

**BOARD OF DIRECTORS**

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

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

BOARD OF DIRECTORS MEETING

Monday, January 29, 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, January 29, 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 – 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 & Approval
 - F. *Approve 2024 Board Meeting and District Holidays Calendars
 - G. *EMT-to-Paramedic Sponsorship Program Policy Approval
9. ****Regular Calendar**
 - A. *Any Consent Calendar items moved to the Regular Calendar **Action**
 - B. Director Zone 4 Seat Vacancy **Information**
 - C. Conduct 2024 Board Officer Nominations and Elections **Action**
 - D. Adopt 2024 Banking Authorizations Resolution 2024-01 **Action**
 - E. Approve Cost Sharing Agreement with Stanislaus County **Action**
 - F. Appointment of Board Finance Committee Member **Appointment**
 - G. Appointment of Board WSHCTF Representative **Appointment**
 - H. Appointment of Del Puerto Health Care Foundation Trustees **Appointment**
 - I. CA Prop 1: Behavioral Health Services Program and Bond Measure **Information**
 - J. Approve FY23-24 Budget Mid-Year Revision **Action**
 - K. Approve Asset Replacement Fund Resolution 2024-02 **Action**
 - L. Keystone Water Mitigation **Information**
10. **Strategic Planning**
 - A. FY 2023-24 Next 90 Days Update (attached)
11. **Development and Training** "The Advantage" by Patrick Lencioni **15-minute Discussion**
12. **Written Reports** (Directors may raise any questions they have)
 - A. Employee Anniversaries & New Hires Years

Ambulance	Dennis Flannery	21
	Brandon Cousins	9
	Brian Haslam	1
	Nelson Arellano	1

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

Monday, January 29, 2024 @ 6:00 pm

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

- | | | |
|----------------|---------------------|-----|
| | 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
C. Health Center – Ms. Benitez
D. Administration – Ms. Freese
E. Legislative Update – Director Avila and Ms. Freese
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 section 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 – Report of Closed Session**
15. **Director Correspondence, Comments, Future Agenda Items** **Information**
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**

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – January 29, 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 – 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
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- F. *Approve 2024 Board Meeting and District Holidays Calendars
- G. *EMT-to-Paramedic Sponsorship Program Policy Approval

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 Avila		
Director Benefield		
Director Campo		
Director Stokman		
Director Zone 4 - Vacant		

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

MOTION:

_____ Passed _____ Failed _____ Passed as amended

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES December 11, 2023

1. **Call to order/Attendance**
 The meeting was called to order by Anne Stokman, Committee Chair, 4:34 PM
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; Paul Willette, Ambulance Director (arrived 4:44 PM); 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: September 20, 2023 Finance Meeting Minutes
 M/S/C Becky Campo/Anne Stokman to accept the minutes for September 20, 2023, as presented.
 - B. Review Financial Reports for September 2023
 Maria Reyes-Palad introduced a Financial Summary report for the previous four months and reviewed the Financial Reports for September 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 September 2023 Financial Reports as presented.
 - C. Review for Recommendation September 2023 Warrants
 Maria Reyes-Palad reviewed the report and answered all questions regarding the Warrants.
 M/S/C Becky Campo/Anne Stokman to recommend to the Board to accept the Warrants as presented.
 - D. Review Financial Reports for October 2023
 Maria Reyes-Palad reviewed the Financial Reports for October 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 October 2023 Financial Reports as presented.
 - E. Review for Recommendation October 2023 Warrants
 Maria Reyes-Palad reviewed the report and answered all questions regarding the Warrants.
 M/S/C Becky Campo/Anne Stokman to recommend to the Board to accept the Warrants as presented.
5. **Old Business – None**
6. **New Business – None**
7. **Accounting and Finance Manager Report**
 - A. Asset Replacement Fund Update 2023
 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.

**DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES December 11, 2023**

- C. Set Schedule for Committee Review of Account Reconciliations
Anne Stokman and Becky Campo reviewed September and October Account Reconciliations after the meeting.

8. Meeting adjourned – 5:06 PM

Next Meeting: 1/24/24 @ 8:15 AM

Respectfully submitted,



Anne Stokman, Treasurer

Del Puerto Health Care District
Balance Sheet
As of November 30, 2023

	Nov 30, 23	Oct 31, 23	% Change	Nov 30, 22	% Change	Notes
ASSETS						
Current Assets						
Total Checking/Savings	3,901,496	3,808,847	2%	2,943,242	33%	
Total Accounts Receivable	1,109,439	1,109,156		436,173	154%	
Total Other Current Assets	1,018,549	866,792	18%	948,234	7%	
Total Current Assets	6,029,484	5,784,795	4%	4,327,649	39%	
Fixed Assets						
Total 151.000 · Capital assets	4,895,245	4,918,447	(0%)	5,011,402	(2%)	
Total Fixed Assets	4,895,245	4,918,447	(0%)	5,011,402	(2%)	
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	11,197,992	10,976,505	2%	9,666,860	16%	
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	563,539	513,469	10%	488,289	15%	
Total Long Term Liabilities	1,698,835	1,704,384	(0%)	1,823,174	(7%)	
Total Liabilities	2,262,374	2,217,853	2%	2,311,463	(2%)	
Equity						
350.000 · Unrestricted Assets	2,625,771	2,625,771		2,028,461	29%	
Total 360.000 · Assigned Fund Balance	2,636,216	2,636,216		2,004,002	32%	
Total 370.000 · Restricted Fund Balance	536,422	536,422		242,870	121%	
390.000 · Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	644,452	467,484	38%	587,305	10%	YTD overall result
Total Equity	8,935,623	8,758,655	2%	7,355,400	21%	
TOTAL LIABILITIES & EQUITY	11,197,997	10,976,508	2%	9,666,863	16%	

	Nov 30, 23	Oct 31, 23
Month End Cash Balance	3,901,496	3,808,847
101.015 - TCB Keystone C 8641	(353,408)	(344,647)
103.100 - TCB USDA Debt Reserve 7237	(122,946)	(122,944)
370.010 - Mitigation Fees	(255,702)	(255,702)
360.030 - Asset Replacement Fund	(1,145,216)	(1,145,216)
AP & Payroll Liabilities	(488,999)	(439,324)
UNENCUMBERED CASH	1,535,225	1,501,014
Percent of Operating Reserve	103%	101%
360.070 - Operating Reserve	1,491,000	1,491,000

Del Puerto Health Care District
YTD by Class
July through November 2023

	Total 00 Tax Revenue			Total 01 DPHCD			Total 02 Patterson District Ambulance			Total 03 Del Puerto Health Center			Total 06 Keystone Bldg C			TOTAL		
	Jul - Nov 23	Budget	Budget FY23-24	Jul - Nov 23	Budget	Budget FY23-24	Jul - Nov 23	Budget	Budget FY23-24	Jul - Nov 23	Budget	Budget FY23-24	Jul - Nov 23	Budget	Budget FY23-24	Jul - Nov 23	Budget	Budget FY23-24
Ordinary Income/Expense																		
Income																		
401.000 · Gross Patient Service Revenue							4,552,715	4,762,906	10,346,675	1,882,792	1,446,869	3,472,486				6,435,507	6,209,775	13,819,161
403.000 · Adjustments							(2,602,802)	(3,110,803)	(6,757,739)	(580,013)	(117,948)	(283,076)				(3,182,815)	(3,228,751)	(7,040,815)
405.000 · Bad Debt							(267,283)	(350,400)	(761,111)	11,545						(255,738)	(350,400)	(761,111)
407.000 · Other Income				1,049	1,250	3,000	3,364	2,375	5,700	5,746	4,167	10,000				10,159	7,792	18,700
Total Income				1,049	1,250	3,000	1,685,994	1,304,078	2,833,525	1,320,069	1,333,088	3,199,410				3,007,112	2,638,416	6,035,935
Gross Profit				1,049	1,250	3,000	1,685,994	1,304,078	2,833,525	1,320,069	1,333,088	3,199,410				3,007,112	2,638,416	6,035,935
Expense																		
601.000 · Salaries & Wages				226,451	209,932	500,829	699,045	637,554	1,623,442	588,965	601,221	1,434,969				1,514,461	1,448,707	3,559,240
602.000 · Employee Benefits				53,049	56,805	138,228	159,668	169,911	416,207	154,655	174,899	419,925				367,372	401,615	974,360
603.000 · Professional Fees				35,994	41,250	49,000	19,080	22,031	52,874	172,060	174,867	411,920				227,134	238,148	558,794
604.000 · Purchased Services				6,385	12,251	16,885	104,274	113,452	277,884	144,975	160,331	384,793				255,634	286,034	679,562
605.000 · Supplies				2,972	3,440	8,258	35,062	37,849	90,837	42,916	39,335	94,404				80,950	80,624	193,499
606.000 · Utilities				3,388	3,212	7,708	10,923	9,770	23,447	18,413	19,283	46,279				32,724	32,265	77,434
607.000 · Rental and Lease				61	75	300				1,013	1,013	2,430				1,074	1,088	2,730
608.000 · Insurance Coverages				20,681	16,798	40,317	95,315	101,692	244,060	60,582	53,094	127,426				176,578	171,584	411,803
609.000 · Maintenance & Repairs				552	1,008	2,418	29,862	34,858	83,660	10,993	13,909	33,381				41,407	49,775	119,459
610.000 · Depreciation and Amortization				9,594	7,903	18,963	82,464	78,988	189,570	40,425	37,795	90,708	19,897	19,832	47,597	152,380	144,518	346,838
611.000 · Other operating expenses			25,756	27,277	31,309	75,064	277,209	178,521	480,983	46,540	45,516	105,554				351,026	255,346	687,357
699.999 · Condensed Item Adj. Expense				0	0		0	0		0	0							0
Total Expense			25,756	386,404	383,983	857,970	1,512,902	1,384,626	3,482,964	1,281,537	1,321,263	3,151,789	19,897	19,832	47,597	3,200,740	3,109,704	7,611,076
Net Ordinary Income			(25,756)	(385,355)	(382,733)	(854,970)	173,092	(80,548)	(649,439)	38,532	11,825	47,621	(19,897)	(19,832)	(47,597)	(193,628)	(471,288)	(1,575,141)
Other Income/Expense																		
Other Income																		
701.000 · District Tax Revenues	670,720	670,722	1,609,732				103,085	103,087	247,409							773,805	773,809	1,857,141
703.000 · Investment Income				27,435	17,667	40,000	0			0						27,435	17,667	40,000
704.000 · Interest Expense										(22,438)	(21,997)	(52,792)				(22,438)	(21,997)	(52,792)
705.000 · Tenant Revenue													58,432	48,732	116,956	58,432	48,732	116,956
710.000 · Misc Other Income				1,013						5,767	1,583	3,800				6,780	1,583	3,800
Total Other Income	670,720	670,722	1,609,732	28,448	17,667	40,000	103,085	103,087	247,409	(16,671)	(20,413)	(48,992)	58,432	48,732	116,956	844,014	819,795	1,965,105
Other Expense																		
802.000 · Keystone District Expense													5,934	7,473	17,936	5,934	7,473	17,936
810.000 · Misc Other Expense																		17,936
Total Other Expense									0				5,934	7,473	17,936	5,934	7,473	17,936
Net Other Income	670,720	670,722	1,609,732	28,448	17,667	40,000	103,085	103,087	247,409	(16,671)	(20,413)	(48,992)	52,498	41,258	99,020	838,080	812,321	1,947,169
Net Income	670,720	670,722	1,583,976	(356,907)	(365,066)	(814,970)	276,177	22,539	(402,030)	21,861	(8,588)	(1,371)	32,601	21,426	51,423	644,452	341,033	372,028
699.999 · Condensed Item Adj. Expense				(365,446)	(336,038)	(806,492)	182,723	168,019	403,246	182,723	168,019	403,246						
NET after Admin Cost	670,720	670,722	1,583,976	8,539	(29,028)	(8,478)	93,454	(145,480)	(805,276)	(160,862)	(176,607)	(404,617)	32,601	21,426	51,423	644,452	341,033	372,028

Del Puerto Health Care District
Warrants by Bank Account

November 2023

Type	Date	Num	Name	Credit	Notes
101.000 - Cash and cash equivalents					
101.010 - Tri Counties Bank					
101.011 - TCB-Operating Checking 1739					
Bill Pmt -Check	11/14/2023	EFT	City Of Patterson-H2O, sewer, garbage	695.39	
Bill Pmt -Check	11/16/2023	EFT	MedStatix, Inc	320.00	
Bill Pmt -Check	11/20/2023	EFT	ABW Medical, LLC	8,230.00	
Bill Pmt -Check	11/21/2023	EFT	Athena Health, Inc.	13,213.97	
Bill Pmt -Check	11/09/2023	EFT	FP Mailing Solutions	300.00	
Bill Pmt -Check	11/22/2023	EFT	ABW Medical, LLC	2,200.00	
Bill Pmt -Check	11/06/2023	EFT	Umpqua Bank	7,965.10	
Bill Pmt -Check	11/01/2023	32398	American Academy of Family Physicians	824.00	
Bill Pmt -Check	11/01/2023	32399	Bound Tree Medical LLC	1,243.39	
Bill Pmt -Check	11/01/2023	32400	Cole Huber (Cota Cole)	4,297.50	
Bill Pmt -Check	11/01/2023	32401	Crescent Work & Outdoor #1	286.43	
Bill Pmt -Check	11/01/2023	32402	CSDA-California Special Dist Assoc	8,851.00	Prepaid Dues
Bill Pmt -Check	11/01/2023	32403	DeliverHealth	237.00	
Bill Pmt -Check	11/01/2023	32404	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Check	11/01/2023	32405	Life-Assist	606.24	
Bill Pmt -Check	11/01/2023	32406	MD - Rodriguez, Jose	35,333.33	
Bill Pmt -Check	11/01/2023	32407	Paul Oil Co., Inc.	4,859.70	Oct Bill
Bill Pmt -Check	11/01/2023	32408	PG&E	57.96	
Bill Pmt -Check	11/01/2023	32409	Rush Truck Center Ceres	1,663.58	
Bill Pmt -Check	11/01/2023	32410	SEMSA Sierra Medical Services Alliance	20,776.14	Aug & Sept bill
Bill Pmt -Check	11/01/2023	32411	Staples Advantage	183.41	
Bill Pmt -Check	11/01/2023	32412	Stericycle	607.75	
Bill Pmt -Check	11/01/2023	32413	Stericycle	182.33	
Bill Pmt -Check	11/01/2023	32414	Terminix	223.00	
Bill Pmt -Check	11/01/2023	32415	Verizon Wireless	534.25	
Bill Pmt -Check	11/01/2023	32416	Data Path, Inc	6,266.24	
Check	11/14/2023	32417	REFUND - Ambulance:REFUND - Anthem Blue Cro	413.55	
Check	11/14/2023	32418	REFUND - Ambulance:REFUND - Santana, Isabel	487.60	
Check	11/14/2023	32419	REFUND - Ambulance:REFUND - Sprague, Michae	487.60	
					<i>Prepays AMB</i>
Bill Pmt -Check	11/14/2023	32420	ACETECH Corp	4,320.00	Cab/Dashcams service
Bill Pmt -Check	11/14/2023	32421	ADT / Protection One	298.32	
Bill Pmt -Check	11/14/2023	32422	Airgas USA, LLC	350.33	
Bill Pmt -Check	11/14/2023	32423	Amazon	4,183.38	
Bill Pmt -Check	11/14/2023	32424	AMR-American Medical Response	8,995.36	
Bill Pmt -Check	11/14/2023	32425	BICSEC Security, Inc	25.00	
Bill Pmt -Check	11/14/2023	32426	Boy Scouts	105.00	
Bill Pmt -Check	11/14/2023	32427	CMA - California Medical Assoc	610.00	
Bill Pmt -Check	11/14/2023	32428	Comcast - Other	192.28	
Bill Pmt -Check	11/14/2023	32429	Crescent Work & Outdoor #1	175.25	
Bill Pmt -Check	11/14/2023	32430	DeliverHealth	79.00	
Bill Pmt -Check	11/14/2023	32431	Frontier-3755	287.95	
Bill Pmt -Check	11/14/2023	32432	Jorgensen & Co.	350.25	
Bill Pmt -Check	11/14/2023	32433	Language Line	200.53	
Bill Pmt -Check	11/14/2023	32434	Life-Assist	2,095.06	
Bill Pmt -Check	11/14/2023	32435	McAuley Ford	1,030.29	
Bill Pmt -Check	11/14/2023	32436	McKesson Medical Surgical Inc.	2,100.83	
Bill Pmt -Check	11/14/2023	32437	Mission Linen Supply	826.83	
Bill Pmt -Check	11/14/2023	32438	MO-CAL Office Solutions	106.80	
Bill Pmt -Check	11/14/2023	32439	NARHC	450.00	

Del Puerto Health Care District
Warrants by Bank Account

November 2023

Type	Date	Num	Name	Credit	Notes
Bill Pmt -Check	11/14/2023	32440	O'Reilly Auto Parts	58.69	
Bill Pmt -Check	11/14/2023	32441	Pacific Records Management	279.47	
Bill Pmt -Check	11/14/2023	32442	Patterson Irrigator	273.00	
Bill Pmt -Check	11/14/2023	32443	Patterson Tire	601.77	
Bill Pmt -Check	11/14/2023	32444	Paul Oil Co., Inc.	4,067.53	
Bill Pmt -Check	11/14/2023	32445	Physicians Service Bureau	294.20	
Bill Pmt -Check	11/14/2023	32446	Sanofi Pasteur, Inc	3,872.60	
Bill Pmt -Check	11/14/2023	32447	Stanislaus Co. Tax Collector	3,247.20	Prop Tax Pymnt 1
Bill Pmt -Check	11/14/2023	32448	Stanislaus County EMS Agency	250.00	
Bill Pmt -Check	11/14/2023	32449	Staples Advantage	669.65	
Bill Pmt -Check	11/14/2023	32450	Stericycle / Shred-it	493.11	
Bill Pmt -Check	11/14/2023	32451	Stericycle / Shred-it	226.86	
Bill Pmt -Check	11/14/2023	32452	TID Turlock Irrigation District +06	1,596.76	
Bill Pmt -Check	11/14/2023	32453	WIPFLi LLP	23,887.00	Audit Fee
Bill Pmt -Check	11/14/2023	32454	Workbench True Value Hdwe.	39.89	
Bill Pmt -Check	11/14/2023	32455	Zoll	649.70	
Bill Pmt -Check	11/14/2023	32456	Bound Tree Medical LLC	562.23	
Bill Pmt -Check	11/14/2023	32457	Life-Assist	1,146.58	
Check	11/21/2023	32458	Wakefield	248.84	
Bill Pmt -Check	11/21/2023	32459	Amazon	39.87	
Bill Pmt -Check	11/21/2023	32460	Beta Healthcare - Workers Comp	6,645.75	
Bill Pmt -Check	11/21/2023	32461	Beta Healthcare Group	18,667.93	
Bill Pmt -Check	11/21/2023	32462	CAA California Ambulance Association	1,500.00	
Bill Pmt -Check	11/21/2023	32463	Crescent Work & Outdoor #1	162.64	
Bill Pmt -Check	11/21/2023	32464	LogRx	2,620.00	
Bill Pmt -Check	11/21/2023	32465	McKesson Medical Surgical Inc.	825.28	
Bill Pmt -Check	11/21/2023	32466	MedStatix, Inc	160.00	
Bill Pmt -Check	11/21/2023	32467	MurphyAustin	3,102.50	CIP- Bldg Proj
Bill Pmt -Check	11/21/2023	32468	Paul Oil Co., Inc.	3,473.30	
Bill Pmt -Check	11/21/2023	32469	PG&E	191.62	
Bill Pmt -Check	11/21/2023	32470	SEMSA Sierra Medical Services Alliance	11,897.60	
Bill Pmt -Check	11/21/2023	32471	Stryker Sales Corporation	4,354.45	
Bill Pmt -Check	11/21/2023	32472	Terminix	73.00	
Bill Pmt -Check	11/21/2023	32473	Westside Landscape & Concrete	573.50	
Bill Pmt -Check	11/21/2023	32474	West Side Storage Baldwin	202.50	
Bill Pmt -Check	11/19/2023	32475	PG&E	35.98	
Total 101.011 · TCB-Operating Checking 1739				249,264.92	
101.012 · TCB-Payroll Account 2999					
Liability Check	11/08/2023		Payroll Direct Deposit	86,224.81	
Liability Check	11/21/2023		Payroll Direct Deposit	87,637.42	
Liability Check	11/09/2023	EFT	AIG (VALIC)	12,232.73	
Liability Check	11/22/2023	EFT	AIG (VALIC)	14,041.42	
Liability Check	11/07/2023	E-pay	EDD State of California	6,234.89	
Liability Check	11/07/2023	E-pay	Internal Revenue Service	31,337.67	
Liability Check	11/22/2023	E-pay	EDD State of California	6,725.14	
Liability Check	11/22/2023	E-pay	Internal Revenue Service	32,739.62	
Liability Check	11/01/2023	25582	LegalShield	405.90	
Paycheck	11/09/2023	25583	Employee Payroll	3,586.82	
Paycheck	11/09/2023	25584	Employee Payroll	449.63	
Paycheck	11/09/2023	25585	Employee Payroll	274.19	
Paycheck	11/09/2023	25586	Employee Payroll	188.73	
Paycheck	11/09/2023	25587	Employee Payroll	1,117.78	
Liability Check	11/09/2023	25588	United Steelworkers	409.14	

Del Puerto Health Care District
Warrants by Bank Account

November 2023

Type	Date	Num	Name	Credit	Notes
Liability Check	11/09/2023	25589	California State Disbursement Unit	296.30	
Liability Check	11/09/2023	25590	Franchise Tax Board	875.14	
Liability Check	11/09/2023	25591	Franchise Tax Board	448.53	
Paycheck	11/22/2023	25592	Cousins, Brandon D.	2,408.84	
Paycheck	11/22/2023	25593	Employee Payroll	274.18	
Paycheck	11/22/2023	25594	Employee Payroll	368.35	
Paycheck	11/22/2023	25595	Employee Payroll	197.83	
Paycheck	11/22/2023	25596	Employee Payroll	1,032.37	
Liability Check	11/22/2023	25597	California State Disbursement Unit	296.30	
Liability Check	11/22/2023	25598	Franchise Tax Board	963.73	
Liability Check	11/22/2023	25599	Franchise Tax Board	448.53	
Liability Check	11/22/2023	25600	United Steelworkers	347.19	
Liability Check	11/22/2023	25601	CA Choice	46,540.72	
Liability Check	11/28/2023	25602	AFLAC	2,948.84	
Liability Check	11/28/2023	25603	Principal Life Insurance Co	6,097.06	
Liability Check	11/28/2023	25604	LegalShield	405.90	
Total 101.012 · TCB-Payroll Account 2999				<u>347,555.70</u>	
101.015 · TCB - Keystone C 8641					
Bill Pmt -Check	11/01/2023	10371	Terminix	89.00	
Bill Pmt -Check	11/14/2023	10372	Gilberto Arroyo-06	400.00	
Bill Pmt -Check	11/14/2023	10373	Stanislaus Co. Tax Collector	3,685.01	
Bill Pmt -Check	11/14/2023	10374	TID Turlock Irrigation District +06	407.27	
Bill Pmt -Check	11/21/2023	10375	Terminix	89.00	
Total 101.015 · TCB - Keystone C 8641				<u>4,670.28</u>	
Total 101.010 · Tri Counties Bank				<u>601,490.90</u>	
Total 101.000 · Cash and cash equivalents				<u>601,490.90</u>	
103.000 · Restricted Funds					
103.100 · TCB-USDA Debt Reserve 7237					
Check	11/15/2023	eft	USDA Rural Development Loan-EFT	10,060.00	
Total 103.100 · TCB-USDA Debt Reserve 7237				<u>10,060.00</u>	
Total 103.000 · Restricted Funds				<u>10,060.00</u>	
TOTAL				<u>611,550.90</u>	
Less: Irregular Expense Items					
Highlighted				<u>69,043.54</u>	
NET WARRANTS ISSUED - NOVEMBER 2023				<u>542,507.36</u>	

Del Puerto Health Care District
Balance Sheet
As of December 31, 2023

	Dec 31, 23	Nov 30, 23	Change	Dec 31, 22	Change	% Change
ASSETS						
Current Assets						
Total Checking/Savings	3,803,930	3,901,496	(3%)	3,011,598	26%	
Total Accounts Receivable	1,082,185	1,109,439	(2%)	658,207	64%	
Total Other Current Assets	1,178,968	1,018,549	16%	1,077,471	9%	
Total Current Assets	6,065,083	6,029,484	1%	4,747,276	28%	
Fixed Assets						
Total 151.000 · Capital assets	4,900,221	4,895,245	0%	5,034,655	(3%)	
Total Fixed Assets	4,900,221	4,895,245	0%	5,034,655	(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	11,238,567	11,197,992	0%	10,109,740	11%	
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	520,049	563,539	(8%)	500,699	4%	
Total Long Term Liabilities	1,693,123	1,698,835	(0%)	1,817,667	(7%)	
Total Liabilities	2,213,172	2,262,374	(2%)	2,318,366	(5%)	
Equity						
350.000 · Unrestricted Assets	2,547,117	2,625,771	(3%)	2,028,461	26%	
Total 360.000 · Assigned Fund Balance	2,634,870	2,636,216	(0%)	2,004,002	31%	
Total 370.000 · Restricted Fund Balance	616,422	536,422	15%	242,870	154%	
390.000 · Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	734,225	644,452	14%	1,023,281	(28%)	YTD Overall result
Total Equity	9,025,396	8,935,623	1%	7,791,376	16%	
TOTAL LIABILITIES & EQUITY	11,238,568	11,197,997	0%	10,109,742	11%	

	Dec 31, 23	Nov 30, 23
Month End Cash Balance	3,803,930	3,901,496
101.015 - TCB Keystone C 8641	(364,919)	(353,408)
103.100 - TCB USDA Debt Reserve 7237	(122,948)	(122,946)
370.010 - Mitigation Fees	(255,702)	(255,702)
360.030 - Asset Replacement Fund	(1,143,870)	(1,145,216)
AP & Payroll Liabilities	(444,270)	(488,999)
UNENCUMBERED CASH	1,472,221	1,535,225
Percent of Operating Reserve	99%	103%
360.070 - Operating Reserve	1,491,000	1,491,000

Del Puerto Health Care District
YTD by Class
July through December 2023

	Total 00 Tax Revenue			Total 01 DPHCD			Total 02 Patterson District Ambulance			Total 03 Del Puerto Health Center			Total 06 Keystone Bldg C			TOTAL		
	Jul - Dec 23	Budget	FY23-24	Jul - Dec 23	Budget	FY23-24	Jul - Dec 23	Budget	FY23-24	Jul - Dec 23	Budget	FY23-24	Jul - Dec 23	Budget	FY23-24	Jul - Dec 23	Budget	FY23-24
Ordinary Income/Expense																		
Income																		
401.000 · Gross Patient Service Revenue							5,443,465	5,173,337	10,346,675	2,177,540	1,736,243	3,472,486				7,621,005	6,909,580	13,819,161
403.000 · Adjustments							(3,116,984)	(3,378,869)	(6,757,739)	(618,257)	(141,538)	(283,076)				#####	(3,520,407)	(7,040,815)
405.000 · Bad Debt							(394,066)	(380,555)	(761,111)	26,149						(367,917)	(380,555)	(761,111)
407.000 · Other Income				1,049	1,500	3,000	3,424	2,850	5,700	5,966	5,000	10,000				10,439	9,350	18,700
Total Income				1,049	1,500	3,000	1,935,838	1,416,763	2,833,525	1,591,396	1,599,705	3,199,410				3,528,283	3,017,968	6,035,935
Gross Profit				1,049	1,500	3,000	1,935,838	1,416,763	2,833,525	1,591,396	1,599,705	3,199,410				3,528,283	3,017,968	6,035,935
Expense																		
601.000 · Salaries & Wages				278,009	250,399	500,829	842,314	817,647	1,623,442	696,013	717,484	1,434,969				1,816,336	1,785,530	3,559,240
602.000 · Employee Benefits				65,105	68,166	138,228	191,195	203,894	416,207	189,047	209,878	419,925				445,347	481,938	974,360
603.000 · Professional Fees				38,250	57,500	49,000	21,350	26,437	52,874	205,393	208,732	411,920				264,993	292,669	558,794
604.000 · Purchased Services				7,338	12,828	16,885	124,354	136,942	277,884	175,621	192,397	384,793				307,313	338,281	679,562
605.000 · Supplies				3,938	4,128	8,258	41,104	45,418	90,837	45,934	47,202	94,404				90,976	96,748	193,499
606.000 · Utilities				4,024	3,854	7,708	12,955	11,724	23,447	22,339	23,139	46,279				39,318	38,717	77,434
607.000 · Rental and Lease				123	150	300				1,215	1,215	2,430				1,338	1,365	2,730
608.000 · Insurance Coverages				23,930	20,158	40,317	113,745	122,030	244,060	71,006	63,713	127,426				208,681	205,901	411,803
609.000 · Maintenance & Repairs				677	1,209	2,418	45,696	41,830	83,660	13,411	16,691	33,381				59,784	59,730	119,459
610.000 · Depreciation and Amortization				11,387	9,483	18,963	96,334	94,785	189,570	48,605	45,354	90,708	23,929	23,798	47,597	180,255	173,420	346,838
611.000 · Other operating expenses			25,756	31,516	37,560	75,064	294,201	290,951	480,983	59,020	53,807	105,554				384,737	382,318	687,357
699.999 · Condensed Item Adj. Expense																		0
Total Expense			25,756	464,297	465,435	857,970	1,783,248	1,791,658	3,482,964	1,527,604	1,579,612	3,151,789	23,929	23,798	47,597	3,799,078	3,856,617	7,611,076
Net Ordinary Income			(25,756)	(463,248)	(463,935)	(854,970)	152,590	(374,895)	(649,439)	63,792	20,093	47,621	(23,929)	(23,798)	(47,597)	(270,795)	(838,649)	(1,575,141)
Other Income/Expense																		
Other Income																		
701.000 · District Tax Revenues	804,864	804,866	1,609,732				123,702	123,704	247,409							928,566	928,570	1,857,141
703.000 · Investment Income				31,348	20,001	40,000	0			0						31,348	20,001	40,000
704.000 · Interest Expense										(26,786)	(26,396)	(52,792)				(26,786)	(26,396)	(52,792)
705.000 · Tenant Revenue													70,258	58,478	116,956	70,258	58,478	116,956
710.000 · Misc Other Income				1,013						8,028	1,900	3,800				9,041	1,900	3,800
Total Other Income	804,864	804,866	1,609,732	32,361	20,001	40,000	123,702	123,704	247,409	(18,759)	(24,496)	(48,992)	70,258	58,478	116,956	1,012,426	982,553	1,965,105
Other Expense																		
802.000 · Keystone District Expense													7,409	8,968	17,936	7,409	8,968	17,936
810.000 · Misc Other Expense																		17,936
Total Other Expense									0				7,409	8,968	17,936	7,409	8,968	17,936
Net Other Income	804,864	804,866	1,609,732	32,361	20,001	40,000	123,702	123,704	247,409	(18,759)	(24,496)	(48,992)	62,849	49,510	99,020	1,005,017	973,585	1,947,169
Net Income	804,864	804,866	1,583,976	(430,887)	(443,934)	(814,970)	276,292	(251,191)	(402,030)	45,033	(4,403)	(1,371)	38,920	25,712	51,423	734,222	134,936	372,028
699.999 · Condensed Item Adj. Expense				(436,439)	(403,246)	(806,492)	218,219	201,623	403,246	218,219	201,623	403,246						
NET after Admin Cost	804,864	804,866	1,583,976	5,552	(40,688)	(8,478)	58,073	(452,814)	(805,276)	(173,186)	(206,026)	(404,617)	38,920	25,712	51,423	734,222	134,936	372,028

Del Puerto Health Care District
Warrants by Bank Account

December 2023

Type	Date	Num	Name	Credit	Notes
101.000 - Cash and cash equivalents					
101.010 - Tri Counties Bank					
101.011 - TCB-Operating Checking 1739					
Bill Pmt -Check	12/13/2023	EFT	City Of Patterson-H2O, sewer, garbag	557.26	
Bill Pmt -Check	12/13/2023	EFT	ABW Medical, LLC	2,000.00	<i>new provider</i>
Bill Pmt -Check	12/15/2023	EFT	ABW Medical, LLC	8,230.00	
Bill Pmt -Check	12/07/2023	EFT	Umpqua Bank	5,605.73	
Bill Pmt -Check	12/21/2023	EFT	Athena Health, Inc.	14,150.12	
<i>PP-GEMT IGT</i>					
Bill Pmt -Check	12/14/2023	Wire	CA DHCS (PP-GEMT, IGT)	93,927.20	<i>Contributions #3</i>
Bill Pmt -Check	12/01/2023	32476	Airgas USA, LLC	148.74	
Bill Pmt -Check	12/01/2023	32477	Amazon	543.28	
Bill Pmt -Check	12/01/2023	32478	Bound Tree Medical LLC	1,530.16	
Bill Pmt -Check	12/01/2023	32479	DeliverHealth	237.00	
Bill Pmt -Check	12/01/2023	32480	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Check	12/01/2023	32481	Life-Assist	1,062.82	
Bill Pmt -Check	12/01/2023	32482	McKesson Medical Surgical Inc.	1,151.33	
Bill Pmt -Check	12/01/2023	32483	MD - Rodriguez, Jose	35,333.33	
Bill Pmt -Check	12/01/2023	32484	Modesto Welding Products	63.15	
Bill Pmt -Check	12/01/2023	32485	Patterson Irrigator	1,143.00	
Bill Pmt -Check	12/01/2023	32486	Riggs Ambulance Service, Inc.	32.00	
Bill Pmt -Check	12/01/2023	32487	Teleflex / Arrow	1,795.44	
Bill Pmt -Check	12/01/2023	32488	Verizon Wireless	534.17	
Bill Pmt -Check	12/06/2023	32489	Airgas USA, LLC	87.00	
Bill Pmt -Check	12/06/2023	32490	BICSEC Security, Inc	25.00	
Bill Pmt -Check	12/06/2023	32491	Cole Huber (Cota Cole)	2,525.82	
Bill Pmt -Check	12/06/2023	32492	Data Path, Inc	6,266.24	
Bill Pmt -Check	12/06/2023	32493	Language Line	100.00	
Bill Pmt -Check	12/06/2023	32494	McAuley Ford	849.03	
Bill Pmt -Check	12/06/2023	32495	Mission Linen Supply	826.83	
Bill Pmt -Check	12/06/2023	32496	Pacific Records Management	420.55	
Bill Pmt -Check	12/06/2023	32497	Patterson Irrigator	30.00	
Bill Pmt -Check	12/06/2023	32498	Paul Oil Co., Inc.	3,151.49	
Bill Pmt -Check	12/06/2023	32499	Physicians Service Bureau	294.20	
Bill Pmt -Check	12/06/2023	32500	Stericycle	607.75	
Bill Pmt -Check	12/06/2023	32501	Stericycle	182.33	
Bill Pmt -Check	12/06/2023	32502	Stericycle / Shred-it	328.74	
Bill Pmt -Check	12/06/2023	32503	Stericycle / Shred-it	113.43	
Bill Pmt -Check	12/06/2023	32504	TID Turlock Irrigation District +06	1,443.93	
Bill Pmt -Check	12/06/2023	32505	Westside Landscape & Concrete	292.50	
Bill Pmt -Check	12/06/2023	32506	Workbench True Value Hdwe.	76.54	
Bill Pmt -Check	12/06/2023	32507	Zoll	649.70	
Bill Pmt -Check	12/13/2023	32508	AMR-American Medical Response	7,072.01	
Bill Pmt -Check	12/13/2023	32509	Bound Tree Medical LLC	505.86	
Bill Pmt -Check	12/13/2023	32510	City Of Patterson-H2O, sewer, garbag	454.58	
Bill Pmt -Check	12/13/2023	32511	DeliverHealth	79.00	
Bill Pmt -Check	12/13/2023	32512	Frontier-3755	273.71	
Bill Pmt -Check	12/13/2023	32513	Life-Assist	1,747.83	
Bill Pmt -Check	12/13/2023	32514	McKesson Medical Surgical Inc.	1,983.92	
Bill Pmt -Check	12/13/2023	32515	MedStatix, Inc	160.00	
Bill Pmt -Check	12/13/2023	32516	Sanofi Pasteur, Inc	323.13	
Check	12/13/2023	32517	Wakefield	1,381.76	
Check	12/13/2023	32518	Wakefield	1,439.01	

**Del Puerto Health Care District
Warrants by Bank Account**

December 2023

Type	Date	Num	Name	Credit	Notes
Bill Pmt -Check	12/13/2023	32519	ELLKAY Healthcare Connectivity	1,536.00	
Bill Pmt -Check	12/14/2023	32520	Beta Healthcare - Workers Comp	6,645.75	
Bill Pmt -Check	12/14/2023	32521	Beta Healthcare Group	18,667.93	
Bill Pmt -Check	12/14/2023	32522	Staples Advantage	216.59	
Bill Pmt -Check	12/19/2023	32523	Amazon	20.48	
Bill Pmt -Check	12/19/2023	32524	MO-CAL Office Solutions	186.50	
					<i>Prepaid LifePak</i>
Bill Pmt -Check	12/19/2023	32525	Stryker Sales Corporation	14,968.00	<i>maintenance</i>
Bill Pmt -Check	12/28/2023	32526	Airgas USA, LLC	226.35	
Bill Pmt -Check	12/28/2023	32527	Bound Tree Medical LLC	659.01	
Bill Pmt -Check	12/28/2023	32528	Cole Huber (Cota Cole)	1,237.50	
Bill Pmt -Check	12/28/2023	32529	Crescent Work & Outdoor #1	137.18	
					<i>3 yr Prepaid IT Threat</i>
Bill Pmt -Check	12/28/2023	32530	Data Path, Inc	11,386.37	<i>protection</i>
Bill Pmt -Check	12/28/2023	32531	DeliverHealth	237.00	
Bill Pmt -Check	12/28/2023	32532	FP Mailing Solutions	61.33	
Bill Pmt -Check	12/28/2023	32533	Life-Assist	2,572.06	
Bill Pmt -Check	12/28/2023	32534	McKesson Medical Surgical Inc.	2,401.16	
Bill Pmt -Check	12/28/2023	32535	Mission Linen Supply	780.03	
Bill Pmt -Check	12/28/2023	32536	Monique Whitworth	900.00	
Bill Pmt -Check	12/28/2023	32537	Motorola Solutions, Inc.	9,599.92	<i>CIP -23Ambulance Radio</i>
Bill Pmt -Check	12/28/2023	32538	Paul Oil Co., Inc.	3,842.75	
Bill Pmt -Check	12/28/2023	32539	Pfizer Inc.	4,661.24	
Bill Pmt -Check	12/28/2023	32540	PG&E	698.99	
Bill Pmt -Check	12/28/2023	32541	Rush Truck Center Ceres	1,231.90	
Bill Pmt -Check	12/28/2023	32542	SEMSA Sierra Medical Services Allian	9,552.40	
Bill Pmt -Check	12/28/2023	32543	Stanislaus County Department of Agri	611.00	
Bill Pmt -Check	12/28/2023	32544	Staples Advantage	121.31	
Bill Pmt -Check	12/28/2023	32545	Stryker Sales Corporation	540.97	
Bill Pmt -Check	12/28/2023	32546	Terminix	851.52	
Bill Pmt -Check	12/28/2023	32547	Verizon Wireless	534.19	
Bill Pmt -Check	12/28/2023	32548	West Side Storage Baldwin	202.50	
Total 101.011 · TCB-Operating Checking 1739				301,169.55	
101.012 · TCB-Payroll Account 2999					
Liability Check	12/06/2023		Payroll Direct Deposit	84,931.67	
Liability Check	12/20/2023		Payroll Direct Deposit	86,111.25	
Liability Check	12/07/2023	EFT	AIG (VALIC)	9,823.93	
Liability Check	12/21/2023	EFT	AIG (VALIC)	14,375.23	
Liability Check	12/07/2023	E-pay	Internal Revenue Service	31,550.47	
Liability Check	12/07/2023	E-pay	EDD State of California	6,439.78	
Liability Check	12/12/2023	E-pay	EDD State of California	39.36	
Liability Check	12/12/2023	E-pay	Internal Revenue Service	669.20	
Liability Check	12/14/2023	E-pay	EDD State of California	54.89	
Liability Check	12/14/2023	E-pay	Internal Revenue Service	290.46	
Liability Check	12/21/2023	E-pay	EDD State of California	6,930.30	
Liability Check	12/21/2023	E-pay	Internal Revenue Service	33,780.77	
Liability Check	12/21/2023	E-pay	EDD State of California	333.24	
Paycheck	12/07/2023	25605	Employee Payroll	1,708.12	
Paycheck	12/07/2023	25606	Employee Payroll	2,286.51	
Paycheck	12/07/2023	25607	Employee Payroll	274.17	
Paycheck	12/07/2023	25608	Employee Payroll	358.47	
Liability Check	12/07/2023	25609	California State Disbursement Unit	296.30	
Liability Check	12/07/2023	25610	Franchise Tax Board	448.53	

Del Puerto Health Care District
Warrants by Bank Account

December 2023

Type	Date	Num	Name	Credit	Notes
Liability Check	12/07/2023	25611	United Steelworkers	338.79	
Liability Check	12/07/2023	25612	Franchise Tax Board	882.54	
Paycheck	12/09/2023	25613	Employee Payroll	250.00	
Paycheck	12/09/2023	25614	Employee Payroll	250.00	
Paycheck	12/09/2023	25615	Employee Payroll	250.00	
Paycheck	12/09/2023	25616	Employee Payroll	250.00	
Paycheck	12/09/2023	25617	Employee Payroll	250.00	
Paycheck	12/09/2023	25618	Employee Payroll	250.00	
Paycheck	12/09/2023	25619	Employee Payroll	250.00	
Paycheck	12/09/2023	25620	Employee Payroll	250.00	
Paycheck	12/09/2023	25621	Employee Payroll	250.00	
Paycheck	12/09/2023	25622	Employee Payroll	250.00	
Paycheck	12/09/2023	25623	Employee Payroll	250.00	
Paycheck	12/09/2023	25624	Employee Payroll	250.00	
Paycheck	12/09/2023	25625	Employee Payroll	250.00	
Paycheck	12/09/2023	25626	Employee Payroll	250.00	
Paycheck	12/09/2023	25627	Employee Payroll	250.00	
Paycheck	12/09/2023	25628	Employee Payroll	250.00	
Paycheck	12/14/2023	25629	Employee Payroll	1,698.28	
Paycheck	12/21/2023	25630	Employee Payroll	3,816.10	
Paycheck	12/21/2023	25631	Employee Payroll	423.88	
Paycheck	12/21/2023	25632	Employee Payroll	1,110.99	
Paycheck	12/21/2023	25633	Employee Payroll	179.03	
Paycheck	12/21/2023	25634	Employee Payroll	1,139.60	
Liability Check	12/21/2023	25635	California State Disbursement Unit	296.30	
Liability Check	12/21/2023	25636	Franchise Tax Board	1,086.41	
Liability Check	12/21/2023	25637	Franchise Tax Board	510.96	
Liability Check	12/21/2023	25638	Franchise Tax Board	791.08	
Liability Check	12/21/2023	25639	United Steelworkers	340.69	
Liability Check	12/20/2023	25640	CA Choice	44,882.41	
Liability Check	12/20/2023	25641	LegalShield	697.15	
Liability Check	12/20/2023	25642	Principal Life Insurance Co	5,668.56	
Total 101.012 · TCB-Payroll Account 2999				348,565.42	
101.015 · TCB - Keystone C 8641					
Bill Pmt -Check	12/06/2023	10376	Gilberto Arroyo-06	300.00	
Bill Pmt -Check	12/06/2023	10377	TID Turlock Irrigation District +06	355.19	
Bill Pmt -Check	12/13/2023	10378	Mr. Rooter Plumbing	298.75	
Bill Pmt -Check	12/28/2023	10379	Terminix	1,037.76	
Total 101.015 · TCB - Keystone C 8641				1,991.70	
Total 101.010 · Tri Counties Bank				651,726.67	
Total 101.000 · Cash and cash equivalents				651,726.67	
103.000 · Restricted Funds					
103.100 · TCB-USDA Debt Reserve 7237					
Check	12/15/2023	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				661,786.67	
Less: Irregular Items					
Highlighted				131,881.49	
NET WARRANTS ISSUED - DECEMBER 2023				529,905.18	



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

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

BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Monday, December 11, 2023 @ 6:00 pm

1. **Call to order** at 6:01 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
Financial Accounting Manager, Maria Reyes Palad
Clinical ED & QI Manager, Jim Whitworth
Clerk of the Board/HR Manager, Cheryle Pickle
Incoming HR Manager, Robert Trefault
 - District Legal Council:** Dave Ritchie, Cole Huber, LLP (arrived 6:24pm)
 - 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**

None
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 Stokman/Benefield
 - 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 – September 20, 2023
 - B. *Approve Financial Report – September 30, 2023
 - C. *Approve Financial Report – October 31, 2023
 - D. *Approve Regular Board Meeting Minutes – October 30, 2023

A.

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. FYE 2023 Audit Presentation by Wipfli and Acceptance by Board
David Imus from Wipfli presented the audit report. Copy of slides presentation is attached.
Time for questions no further questions were asked..

M/S/C. Approve the Consent Calendar.

Directors Stokman/Benefield

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

- C. Resolution 2023-19 – Recognition of Cheryle Pickle
Certificate of Recognition was given to Cheryle Pickle, HR Manager and Board Clerk, by the Board for her exemplary service to the district.

10. Strategic Planning

- A. Board Self-Assessment Review of Results Follow Up
Discussion was opened and comments were heard.
- B. FY 2023-24 Next 90 Days Update (attached)
Ms. Freese reviewed the worklist. No further discussion. Ms. Freese will email the lists to all Board members.

11. Verbal Reports

A. Employee Anniversaries & New Hires	November	Years
Ambulance	Paul Rodriguez	3
	Mario Villanueva	1
	Joseph Galindo	New
Health Center	Tina Uanrachawong	13
	Marisol Cervantes	1
	Robertina Aguilar	1

- B. Election Candidates Update – March 2024
No candidate filed for Zone4 board member seat..Ms Freese explained the process of how we can appoint someone from Zone 4 in the future.

12. Written Reports (Directors may raise any questions they have)

- A. Ambulance – Mr. Willette (Report Attached)
- B. Health Center – Ms. Benitez (Report Attached)
- C. Administration – Ms. Freese (Report Attached)
- D. Legislative Update – Director Avila and Ms. Freese

Adjourned to Closed Session @6:47

- 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 |
- 14. Reconvene to Open Session @ 7:09 pm** - No reportable action was taken and instructions given to staff.
- 15. Director Correspondence, Comments, Future Agenda Items**
Lists of 2024 conferences will be emailed to the Board.
- 16. Upcoming Regular Board and Standing Committee Meeting Dates Information**
Finance – Wed, Jan 2024 @ 8:30, AM Board - Mon, Jan 29, 2024 @ 6:00 PM
- 17. Adjourn @ 7:46 pm**

Respectfully Submitted:

 Timothy Benefield, Board Secretary

 Date Signed

The Board of Directors of the Del Puerto Health Care District

BOARD AGENDA ITEM

DEPT: **Board**

BOARD AGENDA:

AGENDA DATE: **Jan 29, 2024**

CONSENT CALENDAR: **Yes**

CEO CONCURRENCE: **Yes**

4/5 Vote Required:

No

SUBJECT: The Political Reform Act, Government Code, Section 81000, et seq., requires every local government to review its conflict of interest code biennially. The notice of biennial review completion must be filed with the County Board of Supervisors

STAFF RECOMMENDATION:

Submit Conflict of Interest Code as adopted in 2020 for approval by the Stanislaus County Board of Supervisors.

CONSIDERATIONS:

Amendments to 2020 version include:

- No changes

POLICY ISSUE:

Local government transparency.

FISCAL IMPACT:

None

DISTRICT PRIORITY:

State mandated compliance issue

STAFFING IMPACT:

Minimal. Staff collects and files the Form 700 for all designated filers.

CONTACT PERSON:

Maria Reyes-Palad, Clerk of the Board

ATTACHMENT(S):

Conflict of Interest Code,

Attachments A – Designated Positions

Attachments B – Disclosure Categories for Designated Positions

Attachments C – Place of Filing

DEL PUERTO HEALTH CARE DISTRICT

Conflict of Interest Code

(As reviewed and approved by the Board of Directors 2014, 2016, 2018,2020,2022)

The Political Reform Act, Government Code, Section 81000, et seq., requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. The Fair Political Practices Commission has adopted a regulation, 2 California Administrative Code, Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearing to confirm to amendments in the Political Reform Act. Therefore, the terms of 2 California Administrative Code, Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference and along with the attached Appendix consisting of Attachments A through C, in which members and employees are designated (Attachment A) and disclosure categories (Attachment B) are set forth, and the place of filing is specified (Attachment C), shall constitute the Conflict of Interest Code of the Del Puerto Health Care District.

Designated positions that make or participate in the making of governmental decisions shall file statements of economic interest with the agency. Upon receipt of the statements of the various designated members and employees, the designated agency shall make and retain a copy and forward the original to the place of filing, as indicated on Attachment C.

DEL PUERTO HEALTH CARE DISTRICT

Conflict of Interest Code

Attachment A

Designated Positions

Under provisions of the California Government Code, designated positions shall file statements of economic interest. Listed below are the designated positions for the Del Puerto Health Care District and the appropriate schedules for filing.

Agency/Positions	Disclosure Category
Members of the Board of Directors	Category I
Administrative Director / CEO	Category II
Director, Patterson District Ambulance	Category II
Manager, Health Center	Category II
Consultant(s)	Category III
Contract Physicians	Category III

DEL PUERTO HEALTH CARE DISTRICT
Conflict of Interest Code

Attachment B

Disclosure Categories for Designated Positions

Category I

Investments, interests in real property and income received during the period since the previous economic interest statement, as defined in California Government Code section 87200, et seq.

Category II

Investments, business positions, interests in real property and sources of income if, pursuant to California Government Code section 87302, the business entity in which the investment or business position is held, the interest in real property, or the income or source of income of the public official, or a member of his or her immediate family may foreseeably be affected materially, as defined in California Government Code section 87103, by any decision made or participated in by the designated employee by virtue of his or her position.

Category III

Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

The Board of Directors may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of the disclosure requirements. The Board of Directors’ determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

DEL PUERTO HEALTH CARE DISTRICT

Conflict of Interest Code

Attachment C

Place of Filing

Designated Employees/Positions:

Name: Clerk of the Board, Del Puerto Health Care District Board of Directors

Where: Del Puerto Health Care District
875 E Street
Patterson, CA 95363

The District shall maintain the original of each “Statement of Financial Interests” form at the District.

Del Puerto Health Care District Board Meeting Calendar

2024

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Pay Days	
January 1	New Year's Day
January 24	Finance Committee
January 29	Board Meeting
February 19	President's Day
February 21	Finance Committee
February 26	Board Meeting

March 20	Finance Committee
March 25	Board Meeting

April 24	Finance Committee
April 29	Board Meeting

May 22	Finance Meeting
May 20	Special Board Meeting
May 27	Memorial Day*

June 19	Finance Committee
June 24	Board Meeting

July 4	Independence Day
July 24	Finance Committee
July 29	Board Meeting

August 21	Finance Committee
August 26	Board Meeting

September 2	Labor Day
September 25	Finance Committee
September 30	Board Meeting

October 23	Finance Committee
October 28	Board Meeting

November 20	Finance Committee
November 28	Thanksgiving
November 25	Board Meeting
December 6	New Board Member Onboarding
December 18	Finance Committee
December 25	Christmas Day

Del Puerto Health Care District

2024 Holiday Calendar

DISTRICT OFFICE	DO Closed	Holiday
New Year's Day-2024	1-Closed	Mon, Jan 1, 2024
Presidents' Day	2-Closed	Mon, Feb 19, 2024
Memorial Day	3-Closed	Mon, May 27, 2024
Independence Day	4-Closed	Thu, Jul 4, 2024
Labor Day	5-Closed	Mon, Sep 2, 2024
Thanksgiving	6-Closed	Thu, Nov 28, 2024
Friday after Thanksgiving	7-Closed	Fri, Nov 29, 2024
Christmas	8-Closed	Wed, Dec 25, 2024
New Year's Day-2025	1-Closed	Wed, Jan 1, 2025

HEALTH CENTER	Holiday Pay or HC Closed	Holiday Pay HC Closed
New Year's Day-2024	1-Closed	Mon, Jan 1, 2024
Presidents' Day	2-Open	Mon, Feb 19, 2024
Memorial Day	3-Closed	Mon, May 27, 2024
Independence Day	4-Closed	Thu, Jul 4, 2024
Labor Day	5-Closed	Mon, Sep 2, 2024
Thanksgiving	6-Closed	Thu, Nov 28, 2024
Friday after Thanksgiving	7-Open	Fri, Nov 29, 2024
Christmas	8-Closed	Wed, Dec 25, 2024
New Year's Day-2025	1-Closed	Wed, Jan 1, 2025

AMBULANCE PER MOU	Holiday Pay	Holiday Pay
New Year's Day-2024	1	Mon, Jan 1, 2024
Memorial Day	2	Mon, May 27, 2024
Independence Day	3	Thu, Jul 4, 2024
Labor Day	4	Mon, Sep 2, 2024
Thanksgiving	5	Thu, Nov 28, 2024
Christmas Eve	6	Tue, Dec 24, 2024
Christmas	7	Wed, Dec 25, 2024
New Year's Eve	8	Tue, Dec 31, 2024
New Year's Day-2025	1	Wed, Jan 1, 2025

DEL PUERTO HEALTH CARE DISTRICT

SECTION: BENEFITS

POLICY AND PROCEDURE

POLICY NUMBER: 3470

PAGE: 1/3

EMT-TO-PARAMEDIC SPONSORSHIP POLICY	EFFECTIVE DATE
	TBD

REVIEW DATE: January 29, 2024	REVISION DATE: n/a
POLICY SOURCE: Based on similar EMS and academic programs	

Purpose: The Del Puerto Health Care Foundation (Foundation) and Del Puerto Health Care District (District) established the EMT-to-Paramedic Sponsorship Program (Program) to support the professional advancement of eligible District employees who are certified Emergency Medical Technicians and wish to pursue a Paramedic license at a California Emergency Medical Services Agency-approved paramedic program.

Policy:

- The Program will spend up to \$5,000 per eligible and approved employee to cover specific educational costs (i.e., tuition, uniforms, books).
- The employee must enter into an **EMT-to-Paramedic Sponsorship Agreement (Agreement)** with the Foundation and District.
- By accepting sponsorship from the District, the employee agrees:
 - Work as an EMT at Patterson District Ambulance during the sponsorship period for a minimum of 24 hours per month,
 - Obtain their Paramedic license,
 - Reimburse the District for the sponsorship by
 - Accepting full-time 120 (FT120) employment as a Paramedic with Patterson District Ambulance when offered such a position within one year of obtaining their Paramedic license and
 - Maintaining FT120 employment for at least one year after being hired as a Paramedic.
- After starting to work as a Paramedic for the District, for every pay period the employee works at least 120 hours, the District will reduce the Sponsorship reimbursement obligation by 1/25 of the total amount from the total paid.

Procedure:

Eligibility: Employees of the District are eligible for sponsorship review if they meet the following criteria:

1. The employee has been with the District as an EMT for at least six months.
2. During the past six months, the employee has fulfilled the policy-mandated minimum work-hour requirements to remain in good standing with the District.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: BENEFITS
POLICY NUMBER: 3470
PAGE: 2/3

EMT-TO-PARAMEDIC SPONSORSHIP POLICY	EFFECTIVE DATE
	TBD

- The employee has no disciplinary actions in their personnel file in the past 12 months.

Application:

- Employees will be chosen from all eligible employees who submit an **EMT-to-Paramedic Sponsorship Application (Application)**.
- A review committee, composed of one Foundation Board Member, the District's Director of Ambulance Operations, and the District's Human Resources Manager will select and approve employees for Sponsorship.
- The selection process may involve an application review, a personal interview, or a combination of both, as determined by the review committee.
- The review committee's approval will be communicated to all employees and may be made public.
- The review committee will only approve employees from eligible applicants, and they reserve the right not to approve any applicants.
- Once selected, the employee will enter into the **Agreement** with the Foundation and District.

Sponsorship Terms:

- The employee must provide an acceptance letter from a Stanislaus County-approved Paramedic Training Program before the District funds tuition, books, or uniforms.
- The disbursement of funds will be subject to the tuition policies of the Paramedic School.
- Tuition will be paid directly to the Paramedic School in the employee's name.
- The employee may submit receipts for reimbursement for other mandatory class expenses (i.e., uniforms, books), which, when combined with tuition, cannot exceed \$5,000.

Employee Obligation:

- Once the employee has obtained their Paramedic license, they must be accredited in Stanislaus County as affiliated with Patterson District Ambulance.
- The employee is expected to start working as a full-time (i.e., FT120) Paramedic within 90 days of receiving their Paramedic license.
- The Agreement explains three obligations the employee accepts with the Sponsorship, including:
 - Work for PDA part-time as an EMT while in the Paramedic program,
 - Complete the Paramedic program successfully, and

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: BENEFITS
POLICY NUMBER: 3470
PAGE: 3/3

EMT-TO-PARAMEDIC SPONSORSHIP POLICY	EFFECTIVE DATE
	TBD

- c. Accept a full-time position, for a minimum of one year, with the District after attaining their Paramedic license.
4. Completing the Training Program and obtaining paramedic licensure does not guarantee full-time employment with the District. The Agreement outlines what will happen if no position is available for the employee, the employee fails to accept a full-time position, or the employee is terminated for cause.

Failure to Obtain License:

1. If the employee is unable to complete the Paramedic Program but is eligible for re-entry in the next session of the same Paramedic School and wishes to have remaining Sponsorship funds available for continuing their education, the employee must:
 - a. Maintain District employment under the terms of the Agreement (i.e., work at least 12 hours per week).
 - b. Reapply to the Paramedic school and obtain a new acceptance letter.
 - c. Pay all program costs (e.g., tuition, uniforms, books) for the second training period up to equal to the amount previously disbursed by the District.
2. If the employee is unsuccessful in completing paramedic training and is not eligible for re-entry in the next session, they must adhere to the terms of the Agreement.
3. Requests for extensions to re-enroll should be submitted to the District's Director of Ambulance Operations. Any extension terms will be determined after thorough consideration by the review committee.
4. If the employee completes Paramedic training but fails to obtain their Paramedic license and Stanislaus County accreditation within six months after educational program completion, they will be held accountable to the terms of the Agreement.

The Board of Directors of the Del Puerto Health Care District

Item #9B –2024 Zone 4 Director Seat Vacancy

DEPT: Chief Executive Office

AGENDA DATE: January 29, 2024

SUBJECT: Board of Director's Vacancy – Zone 4 for term ending December 4, 2026

DISCUSSION: No candidates came forward during the candidacy declaration period. Ads were placed in the Patterson Irrigator. Also texts and emails were sent to Health Center patients.

OPTIONS:

1. The DPHCD Board can appoint someone before May 4, 2024.
2. The Stanislaus Board of Supervisors can appoint a member to the DPHCD Board between May 5 and June 3, 2024.
3. If not filled by June 3, 2024, the Zone 4 seat will remain vacant and be placed on the November 5th ballot along with Zones 1, 2, and 3.

RECOMMENDATIONS:

1. Poster board sign placed at the Hammon Senior Center.
2. Direct mailing to households in the residential address in Zone 4. Estimated cost: \$5,000.
3. Request discussion for other recommendations

The Board of Directors of the Del Puerto Health Care District

BOARD AGENDA ITEM 9C

CONSENT CALENDAR: NO

AGENDA DATE: January 29,2024

CEO CONCURRENCE: YES

4/5 VOTE REQUIRED: NO

SUBJECT: Election of Board Officers

STAFF RECOMMENDATION: As required by the District Bylaw, the Board nominate and elect the following officers for the 2024 calendar year.

3.1 **PRESIDENT.** The President shall be the principal officer of the District and the Board and shall preside at all meetings of the Board. The President shall appoint all Board committee members and committee chairmen and shall perform all duties incident to the office and such other duties as may be prescribed by the Board from time to time.

3.2 **VICE PRESIDENT.** The Vice President may assume and perform the duties of the President in the absence or disability of the President. The Vice President shall perform such other duties and have such other powers as the Board or the President shall designate from time to time.

3.3 **SECRETARY.** The Secretary shall (i) provide for the keeping of the minutes of all meetings of the Board, (ii) give or cause to be given appropriate notices, (iii) act as custodian of all records and reports and of the corporate seal, if any, assuring that it is affixed, when required by law, to documents executed on behalf of the District, and (v) shall have such other powers and perform such other duties as may be prescribed by the Board, the President or by these Bylaws.

3.4 **TREASURER.** Treasurer shall (i) be charged with the safekeeping and disbursal of all funds in the treasury of the District as approved by the Board and in accordance with District Law, and (ii) shall have such other powers and perform such other duties as may be prescribed by the Board, the President or by these Bylaws. [Chairs the Finance Committee]

SUGGESTED PROCEDURE:

- In order of officers listed above, chair calls for nominations from the floor. Directors may nominate themselves or another Director
- Chair asks each Nominee, when named, if they accept or decline.
- When no further nominations, Nominees may make brief statement in favor of their candidacy.
- Election Process
 - Chair announces nominees
 - Chair calls for vote of each nominee by show of hands,
 - "All in favor of [1st nominee]." "All in favor of [2nd nominee]."
 - Clerk counts votes as taken
- Clerk announces winner.
- Winner immediately takes on role of that office

POLICY ISSUE: Fulfills Board of Director Bylaws

FISCAL IMPACT: None

DISTRICT PRIORITY: Good governance; transparency

STAFFING IMPACT: None

CONTACT PERSON: Maria Reyes, Clerk of the Board

ATTACHMENT(S): none

The Board of Directors of the Del Puerto Health Care District

9D BOARD AGENDA ITEM – Resolution #2024-01

DEPT: CHIEF EXECUTIVE OFFICE	BOARD AGENDA:	9D
CONSENT CALENDAR: NO	AGENDA DATE:	1/29/2024
CEO CONCURRENCE: YES	4/5 VOTE REQUIRED:	NO

SUBJECT: Approve Banking Access and Security Resolution

STAFF RECOMMENDATION:

Following Board officer assignments, update Banking Security officer, check signing, and online account privileges.

CONSIDERATIONS:

- Normal operations require the administration to perform electronic and paper banking transactions.
- Billing companies need to “view” accounts to track electronic payments from third-party payors.
- Within reasonable limits and safeguards to ensure money and financial transactions of the District are kept and conducted safely and transparently, allow specific people to conduct banking activities.
- Activities include:
 - Accessing account information,
 - Signing checks,
 - Stopping payment on checks,
 - Initiating and approving authorized payroll transfers and
 - Approving other than payroll transfers (internal, ACH, wire).

POLICY ISSUE:

Adopting the **Banking Access and Security Resolution** permits specific Board members to access and authorize financial transactions. This action memorializes the specific people, their role in the District, and what banking authorities they hold.

FISCAL IMPACT: No cost, but allows financial transactions to happen efficiently

DISTRICT PRIORITY: Financial Security and Transparency

CONTACT PERSON: Karin Freese

ATTACHMENT(S): Resolution #2024-01 Banking Access and Security Resolution

Del Puerto Health Care District - Resolution #2024-01

2024 BANKING ACCESS AND SECURITY RESOLUTION

WHEREAS the Del Puerto Board of Directors adopted an operational policy and procedure for Banking Access and Security; and,

WHEREAS, the policy requires annual adoption to authorize staff and specific Directors to access the finances and banking accounts of the District; and,

WHEREAS, the policy reasonably ensures unauthorized transfer will not be made; and,

WHEREAS, the Finance Committee has reviewed and recommends the Board adopt the following banking access and security levels;

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the Del Puerto Health Care District adopts the following persons as having the banking access and permissions as indicated:

Name	Role	Solo Check Signer up to \$10,000	Check Signer requires two signatures*	Banking Security Manager	Online Bank Account View	Stop Payment	QB Export	Internal Transfers Accts (limit)	AC H	Wire	Transfer Approval
TBD	Board President		X	X	All	X		All (\$125k)			X
TBD	Board Vice-President		X		All	X					X
TBD	Board Treasurer		X		All	X					X
TBD	Board Secretary										
TBD	Board Member										
Karin Hennings	Staff-CEO	X	X		All	X	X	All (\$125)	X	X	
Maria Reyes	Staff-Finance & Accounting Manager				All	X	X	General to Payroll (\$125k)	X	X	
Danae Skinner	Staff-Accountant				All	X					

Moved by Director Stokman seconded by Director Avila that the foregoing resolution be adopted. Upon roll call the following vote was had:

Roll Call Vote	Aye	No	Abstain	Absent
Director Avila				
Director Benefield				
Director Campo				
Director Stokman				

MOTION IS: _____ Approved _____ Denied _____ Approved as amended _____ Other

I, Maria Reyes, Clerk of the Board of the DEL PUERTO HEALTH CARE DISTRICT, do hereby CERTIFY that the foregoing is a full, true, and correct copy of an action duly adopted at a regular meeting of said Board of Directors held the 29 day of January, 2024.

Clerk of the Board

Date

**FUNDING AGREEMENT
BETWEEN COUNTY OF STANISLAUS AND
DEL PUERTO HEALTH CARE DISTRICT**

This Agreement For Healthcare Independent Contractor (the "Agreement") is made and entered into by and between the County of Stanislaus through its Health Services Agency ("County") and Del Puerto Health Care District ("Contractor") effective as of January 23, 2024, the "effective date".

Introduction

WHEREAS, the County has an interest in expanded access to healthcare services in the westside communities of the county, particularly those populations that are Medi-Cal beneficiaries, and;

WHEREAS, the Contractor currently owns and operates Del Puerto Health Center located at 1700 Keystone Pacific Parkway, Suite B, Patterson, California, that serves the westside communities of Stanislaus County and is specially trained, experienced and competent to perform and has agreed to provide such services; and

WHEREAS, the parties desire to achieve the expansion and enhancement of health care access to the westside communities of Stanislaus County through providing access to urgent care medical services beyond the current operating hours of the Del Puerto Health Center offering services on weekday evenings and weekends.

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

ACTIVITIES/FUNDING:

1. Contractor agrees to expand the operating hours of its Del Puerto Health Center to provide urgent care services to Medi-Cal beneficiaries and others on weekday evenings and weekends by approximately 100-120 hours monthly.
2. Contractor at its own discretion will adequately staff the clinic to meet the anticipated service needs but will maintain minimum provider staffing of at least one mid-level with appropriate physician oversight. Contractor's providers will be credentialed by the Medi-Cal health plans and meet requirements to serve Medi-Cal and Medicare programs.
3. Contractor will provide quarterly reporting related to its urgent care activities to include patient visit volumes, payor mix and other performance and financial metrics at County's request.
4. Contractor will submit a quarterly invoice to County of its overhead or

uncompensated expenses incurred from the activities of the urgent care expanded hours. The invoice shall include sufficient backup documentation to substantiate the expenses invoiced. The parties understand and agree that no charges outside of the quarterly invoice will be reimbursed.

5. The parties understand and agree that the County will reimburse Contractor for overhead and uncompensated expenses directly related to the additional evening and weekend operations for an initial twelve (12) month period beginning on the effective date, not to exceed \$300,000.
6. The parties understand and agree that uncompensated expenses shall be limited to those expenses not compensated by billable activities (i.e., patient visits) or otherwise reimbursed through some other source and which would not have been incurred had the after-hours urgent care services not been implemented.
7. **NOTICE:** Any notice, communication, amendment, addition or deletion to this Agreement, including change of address of either party during the term of this Agreement, which Contractor or County shall be required or may desire to make shall be in writing and may be personally served or, alternatively, sent by prepaid first-class mail to the respective parties as follows:

To County: County of Stanislaus
Health Services Agency
Attention: Managing Director
P.O. Box 3271
Modesto, CA 95353

To Contractor: Del Puerto Health Care District
Attention: Chief Executive Officer
P.O. Box 187
Patterson, CA 95363

8. **AMENDMENT:** This Agreement may be modified, amended, changed, added to or subtracted from by the mutual consent of the parties hereto if such amendment or change is in written form and executed with the same formalities as this Agreement and attached to the original Agreement to maintain continuity.
9. **INDEMNIFICATION:** Each party shall indemnify and defend the other party from any and all loss, liability, claim, lawsuit, injury, expense or damage whatsoever, including but not limited to attorney's fees and court costs, arising out of, incident to, or in any manner occasioned by the performance or non-performance of the indemnifying party, its officers, agents, employees, or subcontractors, of any covenant or condition of this Agreement or by the

negligence or intentional acts or omissions of the indemnifying party or its officers, agents, employees, or subcontractors.

10. **INSURANCE:** Contractor shall take out, and maintain during the life of this Agreement, insurance policies or equivalent pooled risk coverage with coverage consisting of comprehensive general liability insurance covering bodily injury, personal injury, property damage, products and completed operations with limits of no less than One Million Dollars (\$1,000,000) per incident or occurrence; automobile liability coverage providing combined single limits covering bodily injury, property damage and transportation related pollution liability with limits of no less than One Million Dollars (\$1,000,000) per incident or occurrence; and Workers' Compensation coverage as required by the California Labor Code. In signing this contract, the Contractor certifies under section 1861 of the Labor Code that the Contractor is aware of the provisions of section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that the Contractor will comply with such provisions before commencing the performance of the work of this Agreement.
11. **ENTIRE AGREEMENT:** This Agreement supersedes any and all other agreements, either oral or in writing, between any of the parties herein with respect to the subject matter hereof and contains all the agreements between the parties with respect to such matter. Each party acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding.
12. **DISPUTES:** If any party hereto fails to perform any of its obligations under this Agreement or if a dispute arises between the parties hereto concerning the meaning or interpretation of any provision of this Agreement, and an action is filed, the prevailing party in any such action shall be entitled to recover from the other party, in addition to any other relief that may be granted, its court costs and reasonable attorneys' fees and disbursements, including such incurred in connection with any appeal.
13. **GOVERNING VENUE:** This Agreement shall be deemed to be made under and shall be governed by and construed in accordance with, the laws of the State of California. Any action brought to enforce the terms or provisions of this Agreement shall have venue in the County of Stanislaus, State of California.
14. **COUNTERPARTS:** This Agreement may be executed in one or more counterparts, all of which together shall constitute only one Agreement.

15. **ELECTRONIC SIGNATURES:** Each party agrees that the electronic signatures (whether digital or encrypted) of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record (including facsimile or email electronic signatures) pursuant to the California Uniform Electronic Transactions Act (Cal. Civ. Code § 1633.1 et seq.) as amended from time to time.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of date first herein mentioned above.

COUNTY OF STANISLAUS
Health Services Agency

DEL PUERTO HEALTH CARE DISTRICT

By: _____
Mary Ann Lilly-Tengowski
Managing Director

By: _____
Karin Freese
Chief Executive Officer

“County”

“Contractor”

BOS RESOLUTION#
Date:

APPROVED AS TO FORM:
Thomas E. Boze, County Counsel

By: 

Marc Hartley, Deputy County Counsel

The Board of Directors of the Del Puerto Health Care District

BOARD ITEM 9F. Appointment of one Director to Finance Committee

CONSENT CALENDAR: NO

AGENDA DATE: January 29, 2024

CEO CONCURRENCE: YES

4/5 VOTE REQUIRED: NO

SUBJECT: Appointment of one Director to Finance Committee

STAFF RECOMMENDATION: Appoint one Director to join Treasurer on the Finance Committee.

CONSIDERATIONS: The Finance Committee is charged with reviewing the details and financial transactions of the District regularly and typically meets once per month, reviews financial transactions, detailed financial reports, bank and credit card reconciliations, warrants. Submits summary financial report to Board of Directors for acceptance.

SUGGESTED PROCEDURE:

- President reviews the last Board member in this role
- President calls for volunteers from the Board.
- Directors volunteer themselves
- If there is more than one volunteer, then each volunteer may make brief statement in favor of their appointment.
- President appoints one volunteer to be the District representative to the Finance Committee
- Appointee takes on role immediately

POLICY ISSUE: Fulfills Bylaws; The President shall appoint all Board committee members

FISCAL IMPACT: None

DISTRICT PRIORITY: Good governance; transparency

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese

ATTACHMENT(S): None

RECOMMENDED ACTION:

PRESIDENT ACTION: *I appoint _____ to serve on the Finance Committee for the 2024 calendar year.*

The Board of Directors of the Del Puerto Health Care District

BOARD AGENDA ITEM 9G. Appointment of Representative to West Side Health Care Task Force

DEPT: CLERK OF THE BOARD

AGENDA DATE: January 29, 2024

CEO CONCURRENCE: YES

4/5 VOTE REQUIRED: NO

SUBJECT: Appointment of Representative to West Side Health Care Task Force (WSHCTF)

STAFF RECOMMENDATION: A volunteer from the Board of Directors be appointed to the WSHCTF

CONSIDERATIONS: The West Side Health Care Task Force meets periodically with interested provider representatives, public agencies, and others to discuss the status and projects to increase health and wellness on the West Side. The representative submits a summary report to the Board of Directors after each WSHCTF meeting.

SUGGESTED PROCEDURE:

- President reviews the last Board member in this role: Tim Benefield
- President calls for volunteers from the Board.
- Directors volunteer themselves
- If more than one volunteer, each volunteer may make brief statement in favor of their appointment.
- President appoints one volunteer to be the District representative to the WSHCTF
- Appointee takes on role after the current Director reports out

POLICY IMPACT The President shall appoint all Board committee members

FISCAL IMPACT: None

DISTRICT PRIORITY: Community Engagement

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese

ATTACHMENT(S): none

RECOMMENDED ACTION:

PRESIDENT ACTION: *I appoint _____ to serve as the District representative on the West Side Health Care Task Force for the 2024 calendar year.*

The Board of Directors of the Del Puerto Health Care District

BOARD AGENDA ITEM 9H. 2024 DPHC Foundation Trustees Nomination and Appointment

DEPT: FOUNDATION

AGENDA DATE: February 29, 2024

CEO CONCURRENCE: YES

4/5 VOTE REQUIRED: NO

SUBJECT: 2024 DPHC Foundation Trustee Nomination and Appointment

STAFF RECOMMENDATION: Two Directors to be appointed to the DPHC Foundation for 2024

CONSIDERATIONS: The Foundation Board of Trustees will elect its Trustees at the annual meeting. If no election is held at the annual meeting, the Trustees will continue to serve until the next election. If the Trustee was appointed from the Del Puerto Board of Directors, the successor shall be selected from the Del Puerto Board of Directors.

SUGGESTED PROCEDURE:

- President reviews the last two Board members in this role: current Board representatives on the Foundation are Anne Stokman and Luis Avila
- President calls for volunteers from the Board.
- Directors volunteer themselves
- If more than two volunteers, each volunteer may make brief statement in favor of their appointment.
- President appoints two volunteers to be District representatives to the WSHCTF
- Appointee takes on role after the current Director reports out

POLICY IMPACT The President shall appoint all Board committee members

FISCAL IMPACT: None

DISTRICT PRIORITY: Community Engagement

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese

ATTACHMENT(S): none

RECOMMENDED ACTION:

PRESIDENT ACTION: *I appoint _____ and _____ to serve as the District representatives on the Del Puerto Health Care Foundation for the 2024 calendar year.*

MARCH 5, 2024: CALIFORNIA PROPOSITION 1

BEHAVIORAL HEALTH SERVICES PROGRAM AND BOND MEASURE

(Information Source:

[https://ballotpedia.org/California_Proposition_1,_Behavioral_Health_Services_Program_and_Bond_Measure_\(March_2024\)](https://ballotpedia.org/California_Proposition_1,_Behavioral_Health_Services_Program_and_Bond_Measure_(March_2024)), retrieved January 19, 2024.)

California Proposition 1, the Behavioral Health Services Program and Bond Measure, is on the ballot in California as a legislatively referred state statute on March 5, 2024.

A "yes" vote supports:

- renaming the Mental Health Services Act (2004) to the Behavioral Health Services Act and expanding its purpose to include substance use disorders, including for persons without a mental illness;
- changing how revenue from the 1% tax on income above \$1 million is spent under the law, including requiring 30% of the Behavioral Health Services Fund be allocated to housing intervention programs;
- increasing the size of the oversight commission from 16 to 27 voting members; and
- issuing \$6.38 billion in bonds to fund housing for homeless individuals and veterans, including up to \$4.4 billion for mental health care and drug or alcohol treatment facilities and \$2.0 billion for housing for homeless persons.

A "no" vote opposes changing the Mental Health Services Act and issuing \$6.38 billion in bonds for homeless individuals and veterans.

HOW WOULD PROPOSITION 1 CHANGE MENTAL HEALTH SERVICES IN CALIFORNIA?

Proposition 1 amends the Mental Health Services Act (MHSA), which was adopted with the approval of Proposition 63 in 2004. Proposition 63 enacted an additional 1% tax on income above \$1 million and dedicated the revenue to counties to fund mental health services and programs. Senate Bill 326 would rename the MHSA to the Behavioral Health Services Act (BHSA). Proposition 1 would also expand the act to include treatment for substance use disorders. It would change how county mental health plans are required to spend revenue from the 1% tax and increase the number of members on the oversight commission of the act.^[3]

WHAT WOULD THE BOND MEASURE PROCEEDS FUND?

Proposition 1 would issue \$6.380 billion in bonds alongside the statutory changes to the Mental Health Services Act. The proceeds from the bond issue would be allocated as follows:^[4]

- \$1.05 billion for permanent supportive housing for homeless veterans who have mental health or substance abuse disorders,
- \$922 million to fund permanent supportive housing for people experiencing or at risk of homelessness and have behavioral health needs; and
- \$4.393 billion for grants for behavioral health treatment and housing eligible under the Behavioral Health Continuum Infrastructure Program.

WHO SUPPORTS AND OPPOSES PROPOSITION 1?

Yes on Prop 1 is leading the campaign in support of Proposition 1. Governor Gavin Newsom's (D) Ballot Measure Committee is sponsoring the campaign. Sen. Susan Talamantes Eggman (D-5), who co-authored the bills, said, "Together they will build out voluntary housing, reprioritize resources to those with the greatest needs, and provide a true safety net to prevent the many people falling through the cracks that we see today."

Californians Against Proposition 1 is leading the campaign in opposition of Proposition 1. The campaign's endorsements include Cal Voices, Disability Rights California, Howard Jarvis Taxpayers Association, League of Women Voters of California, and Mental Health America of California. Carl DeMaio, chairman of Reform California and a leader of the NO on Prop 1 campaign: "At a time when we face a growing mental health crisis with homelessness, Prop 1 actually diverts existing funds from mental health treatment programs so the money can be diverted to government-financed housing projects. In doing so, Prop 1 raids and diverts funding from the very mental health treatment programs that currently serve homeless people! That's why a bipartisan coalition of mental health treatment advocates oppose Prop 1 and warn of devastating cuts to mental health treatment programs if it passes."

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – January 29, 2024****FY 2023-24 Budget Mid-Year Revision****Item # 9J****Page 1 of 2**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: FY 2023-24 Budget Mid-Year Revision

STAFF REPORT: A budget is a financial plan that outlines the expected income and expenses for a specific period, typically one year. It serves as a roadmap for managing district finances, helping make informed decisions about allocating resources. However, budgets are flexible and can be adjusted mid-year to reflect district financial situation changes.

For the second half of this fiscal year, the district will benefit from Ambulance PP-GEMT IGT program rate increase plus anticipated # of visits by HC new provider. Expense-wise, we have updated our salaries and benefits adding new HR manager, AMB crews and HC new provider, depreciation for new assets purchased, and correcting the PP-GEMT IGT contributions.

DISTRICT PRIORITY: Fiscal transparency and effective management of assets

FISCAL IMPACT: +\$1,013,000 additional revenue
 -\$ 252,086 additional expenses
 = \$ 925,914 net positive revenue

STAFFING IMPACT: None**CONTACT PERSON:** Karin Freese**ATTACHMENT(S):** FY2023-24 Budget Revision**RECOMMENDED BOARD ACTION:**

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors to amend the FY 2023-24 Budget as presented and as recommended by the Finance Committee*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>
<i>Director Avila</i>		
<i>Director Campo</i>		X
<i>Director Benefield</i>	X	

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – January 29, 2024

FY 2023-24 Budget Mid-Year Revision

Item # 9J

Page 2 of 2

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

Passed

Del Puerto Health Care District
FY23-24 BUDGET MID-YEAR REVISION

	Budget FY23-24	Revised Budget FY23-24	Changes	Explanation
Ordinary Income/Expense				
Income				
401.000 · Gross Patient Service Revenue	13,819,161	16,885,197	3,066,036	} AMB PP-GEMT IGT and Commercial rate Increase - \$1.013M net increase
403.000 · Adjustments	(7,040,815)	(8,722,218)	(1,681,403)	
405.000 · Bad Debt	(761,111)	(967,744)	(206,633)	
407.000 · Other Income	18,700	18,700	-	
Total Income	6,035,935	7,213,935	1,178,000	} HC Estimated #visits by new provider - \$165K net increase
Gross Profit	6,035,935	7,213,935		
Expense		0		
601.000 · Salaries & Wages	3,559,240	3,725,671	166,431	} ADM increase on HR Mgr - \$23K AMB new hires - \$61K HC new provider - \$107K
602.000 · Employee Benefits	974,360	999,515	25,155	
603.000 · Professional Fees	558,794	558,794	-	
604.000 · Purchased Services	679,562	679,562	-	
605.000 · Supplies	193,499	193,499	-	
606.000 · Utilities	77,434	77,434	-	
607.000 · Rental and Lease	2,730	2,730	-	
608.000 · Insurance Coverages	411,803	411,803	-	
609.000 · Maintenance & Repairs	119,459	119,459	-	
610.000 · Depreciation and Amortization	346,838	360,338	13,500	- New assets purchased - \$13.5K
611.000 · Other operating expenses	687,357	734,357	47,000	- PP-GEMT IGT Contribution payments - \$47K
699.999 · Condensed Item Adj. Expense		0	-	
Total Expense	7,611,076	7,863,162	252,086	
Net Ordinary Income	(1,575,141)	(649,227)		
Other Income/Expense		0		
Other Income		0		
701.000 · District Tax Revenues	1,857,141	1,857,141		
703.000 · Investment Income	40,000	40,000		
704.000 · Interest Expense	(52,792)	(52,792)		
705.000 · Tenant Revenue	116,956	116,956		
710.000 · Misc Other Income	3,800	3,800		
Total Other Income	1,965,105	1,965,105		
Other Expense		0		
802.000 · Keystone District Expense	17,936	17,936		
810.000 · Misc Other Expense	17,936	0		
Total Other Expense	17,936	17,936		
Net Other Income	1,947,169	1,947,169		
Net Income	372,028	1,297,942	925,914	

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting

Transfer to Asset Replacement Fund Reserves

Page 1 of 2

DEPT: CHIEF EXECUTIVE OFFICE	BOARD AGENDA:	9K
CONSENT CALENDAR: NO	AGENDA DATE: January 29, 2024	
CEO CONCURRENCE: YES	4/5 VOTE REQUIRED:	NO

SUBJECT: **Resolution 2024-02: Transfer to Asset Replacement Fund Reserves**

RECOMMENDATION: The CEO recommends increasing the current Asset Replacement Fund by \$346,000, the total FY2022-23 depreciation cost.

CONSIDERATIONS: **Depreciation** is an operating expense as an asset is consumed from purchase to the end of its useful life. The expectation is that the asset would have to be replaced at the end of its useful life.

The **Equity: Asset Replacement Fund** holds monies set aside to replace or acquire equipment, buildings, and property. Capital expenses (the Capital Expense Budget is separate from the Operating budget) are paid out of the Asset Replacement Fund.

PLEASE NOTE: A transfer from Equity: Unrestricted to Equity: Asset Replacement Fund is NOT an approval to spend money. All Capital purchases and funds spent from Asset Replacement require separate Board approval for items and amounts.

POLICY: The CEO is to manage available funds, including evaluating the fiscal year-end financial situation of the organization and recommending to the Board the transfer of funds into appropriate restricted accounts.

FISCAL IMPACT: None (Transfer between Equity Accounts)

DISTRICT PRIORITY: Fiscal responsibility, transparency, and planning

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese

BOARD ACTION:
ROLL CALL REQUIRED: **YES**

RECOMMENDED RESOLUTION:

Whereas, the Board desires to designate funds as an Operating Reserve; and

Whereas, the Board desires to designate specific funds for future replacement or acquisition of equipment, buildings, or property;

Now, therefore, be it now resolved, the Board of Directors directs the Administrative Director / CEO to make a Balance Sheet transfer of \$346,000 to the Equity: Asset Replacement Fund account.

BOARD MEETING ACTION SUMMARY

MOTION AMENDED: YES NO

AMENDMENT: _____

<i>Made By</i>	<i>Motion</i>	<i>Second</i>
<i>President Avila</i>		
<i>Vice President Campo</i>		
<i>Secretary Benefield</i>		
<i>Treasurer Stokman</i>		

VOICE VOTE TAKEN: YES NO

_____ *Pass* _____ *Fail* _____ *Mixed – take Roll Call Vote*

<i>Roll Call Vote</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>President Avila</i>				
<i>Vice President Campo</i>				
<i>Secretary Benefield</i>				
<i>Treasurer Stokman</i>				

MOTION IS:

- _____ *Approved*
- _____ *Denied*
- _____ *Approved as amended*
- _____ *Other*

Del Puerto Health Care District
Profit & Loss
July 2022 through June 2023

	<u>Jul '22 - Jun 23</u>
Ordinary Income/Expense	
Income	
401.000 · Gross Patient Service Revenue	13,850,334
403.000 · Adjustments	(6,530,234)
405.000 · Bad Debt	(878,424)
407.000 · Other Income	47,960
Total Income	<u>6,489,636</u>
Gross Profit	6,489,636
Expense	
601.000 · Salaries & Wages	3,341,389
602.000 · Employee Benefits	866,064
603.000 · Professional Fees	579,124
604.000 · Purchased Services	637,456
605.000 · Supplies	175,463
606.000 · Utilities	74,494
607.000 · Rental and Lease	5,039
608.000 · Insurance Coverages	346,728
609.000 · Maintenance & Repairs	122,268
610.000 · Depreciation and Amortization	345,696
611.000 · Other operating expenses	495,022
699.999 · Condensed Item Adj. Expense	
Total Expense	<u>6,988,744</u>
Net Ordinary Income	(499,108)
Other Income/Expense	
Other Income	
701.000 · District Tax Revenues	1,934,527
703.000 · Investment Income	19,121
704.000 · Interest Expense	(55,288)
705.000 · Tenant Revenue	137,537
710.000 · Misc Other Income	3,963
Total Other Income	<u>2,039,860</u>
Other Expense	
802.000 · Keystone District Expense	17,676
810.000 · Misc Other Expense	
Total Other Expense	<u>17,676</u>
Net Other Income	<u>2,022,184</u>
Net Income	<u><u>1,523,076</u></u>

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – Monday, January 29, 2024****Item # Title****Page 1 of 1**

Department: Facilities & Operations

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT:**Keystone Building Water Damage Mitigation****STAFF REPORT:**

Currently, the south side entrances of Keystone B and C allow water to enter the building in a hard rain. We have been using sandbags to stem the flow. Keystone B has 3 south entrances, breakroom door, hall door, and Pediatric Waiting Room doors. Keystone C4 has 2 entrances affected, a steel rollup door and an entry door.

Flooding these floors on a regular basis is starting to cause the flooring to buckle and will promote mold and mildew causing costly repairs and mold mitigation. This is an ongoing problem and will only get worse if not addressed as the building sinks.

A permanent solution needs to be enacted to protect the Health Center and Keystone C from damage. This will require engineering and construction to be accomplished.

DISTRICT PRIORITY:

Protect District's Investment

FISCAL IMPACT:

Unknown

STAFFING IMPACT:

Coordinating and evaluating bids.

CONTACT PERSON:

Karin Freese and Danae Skinner

ATTACHMENT(S):

None

RECOMMENDED BOARD ACTION:

INFORMATION ONLY

**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
Board	Conduct Board self-evaluation (August-September 2023)	Sep-23		Board	Review Self Evaluation in Sept 2023			\$ -	90%
DPAC	Secure property for project	Sep-23		CEO/Ad Hoc	Legal ownership of land	Update 12/11/2023	purchase of add'l land	\$300,000	25%
Employee Relations	Legal update to Personnel Rules Book	Oct-23		CEO/HR	Update and to Employees by January 1, 2024		Legal Counsel	\$ 4,175	75%
Community Engagement	Rebranding: two-year plan written and initiated	Jan-24		CEO	Plan delivered to Board of Directors			TBD	25%
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%
Health Center	Leverage targeted marketing campaign regarding mental health and access to services	Feb-24		CEO					
Human Resources	Develop an annual training plan for all employees	Feb-24		HR Mgr	Written plan for each employee			\$ 10,000	
Ambulance	Union Contract Negotiations (October 2023 – February 2024)	Feb-24		CEO/AMB Dir	current contract expires Feb 29, 2024		Legal Support	\$ 15,000	25%
Strategic Planning	2024-25 Conduct annual Board strategic planning retreat (March 2024)	Mar-24		CEO					
Community Engagement	Triennial Update to Community Health Needs Assessment (Jan 2024)	Mar-24		CEO/Ad Hoc	Updated CHNA			TBD	
Human Resources	Triennial Review of Personnel Policies and Procedures	Mar-24		HR Mgr	Recommendations presented at the March 2024 board meeting			\$ -	

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – January 29, 2024

Development & Training

Page 1 of 1

Book: The Advantage: Why organizational health trumps everything else in business.

Author: Patrick Lencioni, The Table Group

Assignment: Pages 1-17

Discussion: 15 minutes sharing

Question 1: What thought stood out as you read this passage?

A: _____

B: _____

C: _____

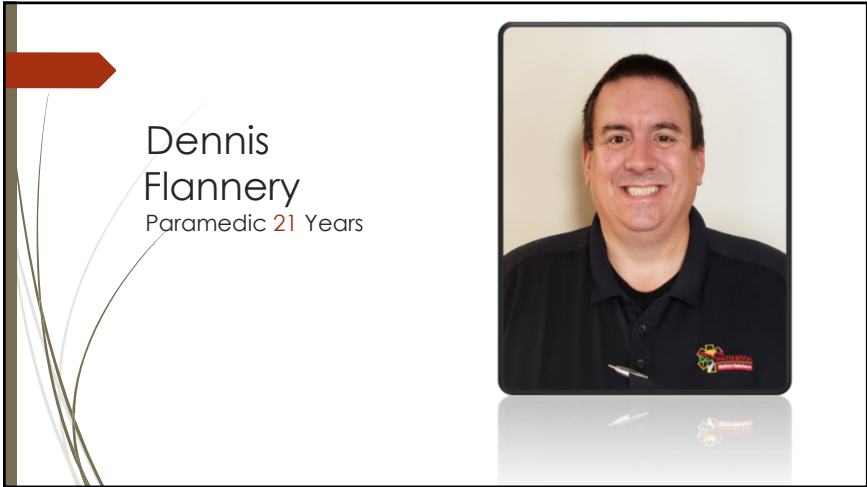
Question 2: Which *Discipline of Organizational Health* impacts special districts the most?

For the next meeting on February 16, 2024 –

Read Pages 19-72 “Discipline 1: Build a Cohesive Leadership Team”

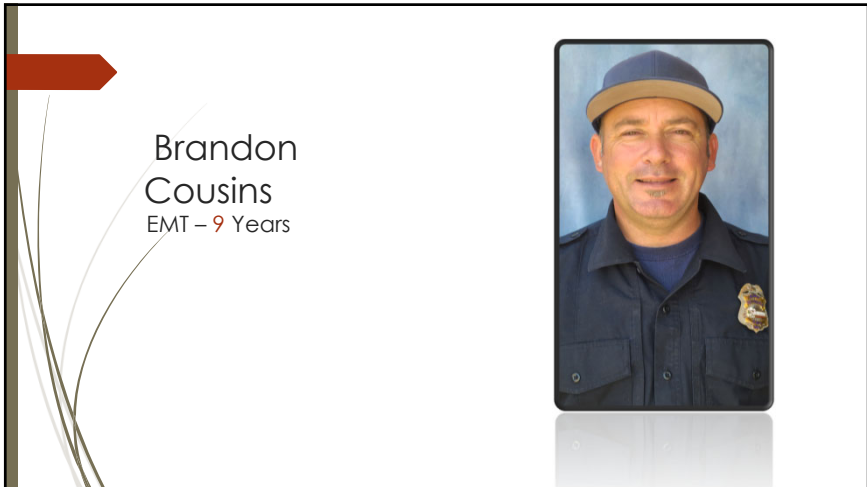


1



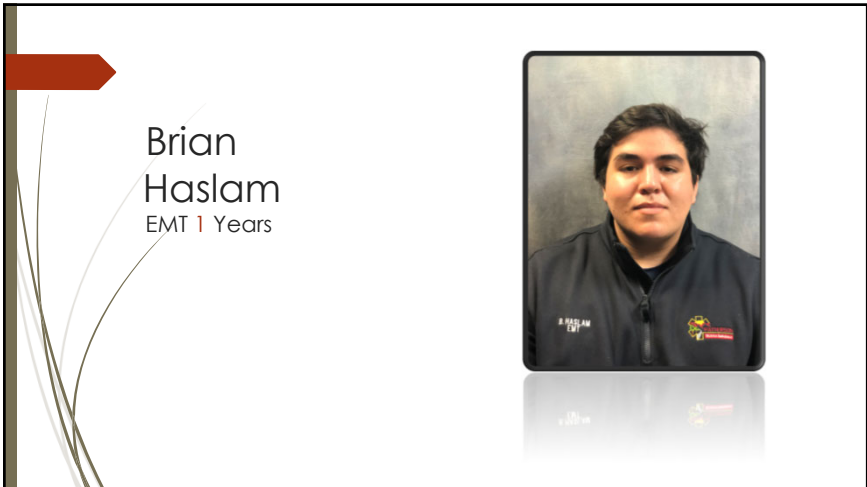
Dennis
Flannery
Paramedic 21 Years

2



Brandon
Cousins
EMT - 9 Years

3



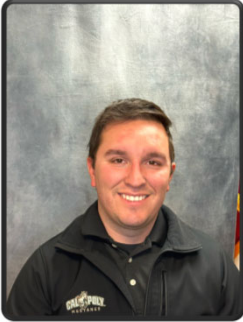
Brian
Haslam
EMT 1 Years

4



Nelson
Arellano
EMT 1 Years

5



Josh
Campo
EMT 1 Years

6




Andy
Mercado
Paramedic- New Hire
(Starting Soon)

7



DEL PUERTO
Health Center

8



Eneida
Barrera
Administrative M.A. 20 Years

9



Erica
Mercado
Physician Assistant
New Hire 1/15/2024

10




Yesenia
Hernandez
Patient Service Rep
New Hire 01/02/2024

11



Jessica
Cancino
Referral Coordinator
New Hire 01/08/2024

12




Annette Robles
Patient Service Rep
New Hire 1/08/2024

13




DEL PUERTO
Health Care District

14



Jennifer Gurski
HR & HC Assistant 1Years

15



Robert Trefault
Human Resource Manager
New Hire 11/27/2023

16



Ambulance Report December 2023

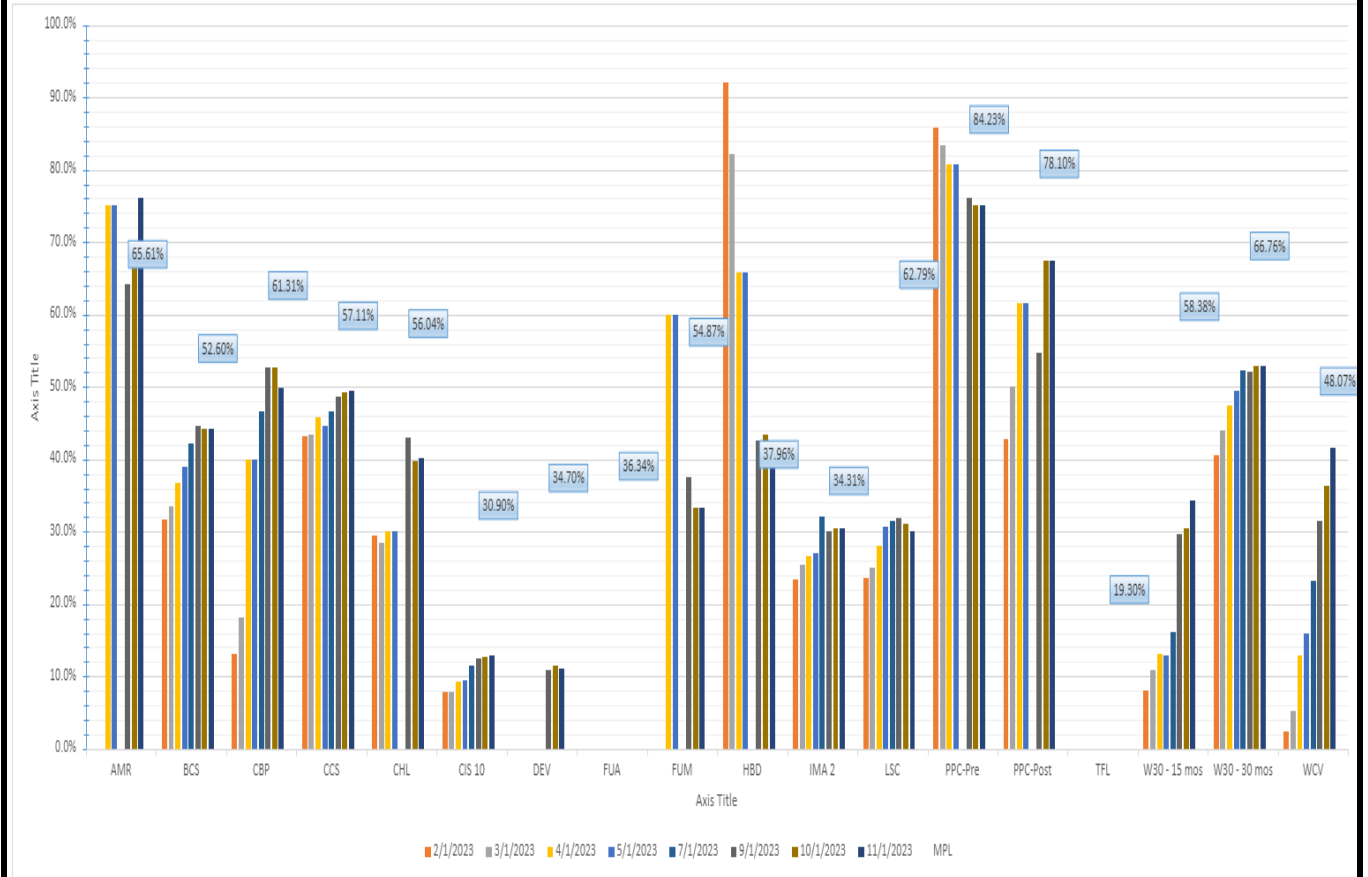
Overall Patterson responses in December: 270 responses resulting in 190 transports. There were 236 responses in the Patterson District Ambulance response area with 162 transports. PDA responded to 231 (93.52%) and transported 162 of 172 (94.19%). AMR had 4 responses into the district and Westside had 6.

Health Center Report December 2023/ Suzie Benitez

Encounters December 2023		
<i>Primary Care Vacation/Sick/CME time off</i>		
Provider	Hrs worked	Encounters
Rodriguez	96	318
Singh	128	423
Barragan	96	242
Primary Total	320	983
<i>Mental Health Encounters</i>		
Herrera		69
<i>Saturday Clinics</i>		0
HC Total Encounters		1,052
Saturday Clinic Schedule		
Date	Time	Encounters
August 19th <i>*Sports Physicals</i>	8:00am-12:30pm	53 (two providers)
August 26th	8:00am-12:30pm	20 (one provider)
September 2nd	8:00am-12:30pm	20 (one provider)
September 16th	8:00am-12:30pm	13 (one provider)
September 23rd	8:00am-12:30pm	14 (one provider)
October 14th	8:00am-12:30pm	12 (one provider)
October 21st	8:00am-12:30pm	canceled
October 28th	8:00am-12:30pm	18 (one provider)
November 11th	8:00am-12:30pm	19 (one provider)
November 18th	8:00am-12:30pm	19 (one provider)
December 9th	8:00am-12:30pm	Canceled-sick
December 16th	8:00am-12:30pm	Canceled-sick
December-Health Net Provider Partnership Meeting-		
Description	Nov	Dec
Breast Cancer Screening	7	6
Controlling Blood Pressure	8	1
Cervical Cancer Screening	53	47
A1C Controlled <9	8	8
Chlamydia Screening in	5	4
Childhood Immunization Status (Combo 10)	4	4
Colorectal Cancer Screening	35	31
Immunizations for Adolescent (Combo 2)	2	2
Lead Screening in Children	7	4
Prenatal and Postpartum Care	4	3
Prenatal and Postpartum Care – Timeliness	4	3
0-15 Months	3	3
15-30 Months	7	6
Child and Adolescent Well-Care Visits	127	107
Depression Remission or Response for Adolescents and Adults	*	*

Depression Screening and Follow-Up for Adolescents and Adults*	470	446
Follow-Up After ED Visit for Mental Illness – 30 days*	2	2
Follow-Up After ED Visit for Substance Abuse – 30 days*		
Developmental Screening in the First Three Years of Life	19	19
Topical Fluoride for Children	*	*
Asthma Medication Ratio*	1	1
Initial Health Assessment	14	40

December Health Plan of San Joaquin Provider Partnership Meeting -Trend Report



Vaccine for Children Audit on December 19th

No compliance issues found. Letter attached.

Staff Appreciation Dinner on December 9th.

Success!

VACCINES FOR CHILDREN PROGRAM (VFC)

VFC Site Visit Follow-Up Plan

Site Visit #:12192023CAA020024

Provider PIN:CAA020024

Doses Distributed in 2022: 2,545

Cost of Doses Distributed in 2022: \$188,450.02

Jose Rodriguez, MD
Del Puerto Health Center
1700 Keystone Pacific Pkwy
Unit B
Patterson, CA 95363

12/19/2023

Dear Jose Rodriguez, MD,

Thank you for participating in a VFC Site Visit on 12/19/2023. We hope you found the visit to be informative and educational.

Congratulations: no compliance issues were identified during this visit! We appreciate your efforts to upholding the standards of the VFC Program. Below, you will find the following:

1. Notes from your site visit reviewer (if applicable)
2. A full listing of all VFC Program Requirements and Recommendations assessed during the visit

On behalf of the California Immunization Program, I thank you for your participation in the VFC Program and your continued efforts to ensure that all children are fully immunized. Please do not hesitate to contact me if you have any questions.

Sincerely,

Thyrone Antonio
California Department of Public Health, Immunization Branch, Vaccines for
Children Program
850 Marina Bay Parkway
Building P
Richmond, California 94804
(877) 243-8832
Thyrone.Antonio@cdph.ca.gov

REVIEWER'S SITE VISIT NOTES

There are no notes for this visit.

2023-2024 CDC VFC Compliance Visit Requirements & Recommendations

ELIGIBILITY & DOCUMENTATION

CHANGES TO KEY STAFF

All changes in key staff must be communicated to the immunization program in the manner and timeframe defined by the immunization program. Key staff include: the medical director or equivalent who signed the provider agreement, the vaccine coordinator, and the backup coordinator. VFC providers are required to ensure that all key staff are fully trained on VFC program requirements at all times. All training must be documented.

VFC ELIGIBILITY CATEGORIES

VFC providers must possess a working knowledge of ALL VFC eligibility criteria and use those criteria to screen children prior to administering VFC vaccines. To receive VFC vaccine, a patient must be under the age of 19 and must be at least one of the following: (1) **Medicaid-eligible**; (2) **uninsured** (i.e., child has no health insurance); (3) **underinsured** (i.e., child has health insurance, but does not have cover for any or certain vaccines— underinsured children may only receive VFC vaccines in any FQHC/RHC or deputized VFC provider offices and may only receive vaccines not covered by insurance; and (4) **American Indian OR Alaska Native (AI/AN)**.

BILLING PRACTICES

VFC providers must adhere to proper billing practices for vaccine administration fees and clearly understand that VFC vaccine is provided at no cost to either the VFC provider or eligible children. At no time should billing occur for the cost of VFC vaccine. When administering VFC vaccine, providers should **never** bill two different “payers” (i.e., patient, Medicaid, insurance) for the same vaccine administration fee amount. For Medicaid-eligible children, Medicaid should be billed for the vaccine administration fee. For all other VFC-eligible populations, the patient may be billed for an amount within the state/territory cap established by the Centers for Medicare and Medicaid Services (CMS); however, patients cannot be turned away or reported to collections for inability to pay the administration fee. Effective January 1, 2020, providers who choose to bill for the vaccine administration fee of a non-Medicaid, VFC-eligible child after the date of service may issue only a single bill to the patient within 90 days of vaccine administration.

VACCINE ADMINISTRATION FEE

The VFC provider's vaccine administration fee for non-Medicaid, VFC-eligible children must not exceed the state/territory vaccine administration fee cap established by the Centers for Medicare & Medicaid Services (CMS). For current fee caps, refer to www.gpo.gov/fdsys/pkg/FR-2012-11-06/pdf/2012-26507.pdf.

ELIGIBILITY SCREENING & DOCUMENTATION

VFC providers must screen for and document VFC eligibility at EACH immunization visit. Documentation must include the date of the visit and the child's specific eligibility category. VFC providers must use screening results to ensure that only VFC-eligible children receive VFC vaccine and that administration fees are billed for as appropriate. Eligibility status must be readily available to staff administering vaccine prior to selecting which vaccine stock to use. Comprehensive certificates are no longer allowed in the VFC program.

VACCINE DOSE DOCUMENTATION

In accordance with federal law, VFC providers must maintain immunization records that include ALL of the following elements: (1) name of vaccine administered; (2) date vaccine was administered; (3) date VIS* was given; (4) publication date of VIS*; (5) name of vaccine manufacturer; (6) vaccine lot number; (7) name and title of person who administered the vaccine; (8) address of clinic where vaccine was administered.

*An Immunization Information Statements (IISs) should be provided prior to administration of nirsevimab. Until a COVID-19 Vaccine Information Statement (VIS) becomes available, providers should provide information prior to COVID-19 vaccination as follows: Emergency Use Authorization (EUA) Fact Sheet for Recipients, Emergency Use Instructions (EUI), or BLA package insert, as applicable.

RECORD RETENTION

Maintain compliance with all awardee-specific policies and procedures

VACCINE MANAGEMENT PLAN

VFC providers must maintain and implement a Vaccine Management Plan for routine and emergency vaccine management. The plan should consist of clearly written, detailed, and up-to-date storage and handling standard operating procedures (SOPs). The plan must contain the name and contact information for the current vaccine coordinator and backup coordinator; proper storage and handling practices; shipping and receiving procedures; emergency procedures for equipment malfunctions, power failures, or natural disasters; vaccine ordering procedures; inventory control (e.g., stock rotation); procedures for handling

vaccine loss and waste; and staff training/documentation on vaccine management, storage, and handling. The plan must be reviewed/updated annually or more frequently if changes occur. A review date and signature are required on all plans in order to validate they are current.

VIS & VAERS

VFC providers are required to distribute the current VIS each time a vaccine dose is administered and to maintain records in accordance with the National Childhood Vaccine Injury Act (NCVIA), which includes reporting clinically significant adverse events to the Vaccine Adverse Event Reporting System (VAERS). For a list of current VISs, visit: <http://www.cdc.gov/vaccines/hcp/vis/>.

An Immunization Information Statement (as opposed to a Vaccine Information Statement [VIS]) must be provided prior to administration of nirsevimab. For nirsevimab when not co-administered with other vaccines, VFC providers should report all suspected adverse reactions to MedWatch. Providers should report suspected adverse reactions following co-administration of nirsevimab with any vaccine to the Vaccine Adverse Event Reporting System (VAERS).

Until a COVID-19 Vaccine Information Statement (VIS) becomes available, provide information prior to vaccination as follows: Emergency Use Authorization (EUA) Fact Sheet for Recipients, Emergency Use Instructions (EUI), or BLA package insert, as applicable.

Borrowing Documentation / Reasons

VFC Providers are expected to maintain an adequate inventory of vaccine for all patients served - it is the responsibility of the Provider to appropriately schedule and place vaccine orders and ensure vaccine stock is properly rotated to ensure timely use of short-dated vaccine. Borrowing of vaccine between private and public inventories must be a rare, unplanned occurrence and CANNOT serve as a replacement system for a Provider's privately purchased vaccine inventory. All instances of borrowing must be properly documented, reported and replaced.

STORAGE & HANDLING

STORAGE UNIT GRADE [Recommendation]

CDC recommends the following vaccine storage unit types (in order of preference): pharmaceutical-grade stand-alone, purpose-built or combination units (preferred); household/commercial stand-alone units; household/commercial combination units using the refrigerator section only. Any currently enrolled provider who is using both compartments of a household combination unit that is consistently maintaining the required temperature ranges may continue to do so. If temperature excursions occur that can't be attributed to another cause (e.g., power outage), the provider must discontinue use, even if it requires the purchase of a separate freezer unit. Any newly enrolled providers

after July 1, 2024, will not be allowed to use the freezer compartment of a household combination unit.

TEMPERATURE-MONITORING DEVICE IN THE UNIT

VFC providers **MUST** have a working calibrated temperature monitoring device with a current and valid certificate of calibration testing. All certificates of calibration testing must contain the model number, serial number, date of calibration, and measurement results indicating that the unit passed testing. Documentation that uncertainty is within suitable limits (recommended uncertainty = +/-1 degree Fahrenheit or 0.5 degree Celsius) and the name of the device are recommended but not required.

TEMPERATURE-MONITORING DEVICE TYPE

All VFC providers must use continuous temperature-monitoring devices (i.e., digital data loggers) to monitor vaccines administered to VFC-eligible children. Routine review and accessibility of temperature data are critical for determining whether vaccine has been properly stored and for assessing usability of vaccine involved in a temperature excursion. To meet VFC program requirements, the device must also be equipped with:

- A temperature probe (if ultracold freezers are in use, use a DDL with an air probe, or a probe designed specifically for ultra-cold temperatures)
- An active temperature display that can be easily read from outside of the unit
- The capacity for continuous monitoring and recording the data to be routinely downloaded

Additional recommended features for these devices that may be required by your Immunization Program:

- Alarm for out-of-range temperatures
- Current, minimum, and maximum temperatures display
- Low battery indicator
- Accuracy of +/- 1°F (0.5°C)
- Memory storage of at least 4,000 readings
- User programmable logging interval (or reading rate) recommended at a maximum time interval of every 30 minutes
- Use of a probe that best reflects the temperature of the vaccine (such as a buffered probe)

CERTIFICATE OF CALIBRATION TESTING

Certificates of calibration testing provide confidence that the temperature monitoring device is measuring temperatures accurately. All units storing VFC vaccines **MUST** have a calibrated temperature monitoring device with a current

and valid certificate of calibration testing. All certificates of calibration testing must contain the model number, serial number, date of calibration, and measurement results indicating the unit passed testing. Documentation that uncertainty is within suitable limits (recommended uncertainty = +/-1 degree Fahrenheit or 0.5 degree Celsius) and the name of the device are recommended but not required.

TEMPERATURE-MONITORING DEVICE PLACEMENT

The temperature monitoring device (or probe) must be placed in a central area of the storage unit directly with the vaccines to properly measure vaccine temperature. Devices should not be placed in the doors, near or against the walls, close to vents, or on the floor of the unit. For pharmaceutical-grade units with a built-in temperature monitoring device or a dedicated port for a probe that is not in the center of the storage unit, consult your immunization program for guidance on placement.

TEMPERATURE DOCUMENTATION

Vaccines must be stored at appropriate temperatures as described in the manufacturer package inserts at all times. The acceptable temperature ranges vary by vaccine type, and the range is 36° F and 46° F (2° C and 8° C), for refrigerated vaccines and -58° F and +5° F (-50° C and -15° C) for frozen vaccines. For ultra-cold vaccines (e.g., Pfizer-BioNTech COVID-19 Vaccine), the range is -130° F and -76° F (-90° C and -60° C) until the expiration date. Exposure to temperatures outside of the ranges detailed in the package inserts could affect vaccine viability and, ultimately, leave children unprotected against vaccine-preventable diseases. To maintain awareness of storage unit temperatures and ensure that vaccines are being stored at appropriate temperatures at all times, VFC Providers are required to monitor and document temperatures for all vaccine storage units AT LEAST once per day. Temperature documentation must contain: (1) at least one minimum/maximum temperature readings per day, (2) the date and time of each reading and (3) the name (or initials) of the person who assessed and recorded the readings.

TEMPERATURE EXCURSIONS

The provider must document all excursions and actions taken including the following: (1) Quarantine and label vaccines as "DO NOT USE"; (2) Place vaccines in a unit where they can be stored under proper conditions (3) Contact the Immunization Program to report an excursion; and (4) Contact the vaccine manufacturer to obtain documentation supporting the usability of the vaccine

VACCINE PLACEMENT [Recommendation]

Vaccines should be stored in their original manufacturer (or CDC centralized distributor) packaging. They should be placed in the middle of the pharmaceutical-grade unit with space between the vaccines and the side/back of

the unit to allow cold air to circulate. Vaccines SHOULD NOT be stored in the doors, vegetable bins, or on the floor of the unit, or under or near cooling vents, and there should not be any food in the unit. Unless otherwise specified by the manufacturer of a pharmaceutical-grade unit, water bottles (for refrigerators) or frozen water bottles (for freezers) should be placed throughout each storage unit to: (1) stabilize or extend temperatures during a power outage and (2) serve as physical blocks preventing the placement of vaccines in areas of the unit at higher risk for temperature excursions (such as in doors, vegetable bins, floor, or near/under cooling vents).

DISCONNECTION FROM POWER SOURCE

VFC providers must take steps to protect the power source for all vaccine storage equipment by having clear warning labels on both the plug and the circuit breaker associated with all vaccine storage units. Large hospitals and healthcare systems can meet this requirement by demonstrating they have comprehensive policies and standard operating procedures to prevent vaccine storage units from being disconnected from the power supply

DORM-STYLE UNITS

Dorm- and bar-style units are prohibited for vaccine storage. Vaccines stored in dorm-style units are considered nonviable and must be returned to the centralized distributor. CDC recommends the following vaccine storage unit types (in order of preference): pharmaceutical-grade stand-alone or combination units (preferred), household/commercial stand-alone units, or household/commercial combination units using the refrigerator section only. Use of the freezer compartment of a household combination unit is discouraged.

STORAGE UNIT SPACE AVAILABILITY

VFC Providers must have sufficient storage space to accommodate vaccine stock at the busiest time of year (including anticipated new vaccines) without overcrowding.

EXPIRED VACCINES

Vaccines should be rotated weekly and whenever a new shipment arrives so that longer-dated vaccines are stored behind shorter-dated vaccines. If vaccines expire, they can no longer be stored in the same storage unit with viable vaccines. They must be placed in a container or bag clearly labeled "Do not use" and separated from viable vaccines to prevent inadvertent use. Expired vaccine must be returned to the centralized distributor within six months of expiration.

BACK-UP TEMPERATURE MONITORING DEVICE

VFC Providers must have a readily available continuous temperature monitoring backup device (e.g. digital data logger) with a current and valid certificate of

calibration testing. To prevent the certificates of calibration testing of the primary and backup devices from expiring at the same time, the date of calibration testing (or issue date) of the backup device should be different from the date of calibration testing (or issue date) of the primary device.

PREPARATION OF VACCINE [Recommendation]

"CDC recommends preparing vaccines immediately prior to administration to assure viability of vaccine and prevent vaccine wastage. Vaccines that are not administered immediately are at risk of exposure to temperatures outside of the required range, which can affect vaccine viability and, ultimately, can leave children unprotected against vaccine-preventable diseases.

EMERGENCY TRANSPORT OF VACCINE [Recommendation]

CDC recommends providers keep on hand or have ready access to the supplies needed for emergency transport. Appropriate materials include:

- Portable vaccine refrigerator/freezer units (preferred option)
- Qualified containers and packouts
- Hard-sided insulated containers or Styrofoam™ (Use in conjunction with the Packing Vaccines for Transport during Emergencies† tool. This system is only to be used in an emergency.)
- Coolant materials such as phase change materials (PCMs) or frozen water bottles that can be conditioned to 4° C to 5° C
- Insulating materials such as bubble wrap and corrugated cardboard—enough to form two layers per container
- TMDs for each container

INVENTORY

INVENTORY COMPARISON

VFC Providers must order and stock routine vaccines in accordance with their most recent provider profile in order to prevent missed vaccination opportunities. Having sufficient amounts of all stocks prevents the inadvertent use of VFC vaccines for non-VFC-eligible patients and vice versa.

ACIP-RECOMMENDED VACCINES

VFC providers agree to comply with immunization schedules, dosages, and contraindications that are established by the ACIP for the vaccines identified and agreed upon in the provider agreement and provider profile UNLESS:

1. In the VFC provider's medical judgment, and in accordance with accepted medical practice, the VFC provider deems such compliance to be medically inappropriate for the individual child

2. The particular requirements contradict state law, including laws pertaining to religious and/or other exemptions.

The VFC program entitles children to the following vaccines: COVID-19, DTaP, hepatitis A, hepatitis B, Hib, HPV, influenza, meningococcal, maternal RSV, MMR, nirsevimab, pneumococcal, polio, rotavirus, Tdap/TD and varicella. VFC providers are also required to ensure that VFC-eligible children have access to nonroutine vaccines as needed. Reviewers must assess and ensure access to all non-routine vaccines. These vaccines must either be in stock or the provider must have an alternate protocol in the routine management plan that ensures that VFC children have access to those vaccines when applicable. Reviewers must consult awardee policy for allowable alternate methods for ensuring access when determining if the provider protocol meets requirements. Additional CDC guidance on non-routine vaccines is located within Module 4 of the VFC Operations Guide.

SEPARATION OF STOCK

To ensure that VFC vaccines are administered only to VFC-eligible children, VFC providers serving both VFC and non-VFC-eligible children must maintain vaccine inventories in such a way that they can clearly differentiate public stock from private stock.

Del Puerto Health Care District

CEO's Report by Karin Freese

January 2024

Financial:

- December 31, 2023 Summary

○ Unencumbered cash	\$1,472,221
○ Accounts Receivable	\$1,178,968
○ Current Liabilities	\$520,049
○ Net Income FY to Last Month End	\$734,225
- July through December financial results are better than budgeted with positive net income for ambulance and Keystone Building C.
- Mid-year budget adjustment present with this month's agenda.

Administration:

- At the request of Supervisor Condit, participated in a discussion with representatives from MJC about a future west side campus and the possible placement of a medical training (e.g., nursing) program.
- Conducted further discussions with Sutter Health regarding extended hours care on the west side.
- Successfully met with IAFF #4577 representatives to discuss placement of a disclaimer on their Union website educational series: *"The Patterson Firefighters IAFF Local 4577 and Patterson District Ambulance have consistently strived to nurture a strong working partnership. It's important to note that this Educational Series reflects the viewpoint of the Union and does not necessarily represent the stance of Patterson District Ambulance. We have chosen this approach to provide a comprehensive understanding of the situation from the perspective of our dedicated firefighters who work diligently in the field."*
- Invited to participate in an HRSA grant planning process with Legacy Heat Endowment to increase the network and available medical care capacity on the west side.
- Addressing the impact of AB 716 – no ground ambulance surprise billing on our systems and ensuring our commercial payors comply with the payment mandates.

Human Resources:

- Successfully hired and onboarded Patient Service Representative, Referral Coordinator, Paramedic
- Appreciation dinner for DPHC, sponsored by DPHCD and Dr. Rodriguez, was successfully held on December 9.
- Appreciation gifts (i.e., portable, high-capacity electronic battery packs) for PDA employees delivered.
- Successfully negotiated updated compensation terms for employee providers.
- Working on developing RHC payor contracts as a percentage of our Prospective Payment System Rate to ensure DPHC is made as whole as possible for the costs of visits to commercial patients.
- Updating the Personnel Rules book to ensure new laws, effective January 1, 2024, are correctly implemented and communicated to our staff.

Health Center:

- California Equity & Practice Transformation Grant: DPHC, sponsored by HPSJ, was not selected by the State of California as a participant in this \$1.2 million five-year grant. Only 200 of 700 applications were accepted. Most selected applications suggested new care models that addressed patient care inequity.
- CalAIM West Side Resource Development: HealthNet is providing a consultant to work with DPHC to address Enhanced Care Management (ECM) and/or Community Support Services per the CalAIM goals. introduction and educational material to support navigating the CalAIM Technical Assistance Marketplace website and guidance through the application process, conduct a high-level assessment of DPHC operational infrastructure regarding building data capacity, managed care contracting, cross-sector partnerships, and workforce development, and joint development of a detailed scope of work for CalAIM

Del Puerto Health Care District

CEO's Report by Karin Freese
January 2024

TA Marketplace to support infrastructure development to manage better and align with CalAIM requirements and program funding.

- New Provider: Erica Mercado, PA-C, a UC Davis grad, began on January 15, 2024, and is onboarding with Dr. Rodriguez for six weeks. When she can be booked for patients, we will introduce her to the community via social media and the newspaper.
- On-site Medical Imaging: Still a goal for 2024.
- Extended Clinic Hours: Effective February 1, DPHC will have extended clinic hours two days per week. On Tuesdays and Thursdays. Clinic hours will be 8:00 am – 9:00 pm.

Ambulance:

- Paramedic classes at Merced College have begun with two PDA employees participating through our EMT-to-Paramedic Sponsorship program.
- Union Negotiations will begin Tuesday, January 30, 2024.

Legislation/Advocacy:

- Working on potential legislation that would mandate a study to evaluate the impact of SB 525 Rural Health Clinics and propose reimbursement mechanisms to address the law's financial impact as enacted.

Strategic Planning:

- Master Building Plan Update: Working with the Wipfli planning team to update 2006 growth projections of the west side service area (western Stanislaus County) and the percentage of population the District expects will seek medical services (e.g., primary care, behavioral health) from the District.
- Community Health Needs Assessment: addressing how to collaborate with the Legacy Health Endowment sponsored west side CHNA also anticipated in 2024. An excellent way to building on our 2021 assessment and share costs.

2024 Conferences and Training:

CSDA Training	Location	Notes
SDLA Conference (2/4-2/7)	San Luis Obispo	Embassy Suites by Hilton San Luis Obispo
SDLA Conference (4/14-4/17)	San Diego	TBD
SDLA Conference (11/3-11/6)	Marin County (Bay Area)	Embassy Suites San Rafael

Association Conferences	Start Date	Location
California Special Districts Association	Sep 9-12	Indian Wells, CA
California Ambulance Association	Sep 17-20	Anaheim
Association of California Health Care Districts	Sep 24-27	Sacramento