056)	90%
500.25 · Office Expense				
01 · Communications	2,094	2,583	(490)	81%
02 · I.T. and Website services	2,770	2,500	270	111%
03 · Refreshments	0	625	(625)	0%
04 · Office Expenses	4,391	5,000	(609)	88%
05 · LAFCO Admin fees	1,210	1,367	(157)	89%
06 · Independent Contract Services	26,679	25,000	1,679	107%
Total 500.25 · Office Expense	37,144	37,075	69	100%
500.27 · Depreciation	5,206	4,083	1,123	127%
500.29 · Dist Promotions & Publications	8,976	5,000	3,976	180%
500.30 · Simple IRA Expense	2,650			
500.32 · Consultant Fees	4,124	6,250	(2,126)	66%
500.33 · Copier Lease	4,011	3,917	94	102%
500.36 · Accrued Vacation & Sick Leave	(1,095)	2,917	(4,012)	(38)%
500.40 · Video/AV Equipment	12,070	10,000	2,070	121%
Total 500 · Admin. Expenses & Overhead	271,447	274,883	(3,436)	99%

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July through November 2019

	Jul - Nov 19	Budget	\$ Over Bu...	% of Budg...
550 · Mgmt./Maint. - Alvarado Street				
550.10 · Maintenance Services & Repairs	580			
550.22 · Property Manager	300			
550.29 · Dist. Promotions & Publications	123			
550.32 · Consultant Fees	1,461			
Total 550 · Mgmt./Maint. - Alvarado Street	2,464			
570 · Mgmt./Maint. - E. Mission Road				
570.02 · Gas & Electric	1,493	3,125	(1,632)	48%
570.03 · Water	(1,518)	1,042	(2,560)	(146)%
570.04 · Waste Management	141	150	(9)	94%
570.06 · Landscape - Grounds Environment	3,500	5,000	(1,500)	70%
570.07 · Custodial Services	400	1,950	(1,550)	21%
570.10 · Maintenance Services & Repairs	3,201	6,250	(3,049)	51%
570.11 · Contractor Expense	330	0	330	100%
570.12 · Fire Alarm System	1,186	1,250	(64)	95%
570.22 · Property Manager	2,288			
570.23 · General Counsel	0	25,000	(25,000)	0%
570.25 · Office Expense				
25.01 · Communications	331			
25.02 · I.T. & Website Services	0	625	(625)	0%
25.04 · Office Expenses	72	3,750	(3,678)	2%
25.06 · Independent Contract Services	83	2,083	(2,001)	4%
Total 570.25 · Office Expense	486	6,458	(5,973)	8%
570.29 · Dist. Promotions & Publications	0	5,000	(5,000)	0%
570.32 · Consultant Fees	3,815	12,500	(8,685)	31%
Total 570 · Mgmt./Maint. - E. Mission Road	15,321	67,725	(52,404)	23%
590 · Mgmt./Maint. - S. Brandon Road				
590.01 · Property Manager	1,088	6,250	(5,163)	17%
590.02 · Gas & Electric	3,877	4,167	(290)	93%
590.03 · Water	1,126	1,250	(124)	90%
590.04 · Waste Management	154	150	4	103%
590.06 · Landscape - Grounds Environment	2,000	4,583	(2,583)	44%
590.07 · Custodial Services	3,780	3,333	447	113%
590.08 · Elevator	955	1,042	(87)	92%
590.09 · Vehicle Expenses	1,536	600	936	256%
590.10 · Maintenance Services & Repairs	5,111	2,083	3,028	245%
590.11 · Medical Records Store & Service	16,102	9,167	6,935	176%
590.12 · Fire Alarm System	640	417	223	154%
590.13 · Renovations / Improvements				
.13.01. · Architect Expense	0	4,167	(4,167)	0%
Total 590.13 · Renovations / Improvements	0	4,167	(4,167)	0%
Total 590 · Mgmt./Maint. - S. Brandon Road	36,368	37,209	(840)	98%

FALLBROOK REGIONAL HEALTH DISTRICT
Profit & Loss YTD Actual vs Budget

July through November 2019

	Jul - Nov 19	Budget	\$ Over Bu...	% of Budg...
600 · Community Health Contracts				
600.02 · Fbk Citizens Crime Prevention	5,650	5,650	0	100%
600.03 · Be Well Therapy, Inc.	11,857	11,857	0	100%
600.04 · Boys & Girls Club	29,240	29,240	0	100%
600.05 · Community Health Systems, Inc.	60,000	60,000	0	100%
600.07 · Fbk Senior Citizens Srvc Club	62,500	62,500	0	100%
600.08 · Fallbrook Smiles Project	45,090	45,090	0	100%
600.11 · Palomar Family Counseling Srvc	33,712	33,712	0	100%
600.17 · Foundation for Senior Care	143,681	143,681	0	100%
600.18 · Fallbrook Food Pantry	65,000	65,000	0	100%
600.33 · REINS Therapeutic Prgm	49,433	49,433	0	100%
600.37 · Trauma Intervention Prgm of SD	5,000	5,000	0	100%
600.46 · Mental Health Systems, Inc.	5,069	5,069	0	100%
600.51 · North County C.E.R.T. Inc.	2,610	2,610	0	100%
600.53 · Jeremiah's Ranch	(3,872)	0	(3,872)	100%
600.57 · NC Fire Protection District	0	52,500	(52,500)	0%
600.58 · Michelle's Place	16,081	16,081	0	100%
600.60 · D'Vine Path, Inc.	3,820	3,820	0	100%
600.61 · San Diego North County Lions	5,000	5,000	0	100%
600.62 · Neighborhood Healthcare	7,500	7,500	0	100%
Total 600 · Community Health Contracts	547,370	603,741	(56,372)	91%
800 · District Direct Care Services				
800.02 · Med+ Urgent Care	50,000	40,000	10,000	125%
800.03 · North County Fire JPA EMSO	0	17,778	(17,778)	0%
800.04 · NC Fire JPA Public Comm.	0	6,667	(6,667)	0%
Total 800 · District Direct Care Services	50,000	64,444	(14,444)	78%
Total Expense	922,970	1,048,002	(125,033)	88%
Net Ordinary Income	(129,596)	(22,002)	(107,594)	589%
Other Income/Expense				
Other Expense				
900 · Community Invest Fd Reimbursmnt	(46,673)			
Total Other Expense	(46,673)			
Net Other Income	46,673			
Net Income	(82,924)	(22,002)	(60,921)	377%

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 - Ju...
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 - Ju...
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	0	0	4,000	0	4,000	0	0	13,000
570.09 - Land Use - Permitting	0	0	0	0	0	0	0	4,000	0	4,000	0	0	13,000
570.10 - Maintenance Services & Repairs	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
570.12 - Fire Alarm System	250	250	250	250	250	250	250	250	250	250	250	250	3,000
570.23 - General Counsel	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
570.25 - Office Expense													
25.02 - I.T. & Website Services	125	125	125	125	125	125	125	125	125	125	125	125	1,500
25.04 - Office Expenses	750	750	750	750	750	750	750	750	750	750	750	750	9,000
25.06 - Independent Contract Services	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Total 570.25 - Office Expense	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	15,500
570.29 - Dist. Promotions & Publications	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
570.32 - Consultant Fees	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
Total 570 - Mgmt./Maint. - E. Mission Road	13,515	13,590	13,515	13,590	13,515	23,590	13,515	21,590	13,515	21,590	13,515	13,590	188,630
590 - Mgmt./Maint. - S. Brandon Road													
590.01 - Property Manager	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
590.02 - Gas & Electric	833	833	833	833	833	833	833	833	833	833	833	833	10,000
590.03 - Water	250	250	250	250	250	250	250	250	250	250	250	250	3,000
590.04 - Waste Management	0	75	0	75	0	75	0	75	0	75	0	75	450
590.06 - Landscape - Grounds Environment	917	917	917	917	917	917	917	917	917	917	917	917	11,000
590.07 - Custodial Services	667	667	667	667	667	667	667	667	667	667	667	667	8,000
590.08 - Elevator	208	208	208	208	208	208	208	208	208	208	208	208	2,500
590.09 - Vehicle Expenses	0	222	0	0	378	0	0	0	0	0	0	0	600
590.10 - Maintenance Services & Repairs	417	417	417	417	417	417	417	417	417	417	417	417	5,000
590.11 - Medical Records Store & Service	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	22,000
590.12 - Fire Alarm System	83	83	83	83	83	83	83	83	83	83	83	83	1,000
590.13 - Renovations / Improvements													
.13.01 - Architect Expense	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Total 590.13 - Renovations / Improvements	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Total 590 - Mgmt./Maint. - S. Brandon Road	7,292	7,589	7,292	7,367	7,670	7,367	7,292	7,367	7,292	7,367	7,292	7,367	88,550
600 - Community Health Contracts													
600.02 - Fbk Citizens Crime Prevention	2,825	0	0	0	2,825	0	0	2,825	0	0	2,825	0	11,300
600.03 - Be Well Therapy, Inc.	5,929	0	0	0	5,929	0	0	5,929	0	0	5,929	0	23,714
600.04 - Boys & Girls Club	19,240	0	0	0	10,000	0	0	10,000	0	0	10,000	0	49,240
600.05 - Community Health Systems, Inc.	30,000	0	0	0	30,000	0	0	30,000	0	0	30,000	0	120,000
600.07 - Fbk Senior Citizens Srvc 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 Srvc	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
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 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 - Ju...
600.57 · NC Fire Protection District	26,250	0	0	0	26,250	0	0	26,250	0	0	26,250	0	105,000
600.58 · Michelle's Place	8,041	0	0	0	8,041	0	0	8,041	0	0	8,041	0	32,162
600.60 · D'Vine Path, Inc.	1,910	0	0	0	1,910	0	0	1,910	0	0	1,910	0	7,640
600.61 · San Diego North County Lions	5,000	0	0	0	0	0	0	0	0	0	0	0	5,000
600.62 · Neighborhood Healthcare	3,750	0	0	0	3,750	0	0	3,750	0	0	3,750	0	15,000
Total 600 · Community Health Contracts	308,991	0	0	0	294,751	0	0	294,751	0	0	294,751	0	1,193,243
800 · District Direct Care Services	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	96,000
800.02 · Med+ Urgent Care	0	0	0	8,889	8,889	8,889	8,889	8,889	8,889	8,889	8,889	8,889	80,000
800.03 · North County Fire JPA EMSO	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
Total 800 · District Direct Care Services	395,835	86,237	76,766	105,038	384,127	99,088	89,068	391,889	89,188	97,338	383,939	89,188	2,287,700
Total Expense	(344,035)	(44,437)	17,034	72,762	276,673	276,712	(16,768)	(319,589)	363,112	124,962	(321,639)	(36,888)	47,900
Net Ordinary Income	(344,035)	(44,437)	17,034	72,762	276,673	276,712	(16,768)	(319,589)	363,112	124,962	(321,639)	(36,888)	47,900
Net Income	(344,035)	(44,437)	17,034	72,762	276,673	276,712	(16,768)	(319,589)	363,112	124,962	(321,639)	(36,888)	47,900

California State Treasurer
Fiona Ma, CPA



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

December 06, 2019

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

FALLBROOK REGIONAL HEALTH DISTRICT

ADMINISTRATOR
P.O. BOX 2587
FALLBROOK, CA 92088

Tran Type Definitions

Account Number: .

November 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
11/21/2019	11/20/2019	RW	1624134	BARBARA MROZ	-32,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,337,135.91
Total Withdrawal:	-32,000.00	Ending Balance:	1,305,135.91



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

11/01/2019 through 11/30/2019

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Nov 30 (\$)	Value on Nov 30 (\$)	Average Cost Amount (\$)	Cumulative Unrealized Gain/(Loss) (\$)
FALLBROOK REGIONAL HEALTH DISTRICT						
CalTRUST Medium Term Fund		700,368.921	10.09	7,066,722.41	7,023,670.01	43,052.40
Portfolios Total value as of 11/30/2019				7,066,722.41		

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) (\$)
CalTRUST Medium Term Fund		FALLBROOK REGIONAL HEALTH DISTRICT			Account Number:			
Beginning Balance	11/01/2019			699,230.698	10.11	7,069,222.36		
Accrual Income Div Reinvestment	11/29/2019	11,484.67	1,138.223	700,368.921	10.09	7,066,722.41	0.00	0.00
Unrealized Gain/(Loss)						(13,984.62)		
Closing Balance as of	Nov 30			700,368.921	10.09	7,066,722.41		

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

Type	Date	Name	Amount	Balance
400. · District				
402 · Property tax revenue				
Gener...	07/31/19		30,918.85	30,918.85
Gener...	08/31/19		13,012.42	43,931.27
Gener...	09/30/19		27,118.51	71,049.78
Gener...	10/31/19		74,890.12	145,939.90
Gener...	11/30/19		690,741.30	836,681.20
Total 402 · Property tax revenue			836,681.20	836,681.20
Total 400. · District			836,681.20	836,681.20
TOTAL			836,681.20	836,681.20

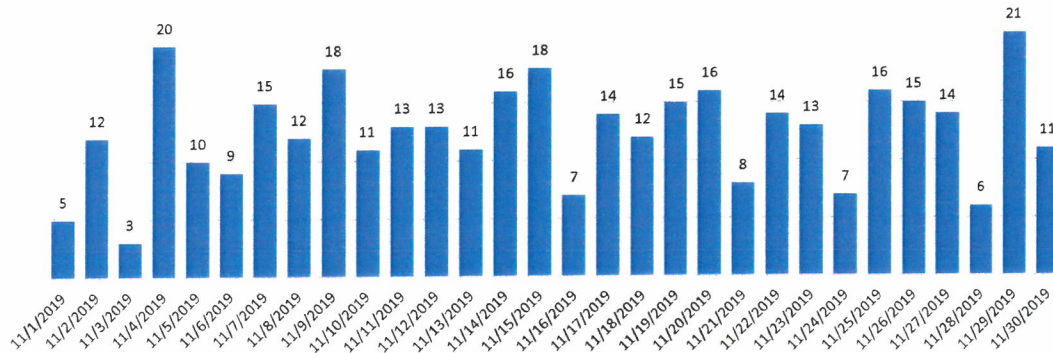
FALLBROOK REGIONAL HEALTH DISTRICT
Check Detail Report - November 2019

Type	Date	Num	Name	Memo	Amount
102.3 - Cash in Bank-P.W. Oper. Acct.					
Che...	11/02/19		Microsoft Office	Microsoft Office monthly s...	-49.50
Che...	11/04/19	10904	Be Well Therapy	CHC 338 - Pmt. 2 of 4	-5,928.50
Che...	11/04/19	10905	Boys & Girls Club - T...	CHC 340 - PMT. 2 of 4	-10,000.00
Che...	11/04/19	10906	Community Health Sy...	CHC 341 - PMT. 2 OF 4	-30,000.00
Che...	11/04/19	10907	D'vine Path, Inc.	CHC 342 - PMT. 2 OF 4	-1,910.00
Che...	11/04/19	10908	Fallbrook Citizens - F...	CHC 344 - PMT. 2 OF 4	-2,825.00
Che...	11/04/19	10909	Fallbrook Food Pantry	CHC 345 - PMT. 2 OF 4	-32,500.00
Che...	11/04/19	10910	Foundation for Senior...	CHC 346 - PMT. 2 OF 4	-15,572.00
Che...	11/04/19	10911	Foundation for Senior...	CHC 347 - PMT. 2 OF 4	-10,438.74
Che...	11/04/19	10912	Foundation for Senior...	CHC 348 - PMT. 2 OF 4	-23,644.86
Che...	11/04/19	10913	Foundation for Senior...	CHC 349 - PMT. 2 OF 4	-22,184.86
Che...	11/04/19	10914	Fallbrook Senior Citiz...	CHC 350 - PMT. 2 OF 4	-31,250.00
Che...	11/04/19	10915	Fallbrook Smiles Proj...	CHC 351 - PMT. 2 OF 4	-22,545.00
Che...	11/04/19	10916	Mental Health Syste...	CHC 352 - PMT. 2 OF 4	-2,534.25
Che...	11/04/19	10917	Michelle's Place	CHC 353 - PMT. 2 OF 4	-8,040.50
Che...	11/04/19	10918	Neighborhood Health...	CHC 354 - PMT. 2 OF 4	-3,750.00
Che...	11/04/19	10919	NORTH COUNTY C...	CHC 355 - PMT. 2 OF 4	-1,305.00
Che...	11/04/19	10920	Palomar Family Coun...	CHC 356 - PMT. 2 OF 4	-16,855.75
Che...	11/04/19	10921	Reins	CHC 357 - PMT. 2 OF 4	-15,000.00
Che...	11/04/19	10922	Reins	CHC 358 - PMT. 2 OF 4	-9,716.25
Che...	11/04/19	10923	Trauma Intervention ...	CHC 359 - PMT. 2 OF 4	-2,500.00
Che...	11/04/19	10924	Mireya Banuelos	Reimbursement-mileage	-78.31
Bill ...	11/04/19	10925	Culligan of Escondido	244004	-19.90
Bill ...	11/04/19	10926	Employment Develop...	Ltr. ID: ID L1523550432; ...	-422.00
Bill ...	11/04/19	10927	Fallbrook Rooter & D...	Inv. 19733; snake ladies' r...	-210.00
Bill ...	11/04/19	10928	Fechter & Company, ...	6/30/2019 Audit - balance...	-840.00
Bill ...	11/04/19	10929	Glennie's Office Prod...	6493	-171.40
Bill ...	11/04/19	10930	Impact Marketing & D...	Inv. IN19-3621 (250 mini j...	-919.69
Bill ...	11/04/19	10931	Key, Darren	Labor/materials at Brando...	-155.75
Bill ...	11/04/19	10932	L & M Enterprises, Inc.	Reimbursement-Adobe A...	-67.96
Bill ...	11/04/19	10933	Magellan, A.D.	Inv. 1590; Add'l. Bid Facili...	-8,250.00
Bill ...	11/04/19	10934	Ramirez Landscapin...		-1,100.00
Bill ...	11/04/19	10935	Rosalee, Tracy Ann	10/19-11/1/19 invoice; 80...	-1,251.63
Bill ...	11/04/19	10936	Springston Design, L...	Inv. 3855; Bi-monthly visit...	-190.00
Bill ...	11/04/19	10937	Termin-8 Pest Control	138 S. Brandon Extermin...	-125.00
Bill ...	11/04/19	10938	ULINE	Cust. No. 14820900	-225.52
Bill ...	11/04/19	10939	Village News	1641	-650.00
Bill ...	11/04/19	10940	Whalen, J. & Associa...	Inv. 19-300-07; E. Mission...	-1,357.23
Bill ...	11/04/19	10941	Woodward, Susan	October 2019 accounting ...	-1,000.00
Bill ...	11/06/19	10942	Aztec Cleaning & Mai...	Office cleaning; inv. 250931	-180.00
Bill ...	11/06/19	10943	CSDA, SD Chapter	11/21/19 dinner reservation	-30.00
Bill ...	11/06/19	10944	Holmes, Rob	October 2019 stmt. - Side...	-1,375.00
Bill ...	11/06/19	10945	Impact Marketing & D...	Inv. IN19-3689 (250 tote b...	-378.75
Che...	11/06/19	10946	Scott & Jackson Esq.	VOID	0.00
Bill ...	11/06/19	10947	Scott & Jackson Esq.	Professional services Oct...	-4,515.00
Che...	11/12/19	10948	Petty Cash	Replenish Petty Cash	-250.00
Bill ...	11/13/19	10949	AT&T U-Verse - com...	146524365	-77.80
Bill ...	11/13/19	10950	Aztec Cleaning & Mai...	Office cleaning; inv. 250934	-180.00
Bill ...	11/13/19	10951	Chisholm, John	E. Mission Rd.: gutters cl...	-120.00
Bill ...	11/13/19	10952	First Impulse		-13,089.46
Bill ...	11/13/19	10953	Hester, Cory	Brandon Rd. - fire alarm c...	-918.00
Bill ...	11/13/19	10954	Iron Mountain SX-302	SX302/Fallbrook Hosp.	-1,795.89
Bill ...	11/13/19	10955	Jim's Sign Shop	Inv. 0547 - two 3' x 4' ban...	-122.84
Bill ...	11/13/19	10956	Key, Darren	Labor/materials at Brando...	-683.85
Bill ...	11/13/19	10957	L.C. Paving & Sealin...	Project period invoice thru...	-48,247.08

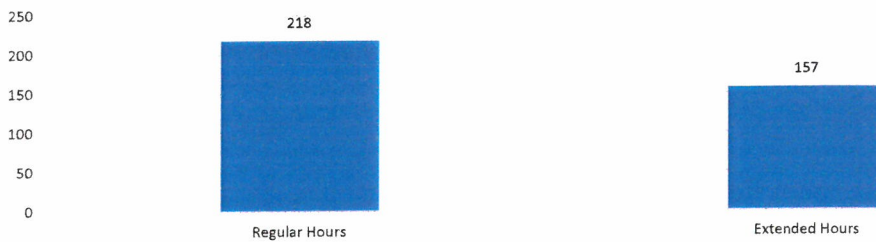
Type	Date	Num	Name	Memo	Amount
Bill ...	11/13/19	10958	Ramirez Landscapin...		-1,100.00
Bill ...	11/13/19	10959	Specialized Elevator ...	November Elevator Maint...	-191.00
Bill ...	11/13/19	10960	Streamline	Website monthly fee - No...	-200.00
Che...	11/20/19	10961	Karen Schwartz-Frates	Reimbursement-ACHD a...	-360.87
Che...	11/20/19	10962	Pamela Knox	Reimburse - Medicare Au...	-440.00
Bill ...	11/20/19	10963	AT&T 1636 E. Missio...	289713009	-88.30
Bill ...	11/20/19	10964	Aztec Cleaning & Mai...		-280.00
Bill ...	11/20/19	10965	County of San Diego-...	Trust Acct. No. 2078083-...	-2,100.00
Bill ...	11/20/19	10966	Impact Marketing & D...	Inv. IN19-3847 (250 micro...	-337.70
Bill ...	11/20/19	10967	Key, Darren	Labor at E. Mission to set ...	-82.50
Bill ...	11/20/19	10968	Rosalee, Tracy Ann	Weeks ending 11/8 and 1...	-992.00
Bill ...	11/20/19	10969	Rubright,Todd	Safety paint on E. Mission...	-115.00
Bill ...	11/20/19	10970	Schwab, Charles & C...	Acct. 4899-2865; Nov. 20...	-1,100.00
Bill ...	11/20/19	10971	Springston Design, L...		-2,134.47
Che...	11/27/19	10972	Linda Bannerman	Reimbursement-rental ca...	-432.14
Bill ...	11/27/19	10973	A+ Urgent Care, Inc.	November 2019 subsidy p...	-8,000.00
Bill ...	11/27/19	10974	AT&T - phone lines	7607318344-481 5	-259.26
Bill ...	11/27/19	10975	CalPERS	1559595490	-2,298.59
Bill ...	11/27/19	10976	Konica Minolta Leasi...	061-0116888-000	-810.14
Bill ...	11/27/19	10977	L & M Enterprises, Inc.	November bookkeeping	-4,517.50
Bill ...	11/27/19	10978	Low Voltage		-8,798.00
Bill ...	11/27/19	10979	Rosalee, Tracy Ann	Weeks ending 11/23 and ...	-682.00
Bill ...	11/27/19	10980	Rotary Club of Fallbr...	Inv. 1766; Rachel Mason ...	-215.00
Bill ...	11/27/19	10981	SDG&E - East Missio...	5182 613 597 1	-478.41
Bill ...	11/27/19	10982	SDG&E FHD - 6994	40605976994	-586.59
Bill ...	11/27/19	10983	Shred-it	Inv. 8128647299	-324.80
Bill ...	11/27/19	10984	Sun Realty		-802.45
Bill ...	11/27/19	10985	Whalen, J. & Associa...	Inv. 19-300-08; E. Mission...	-451.75
Total 102.3 - Cash in Bank-P.W. Oper. Acct.					-395,726.74
TOTAL					<u>-395,726.74</u>

MedPlus Urgent Care Patient Counts & Details November 2019

Total Patients Seen: 375 (44.3% Using Medi-Cal HMO coverage*)



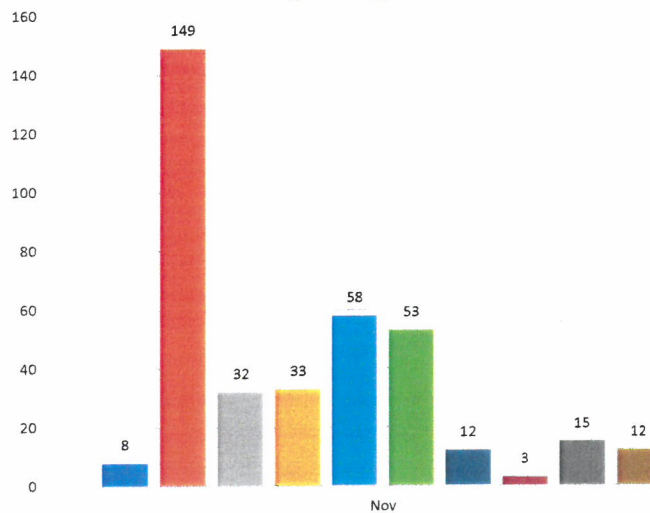
Regular Hours vs Extended Hours (Patients Seen)



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

- Respiratory Problems
- Cold / Flu
- Gastrointestinal Problems
- Genitourinary Problems
- Musculoskeletal Injuries
- Skin Procedures
- Cardiovascular / Neurovascular
- Physical Exams
- Atraumatic Pain
- Other

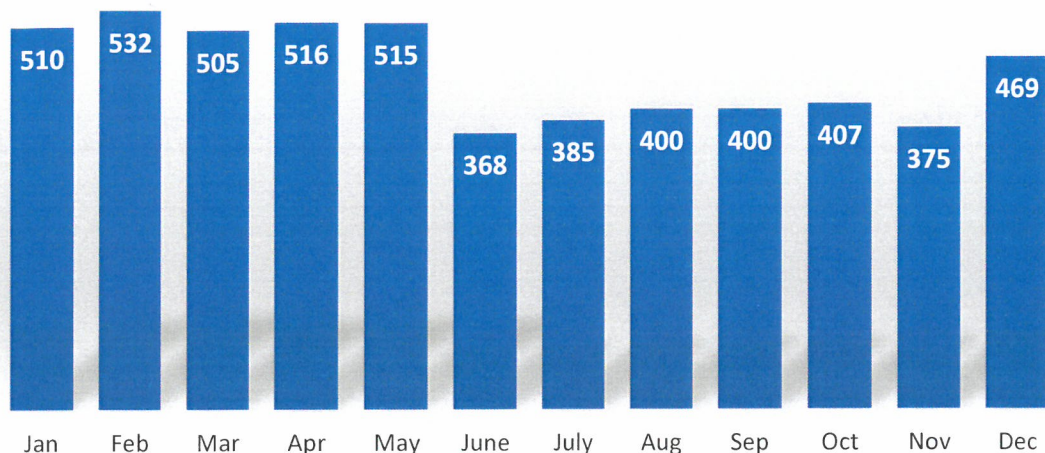
Patient Discharge Diagnosis



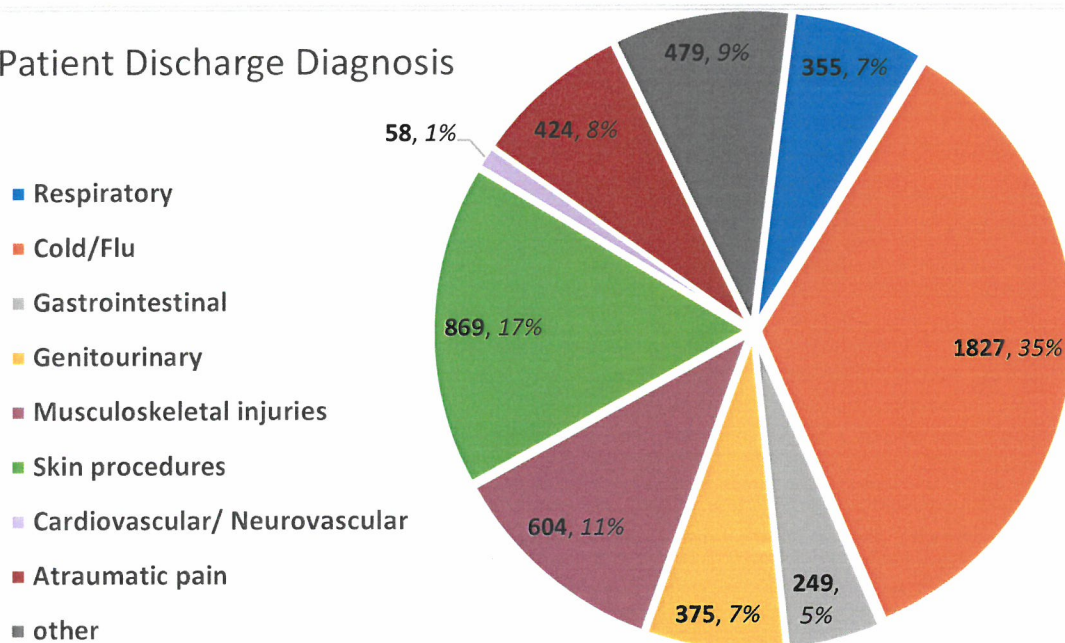
Note* Medi-Cal HMO values consist of Molina, Community Health Group, Rady's Children's Hospital San Diego & Vantage Medical Group

Med+ Urgent Care Utilization Review - Year to date (2019)

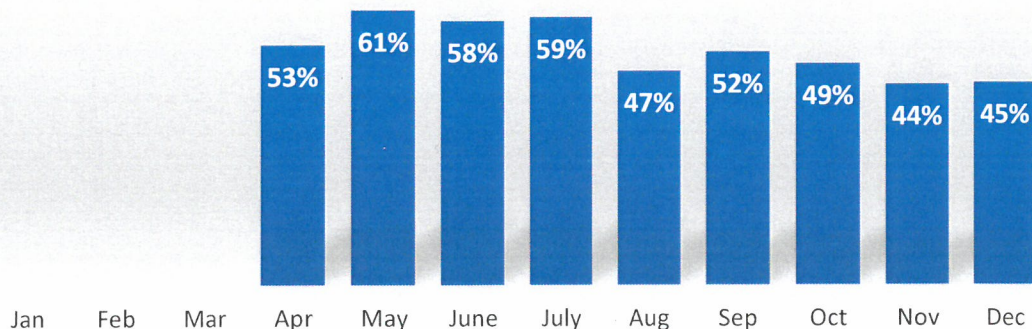
Number of Patients



Patient Discharge Diagnosis



% Medi-Cal



Fallbrook Regional HEALTH DISTRICT

MINUTES FINANCE COMMITTEE

Wednesday, December 4, 2019 at 6:00 P.M.
Board Conference Room, 138 S. Brandon Rd., Fallbrook CA 92028

Committee Members: Jennifer Jeffries & Barbara Mroz
Executive Director: Rachel Mason
Administrative Assistant: Linda Bannerman
Accountant: Susan Woodward; Bookkeeper: Wendy Lyon

1. Call to Order/Roll Call

Committee Chair Jennifer Jeffries called the meeting to order at 6:00 p.m.
Attendees included Directors Jennifer Jeffries, Kate Schwartz-Frates and Howard Salmon.
Others in attendance included Rachel Mason, Linda Bannerman, Susan Woodward and Wendy Lyon.

2. Public Comments

None

3. Review of Financial Statements for October 2019

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

The above listed reports were reviewed and discussed. (See attached)

4. Discussion Items

a. Review of Draft Annual Audit

Chair Jeffries reviewed the annual audit. She reported that the auditors noted they experienced no difficulties in obtaining information from the District. She commended the staff who worked closely with the auditors to achieve an audit with no exceptions. There will be a confirmation requested from the auditors that bullet points on pages 2 & 3 of the Management Report are not recommendations per se; the auditors include generic

examples of types of appropriate financial controls as a reference point for board and management.

Recommendation: Committee Chair Jeffries recommended the full audit be provided to the entire board for perusal and that the audit be approved as presented at the next regular meeting.

b. Consideration of Receptionist Position

Executive Director (ED) Rachel Mason said as the District moves forward with additional activities, both here and at the E. Mission property, along with a pilot Lyft program, she has identified the need for a receptionist to assist with these programs. Discussion ensued. This will be discussed further at the January Finance Committee meeting.

c. Consideration of Cybergrants as Vendor for Processing Community Health Contract Grant Applications and Impact Reports

ED Rachel Mason explained that Cybergrants is a web-based grant portal. It would allow the District to move away from the paper applications and will allow grantees to submit online and upload all documents. Lastly, it allows the District to aggregate the data. Chair Jennifer Jeffries said time is of the essence since it would begin in January. Discussion ensued.

Recommendation: The Finance Committee recommended the full board approve, at its regular meeting in December, contracting with Cybergrants for Community Health Contracting.

d. Consideration of Using ADP Payroll System

After a meeting with CPA Susan Woodward and Bookkeeper Wendy Lyon, Rachel Mason said contracting with the ADP payroll system would provide payroll with automated services that would benefit the District. She said she would normally make this decision herself but brought this item to the Finance Committee since it had not been budgeted. Discussion ensued. Chair Jeffries said she agreed that this decision would fall under the purview of the Executive Director.

Recommendation: The Finance Committee authorized the Executive Director to move forward in contracting with ADP for payroll services.

5. Adjournment

There being no further business, the meeting was adjourned at 6:41 p.m.

Jennifer Jeffries, Committee Chair

Board Secretary/Clerk

Fallbrook Regional HEALTH DISTRICT

MINUTES

REGULAR BOARD MEETING

Wednesday, December 11, 2019, 6:00 p.m.

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

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

Chairman Howard Salmon called the meeting to order at 6:01 p.m. and led the Pledge of Alliance. A quorum was confirmed by roll call.

Directors in attendance: Jennifer Jeffries, Barbara Mroz, Howard Salmon, Kate Schwartz-Frates and William Leach.

Also attending: Legal Counsel Jeffrey Scott; Executive Director Rachel Mason; and staff and consultants Linda Bannerman, Pamela Knox, Mireya Banuelos, Wendy Lyon and Susan Woodward.

Legal Counsel Jeffrey Scott said since this is the annual organizational meeting, he would facilitate the election of the officers of the Board of Directors for the ensuing year.

A1. Annual Organizational Meeting: Election of Officers of the Board

Nominations for the office of Chairman were opened.

Director Mroz nominated Howard Salmon. Director Leach nominated Director Barbara Mroz. Since there were no more nominations, the nominations were closed. Mr. Scott distributed ballots which were filled in and he read the votes cast.

Action: It was moved by Director Jeffries, seconded by Director Schwartz-Frates to nominate Howard Salmon to serve as Chair for the ensuing year.

Motion carried: Unanimous (5-0)

Nominations for the office of Vice-Chair were opened.

Director Schwartz-Frates nominated Director Jeffries. Directors Mroz and Schwartz-Frates nominated themselves. The nominations were closed.

Mr. Scott distributed ballots which were filled in and he read the votes cast.

Action: Chairman Salmon moved, and Director Schwartz-Frates seconded to nominate Director Barbara Mroz to serve as Vice-Chair for the ensuing year.

Motion carried: Unanimous (5-0)

Nominations for the office of Secretary were opened.

Chair Salmon nominated William Leach. There were no other nominations and the nominations were closed.

Action: It was moved by Director Jeffries, seconded by Director Salmon to nominate William Leach to serve as Secretary for the ensuing year.

Motion carried: Unanimous (5-0)

- A2. Commencement of Regular Monthly Meeting-Newly Elected President
 Chairman Salmon continued to serve in the capacity of Chairman for the ensuing year. It was noted that the Chair appoints one of the directors to serve as Treasurer and appoints directors to serve on the committees of the Board. The Chairman indicated he will make the appointments at the January 2020 regular meeting. Current committees will continue up to that time.

B. ADDITIONS TO AGENDA

None

C. BOARD MEMBER AND PUBLIC COMMENTS

Director Jeffries thanked Chairman Howard Salmon for representing the District in the Fallbrook Christmas Parade on December 7th. He rode in one of the co-funded North County Fire Protection District ambulances.

Chairman Salmon recently met a representative from Supervisor Jim Desmond's office. She indicated she would like to meet with him to further discuss the role of the District. Discussion ensued regarding best ways of communicating the District's function, purpose and value.

There was no public comment.

D. CONSENT ITEMS

- D1. Approval of October 2019 Financial Statements
 - D2. Minutes of November 6, 2019 Finance Committee Meeting
 - D4. Minutes of November 11, 2019 Special Board Meeting
 - D3. Minutes of November 13, 2019 Regular Board Meeting
 - E2. Minutes of November 20, Strategic Planning Committee Meeting
- Board members did not request any of the above listed items be pulled for further discussion.
Action: It was moved by Director Schwartz-Frates, seconded by Director Mroz to approve the Consent Items as presented.
Motion carried: Unanimous (5-0)

E. REPORTS

- E1. Finance Committee – Directors Jeffries and Mroz
 Committee Chair Jeffries reviewed the financial reports for the month of October 2019. (See attached)
 She then discussed the Annual Audit, noting that the auditors had no difficulty in obtaining the data needed from staff. There were no exceptions and Director Jeffries explained that bullet points in the Management Report portion of the audit are not recommendations per se; the auditors include generic examples of types of appropriate controls at smaller entities as a reference point for board and management. The Finance Committee recommended approval of the annual audit by the full board.
 Lastly, the Finance Committee discussed the use of Cybergrants for the District's Community Health Contracts process and recommended the full board approve, at its regular meeting in December, contracting with Cybergrants for Community Health Contracting.
- E2. Gov't and Public Engagement Committee – Directors Schwartz-Frates and Mroz
 Committee Chair Schwartz-Frates reviewed the Community Engagement report noting that to date, 14 of the 17 non-profit recipients of Community Health Contracts have been visited by staff and governing board members. (See attached)
 She then reviewed a government and legislative report. ACHD has requested we complete our advocacy survey by December 13th. ACHD and CSDA have upcoming leadership academies in February and April respectively.

- E3. Facilities Committee – Directors Leach and Mroz
 Committee Chair William Leach reported that in lieu of a committee meeting in November, representatives met at the San Diego County offices with J. Whalen representatives regarding permitting for the E. Mission property. The County recommended that some studies be done including traffic and noise studies. He said no major issues are anticipated. The Facilities Committee will meet here next week.
 The roof, conduits and ducting project at the MedPlus Urgent Care building on Alvarado Street has been completed, and the drainage issues at the E. Mission property have been resolved. Elimination of dead trees on E. Mission and the Admin Office on S. Brandon has been scheduled.
- E4. Strategic Planning Committee – Directors Salmon and Jeffries
 Committee Chair Salmon said he and Director Jeffries will be meeting with Executive Director Rachel Mason to set the agenda for the next Strategic Planning Committee meeting in late December or January.
- E5. Executive Director – Rachel Mason
 Rachel Mason reviewed her report for December. It included updates on the sidewalk project, roofing project, and IT which included that payroll will be processed by ADT beginning in January. She also discussed the need for board and executive director assessments. (See attached report)
- E6. General Counsel – Jeffrey Scott
 Attorney Jeffrey Scott reviewed his report on legislative bills of interest to the District. (See attached)

F. DISCUSSION ITEMS

- F1. Presentation of Collaborative Proposal for Wellness Center – Catalyst & Taylor Design
 Representatives were in attendance from Catalyst (Debbie Jacobs) and Taylor Design (Joe Lowe) to present a collaborative proposal for services they could provide in the development of programs/services and renovation of the E. Mission property. They provided a scope of work proposal. Discussion ensued. The importance of Phase 1 was emphasized as it must be done well in order to be successful. It was recognized that it might take longer than projected. Further discussion ensued. It was noted that a lot of data has already been gathered; however, there are additional segments of the population needing to provide input. It was agreed that everyone wants to assure we develop this property and its programs in the best way possible. Debbie Jacobs said their intention is to use the collected data and enhance it with additional evidence-based research in their efforts to assure success. Director Leach requested that Taylor Design work with the Facilities Committee.
 Chairman Salmon said the proposal was on the agenda for discussion only. Next steps will be to refine the proposal through Strategic Planning prior to action by the full board.
- F2. Review Board Self-Assessment - Online
- F3. Review Executive Director Assessment – Online
 Executive Director Rachel Mason said the above two Discussion Items can be discussed further at a future meeting. She said it's important that the board members know that both are necessary for best practice compliance.
 By consensus the Board tabled these items to a future meeting.

G. ACTION ITEMS

- G1. Approval of Rock Rose School for Creative Learning Lease – Request for Month to Month Lease Extension – Amendment No. 1
Recommendation that the board approve the revised agreement (with no end date included) with the understanding the District needs supersede the month-to-month agreement.
 Legal Counsel said at least a 30-day notice of termination would be required.
Action: On motion duly made by Director Jeffries, seconded by Director Mroz, the Board approved the above Lease Extension – Amendment 1 as presented.
Motion carried: Unanimous (5-0)
- G2. Approval of Approval of Lyft Pilot Program and Draft Application
Recommendation from Strategic Planning: That the board approve this pilot program. Chairman Salmon asked for a motion to approve this pilot program which had been discussed last month.
Action: On motion duly made by Director Schwartz-Frates, seconded by Director William Leach, the Board approved the Lyft Pilot Program and Draft Application as presented.
Motion carried: Unanimous (5-0)
- G3. Election to Special Districts Advisory Committee – San Diego Local Agency Formation Commission
New Item Review and select eight nominees for Special Districts Advisory Committee, authorize President to cast vote for District before January 6, 2020.
 Chairman Salmon said the information had been distributed to all board members and if anyone knows of someone on the list they would recommend to serve on the Advisory Committee, to please let him know and he will cast the votes for the District.
Action: It was moved by Director Salmon, seconded by Director Schwartz-Frates to assign the Chairman authorization to vote for the District in this matter.
Motion carried: Unanimous (5-0)
- G4. Review Annual Audit for the Year Ended 2019
Recommendation from Finance that the board approve the annual audit.
 Chairman Salmon asked for a motion to approve the Annual Audit for Year Ended 2019.
Action: On motion duly made by Director Jeffries, seconded by Director Schwartz-Frates, the Board approved as presented the Annual Audit for the Year Ended 2019.
Motion carried: Unanimous (5-0)
- G5. Approval of Cybergrants as Vendor for Processing Community Health Contract Grant Applications and Impact Reports
Recommendation from Finance that the board approve contracting with Cybergrants for grantees and obtaining grants.
 Rachel Mason said she is familiar with this web-based vendor through which a quarterly report regarding Community Health Contract recipients will be organized and ready for presentation. We can also use this vendor to apply for grants for services provided by the District.
Action: On motion duly made by Director William Leach, seconded by Director Schwartz-Frates, the Board approved contracting with Cybergrants for processing Community Health Contract applications and Impact reports.
Motion carried: Unanimous (5-0)

H. ITEMS FOR SUBSEQUENT MEETINGS

- H1. Other Director/Staff discussion items
- H1a. Item(s) for future board agendas
- H1b. Announcements of upcoming events:
- **No meeting in December** of the **Community Collaborative for Health & Wellness Committee (CCH&W)**
 - **Strategic Planning Committee meeting** – Wednesday, **December 18**, 5:00pm, FRHD Administrative Office, Community Room, 138 S. Brandon Rd.

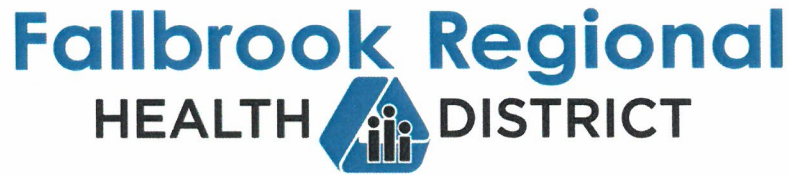
- **Gov't and Public Engagement Committee meeting** – Quarterly **TBD**
 - **Christmas Eve and Christmas Day/District Holidays** – Office closed
 - **New Year's Day/District Holiday** – Office closed
 - **Finance Committee meeting** – 1st Wednesday, **January 2**, 6:00pm, FRHD Administrative Office, Board Conference Room, 138 S. Brandon Rd., Fallbrook
 - **Woman of Wellness** – 1st Thursday, **January 2**, 6:00 – 7:30pm, Fallbrook Library
 - **Community Collaborative for Health & Wellness Committee (CCH&W)** – **January 15**, 9:30am, FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
 - **Board Workshop TBD**
FRHD Administrative Office, Community Room, 138 S. Brandon Rd., Fallbrook
 - **ACHD's 2020 Leadership Academy – February 20-21**, Sacramento.
- H2. **Next Regular Board meeting – 2nd Wednesday, January 8**, 6:00pm, FRHD Administrative Office, Community Room (downstairs) 138 S. Brandon Rd., Fallbrook

K. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:14 p.m.

Howard Salmon, Chairman

Board Secretary/Clerk



**MINUTES
FACILITIES COMMITTEE**

**Tuesday, December 17, 2019 at 10:30 A.M.
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chair Bill Leach called the meeting to order at 10:31 a.m.

Committee Members Present: Bill Leach and Barbara Mroz

Also in Attendance: Executive Director: Rachel Mason

Staff Members: Linda Bannerman and Mireya Banuelos; and Roy Moosa

2. Public Comments

None

3. Discussion Items

a. Update: Roofing projects

Rachel Mason said the roof projects on S. Brandon St. and Alvarado St. have been completed. There were a few leaks which have been repaired. Work has begun on the roof at the E. Mission property and Excel Air has removed the air conditioning units. If it rains during Christmas week, completing that work before the school is again in session as was planned might not be possible. She said A.D. Magellan has done a good job of keeping her informed as to changes or delays.

b. Update: Sidewalk

The project is essentially complete, with some paperwork still in process and the County assessing additional fees. Rob Holmes has done a good job overseeing this project. A total cost will be tallied.

c. Update: 617 E Alvarado - Potential Sale of Property

The 60-day window for other public agencies to express interest in the property is still open and there have been no inquiries to date. The FRHD banners are scheduled to be placed on the building soon. Dr. Skeoch has expressed interest in purchasing the building.

d. Update: 138 S Brandon – Fences, IT-Server

Rachel Mason said a gate and fence have been installed on the south side of the building. Another fence has been installed on the south side going around to the entrance. Lastly, a

chain has been installed at the outside steps to discourage use of the 2nd floor door. A sign will be posted asking that the 1st floor entrance be used.

Regarding IT upgrades, a new server is in process for installation by mid-January. Chrome books will be reconfigured by our IT consultant Jason Springston.

e. New Business: 1636 E Mission – HVAC replacements

Following installation of the new roof, the District will need to reinvest in air conditioning units, and it is still in question which type of units will be most efficient (split system is preferred). The plan is to wait until we better know how the building will be configured for future use.

f. New Business: 138 S Brandon

i. Replacement of Water Damaged Ceiling Tiles

There are many ceiling tiles that need to be replaced (some entire rooms, others just a few). An additional project of cleaning the carpets will also be required. There was discussion regarding the cost of carpet repairs vs. replacement in the community room.

ii. Painting of Damaged Walls

Two restrooms and the Utility Room have been painted. Additional painting will be needed after the ceiling tiles are replaced and the carpets cleaned. Eventually, new blinds will be needed for the windows throughout the building.

iii. Reconfiguration of Workroom

This room is outside of the Executive Director's office. The counter as you enter the room needs to be removed along with everything that goes with it (cabinets, drawers). It's possible we can use what is removed in a reconfigured way.

Roy Moosa provided a property update. He said the drainage problems on E. Mission have been resolved. Behind the school building the drainage has been routed to the stream. There are dead pine trees on S. Brandon and E. Mission Rd. that will soon be removed. The drainage issue on the south side of the building on S. Brandon Rd. will be resolved by the installation of drainage pipes out to the street. Lastly, trash bins will be needed again at the E. Mission Rd. property.

4. Adjournment

There being no further business, the meeting was adjourned at 11:25 a.m. with the understanding that the Facilities Committee will meet on a monthly basis on the third Friday at 10:30 a.m. through June 2020.

Bill Leach, Committee Chair

Board Secretary/Clerk

Fallbrook Regional HEALTH DISTRICT

MINUTES

GOVERNMENT/PUBLIC ENGAGEMENT COMMITTEE

Wednesday, December 27, 2019 at 10:00 A.M.

Community Room, 138 S. Brandon Rd., Fallbrook CA 92028

1. Call to Order/Roll Call

Committee Chair Schwartz-Frates called the meeting to order at 10:07 a.m.

In attendance: Committee Members: Kate Schwartz-Frates and Barbara Mroz; Executive Director: Rachel Mason; Staff Members: Pam Knox and Mireya Banuelos

2. Public Comments

None

3. Discussion Items

a. **Legislative Update – Kate Schwartz-Frates**

i. Review of Report given at December Regular Board Meeting)

Chair Schwartz-Frates briefly reviewed the report she provided at the regular board meeting this month. She said Governor Newsom has allotted \$40.8 million for screenings for Adverse Childhood Experiences (ACE) and Medi-Cal in the 2019-20 budget. The California Surgeon General and DHCS launched the ACES awareness initiative, a statewide effort allowing providers to screen patients for ACE. ACEs scores, when not addressed in childhood can lead to increased health risks and behavioral health risks as adults. The legislature will reconvene on January 6, for the second year of a two-year session. She said Prop 63 has funded mental health services in California since 2004. Funding toward homelessness programs will be a big issue in 2020.

ii. Legal Counsel's End-of-Year Legislative Report
(See attached report)

Regarding the Live Well program, there are two new leaders. Omar Passons will be the HHSA Director of Integrative Services beginning January 9, 2020, and Elizabeth Bustos is the HHSA Community Development Liaison having started in November. Both ACHD & CSDA have upcoming leadership academies and other training sessions and webinars. ACHD's Leadership Academy will take place in Sacramento on February 20 & 21, 2020. CSDA's will be held in San Diego on April 19-22, 2020. San Diego County will be providing additional funding for fire safety and emergency medical services in unincorporated areas of the County in a new plan covering from 2020-2025.

b. **FRHD Events/Community Engagement Efforts – Mireya Banuelos**

i. Community Health Contracts

- Dec 30 (3:30pm-4:30pm) Mental Health Systems, Youth Advocacy Coalition Drugged Driving Prevention Rally

- ii. Community Events at 1636 E. Mission Rd
 - Mondays (5:30pm-6:30pm) Yoga for Cancer Recovery
 - Mondays (6:30pm-8pm) Food Addicts in Recovery Anonymous

c. **Community Events/Meetings – Mireya Banuelos**

- i. Fallbrook Chamber of Commerce
 - Jan 6 (8:30am) First Monday Coffee, 111 S. Main Ave.
 - Jan 9 (8am-9am) SunUpper, hosted by Marc Sigmon Insurance Agent & Pressed & Blessed Clothing Company, 106 W. Hawthorne, Ste. A
 - Jan 10 (4pm) Ribbon Cutting, Celebrating 30 years in Business for Law Office of Deborah L. Zoller, 566 Alvarado St.
 - Jan 15 (4pm-7pm) Chamber Member Business Expo, 2001 Old Highway 395
 - Jan 24 (noon) Lunch Mob, 103 S. Main Ave.
 - Jan 29 (4:30-7:30pm) Wine Down Wednesday, 190 Red Mountain Ln.

Mireya Banuelos was asked to review and discuss events and community engagement efforts. (See attached report). Two CHC recipients have yet to receive their 2nd quarter site visit (Mental Health Systems, - Youth Advocacy Coalition and Palomar Family Counseling).

d. **2020 Facebook Average Organic Daily Reach in December as of 12/20 – Mireya Banuelos**

Mireya reported there were 306 engagements to date for December. A general communications plan is being developed with the new media communications person shared with North County Fire Protection District (Jennifer Koester).

Lastly, Committee Chair Schwartz-Frates shared that the AAUW (American Association of University Women) will meet in our conference room on February 2nd at 10:00 a.m. for a community outreach presentation.

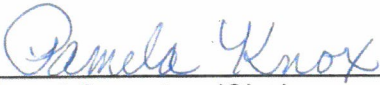
4. Adjournment

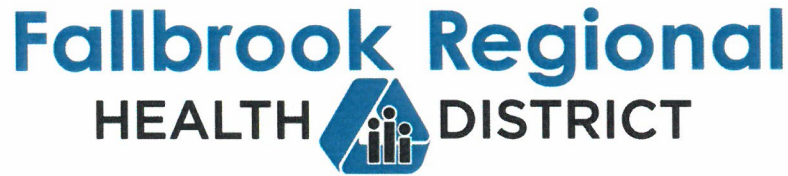
There being no further business, the meeting was adjourned at 10:22 a.m.

Kate Schwartz-Frates, Committee Chair

Board Secretary/Clerk

I certify that on December 20, 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 24 hours in advance of the meeting. The American with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in or denied the benefits of District business. If you need assistance to participate in this meeting, please contact the District office 24 hours prior to the meeting at 760-731-9187.


Board Secretary/Clerk



**MINUTES
STRATEGIC PLANNING COMMITTEE**

**Wednesday, December 27, 2019 at 11:00 A.M.
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chair Howard Salmon called the meeting to order at 11:02 a.m.

In attendance: Committee Members: Howard Salmon, Chair and Jennifer Jeffries, Co-chair
Executive Director: Rachel Mason and staff members Pam Knox and Mireya Banuelos

2. Public Comments

None

3. Discussion Items

a. Review Current Long-Range Plan Status

Discussion ensued regarding a long-range plan which does not currently exist. Strategic Planning could consider a long-range plan once the property on East Mission is developed.

b. Develop January Board Workshop Agenda

Discussion ensued regarding the upcoming workshop. A date has not yet been determined. The workshop will take place on a Saturday. Further discussion ensued regarding the agenda for the workshop and whether it is necessary to have Catalyst/Taylor Design representatives attend to provide additional information. Executive Director (ED) Rachel Mason said their proposal had been comprehensive and provided the cost for Phase 1. Following further discussion, the following recommendation was made.

Recommendation: The Strategic Planning Committee recommended that the Phase 1 proposal from Catalyst/Taylor Design be placed on the agenda as an action item for the regular meeting of January 8, 2020 and further recommended its approval. Additional phases of the proposal will be considered later.

Further discussion ensued regarding items for the workshop, including review of the Mission, Vision and Values. A review of District real estate holdings and formalizing a plan for future use, and review of the Brown Act might be included.

c. Review of 2020-2021 Community Health Contract Application Amendments and Criteria
ED Rachel Mason provided copies of first draft changes to the Community Health Contract Application. Discussion ensued. Committee members will review further and provide additional feedback. The expectation is going live March 1st. Two workshops will be

scheduled (recipients attending at least one will be mandatory). Discussion ensued regarding how direct and indirect costs are determined and handled in the grant process. Rachel Mason said she will have this placed on the agenda for the January 8th regular meeting for discussion so that all of the members of the Board will be informed and provide feedback.

- d. Review of Catalyst/Taylor Design proposal components and suggested phase objectives
This item was discussed under item b and a recommendation was made.

4. Adjournment

There being no further business, the meeting was adjourned at 11:48 a.m.

Howard Salmon, Committee Chair

Board Secretary/Clerk

DRAFT

REPORTS

REPORTS

Government/Public Engagement Committee

REPORTS

Executive Director – Rachel Mason

EXECUTIVE DIRECTOR'S REPORT - DECEMBER

Facilities:

Roofing project – Roofing on Brandon and Alvarado properties is complete. We are awaiting a new progress schedule for the Mission property. I have spoken with Bobby at AD Magellan who will coordinate the roofers and Rock Rose school to ensure we have complimentary schedules.

IT Updates: The new server was installed and the staff met with our IT service provider, Jason Springston to review best practices regarding creating a new core file system. This new process will allow the team to better file, organize and plan for the District's electronic records.

We anticipate having the Board packets available to the Board and presented visually each month on the new AV system starting in February.

1636 E. Mission:

- J Whalen submitted a proposal from Rincon Consultants for a noise and traffic study. This proposal was referred to legal and the Facilities committee for review before a next step can be taken.

Community Health Contracts - Grants:

To better outline our grant process I have started defining those items within the grantees budget that are eligible for funding and those that are not.

Specifically, understanding Indirect versus Direct expenses:

- Direct costs are the activities or items associated entirely with the project or program. This may include project materials, program staff salaries, and other fees that pertain only to the program.
- Indirect costs include items that are associated with running the organization as a whole, like administrative staff salaries, rent, utilities, office supplies, etc. The entire organization uses these items both for administrative purposes and for other programs.

Other:

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

2018-2019 Annual Report: This document was delayed due to the departure of Bobbi Palmer. In the past the Annual Report followed a calendar year; however, moving forward we will move to covering the fiscal calendar. Thus, this annual report will cover the fiscal year 2018-2019. The 2019-2020 Annual Report will be scheduled to be complete by October 1, 2020.

ACHD Leadership Academy: I plan to attend this training; February 20-21 in Sacramento.

REPORTS
Communication Only

NOTE LOCATION!



Thursday, January 9, 2020

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

Or call 760-731-9187

Presented by



Proud to be a partner of:



ALL INTERESTED APPLICANTS ARE ENCOURAGED
TO ATTEND AT LEAST ONE OF OUR:

COMMUNITY HEALTH CONTRACT GRANT WORKSHOPS

·NEW APPLICATION FORMAT·

·BUDGET PROCESS·

·Q&A·

January 29th, 10AM to 12PM & February 4th, 2PM to 4PM

Please RSVP and visit our website
for more information about the
Community Health Contract Grant Cycle and applicant
requirements



Fallbrook Regional
HEALTH DISTRICT

www.fallbrookhealth.org

138 S. Brandon Road
Fallbrook, CA 92028

(760) 731-9187



CCHW Schedule 2020

Fallbrook Community Collaborative for Health and Wellness

10:30 am – 12:00 pm

Location may vary

Wednesday, January 15, 2020

Wednesday, February 19, 2020

Wednesday, March 18, 2020

Wednesday, April 15, 2020

Wednesday, May 20, 2020

Wednesday, June 17, 2020

Wednesday, July 15, 2020

Wednesday, August 19, 2020

Wednesday, September 16, 2020

Wednesday, October 21, 2020

Wednesday, November 18, 2020

No meeting in December

Questions:

Contact Janine Loescher
fallbrooksmiles@gmail.com

DISCUSSION ITEMS

DISCUSSION ITEMS

F1.

Review of Updated Bylaws

1st Reading

**AMENDED & RESTATED BYLAWS
OF
FALLBROOK REGIONAL HEALTH DISTRICT [\(January 2020\)](#)**

**ARTICLE I
DEFINITIONS**

- 1.1 “Administrator” means the Executive Director or Chief Executive of the District.
- 1.2 "Board" means the Board of Directors of the District.
- 1.3 “Director” means an elected/appointed member of the Board of Directors.
- 1.4 "District" means the Fallbrook Regional Health District.
- 1.5 "Facilities" means the health care facilities and services operated by the District.

**ARTICLE II
ORGANIZATION, POWERS AND PURPOSES**

- 2.1 ORGANIZATION. The District is a political subdivision of the State of California organized under the Local Health Care District Law, Division 23 of the Health and Safety Code.
- 2.2 GENERAL PURPOSES AND POWERS. The District is organized for the purposes described in the Local Hospital District Law and shall have and may exercise such powers in the furtherance of its purposes as are now or may hereafter be set forth in the Local Health Care District Law and any other applicable statutes, rules, or regulations of the State of California. The powers of the District include, but are not necessarily limited to, all of those powers authorized by Health and Safety Code Sections 32121 through 32138, inclusive.
- 2.4 DISSOLUTION. Any proposal for dissolution of the District shall be subject to confirmation by the voters of the District in accordance with Cortese-Knox Local Government Reorganization Act of 1985 (Gov. Code, § 56000 et seq.).

**ARTICLE III
OFFICES**

- 3.1 PRINCIPAL OFFICE. The principal office of the District is hereby fixed and located at 138 South Brandon Road, Fallbrook, California 92028.

ARTICLE IV
BOARD

- 4.1 GENERAL POWERS. The Board is the governing body of the District. All District powers shall be exercised by or under the direction of the Board. The Board is authorized to make appropriate delegations of its powers and authority to officers and employees. The Board shall evaluate the performance of its principal Administrator, as well as the Board's own performance.
- 4.2 OPERATION OF FACILITIES. The Board shall be responsible for the operation of all Facilities owned, leased, or operated by the District, according to the best interests of the public health, and shall make and enforce all rules, regulations, and bylaws necessary for the administration, government, protection, and maintenance of the Facilities under the Board's management and all property belonging thereto, and may prescribe the terms upon which patients may be admitted thereto.
- 4.3 NUMBER AND QUALIFICATION. The Board shall consist of five (5) members, each of whom shall be a registered voter residing in the District.
- 4.4 ELECTION AND TERM OF OFFICE. An election shall be held in the District on the first Tuesday after the first Monday in November in each even-numbered year, at which a successor shall be chosen to each Director whose term shall expire on the first Friday of December following such election. The election of Board members shall be an election [by Zones pursuant to Health & Safety Code section 32499.3at large within the District](#) and shall be consolidated with the statewide general election. The candidates receiving the highest number of votes [in the Zones](#) for the offices to be filled at the election shall be elected thereto. The term of office of each elected Board member shall be four (4) years or until the Board member's successor is elected and has qualified, except as otherwise provided by law in the event of a vacancy. An orientation shall be provided which familiarizes each new Board member with his or her duties and responsibilities, including the Board's responsibilities for quality care and the Facilities' quality assurance programs. Continuing education opportunities shall be made available to Board members.
- 4.5 VACANCIES. When a vacancy occurs on the Board of Directors, and except as otherwise specified by statute, the remaining Board members may fill any vacancy on the Board by appointment as outlined in Government Code Section 1780. [An Appointed Board members must be a registered voter residing in the Zone from which the vacancy occurred.](#)
- 4.6 RESIGNATION OR REMOVAL. Any Board member may resign effective upon giving written notice to the Chairman, the Secretary, or the Board, unless the notice specifies a later time for the effectiveness of such resignation. The term of any member of the Board shall expire if the member is absent from three consecutive regular meetings or from

three of any five consecutive meetings of the Board and if the Board by resolution declares that a vacancy exists on the Board. All or any of the members of the Board may be recalled at any time by the voters following the recall procedure set forth in Division 16 of the Elections Code.

- 4.8 COMPENSATION. Each Director shall be compensated as authorized by the Local Health Care District Law (Health & Saf. Code, § 32103) at the rate of One Hundred Dollars (\$10~~50~~) per meeting, with a limit of ~~sixfive~~ (6~~5~~) meetings per month. For purposes of this paragraph, the word “meeting” includes all regularly scheduled Board meetings, special Board meetings, Board committee meetings, and sanctioned meetings inclusive of events sponsored by other local governments at which the District is expected or is invited to be represented as an official participant; meetings and/or events of agencies of which the District is a member or a subscribing participant, including events presented or sponsored by the Association of California Healthcare Districts (“ACHD”), the California Special District’s Association (“CSDA”), and any Board-approved educational seminars, including attendance at periodic ethics and harassment training prescribed by Assembly Bill 1234. Additionally, included are any and all occasions that constitute the performance of official duties such as District-sponsored special events, activities promotional of District-sponsored events, and in conducting review and/or site visits of District grant program applicants or recipients.

ARTICLE V **BOARD MEETINGS**

- 5.1 BOARD MEETING. A meeting of the Board is any congregation of a majority of the members of the Board at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the Board. A meeting is also the use of direct communication, personal intermediaries, or technological devices that is employed by a majority of the members of the Board to develop a collective concurrence as to action to be taken on an item by the members of the Board.
- 5.2 REGULAR MEETINGS. Regular meetings of the Board shall be held as follows:
- On the second Wednesday of each month at 6:00 p.m. at 138 S. Brandon Road~~1636 E. Mission Road~~, Fallbrook, California 92028; provided, however, that should said date fall upon a legal holiday, then the meeting shall be held at the same time on the next business day.
- 5.3 ANNUAL ORGANIZATION MEETING. The Board's annual organizational meeting shall be held on the second Wednesday in December at the place designated in a resolution by the Board. At that meeting, the Board shall organize by the election of one of its members as ChairPresident, one as Vice-ChairPresident, and one as Secretary. The ChairPresident shall appoint a Treasurer who shall serve at the pleasure of the Board. The Board shall also fix the date, time, and location for the regular Board meetings for the ensuing year.

- 5.4 SPECIAL MEETINGS. A special meeting may be called at any time by the Board [ChairPresident](#) or by a majority three-fifths (3/5th) of the Board members, by delivering personally or by mail written notice to each Board member and to each local newspaper of general circulation, radio, or television station requesting notice in writing. Such notice must be delivered personally, by mail, or by electronic or digital means at least twenty-four (24) hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at special meetings.
- 5.5 QUORUM. A majority of the members of the Board shall constitute a quorum for the transaction of business. The act of a majority of the Board members present at a meeting at which a quorum is present shall be the act of the Board. No action shall be taken by secret ballot.
- 5.6 ADJOURNMENT. The Board may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the Order of Adjournment. Less than a quorum may so adjourn from time to time. A copy of the Order or Notice of Adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within twenty-four (24) hours after the time of the adjournment.
- 5.7 RULES AND REGULATIONS. The Board may adopt rules, regulations, and standard procedures governing the Board, the District, and any District Facilities and programs. Any rules, regulations, or procedures shall not conflict with these Bylaws.
- 5.8 MEMBERS OF THE PUBLIC. The public shall be entitled to attend the open session portion of every Board meeting. Every agenda for regular meetings shall provide an opportunity for members of the public to address the Board on items of interest to the public that are within the jurisdiction of the Board, regardless of whether such items are on the current agenda. If a member of the public addresses an item within the Board's jurisdiction that is not on the agenda, the Board shall take no action respecting the item addressed by the member of the public. The Board may adopt reasonable regulations concerning the amount and duration of time individual speakers are permitted to address the Board. The Board shall not prohibit any speaker from raising public criticism of any District program or action taken by the Board, or public criticism of any District rule, regulation, or standard procedure.

ARTICLE VI

BOARD COMMITTEES

- 6.1 APPOINTMENT. All committees, whether standing or special (ad hoc), shall be appointed by the Board [ChairPresident](#) and shall be comprised of not more than two (2) members of the Board of Directors and such additional members as may be appropriate. The chairman of each committee shall be appointed by the [ChairPresident](#). All committees shall be advisory only to the Board unless otherwise specifically authorized to act by the Board.

6.2 **STANDING COMMITTEES.** Standing Committees shall meet periodically. The District shall have the following Standing Committees:

Finance. This committee shall be responsible for review of budgetary and financial matters related to the District including the annual audit and community health contracts program. This committee shall also be responsible for review of the District investments and appraisal of market conditions relating to prudent investment of District funds. The Finance committee shall meet monthly.

Facilities. This committee shall be responsible for periodic inspection of buildings owned by the District and for review and consideration of real estate matters. The committee shall meet at least quarterly.

Strategic Planning. This committee shall determine health needs of the District residents and prioritize those needs, recommend long-term services and programs to address those needs. The committee shall meet at least quarterly.

Governmental and Public Engagement. This committee shall be responsible for monitoring of healthcare legislation and public policy and for advisement of the District Board of possible/probable impact on matters of the District as/when indicated and for the initiation of appropriate action as/when indicated. This committee shall be responsible for interface with other agencies, including other government levels, as well as the public; inclusive of speeches or public appearances, press releases, etc. for the purpose of edification of the District's position/action on matters within the jurisdiction of the District.

6.3 **SPECIAL OR AD HOC COMMITTEES.** A special or ad hoc committee is an advisory committee composed solely of the members of the Board, which are less than a quorum of the Board and which does not have continuing subject matter jurisdiction and does not have a meeting schedule fixed by resolution or formal action of the Board. Special or ad hoc committees may be appointed by the President for special tasks as circumstances warrant and upon completion of the task for which appointed such special or ad hoc committee shall stand discharged.

6.4 **ADDITIONAL CONSULTANTS.** A committee chairman may invite additional individuals with expertise in a pertinent area to meet with and assist the committee. Such consultants shall not vote or be counted in determining the existence of a quorum and may be excluded from any committee session.

6.5 **MEETINGS AND NOTICE.** Meetings of a committee may be called by the Chairman or President of the Board, the chairman of the committee, or a majority of the committee's voting members. Meetings and notice of all standing committees, and of any other committee, board, or other body, irrespective of their composition, whether permanent or

temporary, decision-making or advisory, created by resolution or formal action of the Board, excluding special or ad hoc committees as defined in section 6.3 above, shall be noticed and held in accordance with the requirements of The Ralph M. Brown Act.

- 6.6 **QUORUM.** A majority of the voting members of a committee shall constitute a quorum for the transaction of business at any meeting of such committee. Each committee shall keep minutes of its proceedings.
- 6.7 **MANNER OF ACTING.** The act of a majority of the members of a committee present at a meeting at which a quorum is present shall be the act of the committee so meeting. No act taken at a meeting at which less than a quorum was present shall be valid unless approved in writing by the absent members. For special or ad hoc committees, action may be taken without a meeting by a writing setting forth the action so taken signed by each member of the committee entitled to vote.
- 6.8 **TENURE.** Each member of a standing committee shall hold office for a period of one (1) year or until a successor is appointed. Any member of a committee may be removed at any time by the Chairman or President subject to the consent of the Board. A member of the Board shall cease to hold committee membership upon ceasing to be a Board member.

ARTICLE VII OFFICERS

- 7.1 **BOARD CHAIR.** The Board shall elect one of its members as Board Chair at the annual organizational meeting, and the Board Chair shall hold office until a successor is elected. In the event of a vacancy in the office of Board Chair, the Board may elect a new Chairperson. The Board Chair shall be the principal officer of the District and shall preside at all meetings of the Board. The Board Chair shall appoint all Board committee members and committee chairmen, shall consult with the Administrator in the preparation of meeting agendas, and shall perform all duties incident to the office and such other duties as may be prescribed by the Board from time to time.
- 7.2 **VICE CHAIR.** The Board shall elect one of its members as Vice Chair at the annual organizational meeting, and the Vice Chair shall hold office until a successor is elected. In the absence of the Board Chair the Vice Chair shall perform the duties of the Board Chair.
- 7.3 **SECRETARY.** The Board shall elect one of its members as Secretary at the annual organizational meeting, and the Secretary shall hold office until a successor is elected. The Secretary shall provide for or coordinate the keeping of minutes of all meetings of the Board. The Secretary shall give or cause to be given appropriate notices in accordance with these Bylaws, or as required by law, and shall authenticate all resolutions and other official reports and records of the District as needed.

7.4 TREASURER. The Board Chair shall appoint a Treasurer who shall serve at the pleasure of the Board. The Treasurer shall be charged with the safekeeping and disbursement of the funds in the treasury of the District. The Treasurer shall also serve as the chairman of the Finance/~~Audit/Grant/Investment~~ Committee.

7.5 DISTRICT ADMINISTRATOR. The Board shall select and employ a District Administrator who shall serve as Executive Director or Chief Executive, and shall report to the Board. The Administrator be a full-time employee of the District and shall be responsible for the day-to-day administration of the District and the implementation of policies adopted by the Board. The Board shall develop, maintain, and periodically update a job description for the District Administrator, which job description shall outline in greater detail the functions and responsibilities of the Administrator's position with the District.

ARTICLE VIII
AMENDMENT

These Bylaws may be amended or repealed by vote of at least three (3) members of the Board at any Board meeting. Such amendments or repeal shall be effective immediately, except as otherwise indicated by the Board.

SECRETARY'S CERTIFICATE

I, the undersigned, the duly appointed, qualified, and acting Secretary of the Board of Directors for the Fallbrook Regional Health District, do hereby certify that attached hereto is a true, complete and correct copy of the current Bylaws of Fallbrook Regional Health District, duly adopted by the Board of Directors on _____, 2019.

Dated: _____, 2019

DRAFT

Secretary

SECRETARY'S CERTIFICATE

I, the undersigned, the duly appointed, qualified, and acting Secretary of the Board of Directors for the Fallbrook Regional Health District, do hereby certify that attached hereto is a true, complete and correct copy of the current Bylaws of Fallbrook Regional Health District, duly adopted by the Board of Directors on _____, 2019.

Dated: _____, 2019

Secretary

ACTION ITEMS

ACTION ITEMS

G1.

Consideration of Acceptance of
Elder Street/Brandon Road Sidewalk Project

Recommendation: *That the Board authorize staff
to file the proposed Notice of Completion
with the San Diego County Recorder*

RECORDING REQUESTED BY &
WHEN RECORDED RETURN TO:

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

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner or agent of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name and address of the owner is Fallbrook Regional Health District, 138 South Brandon Road, Fallbrook, CA 92028.
3. The nature of the interest or estate of the undersigned is: in fee.
4. A work of improvement on the property hereinafter described was completed on: December 2, 2019.
5. The work of improvement completed is described as follows: **SIDEWALK PROJECT ON THE N/O OF E. ELDER ST. E/O S. BRANDON RD, FALLBROOK REGIONAL HEALTH DISTRICT, SAN DIEGO COUNTY, CALIFORNIA.**
6. The name of the original contractor for such work of improvement is: L.C. Paving & Sealing, Inc.
7. The street address of said property is: 624 E. Elder Street, Fallbrook, CA 92028.
8. The property on which said work of improvement was completed is in the unincorporated area of Fallbrook, County of San Diego, State of California, and is described as follows: **SIDEWALK PROJECT ON THE N/O OF E. ELDER ST. E/O S. BRANDON RD, FALLBROOK REGIONAL HEALTH DISTRICT, SAN DIEGO COUNTY, CALIFORNIA.**

Dated: January 8, 2020

Fallbrook Regional Health District, a Public Agency

By _____
Rachel Mason, Executive Director

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California: that I am the Executive Director of Fallbrook Regional Health District, owner of the aforesaid interest or estate in the property described in the above notice; that I know and understand the contents thereof and that the facts stated therein are true and correct.

Dated: January 8, 2020

Rachel Mason, Executive Director

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

On January 9, 2020, before me, _____, Notary Public, personally appeared RACHEL A. MASON-RUNNELLS, proved to be me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

WITNESS my hand and official seal.

Notary Public

(SEAL)

ACTION ITEMS

G2.

Approval of Phase 1 Proposal from Catalyst/Taylor Design

Recommendation from the Strategic Planning Committee: That the Phase 1 proposal from Catalyst/Taylor Design be approved

Hours and Fees

	January	February	March	April	May	
	PHASE 1 VISION & COMMUNITY NEEDS ASSESSMENT		PHASE 2 FUNCTIONAL PROGRAMMIG & SPACE PLANNING		PHASE 3 FEASIBILITY ANALYSIS	
Key Activities	<ul style="list-style-type: none"> A. Project Initiation & Organization B. Collection & Review of Available Information C. Develop Mission & Vision D. Develop & Execute Community Communication Plan E. Update & Enhance Existing Population Analytics F. Establish Portfolio of Market & Partner Programs G. Research Best Practices & Emerging Trends H. Community Need Input/Desired Experience I. Synthesize Community Need/Program Priorities 	<ul style="list-style-type: none"> A. Translate Community Needs into Specific Programs Identified in Phase 1 B. Program and Resource Gap Analysis C. Site & Facilities Assessment D. Facilitate Inspiration Design Concept Session E. Develop Functional Program F. Create Conceptual Site & Facilities Master Plan Options & Preferred Plan G. Develop Space Plan and Stacking & Block Diagrams 	<ul style="list-style-type: none"> A. Provide Estimate of Capital Costs B. Develop Financial Feasibility Analysis C. Describe Project Phasing D. Develop & Issue Final Report 	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> Hours=876 Fees=\$164,000 </div>	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> Hours=TBD Fees=TBD </div>	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> Hours=TBD Fees=TBD </div>

Estimated hours and fees are based on a 5-month workplan and scope as described above.



ACTION ITEMS

G3.

Consideration and Adoption of Resolution No. 431
Agreement with Umpqua Bank to Participate in the
CSDA District Purchasing Card Program

RESOLUTION NO. 431

RESOLUTION OF THE BOARD OF DIRECTORS OF THE FALLBROOK REGIONAL HEALTH DISTRICT AUTHORIZING AGREEMENT WITH UMPQUA BANK TO PARTICIPATE IN THE CSDA DISTRICT PURCHASING CARD PROGRAM

WHEREAS, Credit cards and purchasing cards are mechanisms for purchasing goods and services for the convenience of the Fallbrook Regional Health District and

WHEREAS, the California Special Districts Association (CSDA) has negotiated with Umpqua Bank to provide a Purchasing Card Program for vendor payments, purchasing, travel or fleet transactions, and

WHEREAS, the CSDA District Purchasing Card Program is available to members of the CSDA and the District is a member of the CSDA; and

WHEREAS, the Program requires an application for credit approval, a resolution by the District Governing Board, and District policy and procedures regarding the use of the credit cards; and

WHEREAS, the District has a Standard Practice of procedures for using credit cards as required by the Program,

NOW THEREFORE BE IT RESOLVED, that the Governing Board of the Fallbrook Regional Health District directs the following actions:

- a. Authorize participation with Umpqua Bank in the CSDA District Purchasing Card program
- b. Authorize the application to the Program for credit cards or purchasing cards;
- c. Authorize the Board Chair to execute any necessary agreements
- d. Authorize Rachel Mason-Runnells, Executive Director; Linda Bannerman, Administrative Assistant; Pam Knox, Special Projects Coordinator to add new participants or cancel former employees.

BE IT FURTHER RESOLVED, that this Resolution shall be effective January 8, 2020 upon adoption.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Fallbrook Regional Health District on January 8, 2020, by the following roll call vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Howard Salmon, Chair, Board of Directors

ATTEST:

Linda Bannerman, Board Secretary/Clerk

ACTION ITEMS

G4.

Call for Nominations

Regular Special District Member Election

San Diego Local Agency Formation Commission

(LAFCO) Program



CALL FOR NOMINATIONS

December 6, 2019

TO: Independent Special Districts in San Diego County
FROM: Tamaron Lockett, Executive Assistant
SUBJECT: **Call for Nominations | Regular Special District Member Election on LAFCO**

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit one regular special district member to serve on the San Diego Local Agency Formation Commission (LAFCO). The term is four years and commences on May 4, 2020. The incumbent holder – Jo MacKenzie with Vista Irrigation District – is expected to seek nomination and run for a new term. Additional details follow.

- **Eligibility**

Candidates eligible for election must be members of the legislative body of an independent special district who reside within San Diego County but may not be members of the legislative body of a city or county.

- **Authorized Nominations**

State Law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached is nomination form for the LAFCO regular special district member (**Attachment A**).

- **Submittal Process and Deadline**

Signed nominations and a limited **two-page** resume indicating the candidate’s District and LAFCO experience must be returned to San Diego LAFCO **no later than Friday, February 7, 2020**. Nominations received after this date will be invalid. Nominations and resumes may be mailed to San Diego LAFCO Office at 9335 Hazard Way, Suite 200, San Diego, CA 92123 or email to tamaron.lockett@sdcounty.ca.gov, if necessary to meet the submission deadline, but the original form must be submitted.

Administration Keene Simonds, Executive Officer County Operations Center 9335 Hazard Way, Suite 200 San Diego, California 92123 T 858.614.7755 F 858.614.7766 www.sdlafco.org	Jim Desmond County of San Diego	Mary Casillas Salas City of Chula Vista	Mark Kersey City of San Diego	Jo MacKenzie, Chair Vista Irrigation	Andy Vanderlaan General Public
	Dianne Jacob, Vice Chair County of San Diego	Bill Wells City of El Cajon	Chris Cate, Alternate City of San Diego	Barry Willis Alpine Fire Protection	Harry Mathis, Alternate General Public
	Greg Cox, Alternate County of San Diego	Paul McNamara, Alternate City of Escondido		Erin Lump, Alternate Rincon del Diablo MWD	

After nominations and resumes are received it is anticipated a candidate's forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Election materials will be mailed out **no later than Friday, February 14, 2020** unless otherwise communicated by the LAFCO Executive Officer. Should you have any questions, please contact me at 858.614.7755.

Attachment:

- 1) Nomination form – LAFCO regular special district member

ATTACHMENT A

**NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
REGULAR MEMBER**

The _____ is pleased to nominate _____ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2024.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

(Presiding Officer Signature)

(Print name)

(Print Title)

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form