

**BOARD OF DIRECTORS**

Anne Stokman, RN, President
Timothy Benefield, Vice-President
Becky Campo, Secretary
Luis Avila, Treasurer
(Vacant), Zone 4-Director

PO Box 187, Patterson, CA 95363
Phone (209) 892-8781 Fax (209) 892-3755

BOARD OF DIRECTORS MEETING

Monday, February 26, 2024 @ 6:00 pm

Del Puerto Health Center, 1700 Keystone Pacific Parkway, Ste B, North Conference Room

PUBLIC COMMENT PERIOD: Matters under the jurisdiction of the Board and not on the posted agenda may be addressed by the general public at the beginning of the regular agenda. If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period; however, California law prohibits the Board from acting on any matter which is not on the posted agenda unless it is determined to be an emergency by the Board of Directors. Persons speaking during the Public Comment will be limited to five minutes. Depending on the number of persons wishing to speak, speaking time may be reduced to allow all public members to address the Board. Public comments must be addressed to the board through the President. Comments to individuals or staff are not permitted.

CONSENT CALENDAR: These matters include routine financial and administrative actions and are identified with an asterisk (*). All items on the consent calendar will be voted on as a single action at the beginning of the meeting under the section titled "Consent Calendar" without discussion. If you wish to discuss an item on the Consent Calendar, please notify the Clerk of the Board prior to the beginning of the meeting or you may speak about the item during Public Comment Period.

REGULAR CALENDAR: These items will be individually discussed and include all items not on the consent calendar, all public hearings, and correspondence.

CLOSED SESSION: Is the portion of the meeting conducted in private without the attendance of the public or press to discuss certain confidential matters specifically permitted by the Brown Act. The public will be provided an opportunity to comment on any matter to be considered in closed session prior to the Board adjourning into closed session.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the Board President announces the item. In order that interested parties have an opportunity to speak, any person addressing the Board will be limited to a maximum of 5 minutes unless the President of the Board grants a longer period.

BOARD AGENDAS AND MINUTES: Board agendas and minutes are typically posted on the Internet on Friday afternoons preceding a Monday meeting at the following website: <https://dphealth.specialdistrict.org/board-meetings>.

Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District office at 875 E Street, Patterson, CA during normal business hours. Such documents are also available online, subject to staff's ability to post the documents before the meeting, at the following website <https://dphealth.specialdistrict.org/board-meetings>.

NOTICE REGARDING NON-ENGLISH SPEAKERS: Board of Director meetings are conducted in English and translation to other languages is not provided. Please arrange for an interpreter, if necessary.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (209) 892-8781. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Cell phones must be silenced or set in a mode to not disturb District business during the meeting.

**DEL PUERTO HEALTH CARE DISTRICT
Board of Directors Meeting**

Monday, February 26, 2024 @ 6:00 pm

Del Puerto Health Center, 1700 Keystone Pacific Parkway, Ste B, North Conference Room

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Board of Directors Roll Call**
4. **Reading the Vision, Mission, and Value Statements**
*Vision: "A locally cultivated, healthier community."
 Mission: "To provide, promote, and partner in quality healthcare for all."
 Values: "Compassion – Commitment – Excellence"*
5. **Public Comment Period** *[Members of the public may address the Board on any issues on the Consent Calendar and items not listed on the agenda that are within the purview of the District. Comments on the agenda are made when the Board considers each item. Each speaker is allowed a maximum of five minutes. Board members may not comment or act on items not on the agenda.]*
6. **Declarations of Conflict** *[Board members disclose any conflicts of interest with agenda items]*
7. **Approval of Agenda** **Action**
*[*Directors may request moving any consent calendar item to the regular calendar or change the order of the agenda items.]*
8. **Consent Calendar*** *[Routine committee reports, minutes, and non-controversial items]* **Action**
 - A. *Accept Finance Committee Minutes – January 24, 2024
 - B. *Approve Board Meeting Minutes – January 29, 2024
 - C. *Approve Financial Report – January 31, 2024
 - D. *Approve Amendment of Electronic Equipment Replacement Policy to include EMS communication equipment and medical diagnostics equipment
9. **Regular Calendar**
 - A. *Any Consent Calendar items moved to the Regular Calendar **Action**
 - B. Nexus Study-Preliminary Data Presentation, Wiplfi **Action**
 - C. Love Patterson Sponsorship Proposal **Action**
 - D. Stars of Life Nominees **Action**
 - E. CEO Evaluation Policy Review & Amendment **Action**
 - F. CEO Evaluation Committee Appointment **Appointment by President**
10. **Review of Written Reports** *(Directors may raise any questions they have)* **Discussion**
 - A. Administration – Ms. Freese
 - B. Ambulance – Mr. Willette
 - C. Health Center – Ms. Benitez
 - D. Human Resources – Mr. Trefault
 - E. Legislative Update – Ms. Freese
11. **Strategic Planning**
 - A. FY 2023-24 Next 90 Days Update (attached)
 - B. Set a date for the Strategic Planning Workshop
12. **Closed Session** *[Board of Directors may recess to closed session to discuss certain matters as legally permitted. Any action taken shall be reported in open session.]*
 - A. Gov't Code section 54957.6 Conference with Labor Negotiator
Employee Organization: USW TEMSA Local 12911
Negotiators: David Ritchie, JD, Karin Freese
Paul Willette

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 26, 2024

Consent Calendar Summary

Page 1 of 1

Department: Chief Executive Office CEO Concurrence: Yes
 Consent Calendar: Yes 4/5 Vote Required: No

These matters include routine financial and administrative actions.

All items on the consent calendar will be voted on as a single action at the beginning of the meeting under the section titled "Consent Calendar" without discussion.

AGENDA ITEMS

- A. *Accept Finance Committee Minutes – January 24, 2024
- B. *Approve Board Meeting Minutes – January 29, 2024
- C. *Approve Financial Report – January 31, 2024
- D. *Approve Amendment of Electronic Equipment Replacement Policy to include EMS communication equipment and medical diagnostics equipment

RECOMMENDED MOTION: *I move the Board of Directors adopt the Consent Calendar as presented.*

MOTION AMENDED: YES NO

AMENDMENT: _____

Motion Made By	Motion	Second
Director Stokman		
Director Benefield		
Director Avila		
Director Campo		
Director Zone 4 - Vacant		

Roll Call Vote	Aye	No	Abstain	Absent
Director Stokman				
Director Benefield				
Director Avila				
Director Campo				
Director Zone 4 - Vacant				

MOTION:

_____ Passed _____ Failed _____ Passed as amended

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES January 24, 2024

1. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 8:18 AM

Other Board Members Present: Becky Campo, Committee Member

Staff Members Present: Karin Freese, Administrative Director/CEO; Maria Reyes-Palad, Financial Accounting Manager; Suzie Benitez, Health Center Manager (arrived 8:24 AM); and Danae Skinner, Administrative Staff Accountant.

2. Public Participation – there were no comments.

3. Acceptance of Agenda

M/S/C Anne Stokman/Becky Campo to accept the agenda as presented.

4. Finance Report Review

A. Review for Approval: December 11, 2023 Finance Meeting Minutes

M/S/C Becky Campo/Anne Stokman to accept the minutes for December 11, 2023, as presented.

B. Review Financial Reports for November 2023

Maria Reyes-Palad reviewed the Financial Reports for November 2023 and answered all questions regarding the reports.

M/S/C M/S/C Anne Stokman/Becky Campo to recommend that the Board accept the November 2023 Financial Reports as presented.

C. Review for Recommendation November 2023 Warrants

Maria Reyes-Palad reviewed the report and answered all questions regarding the Warrants.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Warrants with a correction in the descriptive note for ACETECH.

D. Review Financial Reports for December 2023

Maria Reyes-Palad reviewed the Financial Reports for December 2023 and answered all questions regarding the reports.

M/S/C M/S/C Becky Campo/Anne Stokman to recommend that the Board accept the December 2023 Financial Reports as presented.

E. Review for Recommendation December 2023 Warrants

Maria Reyes-Palad reviewed the report and answered all questions regarding the Warrants.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Warrants with a correction in the descriptive note for Stryker.

5. Old Business – None

6. New Business – None

A. Mid-Year Budget Revision

Maria Reyes-Palad reviewed the report, and Maria Reyes-Palad and Karin Freese answered all questions regarding the Mid-Year Budget Revision.

M/S/C Becky Campo/Anne Stokman to accept the minutes for December 11, 2023, as presented.

B. Resolution to Increase Asset Replacement Fund.

Maria Reyes-Palad reviewed the Resolution to Increase Asset Replacement Fund and answered all questions.

M/S/C M/S/C Anne Stokman/Becky Campo to recommend that the Board accept the November 2023 Financial Reports as presented.

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES January 24, 2024

- 7. Accounting and Finance Manager Report**
- A. Asset Replacement Fund Update 2024
Maria Reyes-Palad reviewed the Asset Replacement Fund update and answered all questions regarding the report.
Information Only – No Action Taken.
 - B. E Street Land & Building Details
Maria Reyes-Palad reviewed the E Street Land & Building Details and answered all questions regarding the report.
Information Only – No Action Taken.
 - C. Set Schedule for Committee Review of Account Reconciliations
Anne Stokman and Becky Campo reviewed November Account Reconciliations after the meeting.

8. Meeting adjourned – 9:26 AM

Next Meeting: TBA

Respectfully submitted,

Anne Stokman, Treasurer



BOARD OF DIRECTORS BOARD OF DIRECTORS

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 Becky Campo, Vice-President
 Timothy Benefield, Secretary
 Anne Stokman, RN, Treasurer

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BOARD OF DIRECTORS MEETING MINUTES
Monday, January 29, 2024 @ 6:00 pm

1. **Call to order at 6:10 pm** by President, Luis Avila
2. **Pledge of Allegiance**
3. **Roll Call**
 - Directors Present:** President, Luis Avila
 Vice President, Becky Campo
 Treasurer, Anne Stokman
 Secretary, Timothy Benefield
 - Staff Present:** CEO, Karin Freese
 Ambulance Director, Paul Willette
 Health Center Manager, Suzie Benitez
 Clerk of the Board/Financial Accounting Manager,
 Maria Reye-Palad
 HR Manager, Robert Trefault
 New Provider, Erica Mercado (left after Public Comment)
 - District Legal Council:** Dave Ritchie, Cole Huber, LLP
 - Members of the Public:** none

We have a quorum.
4. **Reading of the District's Vision, Mission, and Value Statements:**
 - Vision:* "A locally cultivated, healthier community."
 - Mission:* "To provide, promote, and partner in quality healthcare for all."
 - Values:* "Compassion – Commitment – Excellence"
5. **Public Comment Period**
 Ms. Erica Mercado, the new clinic provider, was introduced to the board.
6. **Declarations of Conflict** [Board members disclose any conflicts of interest with agenda items]
 None.
7. **Approval of Agenda:**
 - M/S/C:** To approve the agenda as posted.
 Directors Benefield/Campo
 - Ayes:** Directors Avila, Stokman, Campo, Benefield
 - Nays:** None
 - Abstain:** None
 - Motion:** Passed
8. **Consent Calendar*** [Routine committee reports, minutes, and non-controversial items]
 - A. *Accept Finance Committee Minutes – December 11, 2023
 - B. *Approve Financial Report – November 30, 2023
 - C. *Approve Financial Report – December 31, 2023
 - D. *Approve Special Board Meeting Minutes – December 11, 2023
 - E. *Conflict of Interest Code Biennial Review and Approval

- F. *Approve 2024 Board Meeting and District Holidays Calendars
- G. *EMT-to-Paramedic Sponsorship Program Policy Approval

Ms. Freese explained the details of Item G – EMT-to-Paramedic Sponsorship Program Policy. Grant received from Legacy Health Endowment through Del Puerto Hospital Foundation for \$25,000 will be paying for EMT's tuition fees, book and other supplies needed for Paramedic education. EMT should work with the district for twenty-four (24) hours a month while studying. EMT is obligated to repay all or portion of the money received if in case did not continue working with the district.

M/S/C. Approve the Consent Calendar.

Directors Benefield/Stokman

Ayes: Directors: Avila, Stokman, Campo, Benefield

Nays: None

Abstain: None

Motion: Passed

9. Regular Calendar* *[Members of the public may address the Board as the Board considers each item. Each speaker is allowed a maximum of five minutes.]*

A. No Items were moved from the consent calendar.

B. Director Zone 4 Seat Vacancy

Ms Freese announced that no candidates for Zone 4 vacant seat. The Board has option to appoint a candidate for the remainder of the term. If none before March 5th date, has 60 days to nominate to Board Supervisors. If a board seat was vacant after the election, the Board had 60 days to appoint someone to the seat. After that the Board of Supervisors has 30 days to appoint someone to the seat.

C. Conduct 2024 Board Officer Nominations and Elections

Nominations for President

Director Campo nominated Director Stokman for President

Director Avila seconded the nomination.

M/S/C. Nominations for President

Directors Campo/Avila

Ayes: Directors: Avila, Stokman, Campo, Benefield

Nays: None

Abstain: None

Motion: Passed

Nominations for Vice President

Director Campo nominated Director Benefield for Vice President

M/S/C. Nominations for Vice President

Directors Campo/Stokman

Ayes: Directors: Avila, Stokman, Campo, Benefield

Nays: None

Abstain: None

Motion: Passed

Nominations for Secretary

Director Avila nominated Director Campo for Secretary.

M/S/C. Nominations for Secretary

Directors Avila/Stokman

Ayes: Directors Avila, Stokman, Campo, Benefield
Nays: None
Abstain: None
Motion: Passed

Nominations for Treasurer
 Director Stokman nominated Director Avila for Treasurer.

M/S/C. Nominations for Treasurer
 Directors Stokman/Benefield
Ayes: Directors Avila, Stokman, Campo, Benefield
Nays: None
Abstain: None
Motion: Passed

- D. Adopt 2024 Banking Authorization Resolution 2024-01
 Ms. Freese explained Board officers banking authorization and limits.
 No further discussion.

M/S/C. To approve the 2024 Banking Authorization Resolution #2024-01
 Director Benefield/ Campo
Ayes; Directors Avila, Campo, Stokman, Benefield
Nays: None
Abstain: None
Motion: Passed By Roll Call Vote

- E. Approve Cost Sharing Agreement with Stanislaus County
 Ms. Freese informed the Board about the significant amount of donation that is expected from the recent collaboration with the county through Supervisor Condit, health plan providers and other community benefactors to assist the district with the uncompensated expenses incurred from the activities of the urgent care expanded hours.

Current providers are taking swing shifts for Tuesdays and Thursdays for soft start. New provider will be utilized once credentialed.

Advertising strategies are also discussed.

- F. Appointment of Board Finance Committee Member
 Director Stokman appointed Director Campo with Director Avila as Finance Committee Members.
- G. Appointment of Board WSHCTF Representative
 Director Benefield will still represent the district to Board WSHCTF.
- H. Appointment of Del Puerto Health Care Foundation Trustees
 Director Campo and Director Benefield will be in the foundation trustees.
- I. CA Prop 1: Behavioral Health Services Program and Bond Measure
 Board discussion ensued.
- J. Approve FY23-24 Budget Mid-Year Revision
 Finance Committee recommended the FY23-24 Budget Mid-Year Revision. Ms. Freese and Ms. Reyes-Palad explained the financial variances from the current budget.

M/S/C. To approve FY23-24 Budget Mid-Year Revision

Director Campo/Benefield

Ayes; Directors Campo, Stokman, Avila, Benefield

Nays: None

Abstain: None

Motion: Passed by Roll Call Vote

- K. Approve Asset Replacement Fund Resolution 2024-02
Ms. Reyes-Palad stated last year’s total depreciation cost of \$346K. This amount would be added back to Asset Replacement Fund as an additional amount for future major capital expenses.

M/S/C. To approve Asset Replacement Fund Resolution 2024-02

Director Benefield/ Campo

Ayes; Directors Campo, Stokman, Avila

Nays: None

Abstain: None

Motion: Passed by Roll Call Vote

- L. Keystone Water Mitigation
Ms. Freese discussed the existing long term water damage problem in Keystone Building. These will require huge amount of money for architects and other contractors as a solution.

10. Strategic Planning.

- A. FY 2023-24 Next 90 Days Update (attached)
Ms. Freese reviewed the worklist. No further discussion.

11. Development and Training

Director Avila introduced the book “The Advantage” by Patrick Lencioni for Board and management to discuss two (2) chapters per board meeting.

Inviting a speaker in Board retreat was also suggested.

12. Written Reports

<u>A. Employee Anniversaries & New Hires</u>		<u>December & January</u> <u>Years</u>
Ambulance	Dennis Flannery	21
	Brandon Cousin	9
	Brian Haslam	1
	Nelson Arellano	1
	Joshua Campo	1
	Andy Mercado	New
Health Center	Eneida Barrera	20
	Erica Mercado, PA-C	New
	Yesenia Hernandez	New
	Jessica Cancino	New
	Mary Annette Robles	New
Administration	Jennifer Gurski	1
	Robert Trefault	New

- B. Ambulance – Mr. Willette (Report Attached)
- C. Health Center – Ms. Benitez (Report Attached)
- D. Administration – Ms. Freese (Report Attached)
Ms. Freese declared that the district was not selected for \$1.20M State grant for equity and practice transformation.
Ms. Freese stated updates on the imaging services partnership
- E. Legislative Update – Director Avila and Ms. Freese
No update.

Adjourned to Closed Session @7:14pm

13. Closed Session *[Board of Directors may recess to closed session to discuss certain matters as legally permitted. Any action taken shall be reported in open session.]*

- A. Gov't Code section 54956.8 Conference with Real Property Negotiator
Property: APN 0131-024-008
- B. Gov't Code § 54957.6 Conference with Labor Negotiator
Employee Organization: USW TEMSA
Local 12911

Negotiators: David Ritchie, JD
Karin Freese & Paul Willette
- C. Health & Safety Code 321069(c)(2) District Health Care Trade Secret (i.e.,
necessary to initiate a new district service
or program or add a district health care
facility and, if prematurely disclosed,
create a substantial probability of
depriving the district of a substantial
economic benefit).

14. Reconvene to Open Session @ 7:50 pm - Report of Closed Session

15. Director Correspondence, Comments, Future Agenda Items
Update on CVS vacant space which is owned by a leasing company.

16. Upcoming Regular Board and Standing Committee Meeting Dates Information

Finance – Wed, Feb 21 @ 8:15 AM	Board – Mon, Feb 26 @ 6:00 PM
Finance – Wed, Mar 20 @ 8:15 AM	Board – Mon, Mar 25 @ 6:00 PM
Finance – Wed, Apr 24 @ 8:10 AM	Board – Mon, Apr 29 @ 6:00 PM

17. Adjourn @ 8:10 pm

Respectfully Submitted:

Becky Campo, Board Secretary

Date Signed

Del Puerto Health Care District
Balance Sheet
As of January 31, 2024

	Jan 31, 24	Dec 31, 23	% Change	Jan 31, 23	% Change	Notes
ASSETS						
Current Assets						
Total Checking/Savings	4,960,041	3,803,930	30%	3,951,530	26%	
Total Accounts Receivable	1,115,759	1,082,185	3%	762,408	46%	
Total Other Current Assets	169,522	1,178,972	(86%)	136,034	25%	
Total Current Assets	6,245,322	6,065,087	3%	4,849,972	29%	
Fixed Assets						
Total 151.000 · Capital assets	4,843,480	4,871,073	(1%)	5,007,462	(3%)	
Total Fixed Assets	4,843,480	4,871,073	(1%)	5,007,462	(3%)	
Other Assets						
150.000 · Lease Receivable - Non Current	273,263	273,263		327,809	(17%)	
Total Other Assets	273,263	273,263		327,809	(17%)	
TOTAL ASSETS	11,362,065	11,209,423	1%	10,185,243	12%	
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	463,780	490,926	(6%)	520,845	(11%)	
Total Long Term Liabilities	1,687,538	1,693,123	(0%)	1,812,294	(7%)	
Total Liabilities	2,151,318	2,184,049	(1%)	2,333,139	(8%)	
Equity						
350.000 · Unrestricted Assets	1,961,117	2,547,117	(23%)	2,028,461	(3%)	
Total 360.000 · Assigned Fund Balance	2,980,870	2,634,870	13%	2,004,002	49%	
Total 370.000 · Restricted Fund Balance	856,422	616,422	39%	242,870	253%	
390.000 · Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	919,576	734,204	25%	1,084,010	(15%)	YTD overall result
Total Equity	9,210,747	9,025,375	2%	7,852,105	17%	
TOTAL LIABILITIES & EQUITY	11,362,065	11,209,424	1%	10,185,244	12%	

	Jan 31, 24	Dec 31, 23
Month End Cash Balance	4,960,041	3,803,930
101.015 - TCB Keystone C 8641	(377,764)	(364,919)
103.100 - TCB USDA Debt Reserve 7237	(122,950)	(122,948)
370.010 - Mitigation Fees	(255,702)	(255,702)
360.030 - Asset Replacement Fund	(1,489,870)	(1,143,870)
AP & Payroll Liabilities	(360,220)	(415,396)
UNENCUMBERED CASH	2,353,535	1,501,095
Percent of Operating Reserve	158%	101%
360.070 - Operating Reserve	1,491,000	1,491,000

Del Puerto Health Care District
YTD by Class
July 2023 through January 2024

	Total 00 Tax Revenue			Total 01 DPHCD			Total 02 Patterson District Ambulance			Total 03 Del Puerto Health Center			Total 06 Keystone Bldg C			OVERALL		
	Jul '23 - Jan 24	Budget	FY23-24 Budget	Jul '23 - Jan 24	Budget	FY23-24 Budget	Jul '23 - Jan 24	Budget	FY23-24 Budget	Jul '23 - Jan 24	Budget	FY23-24 Budget	Jul '23 - Jan 24	Budget	FY23-24 Budget	Jul '23 - Jan 24	Budget	FY23-24 Budget
Ordinary Income/Expense																		
Income																		
401.000 · Gross Patient Service Revenue							6,389,372	7,700,430	13,200,730	2,561,377	2,046,816	3,684,467				8,950,749	9,747,246	16,885,197
403.000 · Adjustments							(3,720,083)	(4,895,426)	(8,392,161)	(620,324)	(169,827)	(330,057)				(4,340,407)	(5,065,253)	(8,722,218)
405.000 · Bad Debt							(403,234)	(564,519)	(967,744)	19,491						(383,743)	(564,519)	(967,744)
407.000 · Other Income				1,049	1,750	3,000	3,524	3,325	5,700	6,191	5,833	10,000				10,764	10,908	18,700
Total Income				1,049	1,750	3,000	2,269,580	2,243,810	3,846,525	1,966,735	1,882,823	3,364,410				4,237,364	4,128,383	7,213,935
Gross Profit				1,049	1,750	3,000	2,269,580	2,243,810	3,846,525	1,966,735	1,882,823	3,364,410				4,237,364	4,128,383	7,213,935
Expense																		
601.000 · Salaries & Wages				315,813	298,220	522,074	969,818	966,473	1,684,626	807,714	857,696	1,518,969				2,093,345	2,122,389	3,725,669
602.000 · Employee Benefits				75,099	80,571	140,703	223,969	239,363	416,209	224,366	248,043	442,605				523,434	567,977	999,517
603.000 · Professional Fees				70,620	87,750	94,000	25,398	30,843	52,874	242,363	242,597	411,920				338,381	361,190	558,794
604.000 · Purchased Services				8,558	10,466	16,885	145,612	160,432	277,884	213,412	224,463	384,793				367,582	395,361	679,562
605.000 · Supplies				5,401	4,816	8,258	47,742	52,988	90,837	54,572	55,069	94,404				107,715	112,873	193,499
606.000 · Utilities				4,711	4,497	7,708	15,141	13,677	23,447	26,262	26,996	46,279				46,114	45,170	77,434
607.000 · Rental and Lease				123	150	300				1,418	1,418	2,430				1,541	1,568	2,730
608.000 · Insurance Coverages				27,179	23,518	40,317	132,175	142,368	244,060	81,429	74,332	127,426				240,783	240,218	411,803
609.000 · Maintenance & Repairs				787	1,411	2,418	51,605	48,802	83,660	20,095	19,472	33,381				72,487	69,685	119,459
610.000 · Depreciation and Amortization				13,157	11,730	22,963	110,068	111,083	192,570	56,663	53,998	97,208	27,960	27,765	47,597	207,848	204,576	360,338
611.000 · Other operating expenses			25,756	35,746	43,810	75,064	381,510	378,532	527,983	71,687	63,098	105,554				488,943	485,440	734,357
699.999 · Condensed Item Adj. Expense				(523,762)	(510,328)	(874,848)	261,881	255,164	437,424	261,881	255,164	437,424						
Total Expense			25,756	33,432	56,611	55,842	2,364,918	2,399,725	4,031,574	2,061,862	2,122,345	3,702,393	27,960	27,765	47,597	4,488,172	4,606,446	7,863,162
Net Ordinary Income			(25,756)	(32,383)	(54,861)	(52,842)	(95,338)	(155,915)	(185,049)	(95,127)	(239,522)	(337,983)	(27,960)	(27,765)	(47,597)	(250,808)	(478,063)	(649,227)
Other Income/Expense																		
Other Income																		
701.000 · District Tax Revenues	939,008	939,010	1,609,732				144,319	144,322	247,409							1,083,327	1,083,332	1,857,141
703.000 · Investment Income				35,264	25,334	40,000	0			0						35,264	25,334	40,000
704.000 · Interest Expense										(31,261)	(30,795)	(52,792)				(31,261)	(30,795)	(52,792)
705.000 · Tenant Revenue													81,541	68,224	116,956	81,541	68,224	116,956
710.000 · Misc Other Income				2,154						8,028	2,217	3,800				10,182	2,217	3,800
Total Other Income	939,008	939,010	1,609,732	37,417	25,334	40,000	144,319	144,322	247,409	(23,234)	(28,579)	(48,992)	81,541	68,224	116,956	1,179,051	1,148,311	1,965,105
Other Expense																		
802.000 · Keystone District Expense													8,668	10,463	17,936	8,668	10,463	17,936
810.000 · Misc Other Expense																		
Total Other Expense													8,668	10,463	17,936	8,668	10,463	17,936
Net Other Income	939,008	939,010	1,609,732	37,417	25,334	40,000	144,319	144,322	247,409	(23,234)	(28,579)	(48,992)	72,873	57,762	99,020	1,170,383	1,137,849	1,947,169
Net Income	939,008	939,010	1,583,976	5,035	(29,528)	(12,842)	48,981	(11,593)	62,360	(118,361)	(268,101)	(386,975)	44,913	29,997	51,423	919,576	659,785	1,297,942

Del Puerto Health Care District Warrants by Bank Account January 2024

Type	Date	Num	Name	Credit	Notes
101.000 - Cash and cash equivalents					
101.010 - Tri Counties Bank					
101.011 - TCB-Operating Checking 1739					
Check	01/31/2024			30.00	
Bill Pmt -Check	01/05/2024	EFT	ABW Medical, LLC	2,400.00	
Bill Pmt -Check	01/08/2024	EFT	Umpqua Bank	8,510.48	
Bill Pmt -Check	01/16/2024	EFT	City Of Patterson-H2O, sewer, garbag	513.64	
Bill Pmt -Check	01/23/2024	EFT	ABW Medical, LLC	8,230.00	
Bill Pmt -Check	01/23/2024	EFT	Athena Health, Inc.	20,770.75	
Bill Pmt -Check	01/22/2024	EFT	FP Mailing Solutions	300.00	
Bill Pmt -Check	01/11/2024	WIRE	CA DHCS (PP-GEMT, IGT)	72,550.60	PP-GEMT IGT Inv # 1
Bill Pmt -Check	01/01/2024	32549	MD - Rodriguez, Jose	35,333.33	
Bill Pmt -Check	01/08/2024	32550	AMR-American Medical Response	7,663.81	
Bill Pmt -Check	01/08/2024	32551	BICSEC Security, Inc	25.00	
Bill Pmt -Check	01/08/2024	32552	Bound Tree Medical LLC	962.64	
Bill Pmt -Check	01/08/2024	32553	Data Path, Inc	6,266.24	
Bill Pmt -Check	01/08/2024	32554	DeHart Plumbing Heating & Air Inc	853.00	
Bill Pmt -Check	01/08/2024	32555	Frontier-3755	274.71	
Bill Pmt -Check	01/08/2024	32556	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Check	01/08/2024	32557	Language Line	100.00	
Bill Pmt -Check	01/08/2024	32558	McAuley Ford	7,093.89	0901 Engine Oil Leak
Bill Pmt -Check	01/08/2024	32559	McKesson Medical Surgical Inc.	167.56	
Bill Pmt -Check	01/08/2024	32560	Pacific Records Management	284.68	
Bill Pmt -Check	01/08/2024	32561	Patterson Irrigator	30.00	
Bill Pmt -Check	01/08/2024	32562	Paul Oil Co., Inc.	3,446.63	
Bill Pmt -Check	01/08/2024	32563	Physicians Service Bureau	277.72	
Bill Pmt -Check	01/08/2024	32564	Quest Diagnostics	300.00	
Bill Pmt -Check	01/08/2024	32565	Rush Truck Center Ceres	100.98	
Bill Pmt -Check	01/08/2024	32566	Staples Advantage	282.24	
Bill Pmt -Check	01/08/2024	32567	Stericycle	182.33	
Bill Pmt -Check	01/08/2024	32568	Stericycle	607.75	
Bill Pmt -Check	01/08/2024	32569	Stericycle / Shred-it	112.60	
Bill Pmt -Check	01/08/2024	32570	Stericycle / Shred-it	326.36	
Bill Pmt -Check	01/08/2024	32571	TID Turlock Irrigation District +06	1,144.94	
Bill Pmt -Check	01/08/2024	32572	Workbench True Value Hdwe.	12.92	
Bill Pmt -Check	01/08/2024	32573	Zoll	1,117.59	
Check	01/16/2024	32574	GEMT	3,939.87	FY 2020 GEMT Recon
Bill Pmt -Check	01/16/2024	32575	Airgas USA, LLC	230.37	
Bill Pmt -Check	01/16/2024	32576	City Of Patterson-H2O, sewer, garbag	670.19	
Bill Pmt -Check	01/16/2024	32577	DeliverHealth	79.00	
Bill Pmt -Check	01/16/2024	32578	MedStatix, Inc	160.00	
Bill Pmt -Check	01/16/2024	32579	Patterson Tire	623.34	
Bill Pmt -Check	01/16/2024	32580	Westside Landscape & Concrete	682.50	
Bill Pmt -Check	01/23/2024	32581	Beta Healthcare - Workers Comp	6,645.75	
Bill Pmt -Check	01/23/2024	32582	Beta Healthcare Group	18,667.93	
Bill Pmt -Check	01/23/2024	32583	Comcast Business Voice Edge	506.00	
Bill Pmt -Check	01/23/2024	32584	Crescent Work & Outdoor #1	126.26	
Bill Pmt -Check	01/23/2024	32585	Life-Assist	674.97	
Bill Pmt -Check	01/23/2024	32586	McKesson Medical Surgical Inc.	2,289.54	
Bill Pmt -Check	01/23/2024	32587	Mission Linen Supply	862.67	
Bill Pmt -Check	01/23/2024	32588	Mr. Rooter Plumbing	1,049.06	
Bill Pmt -Check	01/23/2024	32589	Paul Oil Co., Inc.	2,892.74	
Bill Pmt -Check	01/23/2024	32590	PG&E	218.79	

Del Puerto Health Care District Warrants by Bank Account

January 2024

Type	Date	Num	Name	Credit	Notes
Bill Pmt -Check	01/23/2024	32591	Physicians Service Bureau	24.28	
Bill Pmt -Check	01/23/2024	32592	SEMSA Sierra Medical Services Allian	10,925.20	
Bill Pmt -Check	01/23/2024	32593	Terminix	150.00	
Bill Pmt -Check	01/23/2024	32594	West Side Storage Baldwin	202.50	
Total 101.011 · TCB-Operating Checking 1739				236,038.35	
101.012 · TCB-Payroll Account 2999					
Liability Check	01/03/2024		Payroll Direct Deposit	91,953.92	
Paycheck	01/09/2024		Employee Payroll		
Liability Check	01/10/2024		Payroll Direct Deposit	2,350.03	
Liability Check	01/12/2024		Payroll Direct Deposit	2,375.09	
Liability Check	01/17/2024		Payroll Direct Deposit	88,425.38	
Liability Check	01/31/2024		Payroll Direct Deposit	89,299.05	
Liability Check	01/08/2024	EFT	AIG (VALIC)	15,823.11	
Liability Check	01/18/2024	EFT	AIG (VALIC)	14,487.16	
Liability Check	01/04/2024	E-pay	EDD State of California	7,985.41	
Liability Check	01/04/2024	E-pay	Internal Revenue Service	38,328.80	
Liability Check	01/09/2024	E-pay	EDD State of California	78.27	
Liability Check	01/09/2024	E-pay	Internal Revenue Service	669.12	
Liability Check	01/11/2024	E-pay	EDD State of California	209.00	
Liability Check	01/11/2024	E-pay	Internal Revenue Service	909.96	
Liability Check	01/18/2024	E-pay	EDD State of California	7,250.77	
Liability Check	01/18/2024	E-pay	Internal Revenue Service	36,642.84	
Liability Check	01/30/2024	E-pay	EDD State of California	7,414.47	
Paycheck	01/04/2024	25643	Employee Payroll	3,800.17	
Paycheck	01/04/2024	25644	Employee Payroll	870.47	
Paycheck	01/04/2024	25645	Employee Payroll	71.00	
Paycheck	01/04/2024	25646	Employee Payroll	VOID	
Liability Check	01/04/2024	25647	California State Disbursement Unit	296.30	
Liability Check	01/04/2024	25648	Franchise Tax Board	723.97	
Liability Check	01/04/2024	25649	Franchise Tax Board	700.92	
Liability Check	01/04/2024	25650	Franchise Tax Board	590.45	
Liability Check	01/04/2024	25651	United Steelworkers	363.67	
Paycheck	01/04/2024	25652	Employee Payroll	199.40	
Paycheck	01/18/2024	25653	Employee Payroll	2,743.46	
Paycheck	01/18/2024	25654	Employee Payroll	474.19	
Paycheck	01/18/2024	25655	Employee Payroll	377.80	
Paycheck	01/18/2024	25656	Employee Payroll	537.59	
Paycheck	01/18/2024	25657	Employee Payroll	734.60	
Paycheck	01/18/2024	25658	Employee Payroll	3,200.24	
Liability Check	01/18/2024	25659	United Steelworkers	381.20	
Liability Check	01/18/2024	25660	California State Disbursement Unit	296.30	
Liability Check	01/18/2024	25661	Franchise Tax Board	531.93	
Liability Check	01/18/2024	25662	CA Choice	47,689.81	
Liability Check	01/18/2024	25663	AFLAC	1,474.42	
Liability Check	01/18/2024	25664	LegalShield	658.25	
Liability Check	01/18/2024	25665	Principal Life Insurance Co	5,695.17	
Total 101.012 · TCB-Payroll Account 2999				476,613.69	
101.015 · TCB - Keystone C 8641					
Bill Pmt -Check	01/08/2024	10380	DeHart Plumbing Heating & Air Inc	573.00	
Bill Pmt -Check	01/08/2024	10381	TID Turlock Irrigation District +06	308.24	
Bill Pmt -Check	01/16/2024	10382	City Of Patterson-H2O, sewer, garbag	64.97	
Bill Pmt -Check	01/16/2024	10383	Gilberto Arroyo-06	340.00	

Del Puerto Health Care District
Warrants by Bank Account
January 2024

Type	Date	Num	Name	Credit	Notes
Total 101.015			TCB - Keystone C 8641	1,286.21	
Total 101.010			Tri Counties Bank	713,938.25	
Total 101.000			Cash and cash equivalents	713,938.25	
103.000 - Restricted Funds					
103.100 - TCB-USDA Debt Reserve 7237					
Check	01/15/2024	eft	USDA Rural Development Loan-EFT	10,060.00	
Total 103.100			TCB-USDA Debt Reserve 7237	10,060.00	
Total 103.000			Restricted Funds	10,060.00	
TOTAL				723,998.25	

Less:	Irregular Items (highlighted)	83,584.36
	3rd Payroll	104,299.05
		<u>187,883.41</u>

NET WARRANTS ISSUED - JANUARY 2024 536,114.84

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 26, 2024****8D. Electronic Equipment Replacement Policy Update****Page 1 of 1**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: **Electronic Equipment Replacement Policy Update**

STAFF REPORT: The proposed amendment of Policy 2225, existing since 2021, includes technical changes to include emergency communications and medical diagnostic equipment in the capital asset replacement guidelines.

DISTRICT PRIORITY: Providing up-to-date and serviceable equipment for our employees to perform their jobs.

FISCAL IMPACT: None – inconsequential update of language to match practice

STAFFING IMPACT: Allows management to replace fully depreciated, out-of-date or end-of-life equipment from the asset replacement fund per existing policy.

CONTACT PERSON: Karin Freese

ATTACHMENT(S): DRAFT Revision of Policy 2225 Electronic Device Replacement

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: NO

CONSENT CALENDAR: YES

MOTION: *I move the Del Puerto Health Care District Board of Directors adopt Policy 2225 Electronic Device Replacement as amended.*

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2225

ELECTRONIC DEVICE REPLACEMENT POLICY	EFFECTIVE DATE
	1/25/2021

REVIEW DATE:	REVISION DATE: 02/26/2024
POLICY SOURCE: California Special Districts Association Best Practice	

Purpose: To establish an ~~IT-related~~ [electronic devices and](#) equipment replacement and upgrade policy for the Del Puerto Health Care District to stay compliant with evolving technology requirements, reduce technical support issues, and improve ~~employee's~~ [employees'](#) technical efficiency.

Policy: It is the District's policy to replace technology-related equipment as follows, based on the equipment's purchase date:

- Tablets and cellular phones will be replaced on a three-year cycle.
- Computers (workstations & laptops) will be replaced on a five-year cycle.
- Servers will be replaced on a five- to seven-year cycle.
- [EMS communications equipment \(e.g., hand-held and mounted radios\) on a three to five-year cycle.](#)
- [Medical diagnostic equipment \(for example, but not limited to a defibrillator, EKG machine, spirometry, audiology, electronic scale, otoscope\) on a three to seven-year cycle.](#)

Procedure: Guidelines and procedures are required to maintain a replacement cycle of District electronic equipment within the useful and expected lifetime of the equipment while preventing a proliferation of aging, obsolete, out-of-warranty, unsupported, and incompatible systems.

CYCLE OF REPLACEMENT

- Workstations, laptops, and servers that have been replaced and are no longer appropriate for continued District use will have their hard drives removed and destroyed. The remaining components will be recycled, disposed [of](#), or donated in accordance with [the](#) established District Surplus Policy.
- [Tablets and cellular phones will have their memories flashed and reset to factory default settings. The devices will then be recycled, disposed of, or donated in accordance with the established District Surplus Policy.](#)
- [EMS communications and medical diagnostic equipment will have their memories erased and be reset to factory default settings. The devices will then be recycled, disposed of, or donated in accordance with the established District Surplus Policy.](#)

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 26, 2024

9B. Nexus Study-Preliminary Data Presentation, Wiplfi

Page 1 of 1

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: No

4/5 Vote Required: No

SUBJECT: Nexus Study-Preliminary Data Presentation, Wiplfi

STAFF REPORT: Building Costs Update: As previously discussed, the district's 2006 building infrastructure plan requires an update, primarily focusing on revising the project costs. The updated building costs are essential for our Development Impact Fee assessments, which play a vital role in financing the necessary infrastructure to accommodate the needs of our growing community.

In October 2023, the DPHCD board approved the \$25,000 for updating the building costs. A request was made to Legacy Health Endowment, and they have approved a matching funds grant of \$25,000 for the behavioral health needs assessment.

Tonight the Wiplfi team presents their Preliminary Data for Board review.

DISTRICT PRIORITY: Community Market Needs Assessment

FISCAL IMPACT: Matching grant funds

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese

ATTACHMENT(S): Nexus Study-Preliminary Data

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: NO

RECOMMENDED MOTION: *I move the Board of Directors to accept the Nexus Study-Preliminary Data Presentation.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>
<i>Director Stokman</i>		
<i>Director Benefield</i>		
<i>Director Campo</i>		
<i>Director Avila</i>		
<i>[vacant]</i>		

<i>Roll Call Vote</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Stokman</i>				
<i>Director Benefield</i>				
<i>Director Campo</i>				
<i>Director Avila</i>				
<i>[vacant]</i>				

February 26, 2024

PERSPECTIVE

CHANGES EVERYTHING.

Facility sizing and cost analysis

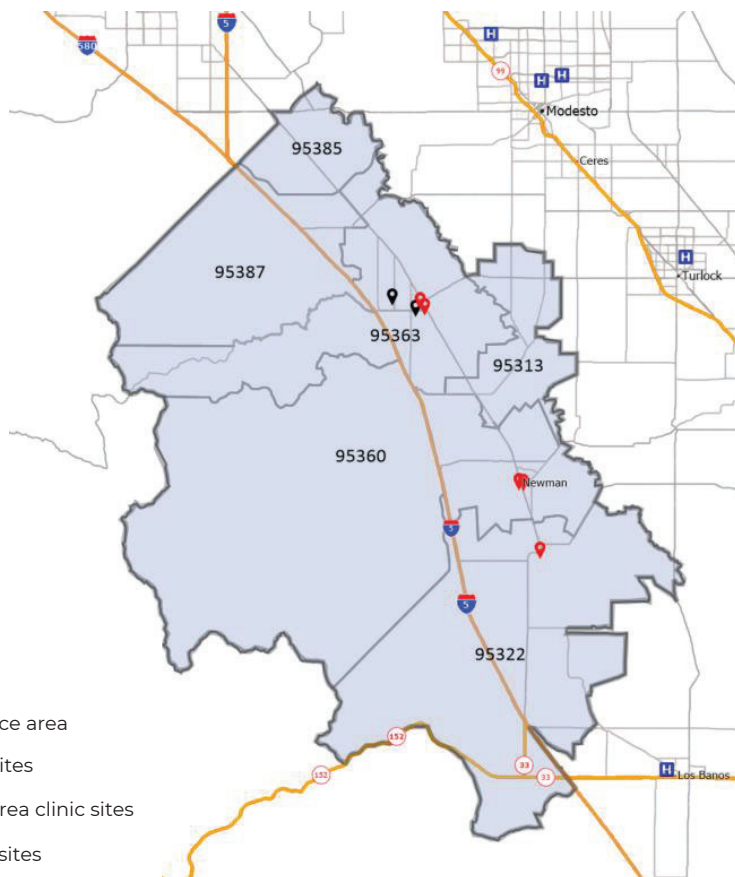
Presented to: Del Puerto Health Care District

WIPFLI

Del Puerto Health Care District ("DPHCD") and west side service area definition

Service area consists of western Stanislaus County, as well as the communities of Newman and Gustine

- Geographically proximal to larger cities of Turlock and Modesto, California in eastern Stanislaus County



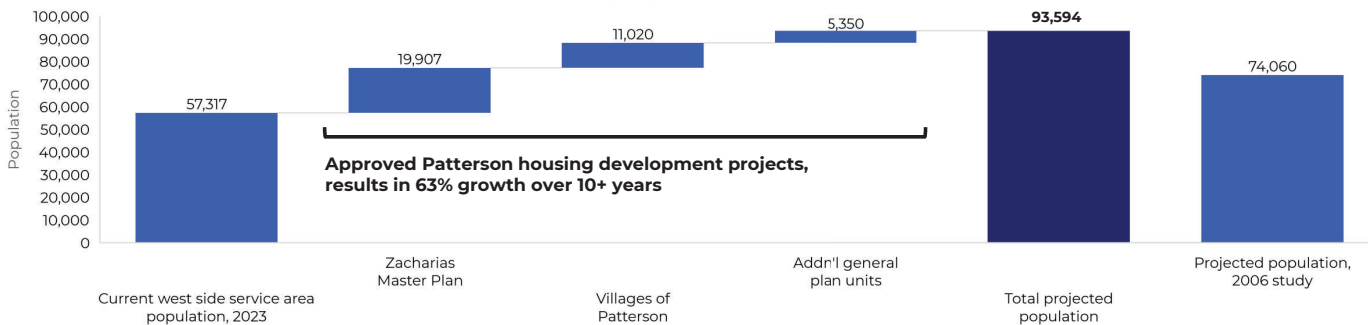
Legend

- West side service area
- DPHCD clinic sites
- Other service area clinic sites
- Other hospital sites

Expansion of Patterson’s industrial and economic base has result in growth the demand for residential housing; multiple projects underway that, when completed, will significantly expand housing capacity in the City of Patterson

Recent demographic and housing studies commissioned by the City of Patterson indicate that the district service area could grow by an additional 36,200, resulting in a total population of approximately 93,594 (26% growth from population utilized in 2006 study)

Impact of proposed housing development projects on west side service area population



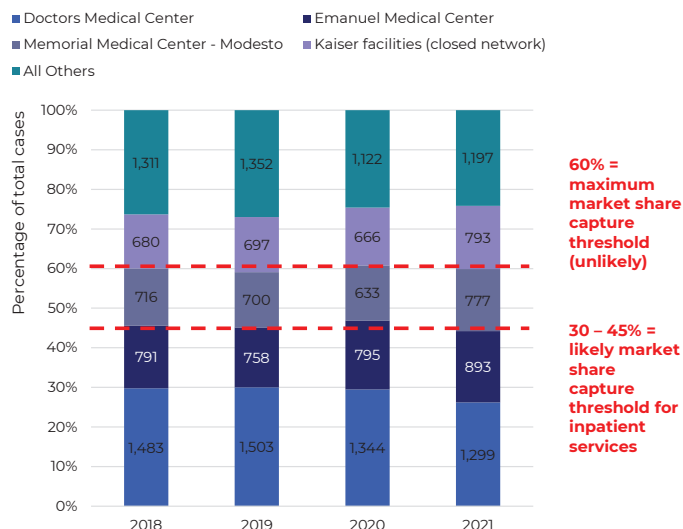
3 Source: Demographic marketing and retail gap analysis performed by Derrigo Studies for the City of Patterson, 2020; ESRI Business Information Solutions

Lack of healthcare services locally, particularly higher-level services, has resulted in 4,600+ inpatients needing to travel to for services annually

Over 70% of inpatients from the district’s service area receive healthcare services from facilities located in Turlock and/or Modesto, California

- Market share capture scenarios of 30% (low), 45% (medium), and 60% (high) developed based on analysis of service area utilization patterns
- Scenarios applied to utilization and provider demand estimates to translate provider demand into key programming units (“KPU’s”) and space requirements

Inpatient discharge leakage from district service area patients



4 Source: California Department of Health Care Access and Information (HCAI)

Summary of planned key programming units (“KPU”) for DPHCD

Facility type	Prev. KPUs Low	High	Revised KPUs Low	High
Hospital (number of inpatient beds)	24	44	30	55
Medical office building (number of providers)	17	51	42	67
Behavioral health center (number of providers)	n/a	n/a	13	24
Skilled nursing facility (number of beds)	30	30	38	38
Residential care facility (number of beds)	50	50	63	63
Ambulance (number of units, includes site)	12	12	12	12

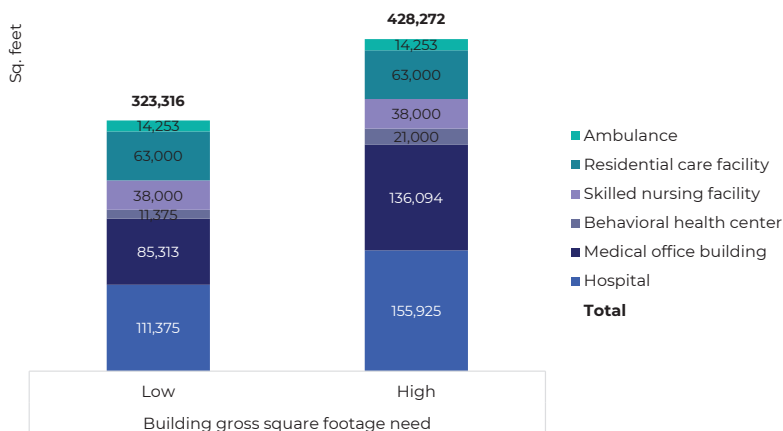
5 **Note:** KPUs presented represent the total KPU capacity that should be considered to achieve future growth objectives. KPUs may need to be phased in over time to reflect operational, logistical, and staffing realities the district faces.

Industry benchmarks for comparably sized facilities and healthcare facility planning standards utilized to estimate future square footage need by facility type, which serves as the basis for the cost estimates discussed herein

Facility planning standards for healthcare facilities have increased significantly since the early 2000s due to the:

- Advancement in medical technology, which requires more specialized equipment and tech
- Consumerization of the healthcare industry, which emphasizes patient satisfaction, modern patient amenities, convenient accessibility to services under one roof, and commoditization

Building gross square footage need by growth scenario



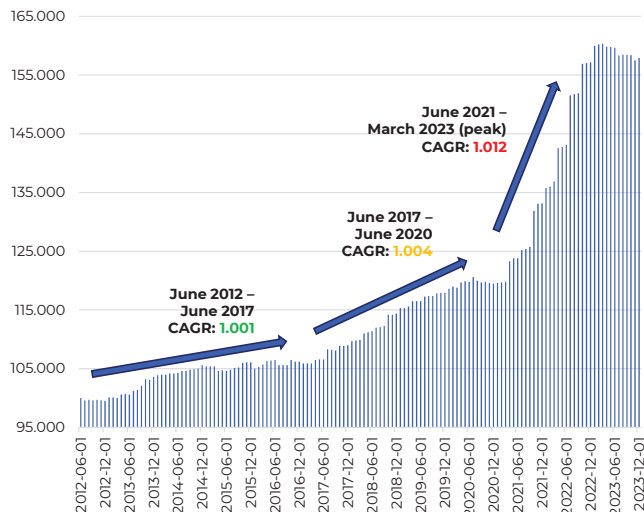
6 **Note:** Inpatient DGSF/KPU benchmarks for hospital facilities vary based on the number of beds; larger facilities utilize a lower DGSF/KPU benchmark as economies of scale are achieved.

Background for cost analysis

Wipfli met with LDA Partners, LLP to survey regional construction costs per square foot for purposes of estimating costs for the proposed healthcare facilities

- Construction costs have escalated significantly in the past three years, largely due to escalation in cost of building materials
 - In 2022-2023, saw escalation rates of 10%+; overall industry outlook of 3-5% going forwards
 - HFMA estimates healthcare costs will increase by approx. 6% from 2023 to 2024
- Higher baseline construction cost per square foot for California facilities due to unique construction requirements, seismic issues
 - 10 - 20% higher than national averages

National Producer Price Index for new healthcare building construction, as of Dec. 2023



7 Source: Federal Research Economic Data

Costs per square foot estimates

Wipfli met with LDA Partners, LLP to survey regional construction costs per square foot for purposes of estimating costs for the proposed healthcare facilities

- Project factor of 45% utilized to estimate additional “soft” costs the district could expect to incur, such as:
 - Consultant/advisor professional fees, inspections and permitting, furniture, fixtures, and equipment (FFE), utilities, etc.
- Conceptual cost estimated in 2023 dollars; estimates do not include:
 - Land acquisition or site preparation
 - Escalation or hazardous materials
 - Additional costs related to the remodel of adjacent public areas or additional areas not identified within this estimate

Construction “hard” costs per square foot

- Hospital: \$1,000/sf
- Medical office building: \$500/sf
- Skilled nursing facility: \$770/sf
- Residential care facility: \$700/sf
- Ambulance (current DPHCD project, includes site work): \$795/sf

After accounting for construction costs + “soft” costs, total cost of planned facilities estimated to be approximately \$350 – 460M, with hospital costs constituting about 45-50% of the total costs

	Cost per BGSF	Total Construction Cost (in thousands)		Project Factor (incl. soft costs)	Total Project Cost (in thousands)	
		Low	High		Low	High
FUTURE SPACE NEEDS						
FACILITY TYPE						
Hospital (number of inpatient beds)	\$1,000.00	\$111,375	\$155,925	45%	\$161,494	\$226,091
Medical office building (number of providers)	\$500.00	\$42,657	\$68,047		\$61,853	\$98,668
Behavioral health center (number of providers)	\$500.00	\$5,688	\$10,500		\$8,248	\$15,225
Skilled nursing facility (number of beds)	\$770.00	\$29,260	\$29,260		\$42,427	\$42,427
Residential care facility (number of beds)	\$700.00	\$44,100	\$44,100		\$63,945	\$63,945
Ambulance (number of units, includes site)		\$11,315	\$11,315		\$16,407	\$16,407
GRAND TOTAL		\$244,395	\$319,147		\$354,374	\$462,763

⁹ **Note: Conceptual cost estimated in 2023 dollars and do not include: land acquisition or site preparation; escalation or hazardous materials; and additional costs related to the remodel of adjacent public areas or addition areas not identified within this estimate**

Q&A

Thank you for your time.



Your healthcare planning team



John Dao, MHA

Engagement principal, Wipfli
Market and facility planning

jdao@wipfli.com

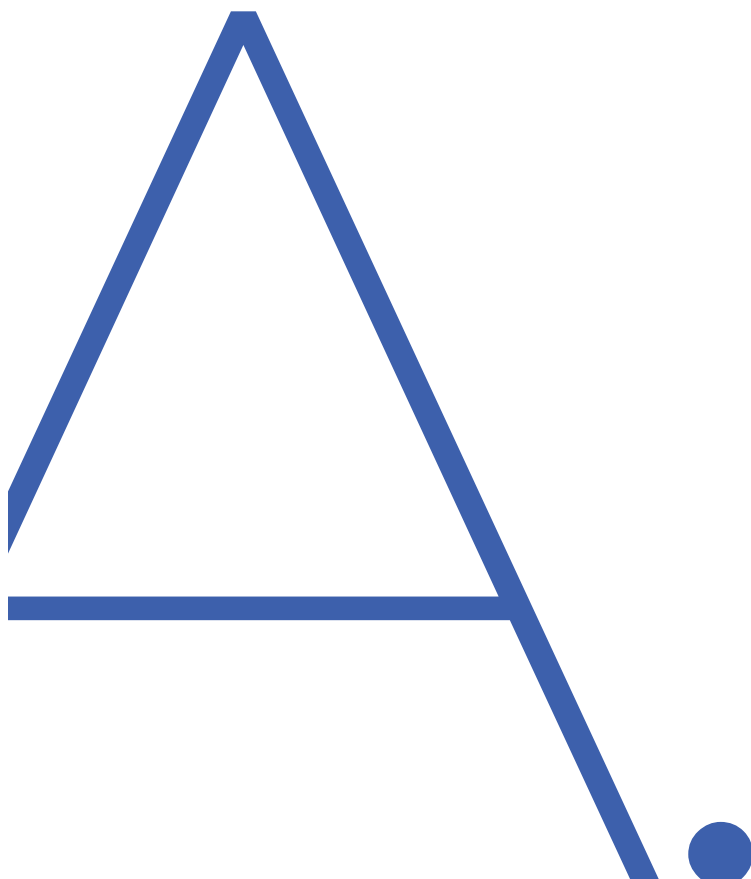


Sydney Diekmann

Manager, Wipfli
Market and facility planning

sydney.diekmann@wipfli.com

11



Full analysis

Overview

Service area demographics and market trends	01
Provider need assessment	02
Facility sizing analysis	03
Cost estimates	04

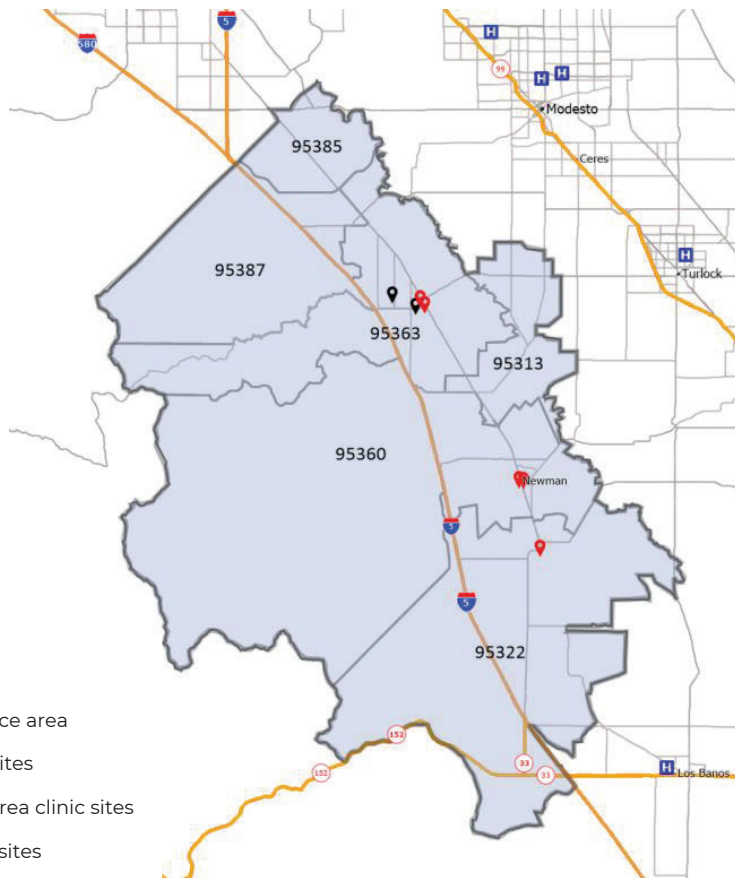


**Service area
demographics and
market trends**

Del Puerto Health Care District (“DPHCD”) and west side service area definition

Service area consists of western Stanislaus County, as well as the communities of Newman and Gustine

- Geographically proximal to larger cities of Turlock and Modesto, California in eastern Stanislaus County



Legend

- West side service area
- DPHCD clinic sites
- Other service area clinic sites
- Other hospital sites

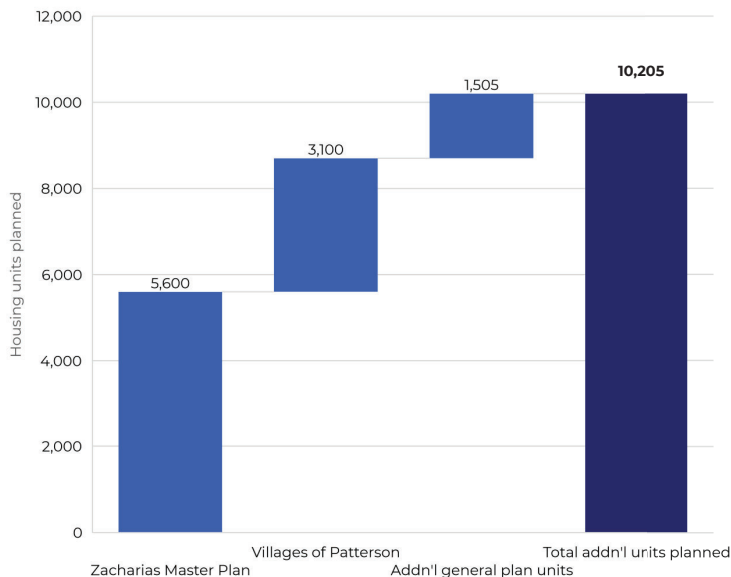
15 Source: Management

Expansion of Patterson’s industrial and economic base has result in growth the demand for residential housing

Multiple projects underway that, when completed, will significantly expand housing capacity in the City of Patterson

- Increase in accessible housing will similarly drive a corresponding increase in population and demand for other services that residents largely travel for today, including **healthcare**

Proposed housing development projects in the City of Patterson's market and retail trade area

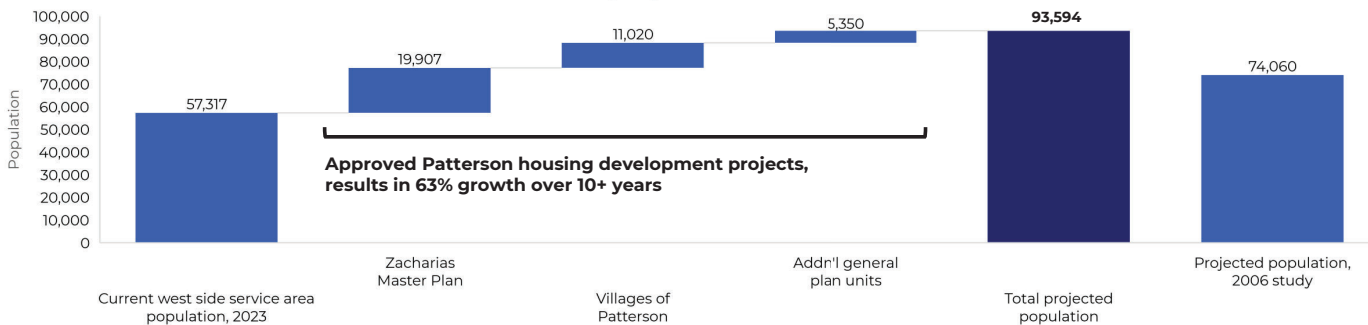


16 Source: Demographic marketing and retail gap analysis performed by Derrigo Studies for the City of Patterson, 2020

Results from the 2020 U.S. Census indicate the district serves a community of approximately 56,000 people; minimal future population growth projected by ESRI in absence of housing development projects

Recent demographic and housing studies commissioned by the City of Patterson indicate that the district service area could grow by an additional 36,200, resulting in a total population of approximately 93,594 (26% growth from population utilized in 2006 study)

Impact of proposed housing development projects on west side service area population

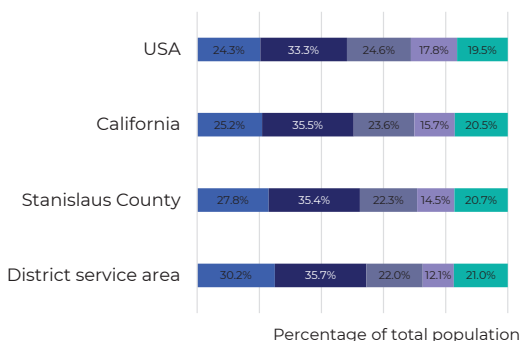


17 Source: ESRI Business Information Solutions, based on results from the 2020 U.S. Census

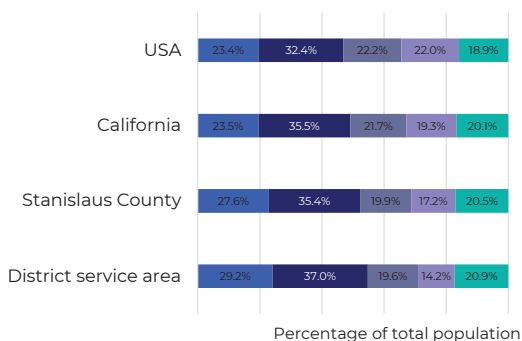
The district’s service area is projected to age over the next 10 years in absence of the housing development projects, with more people projected to enter the 65+ cohort

Overall younger composition of the district’s service area will reduce “baseline” demand for healthcare services relative to state and national benchmarks

Population by age cohort, 2023 estimate



Population by age cohort, 2033 projection



Legend

- Ages 0-19
- Ages 20-44
- Ages 45-64
- Ages 65+
- Birthing age women

18 Source: ESRI Business Information Solutions, based on results from the 2020 U.S. Census



Provider need assessment

Lack of healthcare services locally, particularly higher-level services, has resulted in 4,600+ inpatients needing to travel to for services annually

Over 70% of inpatients from the district's service area receive healthcare services from facilities located in Turlock and/or Modesto, California

- Local healthcare infrastructure limited to DPHCD's clinics/EMS service and some independent provider groups, largely primary care
- Doctors Medical Center and Emanuel Medical Center both aligned with Central Valley Doctors Health System
- Kaiser out-migration likely uncapturable unless DPHCD were to contract with Kaiser

Inpatient discharge leakage from district service area patients

■ Doctors Medical Center ■ Emanuel Medical Center
■ Memorial Medical Center - Modesto ■ Kaiser facilities (closed network)
■ All Others



60% = maximum market share capture threshold (unlikely)

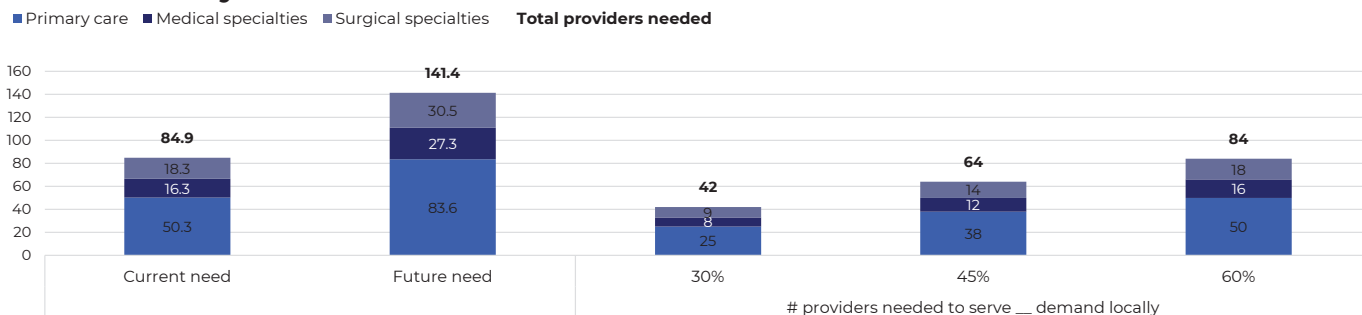
30 - 45% = likely market share capture threshold for inpatient services

Provider need was projected based on the future size and composition of the district’s service area population

Hypothetical market share capture scenarios were developed based on benchmarks for discussion purposes to determine the impact of market share adjustments of provider need

- **DPHCD leadership elected to plan to 60% market share for primary care, 30% for specialties = 67 total providers**

Projected provider need based on hypothetical percentage of demand serviced locally

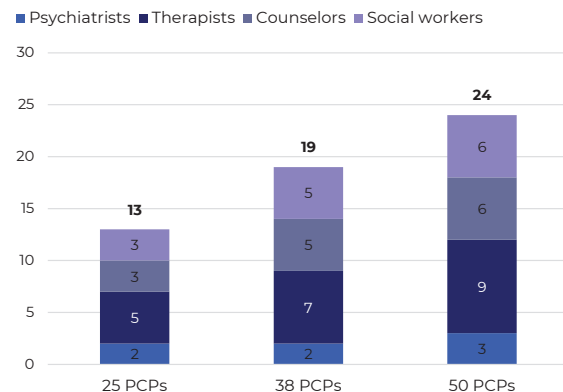


21 Note: Need analysis reflects demand for providers across all settings of care, including inpatient, outpatient, private practice, and governmental settings.

Significant unmet need for behavioral health services exists in the district’s service area; need for behavioral health providers projected based on comparable hospital benchmarks per primary care provider (“PCP”)

Behavioral health centers tend to focus on outpatient services, including counseling, therapy (individual and group), social work, drug treatment, and/or intensive outpatient treatment; **DPHCD leadership elected to plan to highest growth scenario (24 providers)**

Projected behavioral health provider supply based on PCP supply



Behavioral health provider need, in FTEs

	Current need	Future need
Psychiatrists	18.7	26.0
Therapists	28.8	51.1
Counselors	47.8	84.5
Social workers	46.9	83.0
Total providers needed	142.2	244.6

22 Note: Need analysis reflects demand for providers across all settings of care, including inpatient, outpatient, private practice, and governmental settings.

Behavioral health provider need by subspecialty, assuming 10% of total west side service area demand is supplied by DPHCD

Current need (based on 2023 estimated population)

	Demand
Psychiatrists and Related Staff	
Psychiatrist (adult)	0.8
Psychiatrist (child / adolescent)	0.2
Total	1.0
Psychologists/Therapists	
Clinical, Counseling, and School Psychologists	1.8
Marriage and Family Therapists	1.1
Total	2.9
Counselors/Social Workers	
Addiction Counselors	2.0
Mental Health Counselors	2.8
Mental Health and Substance Abuse Social Workers	4.7
Total	9.5

Projected need (including impact of housing development projects)

	Demand
Psychiatrists and Related Staff	
Psychiatrist (adult)	1.3
Psychiatrist (child / adolescent)	0.2
Total	1.6
Psychologists/Therapists	
Clinical, Counseling, and School Psychologists	3.0
Marriage and Family Therapists	1.8
Total	4.7
Counselors/Social Workers	
Addiction Counselors	3.2
Mental Health Counselors	4.6
Mental Health and Substance Abuse Social Workers	7.7
Total	15.5

23 Note: Need analysis reflects demand for providers across all settings of care, including inpatient, outpatient, private practice, and governmental settings

Behavioral health provider definitions

Demand counts generally reflect full-time equivalents (FTEs) that are eligible to work because they have the necessary training (detailed below) and, if required, an active license to work in each occupation. One FTE = 40 hours per week in professional activities, including patient care and non-patient care activities.

- Psychiatrist: Completion of a four-year residency program after medical school. May also include providers who complete additional specialized fellowship training.
- Clinical, counseling, and school psychologist: Generally requires completion of a doctoral degree. Licensing laws for psychologists vary by state and type of position, but most states require some form of license/certificate and all states require independents to be licensed.
- Marriage and family therapist: Completion of a master's or higher degree in marriage and family therapy and licensed by the state of practice.
- Addiction counselor: Includes counselors trained at associate, bachelor's, or masters or higher degree level that perform functions requiring licensure as well as functions that require only certification.
- Mental health counselor: Completion of a master's degree in counseling and licensed by the state of practice.
- Mental health and substance use disorder social workers: Completion of a master's or higher degree in social work and licensed by the state of practice.

Facility sizing analysis



Summary of planned key programming units (“KPU”) for DPHCD

Facility type	Prev. KPUs Low	High	Revised KPUs Low	High
Hospital (number of inpatient beds)	24	44	30	55
Medical office building (number of providers)	17	51	42	67
Behavioral health center (number of providers)	n/a	n/a	13	24
Skilled nursing facility (number of beds)	30	30	38	38
Residential care facility (number of beds)	50	50	63	63
Ambulance (number of units, includes site)	12	12	12	12

²⁶ Note: KPUs presented represent the total KPU capacity that should be considered to achieve future growth objectives. KPUs may need to be phased in over time to reflect operational, logistical, and staffing realities the district faces.

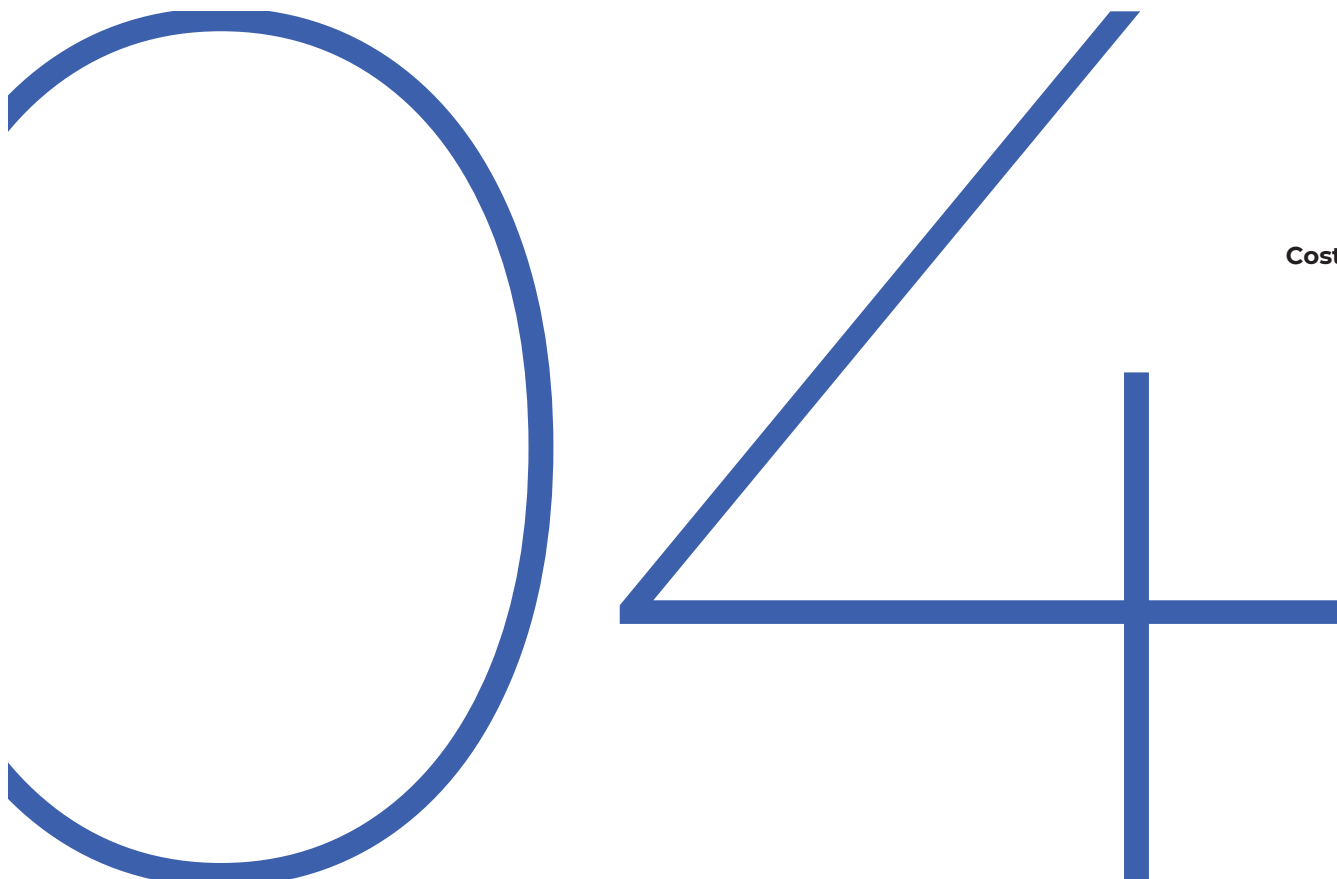
Industry benchmarks for comparably sized facilities and healthcare facility planning standards utilized to estimate future square footage need by facility type, which serves as the basis for the cost estimates discussed herein

Planning standards for healthcare facilities (departmental (DGSF) and building gross square footage (BGSF)/KPU) have increased significantly since the early 2000s due to the:

- Advancement in medical technology, which requires more specialized equipment and tech
- Consumerization of the healthcare industry, which emphasizes patient satisfaction, modern patient amenities, convenient accessibility to services under one roof, and commoditization

	KPU Need		DGSF/KPU Benchmark		BGSF Grossing Factor	Total BGSF Needed		Comments
	Low	High	Low	High		Low	High	
FUTURE SPACE NEEDS								
FACILITY TYPE								
Hospital (number of inpatient beds)	30	55	2,750	2,100	1.35	111,375	155,925	Includes inpatient, ancillary clinical services, administrative, and support spaces
Medical office building (number of providers)	42	67	1,625	1,625	1.25	85,313	136,094	Includes clinical space, waiting/registration, and support spaces
Behavioral health center (number of providers)	13	24	700	700	1.25	11,375	21,000	
Skilled nursing facility (number of beds)	38	38	800	800	1.25	38,000	38,000	Assumes single-occupancy rooms
Residential care facility (number of beds)	63	63	800	800	1.25	63,000	63,000	Assumes single-occupancy apartment-style rooms with limited amenities
Ambulance (number of units, includes site)	12	12				14,253	14,253	Based on programmatic estimates from LDA Partners LLP
GRAND TOTAL						323,316	428,272	

27 **Note:** Inpatient DGSF/KPU benchmarks for hospital facilities vary based on the number of beds; larger facilities utilize a lower DGSF/KPU benchmark as economies of scale are achieved.



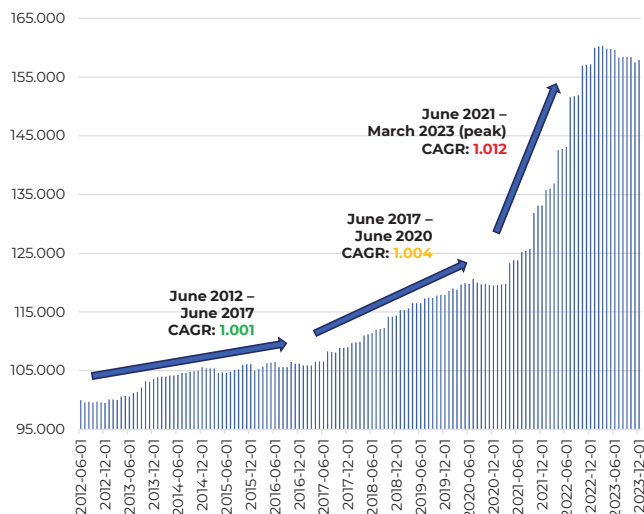
Cost estimates

Background for cost analysis

Wipfli met with LDA Partners, LLP to survey regional construction costs per square foot for purposes of estimating costs for the proposed healthcare facilities

- Construction costs have escalated significantly in the past three years, largely due to escalation in cost of building materials
 - In 2022-2023, saw escalation rates of 10%+; overall industry outlook of 3-5% going forwards
 - HFMA estimates healthcare costs will increase by approx. 6% from 2023 to 2024
- Higher baseline construction cost per square foot for California facilities due to unique construction requirements, seismic issues
 - 10 - 20% higher than national averages

National Producer Price Index for new healthcare building construction, as of Dec. 2023



29 Source: Federal Research Economic Data

Costs per square foot estimates

Wipfli met with LDA Partners, LLP to survey regional construction costs per square foot for purposes of estimating costs for the proposed healthcare facilities

- Project factor of 45% utilized to estimate additional “soft” costs the district could expect to incur, such as:
 - Consultant/advisor professional fees, inspections and permitting, furniture, fixtures, and equipment (FFE), utilities, etc.
- Conceptual cost estimated in 2023 dollars; estimates do not include:
 - Land acquisition or site preparation
 - Escalation or hazardous materials
 - Additional costs related to the remodel of adjacent public areas or additional areas not identified within this estimate

Construction “hard” costs per square foot

Hospital: \$1,000/sf

Medical office building: \$500/sf

Skilled nursing facility: \$770/sf

Residential care facility: \$700/sf

Ambulance (current DPHCD project, includes site work): \$795/sf

After accounting for construction costs + “soft” costs, total cost of planned facilities estimated to be approximately \$350 – 460M, with hospital costs constituting about 45-50% of the total costs

	Cost per BGSF	Total Construction Cost (in thousands)		Project Factor (incl. soft costs)	Total Project Cost (in thousands)	
		Low	High		Low	High
FUTURE SPACE NEEDS						
FACILITY TYPE						
Hospital (number of inpatient beds)	\$1,000.00	\$111,375	\$155,925	45%	\$161,494	\$226,091
Medical office building (number of providers)	\$500.00	\$42,657	\$68,047		\$61,853	\$98,668
Behavioral health center (number of providers)	\$500.00	\$5,688	\$10,500		\$8,248	\$15,225
Skilled nursing facility (number of beds)	\$770.00	\$29,260	\$29,260		\$42,427	\$42,427
Residential care facility (number of beds)	\$700.00	\$44,100	\$44,100		\$63,945	\$63,945
Ambulance (number of units, includes site)		\$11,315	\$11,315		\$16,407	\$16,407
GRAND TOTAL		\$244,395	\$319,147		\$354,374	\$462,763

³¹ **Note: Conceptual cost estimated in 2023 dollars and do not include: land acquisition or site preparation; escalation or hazardous materials; and additional costs related to the remodel of adjacent public areas or addition areas not identified within this estimate**

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 26, 2024

9C. 2024 Love Patterson Sponsorship Proposal

Page 1 of 2

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: No

4/5 Vote Required: No

SUBJECT: 2024 Love Patterson Sponsorship Proposal

STAFF REPORT: Staff seeks approval for a sponsorship opportunity to benefit our district's community engagement efforts greatly. We have been presented with an opportunity to sponsor the 2024 Love Patterson event at the Gold Level, which entails a sponsorship commitment of \$1500. District policy limits sponsorships to \$1000. However, given the significance of this event and its potential impact on our community outreach initiatives, staff firmly believe that exceeding the policy threshold is justified in this case. The Gold Level sponsorship offers several benefits, including prominent placement of our district's logo on the event t-shirt and comprehensive advertising recognition across various promotional materials and channels. By participating at this level, we demonstrate our commitment to supporting community events and increasing visibility for our district, fostering stronger connections with our stakeholders, and enhancing our reputation as an engaged and supportive partner within the community.

DISTRICT PRIORITY: Community Engagement

FISCAL IMPACT: \$1,500 from the approved budget

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese

ATTACHMENT(S): Love Patterson Sponsorship information flyer

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES

RECOMMENDED MOTION: *I move the Board of Directors to approve a \$1,500 Gold-level sponsorship of the 2024 Love Patterson Event.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>
<i>Director Avila</i>		
<i>Director Campo</i>		
<i>Director Benefield</i>		
<i>Director Stokman</i>		
<i>[vacant]</i>		

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 26, 2024****9C. 2024 Love Patterson Sponsorship Proposal****Page 2 of 2**

<i>Roll Call Vote</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Avila</i>				
<i>Director Campo</i>				
<i>Director Benefield</i>				
<i>Director Stokman</i>				
<i>[vacant]</i>				

Love Patterson

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A Part of Love Stanislaus County

Love Patterson was founded in 2022 as a part of the Love Stanislaus County movement. We are a dedicated and passionate volunteer organization serving the Patterson community. We are excited to share with you our vision, as well as extend an invitation for collaboration and support.

At Love Patterson our mission is to not only bring our community together, but also to inspire our community to donate their time to meaningful projects throughout the year that will impact the lives of our friends, family and neighbors.

Our goal is to make Patterson, CA a more beautiful and enjoyable place to live for everyone.

Love Patterson began with a volunteer day, however, it has grown into so much more. We now have multiple volunteer opportunities throughout the year, as well as partnerships with local organizations and non-profits to bring resources, support and attention to the many needs of our neighbors and local businesses in our community. We invite you to explore our social media platforms to get a small glimpse into the impactful work we do and to learn more about our organization.

With the collective efforts of our committed volunteers, Love Patterson was able to provide 1,250 man hours and complete 13 impactful service projects for our community at our last city-wide volunteer day. We firmly believe that by working together, we can create lasting change and foster a sense of unity in our community with our volunteer days, programs and initiatives.

We are reaching out to you with the hope that we may be able to form a partnership that will enable us to achieve even greater success in our endeavors this year

at Love Patterson on April 20th, 2024.

Whether through volunteering, sponsorship, or sharing resources, your support would be invaluable in helping us continue to reach our goals.

Thank you for taking the time to consider our request. We would be thrilled to arrange a meeting at your convenience to discuss potential collaboration opportunities. We look forward to the possibility of working together to create a brighter future for Patterson.

Sincerely,

Love Patterson 2024 Comittee

209-417-8422

LPCA209@gmail.com

209.484.9768

P.O. Box 1288, Patterson, CA 95363

SAVE THE DATE: April 20, 2024

www.LovePatterson.com

PARTNERING WITH BUSINESSES

Be known in our community as a business who loves Patterson!
It will be good for your business, employees, and our community

There are over 800 businesses in Patterson. Imagine if every business saw themselves as helping make our community the best it can be. Love Patterson desires to help businesses succeed by engaging volunteer efforts, appreciating contributions, and letting people know the difference these businesses are making in our community .

BENEFITS TO COMMUNITY INVOLVEMENT

MARKETING

Clients and vendors are inclined to do business with businesses that give back. When given the choice between two competitive bids, a potential client will often choose the company that provides a substantial connection to local philanthropic work over one that does not.

EMPLOYEE RETENTION & RECRUITMENT

Community Involvement not only gives employees a heart for our city, but it also deepens their commitment to their employer. Employees will be more reluctant to leave for perceived "greener pastures" and these volunteer efforts will serve as a selling point when recruiting new employees.

TEAM BUILDING

Community Involvement efforts provide great opportunities for team and morale building. Additionally, volunteerism tends to shift the perspectives of employees in regards to what they "feel" they deserve.

STEPS TO COMMUNITY INVOLVEMENT

- GIVE YOUR EMPLOYEES A SIMPLE SURVEY so you can begin to understand their interests and passions when it comes to volunteering (we have a survey template you can use).
- LOOK FOR POTENTIAL VOLUNTEER OPPORTUNITIES based on the results of the survey. We will help you make these connections in our community based on your survey results.
- GET INVOLVED WITH A VOLUNTEER DAY PROJECT FOR LOVE PATTERSON. This day inspires so many people to get involved who have never volunteered before and is a ton of fun joining others in projects loving our city. We will help you get involved in a project that best fits your employee desires.
- COMMUNICATE CLEARLY WITH YOUR EMPLOYEES. Give them information about the volunteer opportunity and practical details about the volunteer day. Make sure your employees know what to expect and any incentive you might want to offer (gift card drawings, fun prizes, job compensation for the three hours of volunteering, etc.)
- VOLUNTEER TOGETHER AND HAVE A GREAT TIME! Consider inviting family members and friends to join your efforts, give out company t-shirts for everyone to wear and don't forget to take a lot of photos!
- EVALUATE THE DAY by sending you team a short survey to help them process what they experienced and how things could be better in the future (we have a survey template you can use).
- CELEBRATE THE EFFORT MADE! Following up with your team after your volunteer projects is vital. Let them know the impact they had and that you value their service in the community. Use social networking and email to share success stories and post your photos from the volunteer day.

Love Patterson









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A Part of Love Stanislaus County

Donated goods, materials, products, supplies, and services are needed to support Volunteer Day projects!

Paint, landscaping, plants, building materials, tools, cleaning supplies, food, water, table/chair rentals, printing and marketing materials. Your business or organization would receive the promotion level equal to the dollar value of your in-kind donations.

Love Patterson 2024 : Saturday, April 20th

2024 Partnerships	Event Sponsor \$5,000	Platinum \$2,500	Gold \$1,500	Silver \$1,000	Bronze \$500
Stage Mention Recognition at Event					
Event T-shirt, Poster, & Flyer Recognition	Large Color Logo	Medium Color Logo	Listed Large Font		
Weekly Acknowledgement on Social Media	Cover Image; Distinct Posts	Distinct Posts	Distinct Posts	Group Posts / Tagged	Group Posts / Tagged
Website Mention with link	Large Color Logo	Medium Color Logo	Listed Large Font	Listed Medium Font	Listed Small Font
Event Banners	Large Color Logo	Medium Color Logo	Listed Large Font	Listed Medium font	Listed Small Font
Optional Event Booth					



Love Patterson

A Part of Love Stanislaus County

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**Saturday, April 20th 2024 from 8:00 AM - 12:00 PM
Patterson, CA**

Organization / Business Name _____

Address _____

Contact Person _____ Phone Number _____

Email _____ Website _____

Facebook _____ Instagram _____

Please Select a Level:	Event Sponsor \$5,000 <input type="checkbox"/>	Platinum Partner \$2,500 <input type="checkbox"/>	Gold Partner \$1,500 <input type="checkbox"/>	Silver Partner \$1,000 <input type="checkbox"/>	Bronze Partner \$500 <input type="checkbox"/>
Logo Needed?	Please submit color logo	Please submit color logo	Please submit color logo	Name will be printed as submitted above	Name will be printed as submitted above
Event Booth?	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO

**The deadline for maximum exposure and inclusion on
Love Patterson 2024 Event Promotional Materials is Friday, March 8th**

No Sales allowed at the event, promotional and informational materials only.

Event is outdoors, table, chairs, and canopies will not be provided.

Make Checks Payable to Love Patterson

P.O. Box 1288, Patterson, CA 95363

All donations are tax deductible.

Please contact us for more event information.



BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 26, 2024****9D. Star of Life Employee Commendation****Page 1 of 1****DEPT:** AMBULANCE**CONSENT CALENDAR:**

NO

CEO CONCURRENCE: YES**4/5 VOTE REQUIRED:**

NO

SUBJECT: **Star of Life Recognition**

STAFF RECOMMENDATION: Annually, the California Ambulance Association recognizes nominees from EMS services to be recognized with a Star of Life Award. The CAA's Annual Stars of Life Celebration recognizes and honors the dedicated professionals in the ambulance services industry. By sponsoring employees to be a Star of Life, the district provides wonderful memories for our employees, helps them feel valued and respected, and gives our district local exposure and recognition for our ambulance operation.

DISTRICT PRIORITIES: Participation in this CAA event meets the following District priorities: recognition of employees for superior District service, participation in the California Legislative process by the District, participation in ambulance industry leadership, and professional and state government networking.

CONTACT PERSON: Paul Willette**ATTACHMENTS:** (Resolution 2024-03 to be announced at meeting)**RECOMMENDED ACTION:**

ROLL CALL REQUIRED: No

RECOMMENDED MOTION: *That the Del Puerto Health Care District Board of Directors adopt Resolution 2024-03 commending the Patterson District Ambulance Star of Life Recipient.*

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3017

ANNUAL CEO DEVELOPMENTAL REVIEW AND PERFORMANCE EVALUATION	EFFECTIVE DATE
	MAY 18, 2020
REVIEWED:	UPDATED:

Purpose: To establish the criteria and process by which the annual performance evaluation of the CEO shall be conducted and considered by the Board of Directors

Policy: It is the policy of the DPHCD Board of Directors to conduct an annual performance evaluation of the Chief Executive Officer. The following are guidelines to be considered in conducting the annual performance evaluation of the CEO.

Procedure:

Performance Criteria

1. The quality and effectiveness of the leadership of the CEO as reflected in Board and strategic responsibilities; administration, personnel, financial, and asset management; Del Puerto Health Care District in general; and community relationships and public relations.
2. The attainment of any annual goals or objectives of the CEO established by the Board of Directors and the CEO.
3. The progress of the District towards the achievement of its strategic plan.
4. The management, recruitment, and retention of District employees and volunteers.
5. The quality and the effectiveness of the communications between the CEO and the Board of Directors.

Performance Evaluation Process

1. As part of developing the performance evaluation of the CEO, the President of the Board of Directors will designate an Ad Hoc Committee to solicit the commentary and the performance ratings of the individual members of the Board. In a closed session, the Board shall present a written and oral report to the CEO that represents a consensus of the commentary and ratings of the individual members of the Board.
2. The confidential conduct of the annual performance evaluation of the CEO is a matter of material importance to the CEO, the Board of Directors, and the District. Every member of the Board of Directors, the CEO, and anyone who participates in the evaluation shall maintain strict confidentiality of the evaluation process and the materials developed during the evaluation process.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3017

ANNUAL CEO DEVELOPMENTAL REVIEW AND PERFORMANCE EVALUATION	EFFECTIVE DATE
	MAY 18, 2020
REVIEWED:	UPDATED:

3. If the overall performance of the CEO is deemed satisfactory to excellent by the Board, the CEO shall receive a salary increase appropriate to the position's salary range as designated by the Board. The Board may extend other benefits as legally allowed. The Board may extend the contract of the CEO to reflect the Board's intention to retain the CEO. In cases of financial hardship, salary increases may be adjusted and/or withheld if deemed necessary by the Board.
4. If the overall performance of the CEO is deemed unsatisfactory by the Board, the CEO shall be required within 15 days to submit a written plan for improvement of performance to the President and Board for its approval.

Annual CEO Developmental Review and Performance Evaluation

The following board procedure is intended to assist in the completion of an effective CEO annual evaluation cycle. Every member of the Board of Directors, the Chief Executive Officer, and anyone who participates in the evaluation shall maintain the strict confidentiality of the evaluation process and the materials developed during the evaluation process. This confidentiality includes contact with staff members and members of the public, unless indicated by this procedure. Board members should only communicate about the review with the Ad Hoc CEO Review Committee Chair.

Prior to the Evaluation:

1. **April**~~March~~: The Board President will designate two board members, one of which may be the Board President, to facilitate the CEO evaluation process. In this procedure, the two will be known as the "Ad Hoc CEO Review Committee." One of the two shall be designated as the committee Chair. The Ad Hoc CEO Review Committee will facilitate a process of communication between the Board of Directors and the CEO.
2. **April**: In preparation for this process, an Ad Hoc CEO Review Committee Packet will be maintained by Human Resources for use by the Ad Hoc CEO Review Committee and will be available through the District office.
3. The Ad Hoc CEO Review Committee Packet will contain:
 - o All Board policies and procedures related to the CEO's performance and evaluation
 - o A copy of the CEO's Contract with any amendments and Job Description
 - o The latest compensation study that was completed that covers the CEO's position.
 - o Review forms and instructions for the Ad Hoc CEO Review Committee to distribute to board members and department heads for completion.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3017

ANNUAL CEO DEVELOPMENTAL REVIEW AND PERFORMANCE EVALUATION	EFFECTIVE DATE
	MAY 18, 2020
REVIEWED:	UPDATED:

4.3. May: By the May meeting of the Board of Directors, the CEO will provide the Ad Hoc CEO Review Committee with:

- a self-evaluation,
- a list of accomplishments of the last year,
- an update on the CEO's work plan, and
- a suggested CEO work plan for the following year.

4. In May, a 360-degree review of the CEO will be conducted with selected line and management staff to provide additional feedback to the Board.

5. At the regular **May** meeting of the Board of Directors, the Ad Hoc CEO Review Committee per an agenda item will notify the board members in Public Session of the intent to distribute a CEO evaluation packet for completion by the board and department heads and the timeline for return. The Ad Hoc CEO Review Committee will act as the point of contact for the board for forms, documents, and requests for information.
6. **June:** The Ad Hoc CEO Review Committee will distribute the Performance Evaluation packet materials at least three weeks prior to the June board meeting. The Performance Evaluation packet will include instructions, the blank evaluation form or a third-party firm link (e.g., ACHD), the last year's original CEO work plan, the CEO's update/accomplishments, the CEO's self-evaluation, and the suggested new CEO work plan.
7. Any additional information needed by board members shall be obtained by contacting the Ad Hoc CEO Review Committee who will route the request to Human Resources. Human Resources will respond with the additional information in the format requested to the Ad Hoc CEO Review Committee. The board members shall not contact any other person other than the Ad Hoc CEO Review Committee Chair for additional information.
8. The board members and department heads will respond in writing regarding feedback about the CEO performance by filling out the evaluation. Each board member and department head will submit to Ad Hoc CEO Review Committee at the District Office their completed form at least (5) business days prior to the June board meeting.
9. The Ad Hoc CEO Review Committee will assemble all the written evaluations in a summary for the board's review.
10. The CEO annual performance evaluation will occur annually at the June meeting of the Board of Directors. The review will be presented to the board in Closed Session.

The Evaluation Board Meeting

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3017

ANNUAL CEO DEVELOPMENTAL REVIEW AND PERFORMANCE EVALUATION	EFFECTIVE DATE
	MAY 18, 2020
REVIEWED:	UPDATED:

1. **June:** The board will meet in Closed Session, in accordance with the Brown Act, which allows for the evaluation of personnel in closed session. The Ad Hoc CEO Review Committee will present the personnel summary of the CEO to the board. The Board President will facilitate a discussion regarding the CEO's performance.
2. Immediately following, and continuing in closed session, the board will give the CEO their performance feedback and new CEO workplan, and discuss items related to compensation, contract, and benefit package to be adjusted or changed. The Board President will then adjourn the Closed Session.
3. The Board President will start the Open Session. Items related to compensation, the CEO contract, or benefit package that are to be adjusted or changed will be addressed by the Board President as a regular agenda item.
- 3.4. The Board President and Ad Hoc CEO Review Committee Chair will complete and sign the Employee Action Form for any changes regarding the CEO compensation package.

Follow Up to the Board Meeting

Within thirty (30) days of the board meeting:

1. The Ad Hoc CEO Review Committee will give the CEO a written summary of the performance feedback of the board meeting and a copy of the CEO work plan for the next year.
2. The CEO and Human Resources will ensure a copy of the new work plan is placed in the Ad Hoc CEO Review Committee Packet.
3. If not completed fully and signed in Open Session, the Board President and Ad Hoc CEO Review Committee Chair will complete and sign the status change form for any changes regarding the CEO compensation package.
4. The CEO and Human Resources will facilitate any documents regarding potential amendments or changes to the CEO's Employment Contract. The CEO will act only to facilitate documentation related to board actions that have already been approved. The contract will be completed with board signatures at the next regularly scheduled board meeting.
5. The CEO and Human Resources will review the Ad Hoc CEO Review Committee Packet and assure that it is updated and ready for the next annual CEO review cycle.



Ambulance Report January 2024

Overall Patterson responses in January: 272 responses resulting in 193 transports, including 5 by our BLS unit. There were 258 responses in the Patterson District Ambulance response area, with 182 transports. PDA responded to 244 (94.57% of dispatches) and transported 174 of 182 (95.60% of transports). AMR had 3 responses into the district, and Westside had 11, yielding 6 transports. PDA responded to the Westside District 27 times, which resulted in 16 transports.

I participate on two California Ambulance Association committees – CAA Education Committee and the CAA Operations Committee. Jim and I meet monthly with Patterson Fire – Chief Frye and one or more paramedics – to discuss clinical metrics, any current issues, and planning future training activities.

On Saturday, January 13th, Patterson District Ambulance joined Patterson Fire and Stanislaus Sheriff personnel for an appearance at 8-year-old Omar Espinoza's birthday party. Omar is a cancer survivor and Mayor Clauzel heard that he really liked fire engines and police cars. The mayor included PDA, and Omar can now add PDA ambulances to his emergency vehicle list.

I was invited to participate in a NEMSIS – National Emergency Medical Services Information System – Defined List Committee. Yes, it really is as exciting as it sounds. My goal for participating is to help whittle down the mind-numbing lists of choices EMS personnel must search to complete a Patient Care Report (PCR). Electronic PCRs were supposed to be easier, but technology resulted in asking a lot more detailed question. These are Zoom meetings as the group spans the United States. The first meeting was January 22nd and meetings will be quarterly.

PDA CPR classes are back on track with a cadre of 4 instructors, some recertifying as instructors and a great new addition, Yaneth Casillas at the Health Center. She taught two CPR recertification classes to her Health Center peers in January. Jim Whitworth does a great job managing the CPR program at PDA.

Jim and I attended training by the Stanislaus LEMSA on the cell phone based Handtevy application to be implemented March 1st. This application originated from a pediatric focus on medication dosages and has expanded to adult treatment protocols.

Health Center Visits

	Feb 2022 - Jan 2023	Feb 2023 - Jan 2024	Change (%)
Year over Year	13,949	15,050	7.90%
	2023	2024	
January Visits	1,266	1,283	1.30%

February 2024 After Hours Clinic - First Results

DATE	Provider	Scheduled Follow Ups	Scheduled Physicals	Scheduled Same Day Appointments / Sick Visits	Walk-Ins/Sick	No Shows	Total Seen
2/1/2024	Barragan	6	1	7	0	0	14
2/6/2024	Singh	4	1	11	1	0	17
2/8/2024	Barragan	4	2	3	8	0	17
2/13/2024	Barragan	5	0	7	8	0	20
2/15/2024	Barragan	0	1	9	11	0	21
2/20/2024	Singh	0	2	16		0	18
2/22/2024	Barragan	3	2	10		0	15
2/27/2024	Singh						0
2/29/2024	Barragan						0
Totals		22	9	63	28	0	122
Daily Avg		3.14	1.29	9	5.6	-	17.43

**Del Puerto Health Care District
FY 2023-24 Strategic Plan
Worklist Next 90 Days**

Interest	Priority	Key Deadlines	Status	Primary Responsibility	Objective & Key Result (OKR)	Update	Resource(s) Required	Cost	Percent Complete
Community Engagement	Rebranding: two-year plan written and initiated	Jan-24		CEO	Plan delivered to Board of Directors			TBD	60%
Health Center	Expand the availability of after-hours care	Jan-24		CEO/HC Mgr	After-hours clinic open Jan 2024	Extended Hours Tu&Th effective 2/1	Providers, imaging	\$ -	65%
Human Resources	Develop an annual training plan for all employees	Feb-24		HR Mgr	Written plan for each employee			\$ 10,000	25%
Ambulance	Union Contract Negotiations (October 2023 – February 2024)	Feb-24		CEO/AMB Dir	current contract expires Feb 29, 2024		Legal Support	\$ 15,000	60%
Human Resources	Triennial Review of Personnel Policies and Procedures	Mar-24		HR Mgr	Recommendations presented at the March 2024 board meeting	waiting for completion of ambulance negotiations to incorporate any changes		\$ -	85%
Community Engagement	Triennial Update to Community Health Needs Assessment (Jan 2024)	Mar-24		CEO/Ad Hoc	Updated CHNA			TBD	
Health Center	Leverage targeted marketing campaign regarding mental health and access to services	Apr-24		CEO					
Strategic Planning	2024-25 Conduct annual Board strategic planning retreat (April 2024)	Apr-24		CEO					15%
Employee Relations	The Board wishes to conduct a 360 Degree review of the CEO prior to the Board's evaluation	Apr-24		Board					
Community Engagement	Community Presentation on Heart Disease with Promotoras	Apr-24		HC Mgr/MD	One event open to the public			\$ -	
Strategic Planning	2024-25 Build Annual Budget Based on Strategic Priorities	Apr-24	CEO						

Del Puerto Health Care District

Rebranding Campaign Launch Timeline

FEBRUARY 2024

Everybody

- Develop a detailed launch strategy that outlines the order and timing of different marketing activities.
- Review and refine all marketing materials and ensure they align with the new branding guidelines.

MARCH – APRIL 2024

Kimmer (Vision-Graphix)

- Develop a comprehensive style guide (e.g., key visual elements) to maintain consistency across all brand touchpoints (March 4th).

Streamline

- **VENDOR** Update the company website with the updated branding elements such as website layouts (customize *Streamline* - can they do the update? site = html).
 - Karin contract with Streamline to prepare, not launch until June 1
 - Connect with Kimmer for graphics

Monique (social media manager)

- Execute a teaser campaign on social media to generate anticipation and curiosity about the upcoming logo update.
- Engage with the audience through interactive content highlighting the district's history.
- Create “somethings coming” content for various marketing channels, including social media content (share work), including social media profiles

David (Vision-Graphix) - Physical brand assets (**red = prepaid**)

- **letterhead, envelopes (1000) March 4th design**
- **business cards**
 - Karin to send spread sheet with all information for each set of business cards
 - **Board – 1 (Name & contact on back lines)**
 - Health Center – 1 (appointment card)
 - Ambulance – 1 (?)
 - Mgmt. – 6 (back blank?)
 - Providers – 4 back appointment card)
- Create mockups and prototypes of potential marketing materials.
- **Ten stickers for ambulance 3' x 1'**
- postcard to district households (new logo & CHNA) 4.25 x 11, 8.5 x 11 size and messaging
- Layout mini-billboard signs for Hwy 33 north and south

Karin

- ~~Finalize the new logo~~, tagline. Ensure they align with the defined mission and values. (Instruction from Kimmer)
 - Write out what we want the tag line to say to the audience (no length restriction) what do we want the audience to think/feel
 - Target 7 words limit
- Prepare employee training materials to educate them about the new logo and its significance.
- Begin planning internal communications to introduce the rebrand to employees and stakeholders.

Del Puerto Health Care District

- clothing (buy then embroider),
- Obtain rental for HWY 33 signs
- signage – Visual Horizons - Charity.
- Create press releases.
- Conduct training sessions (just prior to launch Vector Solution video and PowerPoint) for employees to familiarize new brand identity and messaging.

MAY 2024

- Launch an official announcement about the rebrand, including press releases and media outreach.
- Roll out the new brand identity across departments Administration, Health Center, and Foundation, and add to the PDA logo simultaneously, including the website, social media, and other marketing materials.
- Launch all digital and physical brand assets, including social media profiles, business cards, and signage. Add sub-sticker to ambulances.

OFFICIAL LAUNCH ON JUNE 1 and APRICOT FIESTA WEEKEND

- Ten methods to increase branding awareness
 - (May 28-31) signage (building/AMB signage, uniforms, ambulance)
 - billboard
 - postcard mailer
 - newspaper
 - insert for utility mailers / tip-in
 - social media/website
 - letterhead, business cards
 - ancillary logo use: billing, digital documents
 - (Apricot fiesta first weekend in June)
 - Event equipment (table top & popup)
 - promotional items
 - Karin to send list of prior items and quantities

Month 18: (January 2025) convert Ambulance vehicle logos to new brand

Del Puerto Health Care District

The Advantage by Patrick Lencioni

In this book, Lencioni explores the importance of organizational health and its impact on the success of businesses. Throughout the book, he provides practical insights and strategies for leaders to build a healthy organizational culture. This discussion guide explores how the principles can be applied to the Del Puerto Health Care District.

1. Organizational Health

- What is organizational health, and why is it crucial for success?

2. The Four Disciplines Model

- Of the four disciplines (i.e., Cohesive Leadership Team, Clarity, Overcommunication, and Reinforcement), which discipline seems the most challenging to implement?

3. Building a Cohesive Leadership Team

- What traits define a cohesive governance team (i.e., board directors and management staff)?

4. Creating Clarity

- How can the Board establish clarity around purpose, values, goals, roles, and strategies?

5. Overcommunicating Clarity

- How can the Board effectively communicate to ensure alignment and understanding?

6. Reinforcing Clarity

- How can Management maintain clarity in daily operations and decision-making?

7. Overcoming Challenges

- According to Lencioni, what are common obstacles to implementing these principles?

8. Application and Next Steps

- Applying principles to our District.
- Steps to initiate a healthier organizational culture.

Conclusion: How can the Board drive positive change in the District?