



BOARD OF DIRECTORS

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

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

BOARD OF DIRECTORS MEETING

Monday April 24, 2023 @ 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, April 24 ,2023 @ 6:00 pm

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. *Approve Board Meeting Minutes March 27, 2023
 - B. *Accept Finance Committee Minutes – March 20, 2023
 - C. *Accept Financial Reports – March 31, 2023
9. ****Regular Calendar**
 - A. *Any Consent calendar items moved to the regular calendar **Action**
 - B. Brief Discussion and Affirmation of Governance Policies **Action**
 - C. Review and Approve Renewal of Online Policy Management Solution **Action**
 - D. Security Fencing Proposals **Action**
 - E. Review and Adoption of New Governance Policies **Action**
10. **Strategic Planning**
 - A. Strategic Planning Retreat – Follow-up
11. **Verbal Reports**
 - A. Employee Anniversaries & New Hires

	<u>April</u>	<u>Years</u>
Ambulance	Miguel Vasques, Jr.	1
	Paul Willette	8
Health Center	Maryanne Barajas	8
	Raj Singh	1
 - B. Del Puerto Hospital Foundation – Director Avila
 - C. West Side Health Care Task Force – Director Benefield
 - D. CEO Annual Evaluation Process – Directors Campo and Stokman
 - E. Legislative Update – ACHD Legislative Days April 26-27, 2023

DEL PUERTO HEALTH CARE DISTRICT
Board of Directors Meeting
Monday, April 24 ,2023 @ 6:00 pm

- F. Building Project Update – Ms. Freese – Design Concepts
- G. Ambulance – Mr. Willette
- H. Health Center – Ms. Benitez
- I. Administration – Ms. Freese

12. **Director Correspondence, Comments, Future Agenda Items** **Information**

13. **Upcoming Regular Board and Standing Committee Meeting Dates Information**

- | | |
|---------------------------------------|-------------------------------------|
| Finance – Wed, May 24, 2023 @ 8:00 AM | Board – Mon, May 22, 2023 @ 6:00 PM |
| Finance – Wed, Jun 21, 2023 @ 8:00 AM | Board - Mon, Jun 26, 2023 @ 6:00 PM |
| Finance – Wed, Jul 26, 2023 @ 8:00 AM | Board – Mon, Jun 31, 2023 @ 6:00PM |

14. **Adjourn**



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**BOARD OF DIRECTORS MEETING MINUTES
Monday March 27, 2023 @ 6:00 pm**

1. **Call to order** @ 6:04 pm by Vice President Becky Campo

2. **Pledge of Allegiance**

3. **Board of Directors Roll Call.**

Directors Present: Vice President, Becky Campo
Treasurer, Anne Stokman
Director, Timothy Benefield

Directors Absent: Luis Avila (Arrived at meeting @ 6:19 pm)

Staff Present: Administrative Director/CEO, Karin Freese
Ambulance Education Coordinator, Chantale Pakosz
Health Center Manager, Suzie Benitez
Finance Accounting Manager, Maria Reyes-Palad
Clerk of the Board, Cheryle Pickle

District Legal Council: Dave Ritchie, Cole Huber, LLP

We have a Quorum.

Members of the Public: None

4. **Reading of 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**

None

6. **Declarations of Conflict:** Director Campo announced that her son was a recent new hire of the District. She would excuse herself any time in the future that a conflict was present.

7. **Approval of Agenda:**

M/S/C To approve the agenda as presented.

Director Stokman/Director Benefield

Ayes: Directors Campo, Stokman, Benefield

Nays: None

Abstain: None

Motion: Passed

8. **Consent Calendar*** *[Routine committee reports, minutes, and non-controversial items]*
- A. *Approve Board Meeting Minutes February 27, 2023
 - B. *Approve Finance Committee Minutes October 19, 2022
 - C. *Approve Finance Committee Minutes November 28, 2022 (No Dec/Jan/Feb Mtgs)
 - D. *Approve of Financial Report and Warrants January 31, 2023
 - E. *Approve of Financial Report and Warrants February 28,
 - F. *Adopt Resolution for Continuation of Emergency Meeting Protocol

Director Campo abstains from item 8.A since she was not present for that meeting.

M/S/C. Approve the Consent Calendar as presented with Director Campo abstaining for Item 8.A

Director Stokman/ Benefield

Ayes: Directors Campo, Stokman, Avila

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. *Any Consent calendar items moved to the regular calendar

B. Review and Adopt Compensation Governance and Management Policy

Ms. Freese stated that this proposed policy is being brought to the Board as a result of a conversation with the Finance Committee. There are three parts, and this is the first one. This policy will establish compensation ranges. The Board will establish the salary ranges. It establishes how and when we will evaluate salary ranges. Then it also states what will trigger another analysis – 5% percent or greater inflation the previous year. This will allow time to include any increases in the budget for the following fiscal year. Of course, our represented employees (union) salaries are defined by the MOU. This policy establishes the philosophy of compensation in a written format to establish consistency in compensation and transparency for the future.

There was some discussion. It was decided that the word “guidelines” should be replaced with the word Policies. There is also a change in the Frequency of Review of Salary Ranges – It should read December instead of March. This will allow time for the analysis to be done prior to the budget proposals. Another concern was to make sure the District is protected in financial difficulties.

The second policy would be the Cost-of-Living Adjustment policy (which is next on the agenda). And the third part is the Performance/incentive portion. This policy will be proposed at the next month’s board meeting.

M/S/C. To adopt the Compensation Governance and Management policy with the changes of guideline to policies and the review to be in December instead of March. / Director Avila/Director Stokman

Ayes; Directors Avila, Campo, Stokman, Benefield

Nays: None

Abstain: None

Passed

C. Review and Adopt a Cost-of-Living-Adjustment (COLA) Policy

The Finance Committee recommended that the District should have a policy that addresses Cost of Living Adjustments (COLAs). Ms. Freese explained this policy would establish a practice of looking at the Cost of Living each year. The District would determine this value by using the CPI Western Region rate from the Bureau of Labor Statistics for a 12 month period ending in December. Then propose a COLA for the following fiscal year's budget. The Board may adjust the COLA percentage or determine to give no COLA, based on the District's financial situation.

This would allow the process to be consistent.

M/S/C. That the Board adopt the Cost-of-Living Adjustment Policy as presented/ Director Stokman/ Director Benefield

Ayes; Directors Avila, Campo, Stokman, Benefield

Nays: None

Abstain: None

Passed

D. Approve Updated Salary Ranges for the Following Management Positions:

- a. Director of Ambulance Operations
- b. Manager of Health Center
- c. Manager of Human Resources
- d. Manager of Finance and Accounting
- e. Coordinator of EMS Quality Improvement and Clinical Education

Ms. Freeze presented the review of salary ranges for management staff. She explained that the salary data from the other Districts were used to determine the range. The most recent data was from 2020-21. Then the inflation rate (8.15%) was applied. All the salary ranges were adjusted by the Geo adjustment factor. Similar districts with similar size districts were used to determine the ranges. Then the private sector average was added. A Salary Survey was provided for each management position.

With this adjustment in wages and the new policy for COLA increases and incentive pay, it would make the process more transparent. The goal would be a review of the COLA annually and a complete Salary Survey every three years except if COLA is greater than 5.0%.

The incentive pay would be a one-time pay and not continuous. The parameters will be defined in the policy that the board will review next month.

Much discussion was had and questions were answered.

M/S/C. To approve the salary scales of the positions presented for the ambulance director, manager of the health center, human resources manager, finance and accounting manager, and the ambulance clinical education and quality improvement position./ Director: Stokman/Campo

Ayes; Directors Avila, Campo, Stokman, Benefield

Nays: None

Abstain: None

Passed: By roll call vote.

E. Approve Res 2023-08 to Increase the Asset Replacement Fund FY2022

Ms. Freese explained that the Asset Replacement Fund holds monies set aside to replace or acquire equipment, buildings, and property. Capital expenses are paid out of the Asset Replacement Fund. Staff is not asking for approval to spend money, just to put funds into the Asset Replacement Fund. This was presented to the Finance Committee. The Finance Committee recommends the transfer of funds. Resolution 2023-08: Transfer to Asset Replacement Fund Reserves

M/S/C. 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 \$310,000 to the Equity: Asset Replacement Fund as recommended by the Finance Committee./

Director Benefield/Director Stokman

Ayes; Directors Avila, Campo, Stokman, Benefield

Nays: None

Abstain: None

Passed: By Roll Call Vote

F. Approve Res 2023-09 to Increase of Operational Reserve FY2023

Ms. Freese indicated that there was a typo on the calculation presented on the Board information page. Under Fiscal Impact the line FY2021-22 average warrants should read \$472,000 instead of \$498,000.

The monthly cost has increased by 5.2% since the last increase to reserve was made in August 2020. An increase would be necessary to maintain a 3-month cash reserve.

M/S/C. Whereas, the Board desires to designate funds as an Operating Reserve; and

Whereas, the best practice is to have three months of operating expenses in a reserve, now therefore

Be it now resolved, the Board of Directors directs the CEO to make a Balance Sheet transfer of \$75,000 to the Equity: Operating Reserve account./ Director Campo/Director Stokman

Ayes; Directors

Nays: None
Abstain: None
Passed

G. Approve of Mid-Year Budget Adjustment as of March 1, 2023

Presented by Ms. Reyes-Palad. She detailed the Budget FY22-23 and the proposed Budget FY22-23. She answered questions. This was presented to the Finance Committee. Ms. Freese explained that for the second half of this fiscal year, the district will benefit from an updated encounter rate at the health center, and a new Medi-Cal reimbursement rate for ALS transports. Additionally, we have received additional income from prior years' expense reports (e.g., GEMT 2019-2021). Expense-wise, we have updated our depreciation of the new ambulance that was entered into service last fall, additional expenses for health clinic billing, and budget educational expenses for staff and board members. The net positive revenue is greater than \$284,000.

M/S/C. To amend the FY 2022-23 Budget as presented and recommended by the Finance Committee. / Director

Benefield/ Director Campo

Ayes; Directors Avila, Campo, Stokman, Benefield

Nays: None

Abstain: None

Passed

H. Triennial Review of Governance Policies

Ms. Freese reviewed a list of policies for the board to review and make recommendations or ratify the existing policies. It was mentioned that since we changed the time for the meetings could there be food available. We will email board members for their preferences.

I. Proposal of New Governance Policies

Ms., Freese explained the board of directors will review the report and make the necessary decisions about policy updates, revisions, or elimination. The CEO will communicate any changes to policies and procedures to all stakeholders.

10. Reports

A. Employee Anniversaries & New Hires

	<u>October/November</u>	<u>Years</u>
Ambulance	Angela Cioli	New
Heath Center	Lizandro Barragan PA	1
	Marisol Juarez Pinon	1
	Jacqueline Palominos	11

- B. Del Puerto Hospital Foundation** – Director Avila– No Report
- C. West Side Health Care Task Force** – Director Benefield – No Report
Director Avila explained that he was currently in the process of getting Director Benefield introduced to the members.
- D. Ambulance** – Director Paul Willette
Discussion: Mr. Willette was not present. In his absence Chantale Pakosz reported that there had been 245 responses and 145 transports in February. They have been busy. In fact, one weekend both Paul and Chantale had worked a unit. They have staffed a BLS ambulance. Added the third unit. Paul is working with the EMS agency to establish standards for using the BLS ambulances.
- Love Patterson is next month, and PDA is participating.
- Ms. Freese added that May 6 is Public Safety Day and Every 15 minutes. PDA will participate. And there is an Active Shooter program that PDA will also be involved with. Lots of Community involvement.
- Ms. Pakosz thanked the board for giving her the chance to participate in the Stars of Life.
- E. Health Center** – Manager Suzie Benitez
Discussion: Ms. Benitez does not have a written report due to updates in the Athena system. The month of January was busy for the Health Center. They had 1291 visits (1035 last year).
1089 Primary Care
102 Behavioral Health
Behavioral Health is growing. But we have a big need for Behavioral Health. We are working on ways to help the LCSW to see even more. Dr. Rodriguez is having the LCSW look into classes to be able to expand the services that are offered. Things like childhood obesity, Diabetes, Cancer Diagnosis counseling. Perhaps we can offer some groups.
- F. Administration** – Administrative Director/CEO Karin Hennings
Discussion: Ms. Freese. Deferred to her written report. Reminded board members regarding the ACHD and CSDA Legislative day and encouraged attendance. Reminded board members regarding the Annual Board Retreat coming up in April. Reminded of required board training,
Reviewed Employee satisfaction scores. The scores are pretty low, especially at the Health Center. We have already put things in place to try and improve matters. One of things was Ms. Freeze took the staff of the Health Center out to lunch (in small groups) to give the employees the opportunity to share their concerns. This is very helpful and informative.
- G. CEO Annual Evaluation Process** – Director Avila- Reviewer of process.
The process was reviewed. There was a suggestion to keep the item on the agenda each month to keep everyone aware of the schedule. It was also suggested that the process start earlier. Also, there should be clarification on the output and the goals for the year should be stated.
It was also suggested that the CEO report be received earlier.
The goals should be set at the Strategic Planning Session and the goals should also reflect the Community needs.
- President Avila appointed Directors Campo and Stokman to the CEO Evaluation Ad Hock Committee.
- H. Legislative Update-** ACHD Legislative Days April 26-27, 2023
Ms. Freese informed the Board about legislation that the board supports:
Legislation being proposed to allow Districts to employ physicians in rural areas and 15 miles from secondary road.

Legislation that the board opposes:

Senate bill that proposes a minimum health care wage of \$25.00 per hour. **Anyone** working in health care would receive a minimum wage of \$25.00 per hour.

I. **Building Project Update** – Ms. Freese

Ms. Freese reported that we are waiting for the concepts from the architect. We are also waiting for second bid for the security fence.

11. Strategic Planning

Strategic Planning Retreat – April 22, 2023, 8:30 AM – 1:00 PM

The management team will be there. We will have a timed agenda. We will review last year. We will determine what direction the board wants to go.

12. Director Correspondence, Comments, Future Agenda Items -None

Adjourned to Closed Session @ 8:27 pm

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

- | | |
|------------------------------|--|
| A. Gov't Code § 54956.2 | Report Involving Trade Secret
The discussion will concern a new service.
Estimated date of public disclosure: April 2023 |
| B. Gov't Code § 54956.9(b) | Conference with Legal Counsel; anticipated litigation or significant exposure to litigation |
| C. Gov't Code section 54957: | Public Employment Employee Performance Evaluation
Title: Administrative Director / CEO |

Reconvene to Open Session @ 9:05pm – Report of Closed Session

No reportable actions. Instructions given to staff.

14. Upcoming Regular Board and Standing Committee Meeting Dates Information

Finance – Wed, Apr 19, 2023, @ 8:00 AM

Finance – Wed, May 24, 2023, @ 8:00 AM

Finance – Wed, Jun 21, 2023, @ 8:00 AM

Board – Mon, Apr 24, 2023, @ 6:00 PM

Board – Mon, May 22, 2023, @ 6:00 PM

Board - Mon, Jun 26, 2023 @ 6:00 PM

Note the date in April should be the 4th Monday in April -the 24th (not the 30th as in agenda). In May the date is the 4th Monday instead of the last Monday because of Memorial Day

15. Adjourn @ 9:06pm

Respectfully Submitted by

Date

DRAFT

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES March 20, 2023

- 1. Call to order/Attendance**

The meeting was called to order by Anne Stokman, Committee Chair, 8:00 AM

Other Board Members Present: Becky Campo, Committee Member

Staff Members Present: Karin Freese, Administrative Director/CEO; Maria Reyes-Palad, Financial Accounting Manager; Susie Benitez, Health Center Manager; and Danae Skinner, Administrative Staff Accountant; and Cheryle Pickle, Human Resources Manager (called in mid-meeting)
- 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: November 28, 2022 Finance Meeting Minutes**

M/S/C Anne Stokman/Becky Campo to accept the minutes for November 28, 2022 as presented.
 - B. Review Financial Reports for January and February 2023**

Maria Reyes-Palad reviewed the Financial Reports for January and February 2023 and answered all questions regarding the reports. Page 6 and page 75 were reprinted for clarity and given to the committee for review.

M/S/C M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the January and February 2023 Financial Reports as presented.
 - C. Review for Recommendation January and February 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**
 - A. FY22-23 Budget Mid-Year Revision**

Maria Reyes-Palad reviewed the Budget Mid-Year Revision and answered all questions. After much discussion regarding the projected budget impact of the Triennial Salaries Review (item 6.D below) being included in the Budget Mid-Year Revision, the committee decided to discuss the Triennial Salaries Review and the recommendations from that discussion would determine the impact on the Budget Mid-Year Revision to be presented to the Board.
 - B. Increase Asset Replacement Fund FY2022**

Karin Freese reviewed the resolution to Increase the Asset Replacement Fund and answered all questions regarding the resolution.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Resolution as presented.
 - C. Increase Operation Reserve Proposal FY2023**

Karin Freese reviewed the resolution to Increase the Operation Reserve and answered all questions regarding the resolution.

M/S/C Stokman/Becky Campo to recommend to the Board to accept the Resolution as presented.
 - D. Triennial Salaries Review**

Karin Freese presented the Triennial Salaries Review information. Karin Freese explained that the District reviews hourly wages and salary ranges for all positions every 3 years and the hourly positions were updated April and December 2022 and now the salaried positions were being reviewed.

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES March 20, 2023

Karin Freese explained that the Human Resources staff had researched the salary ranges for all the salaried positions. After much discussion Cheryle Pickle, Human Resources Manager, was called into the meeting to clarify the methodology used for the salary ranges. Cheryle Pickle explained that the District usually uses the salary information from other government Districts however the last three years have seen unprecedented salary shifts and the government information is two years old rendering it no longer accurate. To find accurate information several job listing sites were utilized along with public job listings by government entities of comparable size and job description.

After much discussion the committee decided to remove the CEO's salary from the review to be presented to the Board. The committee decided that all salary position rates should go to the Board except the CEO. The committee decided to wait until the CEO's annual review, in June 2023 to address the CEO salary rate issue. The committee asked for a copy of the Triennial Salary Review Policy and a possible policy revision to review salaries annually.

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. The committee asked for it to be updated to include the new 2023 ambulance approved by the Board.

Information Only – No Action Taken.

B. Set Schedule for Committee Review of Account Reconciliations

Anne Stokman reviewed the Account Reconciliations after the meeting.

8. Meeting adjourned – 9:42 AM

Next Meeting: TBA

Respectfully submitted,



Anne Stokman, Treasurer

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

	Mar 31, 23	Feb 28, 23	% Change	Mar 31, 22	% Change	NOTES
ASSETS						
Current Assets						
Total Checking/Savings	3,583,716	3,847,263	(7%)	2,731,854	31%	
Total Accounts Receivable	752,549	747,384	1%	607,559	24%	
Total Other Current Assets	386,564	253,290	53%	312,785	24%	
Total Current Assets	4,722,829	4,847,937	(3%)	3,652,198	29%	
Fixed Assets						
Total Fixed Assets	4,990,495	5,003,973	(0%)	5,207,920	(4%)	
Other Assets						
150.000 - Lease Receivable - Non Current	327,809	327,809			100%	
Total Other Assets	327,809	327,809			100%	
TOTAL ASSETS	10,041,133	10,179,719	(1%)	8,860,118	13%	
LIABILITIES & EQUITY						
Total Current Liabilities						
Total Long Term Liabilities	408,531	505,585	(19%)	369,729	10%	
Total Liabilities	1,801,047	1,806,904	(0%)	1,456,881	24%	
Equity						
350.000 - Unrestricted Assets	2,209,578	2,312,489	(4%)	1,826,610	21%	
360.000 - Assigned Fund Balance						
360.031 - Approved Capital Expenses	1,402,124	1,468,497	(5%)	1,599,538	(12%)	
360.030 - Asset Replacement Fund - Other	428,114	413,662	3%	37,509	1,041%	
Total 360.030 - Asset Replacement Fund	711,226	734,305	(3%)	550,493	29%	
360.070 - Operating Cash Reserve	1,139,340	1,147,967	(1%)	588,002	94%	
Total 360.000 - Assigned Fund Balance	1,491,000	1,416,000	5%	1,416,000	5%	Increased 75K
370.000 - Restricted Fund Balance	2,630,340	2,563,967	3%	2,004,002	31%	
370.010 - Mitigation Fees				122,150		
370.050 - Restricted for Debt Service	122,150	122,150		120,720		
Total 370.000 - Restricted Fund Balance	242,870	242,870		242,870		
390.000 - Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	1,063,460	1,099,138	(3%)	694,338	53%	YTD Overall Result
Total Equity	7,831,556	7,867,234	(0%)	7,033,510	11%	
TOTAL LIABILITIES & EQUITY	10,041,134	10,179,723	(1%)	8,860,120	13%	
	Mar 31, 23	Feb 28, 23				
Month end Cash balance	3,583,716	3,847,263				
101.015 - TCB - Keystone C 8641	(273,776)	(264,285)				
103.100 - TCB USDA Debt Reserve 7237	(122,930)	(122,928)				
370.010 - Mitigation Fees	(122,150)	(122,150)				
360.030 - Asset Replacement Fund	(1,139,340)	(1,147,967)				
AP & Payroll Liabilities	(335,759)	(433,017)				
UNENCUMBERED CASH	1,589,761	1,756,916				
Percent of Operating Reserve	107%	124%				
360.070 - Operating Cash Reserve	1,491,000	1,416,000				

Del Puerto Health Care District
YTD by Class
July 2022 through March 2023

	Total 00 Tax Revenue		Total 01 DPHCD			Total 02 Patterson District Ambulance			Total 03 Del Puerto Health Center			Total 06 Keystone Bldg C			OVERALL			
	Jul '22 - Mar 23	Budget	FY22-23 Budget	Jul '22 - Mar 23	Budget	FY22-23 Budget	Jul '22 - Mar 23	Budget	FY22-23 Budget	Jul '22 - Mar 23	Budget	FY22-23 Budget	Jul '22 - Mar 23	Budget	FY22-23 Budget	Jul '22 - Mar 23	Budget	FY22-23 Budget
Ordinary Income/Expense																		
Income																		
401.000 - Gross Patient Service Revenue							7,851,468	7,630,250	10,180,000	2,587,234	2,096,762	2,962,350				10,438,702	9,727,012	13,142,350
403.000 - Adjustments							(5,111,336)	(5,089,343)	(6,785,791)	(95,182)	(37,794)	(50,392)				(5,206,518)	(5,127,137)	(6,836,183)
405.000 - Bad Debt							(558,171)	(593,430)	(791,240)	93,729	(14,125)	(18,833)				(464,442)	(607,555)	(810,073)
407.000 - Other Income				2,483	750	1,000	12,903	7,500	10,000	7,227	14,250	19,000				22,613	22,500	30,000
Total Income				2,483	750	1,000	2,194,864	1,954,977	2,612,969	2,593,008	2,059,094	2,912,125				4,790,355	4,014,821	5,526,094
Gross Profit				2,483	750	1,000	2,194,864	1,954,977	2,612,969	2,593,008	2,059,094	2,912,125				4,790,355	4,014,821	5,526,094
Expense																		
601.000 - Salaries & Wages				349,616	364,559	489,090	1,168,427	1,086,277	1,450,086	919,798	966,013	1,276,380				2,437,841	2,416,849	3,215,556
602.000 - Employee Benefits				90,836	98,369	131,157	266,586	255,150	345,200	279,362	284,882	379,847				636,784	638,401	856,204
603.000 - Professional Fees				45,723	47,715	54,287	39,153	51,953	58,937	340,298	347,430	457,307				425,174	447,098	570,531
604.000 - Purchased Services				12,539	9,304	12,405	180,322	185,293	247,057	188,724	158,996	240,662				381,585	353,593	500,124
605.000 - Supplies				5,399	6,497	8,662	62,075	64,382	85,842	69,533	66,973	89,297				137,007	137,852	183,801
606.000 - Utilities				5,503	6,081	8,108	16,496	15,301	20,402	35,207	34,145	45,526				57,206	55,527	74,036
607.000 - Rental and Lease				1,956	3,264	4,352	284	284	378	1,751	2,017	2,690				3,991	5,565	7,420
608.000 - Insurance Coverages				30,672	30,486	40,648	158,639	145,864	196,819	74,477	90,592	120,789				263,788	266,942	358,256
609.000 - Maintenance & Repairs				1,922	1,641	2,188	61,620	55,085	73,447	21,421	26,208	34,944				84,963	82,934	110,579
610.000 - Depreciation and Amortization				14,728	14,012	18,682	142,893	144,578	192,771	61,805	61,896	82,528				255,156	256,184	341,578
611.000 - Other operating expenses		17,470	23,293	35,471	47,824	72,430	175,648	180,043	241,141	182,397	164,771	263,924				393,516	410,108	600,788
Total Expense		17,470	23,293	594,364	629,750	842,009	2,272,144	2,184,210	2,912,080	2,174,773	2,203,923	2,993,894	35,730	35,698	47,597	5,077,011	5,071,051	6,818,873
Net Ordinary Income		(17,470)	(23,293)	(591,880)	(629,000)	(841,009)	(77,280)	(229,233)	(299,111)	418,235	(144,829)	(81,769)	(35,730)	(35,698)	(47,597)	(286,655)	(1,056,230)	(1,292,779)
Other Income/Expense																		
Other Income																		
701.000 - District Tax Revenues	1,109,174	1,109,174	1,478,898				183,000	183,000	244,000							1,292,174	1,292,174	1,722,898
702.000 - Impact Mitigation Fees																		
703.000 - Investment Income				6,859			0			0						6,859		
704.000 - Interest Expense										(41,586)	(41,475)	(55,300)				(41,586)	(41,475)	(55,300)
705.000 - Tenant Revenue													102,983	100,971	134,628	102,983	100,971	134,628
710.000 - Misc Other Income				60			1			3,902						3,963		
Total Other Income	1,109,174	1,109,174	1,478,898	6,919			183,001	183,000	244,000	(37,684)	(41,475)	(55,300)	102,983	100,971	134,628	1,364,393	1,351,670	1,802,226
Other Expense																		
802.000 - Keystone District Expense													14,276	9,123	13,764	14,276	9,123	13,764
810.000 - Misc Other Expense																		
Total Other Expense													14,276	9,123	13,764	14,276	9,123	13,764
Net Other Income	1,109,174	1,109,174	1,478,898	6,919			183,001	183,000	244,000	(37,684)	(41,475)	(55,300)	88,707	91,848	120,864	1,350,117	1,342,547	1,788,462
Net Income	1,109,174	1,091,704	1,455,605	(584,961)	(629,000)	(841,009)	105,721	(46,233)	(55,111)	380,551	(186,304)	(137,069)	52,977	56,150	73,267	1,063,462	286,317	495,683

Del Puerto Health Care District Warrants by Bank Account

March 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	03/01/2023	EFT	U.S. Bank Equipment Finance - EFT	126.27	
Bill Pmt -Check	03/16/2023	EFT	ABW Medical, LLC	7,625.00	
Bill Pmt -Check	03/16/2023	EFT	City Of Patterson-H2O, sewer, garbag	348.39	
Bill Pmt -Check	03/16/2023	EFT	Umpqua Bank	6,305.07	
Bill Pmt -Check	03/23/2023	EFT	Athena Health, Inc.	13,855.30	
Bill Pmt -Check	03/01/2023	31786	Airgas USA, LLC	584.69	
Bill Pmt -Check	03/01/2023	31787	Amazon	1,373.56	
Bill Pmt -Check	03/01/2023	31788	Cole Huber (Cota Cole)	1,657.53	
Bill Pmt -Check	03/01/2023	31789	Crescent Work & Outdoor #1	250.27	
Bill Pmt -Check	03/01/2023	31790	DeHart Plumbing Heating & Air Inc	758.00	
Bill Pmt -Check	03/01/2023	31791	DeliverHealth	237.00	
Bill Pmt -Check	03/01/2023	31792	DHCS GEMT-QAF	19,221.30	Q4 2022
Bill Pmt -Check	03/01/2023	31793	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Check	03/01/2023	31794	Life-Assist	1,512.91	
Bill Pmt -Check	03/01/2023	31795	McKesson Medical Surgical Inc.	2,434.29	
Bill Pmt -Check	03/01/2023	31796	MD - Rodriguez, Jose	35,333.33	
Bill Pmt -Check	03/01/2023	31797	Patterson Irrigator	30.00	
Bill Pmt -Check	03/01/2023	31798	PG&E	1,015.83	
Bill Pmt -Check	03/01/2023	31799	Sanofi Pasteur, Inc	3,355.32	
Bill Pmt -Check	03/01/2023	31800	Verizon Wireless	374.62	
Bill Pmt -Check	03/06/2023	31801	AMR-American Medical Response	6,702.40	
Bill Pmt -Check	03/06/2023	31802	Bound Tree Medical LLC	705.86	
Bill Pmt -Check	03/06/2023	31803	CDPH CA Department of Health Servi	113.00	
Bill Pmt -Check	03/06/2023	31804	Crescent Work & Outdoor #1	2,117.13	
Bill Pmt -Check	03/06/2023	31805	Data Path, Inc	5,848.14	
Bill Pmt -Check	03/06/2023	31806	Hospital Biomedical Services	5,455.00	
Bill Pmt -Check	03/06/2023	31807	Language Line	187.71	
Bill Pmt -Check	03/06/2023	31808	Life-Assist	1,651.33	
Bill Pmt -Check	03/06/2023	31809	McAuley Ford	11,600.33	0601 Ambulance
Bill Pmt -Check	03/06/2023	31810	McKesson Medical Surgical Inc.	614.52	
Bill Pmt -Check	03/06/2023	31811	Mission Linen Supply	518.34	
Bill Pmt -Check	03/06/2023	31812	Sanofi Pasteur, Inc	2,529.62	
Bill Pmt -Check	03/06/2023	31813	Staples Advantage	116.86	
Bill Pmt -Check	03/06/2023	31814	Stericycle / Shred-it	392.19	
Bill Pmt -Check	03/06/2023	31815	Streamline/Digital Deployment	260.00	
Bill Pmt -Check	03/06/2023	31816	Terminix	68.00	
Bill Pmt -Check	03/06/2023	31817	TID Turlock Irrigation District +06	1,152.31	
Bill Pmt -Check	03/06/2023	31818	Zoll	649.70	
Check	03/16/2023	31819	REFUND - Ambulance:REFUND - Kai:	4,710.76	Kaiser Overpayment
Check	03/16/2023	31820	REFUND - Ambulance:REFUND - Kai:	4,802.92	
Check	03/16/2023	31821	REFUND - Ambulance:REFUND - Anz	9.00	
Bill Pmt -Check	03/16/2023	31822	Airgas USA, LLC	74.48	
Bill Pmt -Check	03/16/2023	31823	BICSEC Security, Inc	25.00	
Bill Pmt -Check	03/16/2023	31824	Bound Tree Medical LLC	292.00	
Bill Pmt -Check	03/16/2023	31825	City Of Patterson-H2O, sewer, garbag	547.38	
Bill Pmt -Check	03/16/2023	31826	Comcast - Other	192.80	
Bill Pmt -Check	03/16/2023	31827	Comcast Business Voice Edge	2,056.79	
Bill Pmt -Check	03/16/2023	31828	Crescent Work & Outdoor #1	21.55	
Bill Pmt -Check	03/16/2023	31829	DeliverHealth	79.00	
Bill Pmt -Check	03/16/2023	31830	Frontier-3755	272.93	

Del Puerto Health Care District Warrants by Bank Account

March 2023

Type	Date	Num	Name	Credit	NOTES
Bill Pmt -Check	03/16/2023	31831	Frontier - HC 8639	272.93	
Bill Pmt -Check	03/16/2023	31832	Life-Assist	895.18	
Bill Pmt -Check	03/16/2023	31833	McKesson Medical Surgical Inc.	6,066.46	
Bill Pmt -Check	03/16/2023	31834	Mission Linen Supply	266.92	
Bill Pmt -Check	03/16/2023	31835	MO-CAL Office Solutions	186.50	
Bill Pmt -Check	03/16/2023	31836	O'Reilly Auto Parts	52.60	
Bill Pmt -Check	03/16/2023	31837	Pacific Records Management	343.85	
Bill Pmt -Check	03/16/2023	31838	Patterson Tire	293.38	
Bill Pmt -Check	03/16/2023	31839	Paul Oil Co., Inc.	2,336.08	
Bill Pmt -Check	03/16/2023	31840	Pfizer Inc.	4,612.58	
Bill Pmt -Check	03/16/2023	31841	Physicians Service Bureau	269.92	
Bill Pmt -Check	03/16/2023	31842	Stanislaus Co. Tax Collector	2,948.66	
Bill Pmt -Check	03/16/2023	31843	Staples Advantage	227.02	
Bill Pmt -Check	03/16/2023	31844	Westside Landscape & Concrete	292.50	
Bill Pmt -Check	03/16/2023	31845	Workbench True Value Hdwe.	23.72	
Bill Pmt -Check	03/16/2023	31846	MedStatix, Inc	160.00	
Bill Pmt -Check	03/23/2023	31847	FP Mailing Solutions	61.33	
Bill Pmt -Check	03/23/2023	31848	LDA Partners, LLP	3,700.00	
Bill Pmt -Check	03/23/2023	31849	Life-Assist	360.74	
Bill Pmt -Check	03/23/2023	31850	McKesson Medical Surgical Inc.	878.27	
Bill Pmt -Check	03/23/2023	31851	Paul Oil Co., Inc.	3,026.50	
Bill Pmt -Check	03/23/2023	31852	PG&E	189.87	
Bill Pmt -Check	03/23/2023	31853	SEMSA Sierra Medical Services Allian	7,996.32	
Bill Pmt -Check	03/23/2023	31854	Stericycle	752.46	
Bill Pmt -Check	03/23/2023	31855	Vortex	1,115.34	
Bill Pmt -Check	03/23/2023	31856	West Side Storage Baldwin	202.50	
Bill Pmt -Check	03/23/2023	31857	Beta Healthcare - Workers Comp	6,023.58	
Bill Pmt -Check	03/23/2023	31858	Beta Healthcare Group	16,682.10	
Bill Pmt -Check	03/23/2023	31859	Crescent Work & Outdoor #1	252.38	
Total 101.011 · TCB-Operating Checking 1739				214,800.42	
101.012 · TCB-Payroll Account 2999					
Liability Check	03/01/2023		Payroll Direct Deposit	72,319.57	
Liability Check	03/15/2023		Payroll Direct Deposit	79,300.44	
Liability Check	03/29/2023		Payroll Direct Deposit	89,484.37	3rd Payroll
Liability Check	03/10/2023	EFT	AIG (VALIC)	12,898.56	
Liability Check	03/01/2023	EFT	California State Disbursement Unit	482.76	
Liability Check	03/16/2023	EFT	AIG (VALIC)	13,355.92	
Liability Check	03/16/2023	EFT	California State Disbursement Unit	482.76	
Liability Check	03/30/2023	EFT	AIG (VALIC)	15,771.03	3rd Payroll
Liability Check	03/30/2023	EFT	California State Disbursement Unit	482.76	
Liability Check	03/02/2023	E-pay	Internal Revenue Service	31,749.70	
Liability Check	03/16/2023	E-pay	EDD State of California	6,404.84	
Liability Check	03/16/2023	E-pay	Internal Revenue Service	34,180.56	
Liability Check	03/30/2023	E-pay	EDD State of California	8,171.38	
Liability Check	03/30/2023	E-pay	Internal Revenue Service	41,868.88	
Paycheck	03/02/2023	25358	Employee Payroll	2,828.91	
Paycheck	03/02/2023	25359	Employee Payroll	2,653.93	
Paycheck	03/02/2023	25360	Employee Payroll	996.84	
Paycheck	03/02/2023	25361	Employee Payroll	188.74	
Paycheck	03/02/2023	25362	Employee Payroll	197.83	
Paycheck	03/02/2023	25363	Employee Payroll	1,676.57	
Paycheck	03/02/2023	25364	Employee Payroll	1,331.38	
Paycheck	03/16/2023	25368	Employee Payroll	1,193.68	

Del Puerto Health Care District Warrants by Bank Account

March 2023

Type	Date	Num	Name	Credit	NOTES
Paycheck	03/16/2023	25369	Employee Payroll	2,797.29	
Paycheck	03/16/2023	25370	Employee Payroll	1,004.58	
Paycheck	03/16/2023	25371	Employee Payroll	188.74	
Paycheck	03/16/2023	25372	Employee Payroll	231.31	
Paycheck	03/16/2023	25373	Employee Payroll	1,477.11	
Paycheck	03/16/2023	25374	Employee Payroll	1,254.05	
Liability Check	03/16/2023	25375	United Steelworkers	330.29	
Liability Check	03/16/2023	25376	Franchise Tax Board	713.24	
Liability Check	03/16/2023	25377	Franchise Tax Board	722.35	
Liability Check	03/23/2023	25378	AFLAC	1,773.30	
Liability Check	03/23/2023	25379	CA Choice	41,143.63	
Liability Check	03/23/2023	25380	LegalShield	385.95	
Liability Check	03/23/2023	25381	Principal Life Insurance Co	5,020.49	
Paycheck	03/30/2023	25382	Employee Payroll	2,302.63	
Paycheck	03/30/2023	25383	Employee Payroll	3,306.18	
Paycheck	03/30/2023	25384	Employee Payroll	1,639.23	
Paycheck	03/30/2023	25385	Employee Payroll	1,583.31	
Paycheck	03/30/2023	25386	Employee Payroll	1,257.48	
Paycheck	03/30/2023	25387	Employee Payroll	3,121.21	
Paycheck	03/30/2023	25388	Employee Payroll	3,582.07	
Liability Check	03/30/2023	25389	California State Disbursement Unit	VOID	
Liability Check	03/30/2023	25390	Franchise Tax Board	713.33	
Liability Check	03/30/2023	25391	Franchise Tax Board	926.18	
Liability Check	03/30/2023	25392	United Steelworkers	333.55	
Total 101.012 - TCB-Payroll Account 2999				493,828.91	
101.015 - TCB - Keystone C 8641					
Bill Pmt -Check	03/06/2023	10335	TID Turlock Irrigation District +06	473.59	
Bill Pmt -Check	03/16/2023	10336	City Of Patterson-H2O, sewer, garbag	155.54	
Bill Pmt -Check	03/16/2023	10337	Gilberto Arroyo-06	VOID	
Bill Pmt -Check	03/16/2023	10338	Stanislaus Co. Tax Collector	3,352.64	
Bill Pmt -Check	03/16/2023	10339	Terminix	83.00	
Total 101.015 - TCB - Keystone C 8641				4,064.77	
103.000 - Restricted Funds					
103.100 - TCB-USDA Debt Reserve 7237					
Check	03/15/2023	eft	USDA Rural Development Loan-EFT	10,060.00	
TOTAL				722,754.10	
Less : Irregular Items					
Irregular highlighted items				(40,335.31)	
3rd Payroll				(164,609.00)	
Payroll Retro Adjustment				(20,015.51)	
				<u>(224,959.82)</u>	
NET WARRANTS ISSUED - MARCH 2023				497,794.28	

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – April 24, 2023

9C. Renewal of Online Policy Management Solution

Page 1 of 2

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: 9C. Renewal of Online Policy Management Solution

STAFF REPORT: Our personnel rules, as well as the governance, finance, and administrative policies that govern the District, will be available to employees and board members 24/7 through a renewal of the online portal service, PowerDMS®. Since August of 2022, we have searched for an alternate, less costly solution but have not found one. The cost per employee/board user is \$139 per year.

With this service, we will send you a message whenever a new policy is assigned for you to review and "sign" to confirm that you have reviewed it. While PowerDMS will be the go-to platform for policies and procedures, Vector Solutions will continue to be used for training and tracking license and certification expirations. We encourage you to use PowerDMS as a reliable source for policies and procedures that you can reference anytime.

DISTRICT PRIORITY: 24/7 access to policies and procedures with management, editing, and previous version capabilities.

FISCAL IMPACT: \$7,650 for 50-99 users April 30, 2023-April 30, 2024

STAFFING IMPACT: Easier management and backup of policies and procedures

CONTACT PERSON: Karin Freese

ATTACHMENT(S): PowerDMS quote for renewal

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors...*

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

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – April 24, 2023

9C. Renewal of Online Policy Management Solution

Page 2 of 2

<i>[vacant]</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>				
<i>Director Campo</i>				
<i>Director Benefield</i>				
<i>Director Stokman</i>				
<i>[vacant]</i>				

Contract Details	Order Details
------------------	---------------

Account Number: A-236088 Customer: Del Puerto Health Care District (CA) Sales Rep: Brad Enlow	Order #: Q-209459 Order Date: 7/31/2023 Valid Until: 5/31/2023 Subscription Start Date: Per signature date below Subscription Term (months): 12
--	--

Customer Contact	Billing Contact
------------------	-----------------

Billing Contact: Del Puerto Health Care District (CA) Karin Freese Address: 875 E St Patterson, CA 95363	Billing Contact Email: karin.hennings@dphealth.org Phone: (209) 894-8201 Fax:
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Payment Terms	Notes:
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Payment Term: Net 30 PO Number:	
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Subscription Service

YEAR-1

Item	Type	Qty	Total
PowerPolicy Professional-HC Subscription	Recurring	99	\$7,650.00
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, knowledge testing, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.			
PowerPolicy Professional-HC Setup	Services	1	\$0.00
This package ensures a smooth implementation and successful ongoing use of PowerPolicy. This package includes Implementation Management: Led by a designated Implementation Specialist, guiding administrators through predetermined milestones to lead to a successful product launch, Project Management, Document and User Import and Site Configuration.			
YEAR-1 TOTAL:			\$7,650.00
Subscription Term Total :			\$7,650.00

This price does not include any sales tax.

Additional Terms and Conditions

Payment Terms All invoices issued hereunder are **due upon the invoice due date**. The fees labeled "Year 1 Total" shall be invoiced immediately, and if the Subscription Term is for a period longer than one year, the fees for future years shall be invoiced annually in advance of each 12 month period of the Subscription Term, but regardless of the billing cycle, Customer is responsible for the fees for the entire Subscription Term. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. This Service Order is being entered into by Governmentjobs.com, Inc. on behalf of its wholly owned subsidiary, PowerDMS, Inc. Payment for services ordered hereunder shall be made to PowerDMS, Inc.

Terms & Conditions Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "**NEOGOV**") and Customer, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the date set forth below.



t 800.749.5104
2120 Park Pl, Suite 100
El Segundo, CA 90245



Accepted and Agreed By Authorized Representative of:
Del Puerto Health Care District (CA)

Signature: _____

Printed Name: _____

Title: _____

Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS SERVICE ORDER IS STRICTLY CONFIDENTIAL

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – April 24, 2023

9D. Capital Expenditure Request – Security Fencing 875 E Street Item # Title

Page 1 of 2

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: 9D. Capital Expenditure Request – Security Fencing 875 E Street

STAFF REPORT: The district office and ambulance headquarters building is responsible for housing 24/7 EMS support to the community. It is important to ensure the safety and security of the staff. One way to enhance the security of the district office is by installing a security fence around the back half perimeter. The district has received two proposals from reputable vendors to provide security fencing around the district office.

The board of directors is requested to review and discuss the two fencing proposals and decide which proposal to select for installation. If the board approves one of the proposals, further action will be taken to finalize the contract with the vendor and schedule the installation.

DISTRICT PRIORITY: Provide security for district equipment and employee vehicles as the ambulance department is a 24/7 operation.

FISCAL IMPACT: up to \$35,000

STAFFING IMPACT: Increased security

CONTACT PERSON: Karin Freese

ATTACHMENT(S): Farias Fencing Quote
Titan Fence Proposal

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors approve the security fencing proposal submitted by _____ in the amount of \$_____.*

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

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – April 24, 2023

9D. Capital Expenditure Request – Security Fencing 875 E Street Item # Title

Page 2 of 2

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

Sam Farias Fencing Inc.

1517 Brannon Ave.
 Modesto, CA 95350
 Bus: (209) 521-7994
 Cell: (209) 345-1984
 Fax: (209) 529-6877
 Lic. # 903193

7636

RESIDENTIAL
 INDUSTRIAL
 RANCHES

DATE 3-20-23
 DATE OF PAYMENT _____
 SOURCE OF PAYMENT _____

Karin.freese@dephealth.org

www.samfariasfencing.com

SOLD TO Del Puerto Healthcare Dist.
 ADDRESS 875 E Street
 LOCATION Patterson Ca

Karin Freese
 TELEPHONE NUMBER (209) 894-8201
 FAX NO. _____

SPECIFICATIONS: All work will be performed in a workmanlike manner and in accordance with standard practices.

Additional Specifications

Total Height 6'
 Post Spaced 9'
 Style Fence 75%
 Gauge 9 11
 Knuckled
 Safeguard

Post
 Pr 4x4 _____
 Pr 4x6 _____
 Other _____

Material Used
 Rail
 Dug Fir 2x4 _____
 Dug Fir 2x6 _____
 Other _____

Pickets
 Cedar _____
 Redwood _____
 Other _____

Top Rail 1 5/8 OD
 Line Post 1 7/8 OD
 End Post 2 3/8 OD
 Corner Post 2 3/8 OD
 Walk Gate Post 2 3/8 OD
 Drive Gate Post 4' OD
 Gate Frames 1 5/8 OD

TERMS OF PAYMENT
 Full Payment Upon Completion

FENCE TYPE

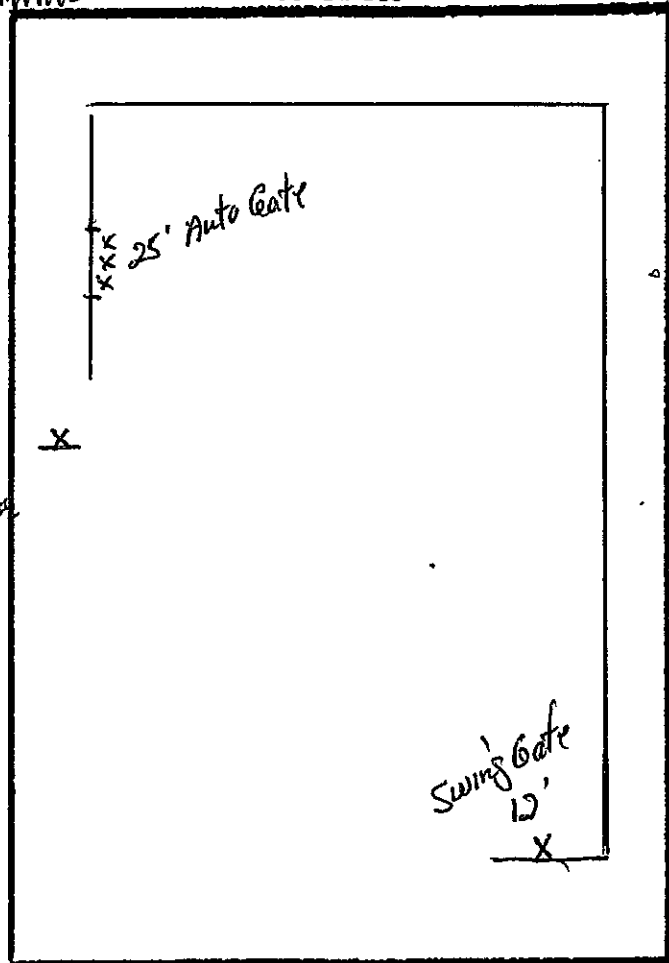
Style Slatted
 Height 6'
 Material 75%
 No. of Feet 300'
 W. Gate 2
 D. Gate 1

NOTES

exit loop
 Key Pad

QUANTITY	DESCRIPTION
	6' High Chainlink Fence Inst-
	alled with
1	25' Auto Roll Gate
1	12' Swing Gate "manual"
1	Walk Gate

SKETCH



Total \$33,500

Down _____

Amount Paid _____



License # 905471

PWC (DIR) # 1000029864

PROJECT PROPOSAL

Del Puerto Health Care
 9th & E street
 Patterson
 209-894-8201
karin.hennings@dphealth.org

Date created: 4/20/2023

Expires on: 4/27/2023

6ft privacy chain link (70%)

PROJECT BREAKDOWN	QUANTITY	COST PER FOOT OR UNIT	TOTAL FOOTAGE	TOTAL
fence			360	\$10,800.00
				\$0.00
25ft slide gate (no privacy)	1			\$4,375.00
gate operator & accessories	1			\$4,670.00
				\$0.00
panic ped gate	1			\$3,500.00
				\$0.00
12ft manual swing gate				\$1,140.00
				\$0.00
labor				\$8,500.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
10% to schedule job	\$3,491.32		Subtotal	\$32,985.00
40% upon material order	\$13,965.28		Tax @ 7.875%	\$1,928.19
50% upon completion	\$17,456.60		Total	\$34,913.19

Excludes electrical to gate operator location. Gate operator includes battery back up, wireless edge sensors, wired keypad on pedestal, safety/exit loops with detectors. 6ft tall commercial grade cyclone fence with privalink (70%) privacy slats (color to be determined).

NOTE: No warranty is offered on wood fence materials. Titan Fence will do it's best to select and install the most acceptable wood that is available on the market.

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Executive Summary Snapshot

03/31/23 02/28/23 12 Month Avg



Revenue Cycle Performance

03/31/23 02/28/23 12 Month Avg

Gross Charges

\$830,999.00 \$673,896.00 \$834,828.67

Month Ending

03/31/23

Charges by Class

Payor Class	Current Month	Previous Month	12 Month Avg
Medicare	\$340,069.00	\$246,101.00	\$338,388.71
Medicaid	\$204,910.00	\$207,910.00	\$273,910.00
Insurance	\$156,485.00	\$145,910.00	\$155,467.50
Self Pay	\$129,535.00	\$73,975.00	\$67,062.40
Facility			

Transports & Billable Dry Runs

185 158 204

03/31/23 02/28/23 12 Month Avg

Collections

\$208,479.00 \$180,466.00 \$207,069.33

Collection % Gross

25.1% 26.8% 24.8%

Collections by Class

Payor Class	Current Month	Previous Month	12 Month Avg
Medicare	\$53,768.00	\$44,082.00	\$48,364.40
Medicaid	\$37,727.00	\$21,517.00	\$29,648.80
Insurance	\$97,746.00	\$106,662.00	\$118,402.60
Self Pay	\$19,238.00	\$8,205.00	\$10,653.40
Facility			

Contractual Adjustments

\$519,186.00 \$373,722.00 \$552,218.58

Accounted for Funds

87.6% 103.8% 87.0%

Write Offs

\$20,850.00 \$69,098.00 \$49,961.00

Aging by Range

Payor Class	Current Month	Previous Month	12 Month Avg
0 - 30	\$188,033.00	\$204,181.00	\$215,787.67
31 - 60	\$243,975.00	\$189,780.00	\$213,273.17
61 - 90	\$103,378.00	\$141,143.00	\$114,757.00
91 - 120	\$103,954.00	\$49,495.00	\$64,261.67
120+	\$244,513.00	\$211,599.00	\$184,480.17

Transports by Class

Payor Class	Current Month	Previous Month	12 Month Avg
Medicare	72	53	71
Medicaid	45	50	61
Insurance	34	30	31
Self Pay	34	25	25
Facility			

Average Daily Revenue

\$27,699.97 \$21,738.58 \$27,827.62

Aging Payor Class

Payor Class	Current Month	Previous Month	12 Month Avg
Medicare	\$101,914.00	\$122,495.00	\$97,961.25
Medicaid	\$43,071.00	\$61,644.00	\$65,318.50
Insurance	\$395,585.00	\$374,166.00	\$363,271.00
Self Pay	\$338,658.00	\$233,269.00	\$257,909.42
Facility	\$4,625.00	\$4,625.00	\$8,164.75

Pay Mix Transports

Payor Class	Current Month	Previous Month	12 Month Avg
Medicare	38.9%	33.5%	38.0%
Medicaid	24.3%	31.6%	33.5%
Insurance	18.4%	19.0%	17.2%
Self Pay	18.4%	15.8%	11.4%
Facility	0.0%	0.0%	0.0%

Revenue Per Transport

\$4,491.89 \$4,265.16 \$4,093.97

Collections Per Transport

\$1,126.91 \$1,142.19 \$1,015.46

Days Sales Outstanding

32 29 29

Pay Mix Aging

Payor Class	Current Month	Previous Month	12 Month Avg
Medicare	11.5%	15.4%	12.4%
Medicaid	4.9%	7.7%	8.2%
Insurance	44.8%	47.0%	45.8%
Self Pay	38.3%	29.3%	32.5%
Facility	0.5%	0.6%	1.0%

Contractual Allowance Per Transport

\$2,806.41 \$2,365.33 \$2,708.06



1




2




Miguel Vasquez, Jr.
EMT
1 Year



3



Paul Willette
Director of Ambulance
Operations
8 Years



4



5



6



7