



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
MARCH 18, 2020
REGULAR BOARD MEETING AGENDA

The regular meeting of the Cambria Community Healthcare District will be held:

Wednesday, March 18, 2020 at 2:00 p.m.

Old Cambria Grammar School, 1350 Main Street Cambria, California.

Public comment is invited on any item.

The Cambria Community Healthcare District monthly agenda and minutes are available at the following website: www.cambria-healthcare.org. Packets are also available at the District Office located at 2515 Main Street, Suite A, Cambria, during regular business hours. Any changes or additions to the agenda will be posted at the District Office and on the District website.

Note that while board members will not engage in dialog with the public during the board meeting, individual members may choose to incorporate an answer to a question posed by the public during their discussion of an agenda item.

AGENDA

A) OPENING

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Establishment of a quorum

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

- 1) Members of the public wishing to address the Board on matters other than scheduled items may do so when recognized by the President. Comments are limited to a maximum of three minutes per person, per topic. During the course of the meeting, members of the public may also request to speak about any specific agenda item. Presentations are limited to a maximum of three minutes per person.

C) CONSENT AGENDA

- 1) Approve Minutes from the February 19, 2020 Regular Meeting.
- 2) Approve Minutes from the February 25, 2020 Special Meeting.
- 3) Approve Minutes from the March 4, 2020 Special Meeting.

D) REPORTS

- 1) Operations Report: Tim Benes
- 2) Administrator's Report and Financial Review: Mike McDonough
- 3) Committee Reports
 - a) President's Report: Iggy Fedoroff
 - b) Property & Facilities: Barbara Bronson Gray
 - c) Healthcare Advocacy & Outreach: Barbara Bronson Gray
 - d) Finance: Bill Rice
 - e) Grants: Laurie Mileur
 - f) Strategic Planning Ad-hoc Committee: Laurie Mileur

E) REGULAR BUSINESS

- 1) Interview/appointment of Board vacancy candidate(s).
- 2) New District Website for possible Board approval.
- 3) CCHD Policy Manual for Board review.
- 4) Monterey County AMR Contract Renewal – Board approval of rate schedule.
- 5) District Operations Organizational Chart Restructure for Board review.
- 6) Review, for possible approval, RFP for general legal counsel services.

F) CLOSED SESSION

- 1) Performance Evaluation: Administrator: Government Code Section 54957(b)(1).

G) RETURN TO OPEN SESSION

H) DECLARATION OF FUTURE AGENDA ITEMS

I) ADJOURNMENT

The next regular meeting of the Board of Directors of the Cambria Community Healthcare District will be held on April 15, 2020 at the Old Cambria Grammar School, 1350 Main Street Cambria, California.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
FEBRUARY 19, 2020
BOARD MEETING MINUTES

A) OPENING

1) Call to order

President Fedoroff called the meeting to order at 1:00 pm.

2) Pledge of Allegiance

Not done as there was no flag present.

3) Establishment of a quorum

Board of Directors members Iggy Fedoroff, Bill Rice, Barbara Bronson Gary, Laurie Mileur and Miguel Hernandez were present.

Administrator Mike McDonough, Operations Lead Tim Benes and Administrative Assistant Simone Rathbun were also present.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No comments made by the public.

C) CONSENT AGENDA

The Minutes from the January 15, 2020 Regular Board Meeting and the Minutes from the January 30, 2020 Special Meeting were reviewed. Director Bill Rice motioned to approve the Minutes from both Meetings, Laurie Mileur seconded the motion, Board approved 5/0.

D) THE MEETING WAS ADJOURNED TO CLOSED SESSION AT 1:05 PM.

1) Pursuant to Government Code Section 54947.6 Conference with Labor Negotiator & Agency Representative: Mike McDonough and Bill Avery. Employee Organization: SEIU 620.

2) Pursuant to Government Code Section 54956.9(a): Conference with Legal Counsel regarding the matter of *Cambria Community Healthcare District v. J&J Cars. LLC*.

RETURN TO OPEN SESSION AT 2:35 PM.

REPORTABLE ACTION FROM CLOSED SESSION:

Administrator to publish RFP for legal services.

E) REPORTS

1) The Operations Report was given by Operations Lead Tim Benes. Director Rice asked for clarification regarding some of the mileage listed, and also some of the medication costs. Director Bronson Gray expressed concern over San Luis Ambulance response times and suggested we explore other options for coverage.

2) The Administrator's Report and Financial Review was given by Mike McDonough. The CCHD Trust account was set up February 14, 2020; the AMR contract has been negotiated and updated and is awaiting AMR legal department review. The transition to in-house EMS billing is going as planned with a go-live date set for 4/1/2020. Administrator McDonough also discussed the electrical work that was completed in the crew kitchen, the new phone system recently installed, Unit 19 being returned to Pilip, the continued search for a bookkeeper, as well as the monthly financials.

3) Committee Reports

a) The President's Report was presented by Iggy Fedoroff, who discussed his meeting with Community leaders from the School District and Services District to discuss the current fuel system replacement need. Options such as fleet cards were discussed.

b) The Property and Facilities Report was presented by Barbara Bronson Gray, who discussed the recently-held committee meeting and the results thereof.

c) The Healthcare Advocacy & Education Report was presented by Dr. Miguel Hernandez. The fall prevention, as well as the strength and balance classes for the community are set to begin on 4/13/2020.

d) Finance: Per Director Bill Rice, nothing to report.

e) The Grants Report was presented by Laurie Mileur. The FEMA Grant for \$238k is currently being drafted and will be submitted before the March deadline.

F) REGULAR BUSINESS

1) Resolution 11-20: Mechanics Bank Signatories – Mike McDonough

President Fedoroff read aloud Resolution 11-20, drafted for the purpose of establishing the Ambulance Procurement account and updating the signature card at Mechanics Bank. Director Rice motioned to approve, Director Mileur seconded the motion, Board approved 5/0.

2) Local Hazard Mitigation Plan Discussion. Director Barbara Bronson Gray presented and recommended her appointment to work with CCSD on updating the

LHMP, as required by State and Local governments. Director Rice motioned to approve, Director Mileur seconded the motion, Board approved 5/0.

G) DECLARATION OF FUTURE AGENDA ITEMS

- 1) County QA report.
Action: Administrator Mike McDonough.
- 2) Outreach plan for Trust account (advertising).
Action: Director Barbara Bronson Gray
- 3) Updated Policy Manuel to be presented to Board for approval.
Action: Administrator Mike McDonough.
- 4) New website demonstration and discussion for possible Board approval.
Action: Administrator Mike McDonough.
- 5) Have discussion with EMSA relative to the “move up and cover” system and report to the Board results and recommended action.
Action: Administrator Mike McDonough.

H) ADJOURNMENT

The meeting was adjourned at 3:53 pm.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

February 25, 2020

STRATEGIC PLANNING

SPECIAL BOARD MEETING MINUTES

A) OPENING

1) Call to order

President Fedoroff called the meeting to order at 1:34 pm.

2) Pledge of Allegiance

Not done as there was no flag present.

3) Establishment of a quorum

Board of Directors members Iggy Fedoroff, Bill Rice, Barbara Bronson Gray, Laurie Mileur and Miguel Hernandez were present.

Also present were Administrator Mike McDonough, Operations Lead Tim Benes and Administrative Assistant Simone Rathbun.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

One member of the public was present, Cecilia Montalvo.

OBJECTIVE:

Opening remarks by Laurie Mileur regarding the CCHD mission of continuing to set goals to improve the health of our district residents by providing emergency services, enhancing access to care, and promoting wellness.

Strategic Plan Outline:

Laurie Mileur motioned that this meeting and discussion be handled in workshop format; Bill Rice seconded the motion, Board approved 5/0. Cecilia Montalvo suggested rather than diving right into the capital needs analysis, the Board should perform a gap analysis to steer the discussion toward establishing goals to correct gaps between what the District offers and what it perceives it should offer the community to satisfy its mission.

1. Current mission statement

Improve services offered to community. No gap in ER services except for 2nd shift at night.

a. Emergency services - Our mission is to provide and improve the emergency services offered to the community. We currently need EKG monitors, the two we have are 11 yrs. old, we are submitting grant proposals to replace those. Acquisition schedule to be made and updated. Staff to get with EMSA for stats and to review System Status Plan. Discussion was had regarding transports in and out of the County.

b. Healthcare access - Contact was made with First California Physician Partners (FCPP) regarding promises of bringing in Specialists, though they brought in x-ray equipment, no x-ray tech. No Urgent Care in town; there appears to be a gap in the community. There are currently four full time healthcare providers in Cambria. One new MD and X-Ray Tech are coming to FCPP. There is potential for growth, community wants an Urgent Care. Need facility to attract new MDs. Need mental health care and possibly pharmacy. Director Bronson Gray suggests we educate the public about not waiting too long before calling 911 in order to improve patient outcomes. Director Fedoroff will include a note in the March 2020 public trifold newsletter.

c. Community wellness – There is a need for mental health providers, especially in regards to the homeless in Cambria. Also, Bill Rice suggests that we give stickers of some sort to the businesses that utilize our first aid training in Heimlich maneuver, stop the bleed and hands only CPR classes.

By way of summary of today's discussion, Directors Bronson Gray and Mileur are to flesh out all the discussion and review done today. It was decided that Cecilia Montalvo would act as a community consultant on the Strategic Planning Committee. The next Strategic Planning session will be called in due course.

Time ran out before any of the other items could be discussed. The Strategic Planning Committee Workshops will continue to discuss the remaining items set forth below.

2. Identify and prioritize goals to meet CCHD's mission as they relate to:
 - a. capital equipment
 - b. facilities
 - c. operations/personnel
3. Develop strategies to meet identified goals
 - a. personnel
 - b. funding
 - c. partnerships/coordination with other agencies or community groups
4. Establish timeline to enact strategies and to achieve identified goals
 - a. immediate (0-2 years)
 - b. intermediate (2-5 years)
 - c. long-term (5+ years)

C) ADJOURNMENT The meeting was adjourned at 4:28 pm.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

MARCH 4, 2020

SPECIAL BOARD MEETING MINUTES

A special meeting of the Cambria Community Healthcare District Board of Directors was held:

**Wednesday March 4, 2020 at 3:00 p.m. at the
Old Cambria Grammar School, Conference Room 1
1350 Main Street Cambria, California.**

A) OPENING

- 1) Call to order. President Fedoroff called the meeting to order at 3:00 pm
- 2) Pledge of Allegiance.
- 3) Establishment of a quorum.

Board of Directors members Iggy Fedoroff, Bill Rice, Barbara Bronson Gray, Dr. Miguel Hernandez and Dr. Laurie Mileur were present. Administrator Mike McDonough and Bill Avery was also present.

There were no members of the public present.

The meeting was adjourned to Closed Session at 3:05 pm.

B) CLOSED SESSION

- 1) Pursuant to Government Code section 54957.6 Conference with Labor Negotiator & Agency Representative: Mike McDonough and Bill Avery. Employee Organization: SEIU 620.
- 2) Pursuant to Government Code section 54956.9(a): Conference with Legal Counsel regarding the matter of Cambria Community Healthcare District v. J&J Cars, LLC.

C) RETURN TO OPEN SESSION

The meeting returned to open session at 4:05 pm. There were no reportable matters from the Closed Session.

E) ADJOURNMENT

The meeting was adjourned at 4:08 pm.

Operations Report for the month of February 2020

- Units: At this time, we have both back up units in service because the primary units are out of service for mechanical reasons and will be explained with each unit update.
 - Unit 16 (back up #1)
 - Starting Miles
 - 215136
 - Ending Miles
 - 217063
 - Total of 1927 miles on the unit and 119.6 gallons of fuel
 - Unit 17 (back up #2)
 - Starting miles
 - 220958
 - Ending miles
 - 220962
 - Total of 4 mile and 7.6 gallons fuel used
 - Unit 18 (Medic 11 24-hour car)
 - Starting miles
 - 101763
 - Ending miles
 - 102888
 - Total miles of 1125, and 94.8 gallons of fuel used
 - This unit is currently out of service and is located at Paso Robles GMC. The rear axle of the unit suffered a failure in the gears. The repair for this is covered under the extended warranty that was included with this current axle when it was installed. GMC is replacing this axle again with special instructions on care and maintenance.
 - Unit 20 (Medic 12 12-hour car)
 - Starting miles
 - 8672
 - Ending miles
 - 10687
 - Total miles of 2015, and 172.7 gallons of gas used.
 - This unit is also out of service. The clear lens over the center lights broke free and was lost on the highway while returning from a call. Replacement parts have already arrived, and arrangements are being made for the repair.

- Outreach
 - Flyers for the CPR/Stop The Bleed/Choking training are being distributed to the restaurants and hotels.
 - We are making arrangement with both the High School and CSD for CPR training for their staff and students.

- Response times and delays
 - There are no delays to report this month. The crews all did great and we are at 100%
 - We did have 2 calls that had longer then normal on scene time or required San Luis Ambulance to respond and transport patients.
 - 1st call was on 2/16/2020 at 2130 hours.
 - This incident took place near Ragged Point Inn. The first reports were that there was a RTV accident with a total of 5 patients including 1 fatal injury. The response included 3 Cal Fire engines, 2 ambulances (one from CCHD and one from SLAS), 1 helicopter, 1 Battalion Chief, CHP, Sheriffs, A San Luis Ambulance supervisor was alerted and ready to respond for Operations. I was called by dispatch and advised of the incident.
 - Upon arrival of responders 3 of the patients that were in the RTV refused treatment and 2 who were injured required transport. San Luis Ambulance arrived on scene minutes after our unit. Each ambulance transported a patient.
 - 2nd call was on 2/23/2020 at 1605 hours.
 - This incident required the crew to be transported in a Toyota 4runner that belonged to the person who called 911 in order to access the patient. This caller stated he believed the patient was possibly having a heart attack. The reason for this was that the patient was 45 minutes off highway 1 up a dirt road that is inaccessible by our ambulance. Per the caller, the Cal Fire equipment was to large to make it. On arrival to the scene, the patient was found to have deceased. Cal Fire had requested H-70 who responded and transported the deceased to Paso Robles for the Coroner to meet. The crew then had to ride 45 minutes back to the ambulance which was still parked on the side of highway 1.

- On the Transport activity Report
 - The asterisks identify calls that are at, or above, the 3 min mark. 3 min is time that is allowed for a crew to respond between the hours of 2000 (8 p.m.) and 0800 (8 a.m.)
 - Run number 20-0247 has a 5 min delay in the response time. The reason for this was a dispatch issue because Med Com had a server go down. This server is responsible for sending the information like address and run number to the phones we use. The crew had to wait for Med Com to dispatch other units to other incidents before they were able to get the correct address.

- Station
 - We have ordered and received new security cameras that have a built-in solid-state hard drive. They will be installed to face the front office door, hallways, building perimeter and the parking lots. This will allow Simone to see when the public comes in, as will as allow us to ensure the safety of crews and equipment.
 - The Fire Extinguishers have had their yearly service done.
 - I have reached out to Madonna Construction regarding purchasing/removal of the K-rails.

DISTRICT ACTIVITY REPORT PAGE 1

02/01/2020 through 02/29/2020

Incident Totals				Transport Totals			
	2020	2019	Change		2020	2019	Change
Dry Runs - w/Treatment	8	13	-5	Local Patients	28	32	-4
Dry Runs - CX Enroute	20	11	9	Non-Local Patients	17	8	9
Total Dry Runs	28	24	4	Total Patients	45	40	5
Stand-bys	48	43	5	Medical Transports	38	33	5
Public Assists/Relations	0	1	-1	Trauma Transports	7	7	0
Walk-in Public Relations	0	0	0	Traffic Accidents	1	0	1
Total Incidents	121	108	13	Total Transports	45	40	5

Hospital Destinations

	2020	2019	Change
French	16	14	2
Sierra Vista	29	22	7
Twin Cities	0	4	-4
Rendezvous w/Heli	0	0	0
Facility Not-Listed	0	0	0
Trauma Center	3	3	0
STEMI Center	1	1	0

Monterey County Responses

	2020	2019	Change
Medical Transports	0	1	-1
Trauma Transports	0	0	0
Dry Runs	0	1	-1
Stand-bys	0	0	0
Total Incidents	0	2	-2

**Year-to-Date Comparison
Ambulance Response Statistics
From January 2020 to February 29 2020**

	2020	2019	Change
Total Responses	252	217	35
Patients Transported	100	96	4
Total Dry Runs	58	53	5
Dry Runs - w/Treatment	19	30	-11
Dry Runs - CX Enroute	39	23	16
Stand-bys	93	68	25
Total Monterey County Incidents	1	5	-4

DISTRICT ACTIVITY REPORT PAGE 2
02/01/2020 through 02/29/2020

San Luis Ambulance Activity

Code 8	=	17	
Code 11	=	0	
Code 2 calls	=	0	} (calls into CCHD response area)
Code 3 calls	=	0	
Total time SLAS covered CCHD area =		33 hrs	44 mins

Cambria Community Healthcare District Activity

Total time CCHD committed to other incidents (Month) =		103 hrs	56 mins
Code 8	=	42	
Code 11	=	4	
Code 2 calls	=	0	} (calls into SLAS response area)
Code 3 calls	=	7	
Total time CCHD covered SLAS area =		32 hrs	39 mins

Definitions:

Code 8 : Cover two areas

Example: -Code 8 Villa Creek means covering Morro Bay response area and Cambria response area

-Code 8 Hwy 46 Summit means covering Cambria response area and covering North County response area (i.e. Paso Robles, Templeton, Atascadero and outlying areas)

Code 11 : Covering one area

Example: -Code 11 Morro Bay means we are now only covering the Morro Bay response area (i.e. Cayucos, Morro Bay, Los Osos)

Code 2 : Non-Emergency Call

Code 3 : Emergency Call

TRANSPORT ACTIVITY REPORT

02/01/2020 through 02/29/2020

Total Transports = 45

Call #	Patient #	Date	Medic	Call Times						Response Area	Call Location
				Dispatch	Enroute	On-Scene	Transporting	Available			
20-0132	0056	02/01/2020	11	0400	0402	0408	0424	0508	0530	Park Hill	
* 20-0134	0057	02/01/2020	12	1754	1757	1803	1810	1916	1950	Lodge Hill West	
20-0135	0058	02/01/2020	11	1652	1653	1654	1709	1808	1845	East Village	
20-0138	0059	02/02/2020	12	1541	1542	1602	1624	1739	1803	North Highway 1	
20-0139	0060	02/03/2020	11	1221	1221	1221	1235	1327	1348	East Village	
20-0140	0061	02/03/2020	11	1436	1436	1439	1448	1546	1618	East Village	
20-0144	0062	02/04/2020	12	1513	1515	1516	1535	1633	1718	Lodge Hill West	
20-0147	0063	02/05/2020	12	1407	1408	1414	1429	1541	1610	Lodge Hill East	
20-0149	0064	02/06/2020	11	0139	0141	0144	0154	0245	0305	Lodge Hill West	
20-0151	0065	02/06/2020	12	1059	1059	1116	1132	1206	1248	Morro Bay	
* 20-0157	0066	02/08/2020	11	0707	0710	0716	0731	0821	0843	Lodge Hill West	
20-0158	0067	02/08/2020	11	0844	0844	0851	0903	0932	1015	Morro Bay	
20-0159	0068	02/08/2020	12	0958	0959	1005	1020	1114	1155	Lodge Hill West	
20-0164	0069	02/08/2020	11	1649	1650	1700	1709	1739	1757	Morro Bay	
20-0165	0070	02/08/2020	11	1810	1810	1815	1840	1933	1950	Moonstone Beach Drive	
20-0167	0071	02/09/2020	12	1214	1215	1220	1235	1336	1415	Lodge Hill West	
20-0173	0072	02/11/2020	11	0807	0808	0813	0826	0928	0953	Happy Hill	
20-0174	0073	02/11/2020	11	1003	1003	1003	1017	1112	1141	East Village	
* 20-0175	0074	02/11/2020	11	1401	1404	1404	1421	1516	1538	West Village	
20-0177	0075	02/11/2020	12	1518	1519	1525	1539	1640	1726	Lodge Hill East	
20-0182	0076	02/14/2020	12	1639	1640	1644	1703	1759	1825	Lodge Hill East	
20-0185	0077	02/15/2020	11	0737	0737	0750	0806	0837	0910	Morro Bay	
20-0187	0078	02/15/2020	11	1630	1630	1635	1645	1741	1842	Lodge Hill East	
20-0196	0079	02/16/2020	12	1418	1419	1423	1451	1600	1625	Lodge Hill East	
20-0198	0080	02/16/2020	11	2130	2132	2158	2219	2346	1203	North Highway 1	
20-0201	0081	02/17/2020	12	1526	1527	1531	1558	1701	1724	Lodge Hill West	
20-0203	0082	02/18/2020	11	2023	2025	2027	2037	2149	2208	Lodge Hill East	
20-0206	0083	02/19/2020	12	1034	1036	1044	1056	1155	1238	Marine Terrace	
20-0211	0084	02/20/2020	11	1615	1616	1623	1639	1741	1808	Leimert	
20-0216	0085	02/22/2020	12	1127	1128	1142	1209	1327	1345	North Rural Response Area	
20-0217	0086	02/22/2020	11	1237	1239	1247	1321	1434	1458	Lodge Hill West	
20-0222	0087	02/24/2020	11	0829	0830	0836	0906	1020	1056	Lodge Hill West	
20-0223	0088	02/24/2020	12	1252	1253	1257	1310	1409	1444	Lodge Hill West	
20-0226	0089	02/25/2020	12	0845	0846	0856	0905	1008	1145	San Simeon	

Call #	Patient #	Date	Medic	Call Times						Call Location
				Dispatch	Enroute	On-Scene	Transporting	Available	Response Area	
20-0229	0090	02/25/2020	12	1022	1023	1031	1041	1107	1145	San Luis Obispo
20-0231	0091	02/25/2020	11	0844	0845	0850	0905	0958	1030	Pine Knolls
20-0232	0092	02/25/2020	11	1131	1133	1155	1214	1342	1415	North Highway 1
20-0239	0093	02/26/2020	11	1715	1715	1733	1748	1827	1856	Villa Creek
* 20-0240	0094	02/26/2020	11	2328	2331	2337	2351	0043	0106	Happy Hill
20-0242	0095	02/27/2020	12	0940	0940	0945	0957	1054	1152	Moonstone Beach Drive
* 20-0247	0096	02/28/2020	11	0520	0525	0529	0544	0639	0705	Lodge Hill East
20-0248	0097	02/28/2020	11	1602	1604	1608	1624	1718	1747	Pine Knolls
20-0249	0098	02/28/2020	12	1301	1302	1309	1318	1433	1458	San Simeon
20-0250	0099	02/28/2020	12	1511	1512	1516	1528	1626	1800	West Village
20-0252	0100	02/28/2020	12	1641	1642	1647	1656	1726	1800	San Luis Obispo

CCHD Response Times (Cambria)
 (responses within Cambria city limits)

Response Time 10 mins or Less: 100.0%

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-0132	02/01/2020	0056	Station 81	Park Hill	Medical Transport	0400	0402	0408	8
			Reason for Delay:	-					
20-0133	02/01/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	1026	1029	1033	7
			Reason for Delay:	-					
20-0134	02/01/2020	0057	Station 81	Lodge Hill West	Medical Transport	1754	1757	1803	9
			Reason for Delay:	-					
20-0135	02/01/2020	0058	Station 81	East Village	Medical Transport	1652	1653	1654	2
			Reason for Delay:	-					
20-0137	02/02/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	1413	1414	1417	4
			Reason for Delay:	-					
20-0139	02/03/2020	0060	Station 81	East Village	Medical Transport	1221	1221	1221	0
			Reason for Delay:	-					
20-0140	02/03/2020	0061	Station 81	East Village	Trauma Transport	1436	1436	1439	3
			Reason for Delay:	-					
20-0143	02/04/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	1632	1632	1636	4
			Reason for Delay:	-					
20-0144	02/04/2020	0062	Station 81	Lodge Hill West	Medical Transport	1513	1515	1516	3
			Reason for Delay:	-					
20-0146	02/05/2020		Station 81	Pine Knolls	Dry Run - No Patient Contact	1317	1318	1325	8
			Reason for Delay:	-					
20-0147	02/05/2020	0063	Station 81	Lodge Hill East	Medical Transport	1407	1408	1414	7
			Reason for Delay:	-					
20-0148	02/06/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	0004	0007	0011	7
			Reason for Delay:	-					
20-0149	02/06/2020	0064	Station 81	Lodge Hill West	Medical Transport	0139	0141	0144	5
			Reason for Delay:	-					

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-0157	02/08/2020	0066	Station 81	Lodge Hill West	Medical Transport	0707	0710	0716	9
	Reason for Delay:	-							
20-0159	02/08/2020	0068	Station 81	Lodge Hill West	Medical Transport	0958	0959	1005	7
	Reason for Delay:	-							
20-0165	02/08/2020	0070	Station 81	Moonstone Beach Drive	Trauma Transport	1810	1810	1815	5
	Reason for Delay:	-							
20-0167	02/09/2020	0071	Station 81	Lodge Hill West	Medical Transport	1214	1215	1220	6
	Reason for Delay:	-							
20-0170	02/09/2020		Station 81	Happy Hill	Dry Run - Patient Contact	2324	2327	2333	9
	Reason for Delay:	-							
20-0171	02/10/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	1740	1741	1746	6
	Reason for Delay:	-							
20-0173	02/11/2020	0072	Station 81	Happy Hill	Trauma Transport	0807	0808	0813	6
	Reason for Delay:	-							
20-0174	02/11/2020	0073	Station 81	East Village	Medical Transport	1003	1003	1003	0
	Reason for Delay:	-							
20-0175	02/11/2020	0074	Station 81	West Village	Medical Transport	1401	1404	1404	3
	Reason for Delay:	-							
20-0177	02/11/2020	0075	Station 81	Lodge Hill East	Medical Transport	1518	1519	1525	7
	Reason for Delay:	-							
20-0181	02/14/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	0346	0349	0355	9
	Reason for Delay:	-							
20-0182	02/14/2020	0076	Station 81	Lodge Hill East	Medical Transport	1639	1640	1644	5
	Reason for Delay:	-							
20-0186	02/15/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	1419	1420	1424	5
	Reason for Delay:	-							
20-0187	02/15/2020	0078	Station 81	Lodge Hill East	Medical Transport	1630	1630	1635	5
	Reason for Delay:	-							

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-0194	02/15/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	1935	1937	1941	6
	Reason for Delay:	-							
20-0196	02/16/2020	0079	Station 81	Lodge Hill East	Medical Transport	1418	1419	1423	5
	Reason for Delay:	-							
20-0201	02/17/2020	0081	Station 81	Lodge Hill West	Medical Transport	1526	1527	1531	5
	Reason for Delay:	-							
20-0203	02/18/2020	0082	Station 81	Lodge Hill East	Medical Transport	2023	2025	2027	4
	Reason for Delay:	-							
20-0204	02/18/2020		Station 81	Park Hill	Dry Run - No Patient Contact	2311	2313	2320	9
	Reason for Delay:	-							
20-0205	02/18/2020		Station 81	Moonstone Beach Drive	Stand-by	0735	0739	0744	9
	Reason for Delay:	-							
20-0206	02/19/2020	0083	Station 81	Marine Terrace	Medical Transport	1034	1036	1044	10
	Reason for Delay:	Traffic							
20-0211	02/20/2020	0084	Station 81	Leimert	Medical Transport	1615	1616	1623	8
	Reason for Delay:	-							
20-0217	02/22/2020	0086	Station 81	Lodge Hill West	Trauma Transport	1237	1239	1247	10
	Reason for Delay:	Heavy Radio Traffic							
20-0221	02/24/2020		Station 81	Park Hill	Dry Run - Patient Contact	0538	0541	0547	9
	Reason for Delay:	-							
20-0222	02/24/2020	0087	Station 81	Lodge Hill West	Medical Transport	0829	0830	0836	7
	Reason for Delay:	-							
20-0223	02/24/2020	0088	Station 81	Lodge Hill West	Medical Transport	1252	1253	1257	5
	Reason for Delay:	-							
20-0225	02/24/2020		Station 81	Pine Knolls	Dry Run - Patient Contact	2244	2246	2250	6
	Reason for Delay:	-							
20-0231	02/25/2020	0091	Station 81	Pine Knolls	Medical Transport	0844	0845	0850	6
	Reason for Delay:	-							

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-0240	02/26/2020	0094	Station 81	Happy Hill	Medical Transport	2328	2331	2337	9
	Reason for Delay:	-							
20-0242	02/27/2020	0095	Station 81	Moonstone Beach Drive	Medical Transport	0940	0940	0945	5
	Reason for Delay:	-							
20-0247	02/28/2020	0096	Station 81	Lodge Hill East	Medical Transport	0520	0525	0529	9
	Reason for Delay:	-							
20-0248	02/28/2020	0097	Station 81	Pine Knolls	Medical Transport	1602	1604	1608	6
	Reason for Delay:	-							
20-0250	02/28/2020	0099	Station 81	West Village	Medical Transport	1511	1512	1516	5
	Reason for Delay:	-							

CCHD Response Times (San Simeon)
 (and communities just outside Cambria city limits)

Response Time 30 mins or Less: 100.0%

<u>Incident #</u>	<u>Incident Date</u>	<u>Patient #</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-0216	02/22/2020	0085	North Rural Response Area	Medical Transport	1127	1128	1142	15
20-0226	02/25/2020	0089	San Simeon	Trauma Transport	0845	0846	0856	11
20-0249	02/28/2020	0098	San Simeon	Medical Transport	1301	1302	1309	8

CCHD Response Times

(reponses far beyond Cambria city limits)

<u>Incident #</u>	<u>Incident Date</u>	<u>Patient #</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-0138	02/02/2020	0059	North Highway 1	Medical Transport	1541	1542	1602	21
20-0151	02/06/2020	0065	Morro Bay	Medical Transport	1059	1059	1116	17
20-0158	02/08/2020	0067	Morro Bay	Medical Transport	0844	0844	0851	7
20-0164	02/08/2020	0069	Morro Bay	Trauma Transport	1649	1650	1700	11
20-0185	02/15/2020	0077	Morro Bay	Medical Transport	0737	0737	0750	13
20-0189	02/15/2020		San Luis Obispo	Dry Run - No Patient Contact	1754	1755	1759	5
20-0198	02/16/2020	0080	North Highway 1	Trauma Transport	2130	2132	2158	28
20-0220	02/23/2020		North Highway 1	Dry Run - Patient Contact	1605	1606	1759	114
20-0229	02/25/2020	0090	San Luis Obispo	Medical Transport	1022	1023	1031	9
20-0232	02/25/2020	0092	North Highway 1	Medical Transport	1131	1133	1155	24
20-0239	02/26/2020	0093	Villa Creek	Medical Transport	1715	1715	1733	18
20-0252	02/28/2020	0100	San Luis Obispo	Medical Transport	1641	1642	1647	6



Cambria Community
Healthcare District

Administrators Report

Board of Directors Meeting

March 18, 2020

1. **COVID-19 Briefing** – As of this writing, there are no known cases in SLO County. I am in regular contact with the SLO County EMSA/Health Department and the Cambria Fire Chief as well as monitoring updates from the State of California and the Federal CDC. I have directed our Operations Manager to brief our personnel on pathogen precautions to increase awareness. A COVID-19 memorandum has been distributed to our staff, with specific processes to minimize the impact from expected cases in our community and to assure the best possible continuation of operations in the event of an exposure or transport of a potential COVID-19 patient. I have ordered a device that is effective in the disinfection of pathogens, including COVID-19, in the ambulances as well as crew quarters if needed. I am attending local meetings to provide information as to the Districts preparedness and response. I have distributed information on local social media sites and placed links to the County Health Department and CDC COVID-19 websites on the CCHD website.
2. **CCHD Trust Update** – Account at Chase Bank is set up. Completing IRS form 1023 with assistance from Chris Delaney, CPA. Expect submission by month end.
3. **Monterey County AMR Contract Update** – Negotiated an agreement with Monterey County AMR GM meeting the Board directed terms. Monterey County Ambulance Rates are required for contract approval by Monterey County EMSA. Agenda item for CCHD Board approval of Monterey rates. Signed and executed agreement expected later this month, pending Board approval of rates.
4. **EMS Billing Update** – All preparations completed by Administrative Assistant. ProfitMax notified of transition and contract cancellation. Go live date for in-house billing services is April 1, 2020.
5. **Facility Improvements** –
 - a. Purchased new security camera system to replace old failed system. To be installed by Tim Benes. Will provide indoor and perimeter security, including parking areas.
 - b. Landscaping vendor(s) submitting estimates for cleanup and maintenance work.
 - c. Estimates requested for a block debris retention wall to be installed, with proper drainage system, behind the District building.
 - d. Reinstalled Public Access Emergency 911 phone outside of crew's quarters.
6. **Bookkeeping Update** – Have contracted with outside accounting/bookkeeping service after other options exhausted. New service provided by Sherrington Financial. They will bring all retroactive bookkeeping needs up to date as soon as possible, including collaboration with auditor. Then will set up routine maintenance of accounts in cooperation with Administrative Assistant. They are able to perform bookkeeping duties remotely via QuickBooks online. Work is already in progress to set up the new system and orient Simone with Sherrington staff.

7. **SLO EMSA Annual Report** – Due to an increase in workload related to the COVID-19 response, the SLO EMSA staff has requested to defer this report to a later date TBD.
8. **SLO County Assessors List of Parcels Review** – With assistance from the Board President, staff has completed a review of the SLO County Assessor’s Office list of Parcels which are allocated to the District for tax revenue. The results conclude that the current allotment is accurate. A continued review is planned for future tax allocation compliance review.
9. **AFG Grant Application** – The Grant Application was submitted online March 5, 2020.
10. **Financial Reports** –
 - a. Monterey Contract – CCHD had one response in February. No income for February.
 - b. Audit fees are over budget as we received two invoices, one retroactive, from CLA LLC.
 - c. Revenue is up 23% over budgeted due to increased call volume and bad debt recovery.
 - d. Payroll & PERS is below budget as there was less vacation/sick taken and the month was shorter.
 - e. Legal cost is over budget due to an invoice from Matt O’Leary for Trust services rendered.
 - f. Contract services is over budget due to Bill Avery’s invoice paid.
 - g. Medical equipment/supplies are over budget due to expired medications and supplies, as predicted by Operations last month.
 - h. Facility Repair/Maintenance over budget due to RBC final bill paid and a weed abatement invoice paid from last July.
 - i. Deposit was made into the LAIF reserve account as directed by the Board.
 - j. GEMT payment is the final payment of the amount due as the result of the State’s audit.

Cambria Community Healthcare District Monthly Financial Report

FEBRUARY 2020

RABOBANK GENERAL ACCOUNT

Beginning Balance	\$304,089.97	
Rent Income	3,217.00	
Transfer to Payroll Account	0.00	
Reimbursement Check from retiree for COBRA Dental	0.00	
Miscellaneous Income	0.00	
CalPers Health Premiums	(23,234.00)	
General Tax	75,543.00	
Less Checking Expenses	(88,536.85)	
 ENDING BALANCE		 \$271,079.12

Rabobank Ambulance Income Account

Beginning Balance	28,075.04	
Credit Card Processing Fee	(158.27)	
Bad Debt Income	732.00	
Transfer to Payroll Account	(60,000.00)	
Monterey Income	0.00	
Ambulance Income	95,339.55	
Ending Balance		\$63,988.32

Rabobank Payroll Account

Beginning Balance	13,805.35	
Transfer from Ambulance Account	60,000.00	
Transfer from Operating Account	0.00	
Expenses	(57,089.16)	
Ending Balance		\$ 16,716.19

Local Agency Investment Fund Account

Operating Reserves

Beginning Balance	6,099.08	
Transfer from Operating Account	20,000.00	
Interest	0.00	
Ending Balance		\$ 26,099.08
Capital Improvement Reserves	\$30,000.00	

Unit Replacement Fund

\$30,000.00

LAIF Ending Balance

\$ 56,099.08

ALL ACCOUNTS TOTAL

\$ 407,882.71

**Cambria Community Healthcare District
Monthly Financial Report - Page Two**

Accounts Prior Year Total Comparison

FEB	2020	\$ 407,882.71
FEB	2019	<u>\$308,232.62</u>
Difference		\$ 99,650.09

BUDGET ANALYSIS

FISCAL YEAR 2019-2020

REVENUES															
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	BUDGET	%
AMBULANCE	41,825	48,620	43,596	67,613	36,266	70,736	63,283	66,142					438,081	590,419	74%
GENERAL TAX	7,301	6,353	19,754	33,537	65,926	124,352	81,308	33,679					372,210	550,688	68%
SPECIAL ASSMT	8,127	0		54,823	92,143	103,335	76,082	41,864					376,374	534,717	70%
MONTEREY AGMT	3,000	1,500	0	1,500	0	3,000	0	0					9,000	18,000	50%
RENT	3,217	3,217	3,217	3,217	3,217	3,517	3,217	3,217					26,036	20,500	127%
AUXILIARY/MISC	63	51		0	0	0	1,003	0					1,117	3,600	31%
GEMT REIM.	0	0	0	0	0	0	0	0					0	1	0%
BAD DEBT REC.	1,157	150	2,730	138	0	0	0	732					4,907	6,000	82%
INTEREST	164	0	164	0	0	0	206	0					534	1,100	49%
TOTAL	64,854	59,891	69,461	160,828	197,552	304,940	225,099	145,634	0	0	0	0	1,228,259	1,725,025	71%
% OF BUDGET	4%	7%	11%	21%	32%	50%	63%	71%	71%	71%	71%	71%			
FY ELAPSED	8%	16%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%			
EXPENSES															
ADMINISTRATION	12,727	14,921	20,716	10,834	15,148	16,443	14,714	14,695					120,198	189,492	63%
FULL TIME	38,123	48,935	42,227	46,980	43,425	43,790	46,482	43,157					353,119	567,084	62%
PART TIME	11,356	11,735	6,018	4,704	5,284	5,182	5,478	3,317					53,074	84,504	63%
IT Support	250	250	250	250	250	250	250	250					2,000	3,000	
UNIFORM	316	569	271	574	174	200	1,475	53					3,632	6,000	61%
PERS	15,544	14,302	16,567	14,128	15,338	13,842	14,380	13,907					118,008	178,751	66%
HEALTH INS	20,270	17,575	18,859	17,766	20,128	24,887	24,517	23,234					167,236	224,280	75%
MEDICARE HOSP	1,662	1,906	1,659	957	957	957	983	983					10,064	21,600	47%
WORKER COMP	8,215	8,215	10,294	8,547	8,379	8,297	8,547	0					60,494	59,947	101%
ED/TRAVEL	156	25	57	0	0	41	0	41					320	3,200	10%
LICENSE/PERMIT	0	7,276	50	275	350	6,159	113	29					14,252	13,500	106%
TRAINING	0	0	30	11	472	311	0	230					1,054	600	176%
INSURANCE	4,992	5,041	5,293	5,911	5,142	5,091	5,345	0					36,815	36,786	100%
AUDIT	2,060	0	0	0	0	0	0	3,000					5,060	10,500	48%
ELECTION	0	0	0	0	0	0	0	0					0	1	0%
LEGAL	0	10,648	-10,764	1,899	1,000	3,500	2,500	3,991					12,774	30,000	43%
UTILITIES	1,016	1,026	387	1,583	661	2,486	1,394	1,380					9,933	18,000	55%
OFFICE SUPPLIES	872	2,014	2,758	3,561	2,759	3,999	436	602					17,001	12,000	142%
CONTRACT SER	2,640	3,014	5,416	2,682	4,131	3,571	4,391	4,882					30,727	40,794	75%
FACILITY REPAIR	268	2,524	668	684	2,638	554	47,663	4,487					59,486	58,000	103%
FLEET FUEL	4,506	0	0	4,934	0	31	4,788	0					14,259	20,000	71%
FLEET MTCE	1,351	0	213	44	96	272	458	562					2,996	20,000	15%
MED SUPPLY	3,442	3,949	703	6,313	2,151	1,869	2,214	5,901					26,542	24,000	111%
EQUIPMENT PMTS	7,983	0	0	7,983	5,035	0	7,983	5,035					34,019	52,072	65%
UNIT REPLACEMENT	0	0	0	0	0	0	0	0					0	0	0%
CONT RESERVES	0	0	0	0	0	0	0	20,000					20,000	40,000	50%
PublicOutreach	15	0	228	0	0	0	875	0					1,118	2,400	47%
Miscellaneous	6,434	96	325	210	0	240	0	7,645					14,950	6,200	241%
TOTAL	144,198	154,021	122,225	140,830	133,518	141,972	194,986	157,381	0	0	0	0	1,189,131	1,722,711	69%
% OF BUDGET	8%	17%	24%	33%	40%	49%	60%	69%	69%	69%	69%	69%			
FY ELAPSED	8%	16%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	39,128	Inc/Dec	

Cambria Community Healthcare District
Monthly Summary of Revenue and Expenses
For the Month of February 2020

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Ambulance	\$ 45,965	\$ 66,142	\$ 20,177
General Tax	\$ 31,645	\$ 33,679	\$ 2,034
Special Assessment	\$ 37,031	\$ 41,864	\$ 4,833
Monterey Contract	\$ -	\$ -	\$ -
Rent	\$ 3,217	\$ 3,217	\$ -
Miscellaneous	\$ -	\$ -	\$ -
GEMT Reimbursement	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 500	\$ 732	\$ 232
Interest	\$ -	\$ -	\$ -
Total Revenue	\$ 118,358	\$ 145,634	\$ 27,276
Administration	\$ 16,416	\$ 14,695	\$ (1,721)
Full-Time Para/EMT/Ops	\$ 45,132	\$ 43,157	\$ (1,975)
Part-Time EMT Medics	\$ 6,417	\$ 3,317	\$ (3,100)
IT Support	\$ 250	\$ 250	\$ -
Uniform	\$ 500	\$ 53	\$ (447)
PERS	\$ 15,014	\$ 13,907	\$ (1,107)
Medical/Dental Ins.	\$ 19,690	\$ 23,234	\$ 3,544
Medicare	\$ 957	\$ 983	\$ 26
Workers Comp.	\$ -	\$ -	\$ -
Trustee Comp.	\$ -	\$ -	\$ -
	\$ 104,376	\$ 99,596	\$ (4,780)
Educational/Travel	\$ 167	\$ 41	\$ (126)
License/Permits	\$ 1,125	\$ 29	\$ (1,096)
Training	\$ 50	\$ 230	\$ 180
Liability/Auto Ins.	\$ -	\$ -	\$ -
Audit Fees	\$ -	\$ 3,000	\$ 3,000
Election	\$ -	\$ -	\$ -
Legal	\$ 2,500	\$ 3,991	\$ 1,491
Utilities	\$ 1,500	\$ 1,380	\$ (120)
Office Supplies	\$ 1,000	\$ 602	\$ (398)
Contract Services	\$ 3,644	\$ 4,882	\$ 1,238
Facility Repair/Maint.	\$ 1,083	\$ 4,487	\$ 3,404
	\$ 11,069	\$ 18,642	\$ 7,573
Fleet Fuel/Oil	\$ -	\$ -	\$ -
Fleet Maintenance	\$ 1,167	\$ 562	\$ (605)
Medical Equip/Supplies	\$ 2,000	\$ 5,901	\$ 3,901
Vehicle Pmnts/ Comm Eq.	\$ 5,035	\$ 5,035	\$ -
	\$ 8,202	\$ 11,498	\$ 3,296
Contingency Reserve	\$ 20,000	\$ 20,000	\$ -
Unit Replacement	\$ -	\$ -	\$ -
Proj. Outreach	\$ 200	\$ -	\$ (200)
Miscellaneous	\$ 100	\$ 7,645	\$ 7,545
	\$ 20,300	\$ 27,645	\$ 7,345
Total Expenses	\$ 143,947	\$ 157,381	\$ 13,434
Increase/(Decrease)	\$ (25,589)	\$ (11,747)	\$ 13,842

Cambria Community Healthcare District
Year - To - Date Summary of Revenue and Expenses
For the Eight Months Ended February 29, 2020

	Budget	Actual	Variance
Ambulance	\$ 389,708	\$ 438,081	\$ 48,373
General Tax	\$ 405,952	\$ 372,210	\$ (33,742)
Special Assessment	\$ 335,765	\$ 376,374	\$ 40,609
Monterey Contract	\$ 10,500	\$ 9,000	\$ (1,500)
Rent	\$ 26,336	\$ 26,036	\$ (300)
Miscellaneous	\$ 414	\$ 1,117	\$ 703
GEMT Reimbursement	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 5,175	\$ 4,907	\$ (268)
Interest	\$ 378	\$ 534	\$ 156
Total Revenue	\$ 1,174,228	\$ 1,228,259	\$ 54,031
Administration	\$ 123,621	\$ 120,198	\$ (3,423)
Full-Time Para/EMT/Ops	\$ 353,744	\$ 353,119	\$ (625)
Part-Time EMT Medics	\$ 57,113	\$ 53,074	\$ (4,039)
IT Support	\$ 2,000	\$ 2,000	\$ -
Uniform	\$ 3,104	\$ 3,632	\$ 528
PERS	\$ 119,749	\$ 118,008	\$ (1,741)
Medical/Dental Ins.	\$ 159,822	\$ 167,236	\$ 7,414
Medicare	\$ 9,055	\$ 10,064	\$ 1,009
Workers Comp.	\$ 60,494	\$ 60,494	\$ -
Trustee Comp.	\$ -	\$ -	\$ -
	\$ 888,702	\$ 887,825	\$ (877)
Educational/Travel	\$ 613	\$ 320	\$ (293)
License/Permits	\$ 16,360	\$ 14,252	\$ (2,108)
Training	\$ 924	\$ 1,054	\$ 130
Liability/Auto Ins.	\$ 36,815	\$ 36,815	\$ -
Audit Fees	\$ 7,699	\$ 5,060	\$ (2,639)
Election	\$ -	\$ -	\$ -
Legal	\$ 11,283	\$ 12,774	\$ 1,491
Utilities	\$ 10,159	\$ 9,933	\$ (226)
Office Supplies	\$ 17,963	\$ 17,001	\$ (962)
Contract Services	\$ 27,654	\$ 30,727	\$ 3,073
Facility Repair/Maint.	\$ 55,663	\$ 59,486	\$ 3,823
	\$ 185,133	\$ 187,422	\$ 2,289
Fleet Fuel/Oil	\$ 14,471	\$ 14,259	\$ (212)
Fleet Maintenance	\$ 4,310	\$ 2,996	\$ (1,314)
Medical Equip/Supplies	\$ 22,427	\$ 26,542	\$ 4,115
Vehicle Pmts/ Comm Eq.	\$ 34,019	\$ 34,019	\$ -
	\$ 75,227	\$ 77,816	\$ 2,589
Contingency Reserve	\$ 20,000	\$ 20,000	\$ -
Unit Replacement	\$ -	\$ -	\$ -
Proj. Outreach	\$ 643	\$ 1,118	\$ 475
Miscellaneous	\$ 7,505	\$ 14,950	\$ 7,445
	\$ 28,148	\$ 36,068	\$ 7,920
Total Expenses	\$ 1,177,210	\$ 1,189,131	\$ 11,921
Increase/(Decrease)	\$ (2,982)	\$ 39,128	\$ 42,110

Cambria Community Healthcare District
 Projected Operating Budget FY 2019 - 2020
 (Revised January 15, 2020)

	Actual								REVISED				2019/2020	2019/2020	Increase (Decrease)
	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan	Feb	Mar	April	May	June	REVISED	Budget	
Ambulance	\$ 41,825	\$ 48,620	\$ 43,596	\$ 67,613	\$ 36,266	\$ 70,736	\$ 63,283	\$ 66,142	\$ 41,001	\$ 51,034	\$ 67,416	\$ 39,037	\$ 636,569	\$ 590,419	\$ 46,150
General Tax	\$ 7,301	\$ 6,353	\$ 707	\$ 88,360	\$ 65,926	\$ 124,352	\$ 81,308	\$ 33,679	\$ 19,752	\$ 147,917	\$ 9,995	\$ 11,049	\$ 596,699	\$ 550,688	\$ 46,011
Special Assessment	\$ 8,127	\$ -	\$ 19,047	\$ -	\$ 92,143	\$ 103,335	\$ 76,082	\$ 41,864	\$ 22,029	\$ 116,178	\$ 8,772	\$ 9,737	\$ 497,314	\$ 534,717	\$ (37,403)
Monterey Contract	\$ 3,000	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 3,000	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 13,500	\$ 18,000	\$ (4,500)
Rent	\$ 3,217	\$ 3,217	\$ 3,217	\$ 3,217	\$ 3,217	\$ 3,517	\$ 3,217	\$ 3,217	\$ 3,217	\$ 4,642	\$ 4,342	\$ 4,342	\$ 42,579	\$ 20,500	\$ 22,079
Miscellaneous	\$ 63	\$ 51	\$ -	\$ -	\$ -	\$ -	\$ 1,003	\$ -	\$ 300	\$ -	\$ 300	\$ -	\$ 1,717	\$ 3,600	\$ (1,883)
GEMT Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 1,157	\$ 150	\$ 2,730	\$ 138	\$ -	\$ -	\$ -	\$ 732	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,907	\$ 6,000	\$ 907
Interest	\$ 164	\$ -	\$ 164	\$ -	\$ -	\$ -	\$ 206	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 584	\$ 1,100	\$ (516)
	\$ 64,854	\$ 59,891	\$ 69,461	\$ 160,828	\$ 197,552	\$ 304,940	\$ 225,099	\$ 145,634	\$ 88,299	\$ 320,321	\$ 92,825	\$ 66,165	\$ 1,795,869	\$ 1,725,024	\$ 70,845
Administration	\$ 12,727	\$ 14,921	\$ 20,716	\$ 10,834	\$ 15,148	\$ 16,443	\$ 14,714	\$ 14,695	\$ 16,416	\$ 16,416	\$ 16,416	\$ 16,416	\$ 185,862	\$ 189,492	\$ (3,630)
Full-Time Para/EMT/Ops	\$ 38,123	\$ 48,935	\$ 42,227	\$ 46,980	\$ 43,425	\$ 43,790	\$ 46,482	\$ 43,157	\$ 45,132	\$ 45,132	\$ 45,132	\$ 45,132	\$ 533,647	\$ 567,084	\$ (33,437)
Part-Time EMT Medics	\$ 11,356	\$ 11,735	\$ 6,018	\$ 4,704	\$ 5,284	\$ 5,182	\$ 5,478	\$ 3,317	\$ 6,417	\$ 6,417	\$ 6,417	\$ 6,417	\$ 78,742	\$ 84,504	\$ (5,762)
IT Support	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000	\$ 3,000	\$ -
Uniform	\$ 316	\$ 569	\$ 271	\$ 574	\$ 174	\$ 200	\$ 1,475	\$ 53	\$ 500	\$ 500	\$ 500	\$ 500	\$ 5,632	\$ 6,000	\$ (368)
PERS	\$ 15,544	\$ 14,302	\$ 16,567	\$ 14,128	\$ 15,338	\$ 13,842	\$ 14,380	\$ 13,907	\$ 15,013	\$ 15,013	\$ 15,013	\$ 15,013	\$ 178,060	\$ 178,751	\$ (691)
Medical/Dental Ins.	\$ 20,270	\$ 17,575	\$ 18,859	\$ 18,723	\$ 20,128	\$ 24,887	\$ 24,517	\$ 23,234	\$ 19,690	\$ 19,690	\$ 19,690	\$ 19,690	\$ 246,953	\$ 224,280	\$ 22,673
Medicare	\$ 1,662	\$ 1,906	\$ 1,659	\$ -	\$ 957	\$ 957	\$ 983	\$ 983	\$ 957	\$ 957	\$ 957	\$ 957	\$ 12,935	\$ 21,600	\$ (8,665)
Workers Comp.	\$ 8,215	\$ 8,215	\$ 10,294	\$ 8,547	\$ 8,379	\$ 8,297	\$ 8,547	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,494	\$ 59,947	\$ 547
Trustee Comp.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 108,463	\$ 118,408	\$ 116,861	\$ 104,740	\$ 109,083	\$ 113,848	\$ 116,826	\$ 99,596	\$ 104,375	\$ 104,375	\$ 104,375	\$ 104,375	\$ 1,305,325	\$ 1,334,658	\$ (29,333)
Educational/Travel	\$ 156	\$ 25	\$ 57	\$ -	\$ -	\$ 41	\$ -	\$ 41	\$ 167	\$ 167	\$ 167	\$ 163	\$ 984	\$ 3,200	\$ (2,216)
License/Permits	\$ -	\$ 7,276	\$ 50	\$ 275	\$ 350	\$ 6,159	\$ 113	\$ 29	\$ 1,125	\$ 1,125	\$ 1,125	\$ 1,125	\$ 18,752	\$ 13,500	\$ 5,252
Training	\$ -	\$ -	\$ 30	\$ 11	\$ 472	\$ 311	\$ -	\$ 230	\$ 50	\$ 50	\$ 50	\$ 50	\$ 1,254	\$ 600	\$ 654
Liability/Auto Ins.	\$ 4,992	\$ 5,041	\$ 5,293	\$ 5,911	\$ 5,142	\$ 5,091	\$ 5,345	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,815	\$ 36,786	\$ 29
Audit Fees	\$ 2,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 6,383	\$ -	\$ 3,478	\$ -	\$ 14,921	\$ 10,500	\$ 4,421
Election	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	\$ -	\$ 10,648	\$ (10,764)	\$ 1,899	\$ 1,000	\$ 3,500	\$ 2,500	\$ 3,991	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 22,774	\$ 30,000	\$ (7,226)
Utilities	\$ 1,016	\$ 1,026	\$ 387	\$ 1,583	\$ 661	\$ 2,486	\$ 1,394	\$ 1,380	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 15,933	\$ 18,000	\$ (2,067)
Office Supplies	\$ 872	\$ 2,014	\$ 2,758	\$ 3,561	\$ 2,759	\$ 3,999	\$ 436	\$ 602	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 21,001	\$ 12,000	\$ 9,001
Contract Services	\$ 2,640	\$ 3,014	\$ 5,416	\$ 2,682	\$ 4,131	\$ 3,571	\$ 4,391	\$ 4,882	\$ 4,046	\$ 3,873	\$ 4,610	\$ 3,958	\$ 47,214	\$ 40,794	\$ 6,420
Facility Repair/Maint.	\$ 268	\$ 2,524	\$ 668	\$ 684	\$ 2,638	\$ 554	\$ 47,663	\$ 4,487	\$ 1,083	\$ 1,083	\$ 1,083	\$ 1,087	\$ 63,822	\$ 58,000	\$ 5,822
	\$ 12,004	\$ 31,568	\$ 3,895	\$ 16,606	\$ 17,153	\$ 25,712	\$ 61,842	\$ 18,642	\$ 17,854	\$ 11,298	\$ 15,513	\$ 11,383	\$ 243,470	\$ 223,380	\$ 20,090
Fleet Fuel/Oil	\$ 4,506	\$ -	\$ -	\$ 4,934	\$ -	\$ 31	\$ 4,788	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 19,259	\$ 20,000	\$ (741)
Fleet Maintenance	\$ 1,351	\$ -	\$ 213	\$ 44	\$ 96	\$ 272	\$ 458	\$ 562	\$ 1,167	\$ 1,167	\$ 1,167	\$ 1,163	\$ 7,660	\$ 20,000	\$ (12,340)
Medical Equip/Supplies	\$ 3,442	\$ 3,949	\$ 703	\$ 6,313	\$ 2,151	\$ 1,869	\$ 2,214	\$ 5,901	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 34,542	\$ 24,000	\$ 10,542
Vehicle Pmts/ Comm Eq.	\$ 7,983	\$ -	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 47,037	\$ 52,072	\$ (5,035)
	\$ 17,282	\$ 3,949	\$ 916	\$ 19,274	\$ 7,282	\$ 2,172	\$ 15,443	\$ 11,498	\$ 3,167	\$ 16,150	\$ 8,202	\$ 3,163	\$ 108,498	\$ 116,072	\$ (7,574)
Contingency Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ 60,000	\$ 40,000	\$ 20,000
Unit Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Proj. Outreach	\$ 15	\$ -	\$ 228	\$ -	\$ -	\$ -	\$ 875	\$ -	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,918	\$ 2,400	\$ (482)
Miscellaneous	\$ 6,434	\$ 96	\$ 325	\$ 210	\$ -	\$ 240	\$ -	\$ 7,645	\$ 100	\$ 100	\$ 100	\$ 100	\$ 15,350	\$ 6,200	\$ 9,150
	\$ 6,449	\$ 96	\$ 553	\$ 210	\$ -	\$ 240	\$ 875	\$ 27,645	\$ 300	\$ 20,300	\$ 300	\$ 20,300	\$ 77,268	\$ 48,600	\$ 28,668
Total	\$ 144,198	\$ 154,021	\$ 122,225	\$ 140,830	\$ 133,518	\$ 141,972	\$ 194,986	\$ 157,381	\$ 125,696	\$ 152,123	\$ 128,390	\$ 139,221	\$ 1,734,561	\$ 1,722,710	\$ 11,851
Increase/(Decrease)	\$ (79,344)	\$ (94,130)	\$ (52,764)	\$ 19,998	\$ 64,034	\$ 162,968	\$ 30,113	\$ (11,747)	\$ (37,397)	\$ 168,198	\$ (35,565)	\$ (73,056)	\$ 61,308	\$ 2,314	\$ 58,994
Cash Balance						\$ 20,762						\$ 40,546	\$ 61,308		
\$ 319,911	\$ 240,567	\$ 146,437	\$ 93,673	\$ 113,671	\$ 177,705	\$ 340,673	\$ 370,786	\$ 359,039	\$ 321,642	\$ 489,840	\$ 454,275	\$ 381,219			


Cambria Community Healthcare District

CHECK DETAIL

February 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
1014.10 Rabobank Operating Acct.						
02/03/2020	Check	4521		Medical reimbursment Medical reimbursement		-95.80 95.80
02/04/2020	Check	4522	Employment Dev Dept	Account # 944-0892-9 Employment tax for period ending 12/31/2019		-147.00 147.00
02/04/2020	Check	4523	Adamski Moroski Madden Cumberland & Green	Invoice # 49370 Invoice # 49370		-2,500.00 2,500.00
02/04/2020	Check	4524	Cambria Business Center	Invoice #46 Notaries for Igor Federoff		-30.00 30.00
02/04/2020	Check	4525	Airgas West	Payer# 1669170 Oxygen/Rental		-337.57 337.57
02/04/2020	Check	4526	BoundTree Medical	Invoice #83482141 Medical Supplies		-253.68 253.68
02/04/2020	Check	4527	PG&E	ACCT# 5179258810-8 2535 Main St.		-106.72 106.72
02/04/2020	Check	4528	PG&E	ACCT# 4378486135-3 Outdoor lighting		-12.04 12.04
02/04/2020	Check	4529	PG&E	ACCT# 3557298198-9 2515 Main St. #C		-227.02 227.02
02/04/2020	Check	4530	PG&E	ACCT# 9976402348-9 2515 Main St. #C		-194.79 194.79
02/04/2020	Check	4531	Wells Fargo Vendor Financial Services	Cust# 1051980762 Printer/Fax Monthly payment		-107.25 107.25
02/04/2020	Check	4532	Mission Country Disposal	4130-8101951 Main Street		-128.67 128.67
02/04/2020	Check	4533	Principal Financial Grp	Dental Insurance 02/15/2020 to 03/14/2020 Dental insurance premium 2/15/20-3/14/20		-1,774.56 1,774.56
02/04/2020	Check	4534	R. Burke Corporation	Invoice# 003550 Parking lot resurfacing Addl square footage		-3,500.00 3,500.00
02/04/2020	Check	4535	Department of Health Care Services	GEMT Final audited adjusted schedule 9 GEMT Final audited adjusted schedule 9		-7,645.25 -7,645.25
02/05/2020	Check	4536	Poor Richards Press	Invoice #290020 Mileage forms, 40 pads of 50.		-99.17 99.17

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
02/06/2020	Check	4537		Medical reimbursement Medical reimbursement		-629.40 629.40
02/06/2020	Check			PERS Monthly Premiums		- 18,321.17 18,321.17
02/10/2020	Check	4538	Helping Hand Health Education	invoices 338 BLS card Ryan Maloney, Cambria Fire, Tim to get reimbursement from them		-11.00 11.00
02/10/2020	Check	4539	Cambria Hardware Center	Acct #205 MULTIPLE HARDWARE ITEMS		-76.87 76.87
02/10/2020	Check	4540	Cole Chrysler	Invoice #787970 Unit 16 battery replacement		-371.65 371.65
02/10/2020	Check	4541	ProfitMax MD	PCR Billing service Jan 2020 Jan 2020 Billing		-2,847.71 2,847.71
02/10/2020	Check	4542	William Avery & Associates	Invoice #2943 Labor Relation services for month February 2020		-1,000.00 1,000.00
02/10/2020	Check	4543		Medical reimbursement Medical reimbursement		-226.64 226.64
02/12/2020	Check	4544	Kitzman Water (Culligan)	190231 RO service for Main St.		-30.00 30.00
02/12/2020	Check	4545	SEIU Local 620	02/14/2020 02/14/2020 pay period		-253.89 -253.89
02/12/2020	Check	4546	Airgas West	Payer# 1669170 Oxygen/Rental		-324.37 324.37
02/12/2020	Check	4547	BoundTree Medical	Invoice #83498929 Medical Supplies		-59.50 59.50
02/12/2020	Check	4548	Life Assist	93428amb invoice#972388 Invoice #972388		-1,232.07 1,232.07
02/13/2020	Check	4549	Rogelio Salas	Weed Abatement 7/13/19 Weed Abatement 7/13/19		-830.00 830.00
02/13/2020	Check	4550	BoundTree Medical	Invoice #83500407 Medical Supplies		-1,096.88 1,096.88
02/13/2020	Check	4551	Aflac	#XG624 February 2020		-139.40 -139.40
02/13/2020	Check	4552	Michael McDonough	Aflac payroll deduction reimbursement Aflac payroll deduction reimbursement		-134.20 134.20
02/13/2020	Check	4553	CliftonLarsonAllen	Acct# 213-170034 Invoice# 2331854 date 12/23/19		-1,500.00 1,500.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
02/14/2020	Check	4554	Igor Federoff	Mileage reimbursement Mileage reimbursement, travel to Chase Bank in SLO		-40.60 40.60
02/19/2020	Check	4555	Teleflex Funding LLC	Customer# 1072385 EZ IO needles		-2,250.00 2,250.00
02/19/2020	Check	4556	O'Leary Wallace LLP	Invoice #2895 Legal expense, Mike McDonough, trust account		-1,491.27 1,491.27
02/19/2020	Check	4557	CliftonLarsonAllen LLP	Acct# 213-170034 Invoice# 2331854 date 12/23/19		-1,500.00 1,500.00
02/19/2020	Check	4558	Staples Credit Plan	Acct# 6035517862237939 Chair for Tim, paper and misc office supplies		-315.04 315.04
02/19/2020	Check	4559	Glenn Burdette	Client ID# 020940.0 Trust and Form 1023 consulting		-1,034.00 1,034.00
02/19/2020	Check	4560	Verizon Wireless	271000184-00001 Monthly wireless phone service		-280.74 280.74
02/19/2020	Check	4561	Orkin	Invoice #132404 Pest control service		-80.00 80.00
02/20/2020	Check	4562		Health Ins Invoices February 2020 Health premiums, retiree February 2020		-982.64 982.64
02/20/2020	Check			PERS employer portion PEPRA and Classic		-4,912.39 4,912.39
02/20/2020	Check	4563	John D. Lisberg	CPR Recertification reimbursement CPR recertification reimbursement		-28.50 28.50
02/20/2020	Check	4564	Coastal Copy	Acct#CC45 Overage charge		-50.84 50.84
02/21/2020	Check	4565	Helping Hand Health Education	invoices 339 CPR cards x 4 x 02/05 and 02/11		-208.00 208.00
02/21/2020	Check	4566	Teleflex Funding LLC	Customer# 1072385 balance due EZ IO needles tax not on previous invoice		-163.13 163.13
02/21/2020	Check	4567	Charter Communications	8245101130094588 2515 Main Street Suite A		-384.15 384.15
02/24/2020	Check	4568	West America Bank	NOTE#5260000303-32-0409 526-01261		-5,035.12 -4,265.36 769.76
02/24/2020	Check	4569	BoundTree Medical	Invoice #83509323 Medical Supplies		-184.20 184.20
02/24/2020	Check	4570	Templeton Uniforms	receipts# 127221 Butterfield, K. Paul		-53.08 53.08

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
02/24/2020	Check	4571	So. Calif. Gas Co.	12177614307 2535 Main		-16.27 16.27
02/24/2020	Check	4572	Helping Hand Health Education	invoice# 340 BLS Card, Yesica Espinoza		-11.00 11.00
02/26/2020	Check	4573	[REDACTED]	Medical reimbursement Medical reimbursement		-188.73 188.73
02/26/2020	Check	4574	SEIU Local 620	02/28/2020 02/28/2020 pay period		-253.89 -253.89
02/28/2020	Check	4575	[REDACTED]	Medical reimbursement CPR Re-cert		-28.50 28.50
02/28/2020	Check	4576	Simone Rathbun	Mileage Reimbursement Mileage reimbursement		-28.77 28.77
02/28/2020	Check	4577	Coast Electronics	Ref# 10357907, 1359002, 10362897 Antenna repositioning and clock for Unit #20		-462.28 462.28
02/28/2020	Check	4578	[REDACTED]	Medical reimbursment Medical reimbursement		-50.39 50.39
02/28/2020	Check	4579	Curtis Reid	ReCert classes ReCert classes		-296.28 296.28
1018.10 Rabobank Ambulance Income						
02/10/2020	Check			Bankcard Monthly Merchant Fees		-158.27 158.27

CAMBRIA'S YEAR TO DATE AMBULANCE INCOME REPORT

	REVENUE	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET REVENUE	RECEIPTS	- REFUNDS	NET RECEIPTS	BAD DEBT WRITE OFFS	ADJUSTMENTS	NEW AIR BALANCE
March-19	\$ 193,971.10	\$ 85,769.97	\$ 19,892.79	\$ 3,163.66	\$ 85,144.68	\$ 40,444.10	\$ -	\$ 40,444.10	\$ (1,302.85)	\$ -	\$ 370,815.78
April-19	\$ 185,881.80	\$ 121,885.80	\$ 37,892.27	\$ 1,085.50	\$ 25,018.23	\$ 50,023.19	\$ -	\$ 50,023.19	\$ (2,014.57)	\$ 3,822.60	\$ 351,647.99
May-19	\$ 196,482.10	\$ 107,386.38	\$ 28,598.10	\$ 1,761.59	\$ 58,736.03	\$ 33,017.89	\$ -	\$ 33,017.89	\$ (2,400.78)	\$ -	\$ 379,766.91
June-19	\$ 202,584.10	\$ 91,746.40	\$ 21,355.51	\$ 12,195.65	\$ 77,286.54	\$ 40,187.92	\$ -	\$ 40,187.92	\$ 86,897.03	\$ -	\$ 329,968.50
July-19	\$ 224,665.00	\$ 114,240.73	\$ 30,028.07	\$ 2,171.22	\$ 78,224.98	\$ 42,981.51	\$ -	\$ 42,981.51	\$ (5,452.98)	\$ -	\$ 370,664.95
August-19	\$ 237,755.00	\$ 106,071.91	\$ 32,086.47	\$ 5,527.63	\$ 94,068.99	\$ 48,768.79	\$ -	\$ 48,768.79	\$ (360.00)	\$ -	\$ 416,325.15
September-19	\$ 205,905.00	\$ 60,459.22	\$ 25,929.77	\$ 6,282.15	\$ 113,233.86	\$ 46,326.04	\$ -	\$ 46,326.04	\$ (4,561.56)	\$ -	\$ 487,794.53
October-19	\$ 156,560.00	\$ 126,364.73	\$ 17,903.88	\$ 1,666.35	\$ 10,625.04	\$ 67,613.25	\$ -	\$ 67,613.25	\$ (4,103.20)	\$ 250.00	\$ 435,159.52
November-19	\$ 142,066.00	\$ 74,440.35	\$ 15,433.79	\$ 13,574.32	\$ 38,617.54	\$ 36,266.12	\$ -	\$ 36,266.12	\$ (273.77)	\$ (250.00)	\$ 437,534.71
December-19	\$ 245,784.00	\$ 81,392.48	\$ (4,175.24)	\$ 13,887.41	\$ 154,679.35	\$ 70,736.49	\$ -	\$ 70,736.49	\$ 13,961.11	\$ -	\$ 507,516.46
January-20	\$ 360,739.00	\$ 191,317.29	\$ 75,876.91	\$ 6,361.43	\$ 87,183.37	\$ 63,282.53	\$ -	\$ 63,282.53	\$ 2,332.37	\$ (3,822.60)	\$ 525,262.33
February-20	\$ 224,460.20	\$ 180,028.48	\$ 50,142.82	\$ 9,309.33	\$ (15,020.43)	\$ 66,141.90	\$ -	\$ 66,141.90	\$ (731.78)	\$ -	\$ 444,831.78
YEAR TO DATE TOTALS	\$ 2,576,853.30	\$ 1,341,103.74	\$ 350,965.14	\$ 76,986.24	\$ 807,798.18	\$ 605,789.73	\$ -	\$ 605,789.73	\$ 81,989.02	\$ -	
YTD PERCENTAGE OF REVENUE		52.04%	13.62%	2.99%	31.35%	23.51%	0.00%	23.51%	3.18%	0.00%	
YTD PERCENTAGE OF NET REVENUE								74.99%			

Payor Aging by posting date - Posted as of February 29th 2020

Name	CurrentBalance	Age31_60	Age61_90	Age91_120	AgeOver120	TotalBalance	Credit	Unapplied
AARP - AARP / 36273	\$463.61	\$0.00	\$0.00	\$0.00	\$0.00	\$463.61	(\$155.03)	\$0.00
AARP MCR COMP SEC HORZ / 87726	\$5,081.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$6,281.00	\$0.00	\$0.00
ACTIVE CARE MANAGEMENT	\$5,267.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,267.00	\$0.00	\$0.00
ANTHEM BLUE CROSS PPO	\$6,497.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,497.00	\$0.00	\$0.00
Blue Cross - Blue Cross Indemnity / BC001	\$15,732.35	\$5,805.15	\$160.05	\$275.00	\$4,353.53	\$26,326.08	(\$3,357.00)	\$0.00
Blue Shield - California / BS001	\$4,714.00	\$9,818.00	\$4,013.00	\$0.00	\$1,727.57	\$20,272.57	\$0.00	\$0.00
Blue Shield FEP / BS001	\$303.17	\$0.00	\$0.00	\$0.00	\$0.00	\$303.17	\$0.00	\$0.00
CCPN - CCPN / CCPN1	\$10,002.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,002.00	(\$741.03)	(\$428.08)
Cencal - Cencal MCal SLO / CEN01	\$22,972.00	\$6,352.00	\$0.00	\$0.00	\$0.00	\$29,324.00	\$0.00	\$0.00
CHAMPVA / 84146	\$0.00	\$0.00	\$0.00	\$0.00	\$798.27	\$798.27	\$0.00	\$0.00
CIGNA / 62308	\$0.00	\$4,824.91	\$0.00	\$0.00	\$0.00	\$4,824.91	\$0.00	\$0.00
First Choice Medical Group / FCMG1	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00
GALLAGHER BASSETT SERVICES / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$4,340.00	\$4,340.00	\$0.00	\$0.00
GLOBAL EXCEL MGMT / GEM01	\$0.00	\$0.00	\$0.00	\$0.00	\$4,825.00	\$4,825.00	\$0.00	\$0.00
GOLD COAST HEALTH PLAN	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Health Net PPO / 95567	\$0.00	\$0.00	\$0.00	\$0.00	\$3,837.30	\$3,837.30	\$0.00	(\$251.23)
IEHP MEDI-CAL HMO / 33070	\$4,869.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,869.00	\$0.00	\$0.00
Kaiser EMI / KS003	\$10,438.00	\$5,025.00	\$0.00	\$0.00	\$0.00	\$15,463.00	\$0.00	\$0.00
KEY MEDICAL GROUP MCR ADV / IP083	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
LA CARE HEALTH PLAN / PAPER	\$0.00	\$0.00	\$0.00	\$4,857.00	\$0.00	\$4,857.00	\$0.00	\$0.00
Medi-Cal - Medi-Cal / MC051	\$0.00	\$5,293.00	\$14,076.00	\$1,200.00	\$2,670.00	\$23,239.00	(\$143.77)	(\$295.42)
Medicare - Medicare Noridian JE Part B / MR001	\$89,885.00	\$0.00	\$0.00	\$10,027.00	\$0.00	\$99,912.00	\$0.00	\$0.00
Partnership Health Plan / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
Physicians Choice Med Grp	\$0.00	\$0.00	\$0.00	\$0.00	\$5,755.00	\$5,755.00	\$0.00	\$0.00
Scan Health Plan / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
Sedgwick Claims Mgmt / PAPER	\$5,173.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,173.00	\$0.00	\$0.00
STATE COMP INS FUND / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$2,400.00	\$2,400.00	\$0.00	\$0.00
State Farm / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$3,893.50	\$3,893.50	\$0.00	\$0.00
SUTTER HEALTH / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
TRICARE WEST - TRICARE CLAIMS DEPT / CH003	\$0.00	\$438.47	\$0.00	\$0.00	\$0.00	\$438.47	\$0.00	\$0.00
United Healthcare / 87726	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$149.96)	(\$847.06)
United HealthCare MCR ADV / 87726	\$9,878.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,878.00	\$0.00	\$0.00
UNITY HEALTH INS / 66705	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
VA Fee Basis Prog / 11215	\$0.00	\$5,301.00	\$0.00	\$4,881.00	\$1,547.00	\$11,729.00	\$0.00	\$0.00
ZURICH AMERICAN INS / PAPER	\$0.00	\$0.00	\$0.00	\$0.00	\$4,281.70	\$4,281.70	\$0.00	\$0.00
Insurance AR Totals	\$191,275.13	\$42,857.53	\$18,249.05	\$21,240.00	\$52,128.87	\$325,750.58	(\$4,546.79)	(\$1,731.79)
Bill Patient	\$16,647.57	\$6,839.78	\$7,242.00	\$755.48	\$87,596.37	\$119,081.20	(\$644.90)	(\$1,228.52)
Grand AR Totals	\$207,922.70	\$49,697.31	\$25,491.05	\$21,995.48	\$139,725.24	\$444,831.78	(\$5,191.69)	(\$2,960.31)

CUSD / CCHD / CCSD

NEWSLETTER

As our community enters the New Year and Decade ahead, we hope our mutual contributions to this newsletter will both inform and inspire the citizens of Cambria to become more involved in creating the future of this special town we are blessed to call home.

Iggy Fedoroff

Harry Farmer

Sam Shalhouf

CCHD UPDATE

One of the Healthcare District's foremost goals last year was to bring fiscal discipline to the CCHD. I'm pleased to report that the deficit spending has stopped due to the concerted efforts of our entire administrative and operational team.

- We are now making regular contributions to our Local Agency to build up a balance capable of handling emergency as well as planned purchases of a capital nature.

- We officially opened our **Cambria Community Healthcare District Trust** account and deposited our first substantial donation. As the trust fund accumulates capital, the District will be able to make needed investments in capital equipment and facilities. Individuals and nonprofit organizations are encouraged to donate to this IRS 501(c)(3) trust knowing that their contributions will help ensure the high quality of care we provide and support the District's commitment to recruiting needed healthcare services.
- We have begun transitioning our billing for emergency services from an outside firm to in-house billing in the first week of April. Once that system is in place, all billing questions for services performed on or after April 1st should be directed to Simone Rathbun or, in her absence, Mike McDonough. We believe our customers will appreciate the more personal and flexible service offered by our in-house billing staff. Some of you may have noticed that we have a new parking lot which provides additional ADA parking and will serve us for years to come.
- We have made some improvements to crew facilities by beefing up the electrical system to make the crew kitchen more user friendly as well as installing a new telephone system that will assure better non-emergency communication with the public as well as simplified communication internally with our ambulance crews.
- The District is applying for grants to acquire capital equipment to replace that which is nearing the end of its expected life. In addition, the District has begun the process of generating a strategic plan to uphold the CCHD mission to improve the health of our district residents by providing emergency services, enhancing access to care, and promoting wellness. During this planning we expect to identify goals and then time-phase implementation.
- Our ambulance crews will be offering first aid training to employees of all hospitality businesses in our district to include: Heimlich Maneuver, Stop the Bleed and Hands-only CPR. There will be no charge for these 30-minute sessions. Contact Tim Benes or Mike McDonough to schedule training. We will also be offering a new series of fall prevention classes starting April 13 at the Old Grammar School Board Room. Call 805.927.8304 to sign up for either of these opportunities.
- **Finally, we urge all District residents to call 911 at the first sign of health issues they think may result in calling for an ambulance. MINUTES COUNT.**

*Iggy Fedoroff, Lt Col USAF Ret, MBA
President, CCHD Board of Directors
ifedoroff@cambria-healthcare.org*

CCSD UPDATE

No update this period.

CCSD UPDATE

The New Year/Decade has certainly begun on a positive note at the Cambria CSD. First, it is our good fortune to have hired Mr. Ray Dienzo to fill our long vacant position of Utilities Manager. Ray has decades of experience in the areas of Water and Wastewater, and was recently an Engineering Supervisor for the SLO County Department of Public Works. Since 2008, he has been an adjunct instructor at Cuesta College. Ray has an true affection for our town, as he and his wife were married here, and he defines Cambria as, "the Jewel of the Central Coast". Welcome aboard, Ray!!

As a result of the initiative and diligence of our Wastewater Chief Plant Operator John Alchin, the District recently purchased a much needed new Vector Truck at far less cost than anticipated. Almost immediately it was used in an emergency, and ultimately helped save both staff time and cost in resolving the problem. The Truck will be used both at the sewer plant as well as out on the streets of our community on an almost daily basis, and will provide excellent service for the next 20 years. This addition has been a real morale booster to W/W staff, and is where some of the rate increase monies from our town residents has been put to good use, so thank you so much!!

The long time effort at partnering with PG&E to do major equipment improvements and upgrades at our Wastewater Plant, as well as addressing Water Department needs, is now moving forward. A meeting on February 27th brought together staff from our CCSD and the many engineering consultants who will be involved in the transformative changes that will take place in the coming years at our W/W Plant. Workshops to move the process along will take place throughout the coming year.

In recent months it has been determined that major repairs will need to take place at the Veteran's Hall in the coming one to two years. Unfortunately, the decision has needed to be made to increase the cost of renting the Vet's Hall, including for nonprofit groups. This is not something we've done without forethought and considering other options or alternatives. We would hope that the town would understand the dilemma the District is facing, and we will do what we can to obtain funding in other ways as well.

As you may have noticed, the skatepark across from the Veteran's Hall has been torn down. This was due to ongoing deterioration of the facility, increasing cost of maintenance, and not much use by the local youth. Facilities and Resources Supervisor Carlos Mendoza has investigated options for this location, including a combined mini soccer/basketball court. Local contractors have already offered to provide their labor free of charge once the chosen project has been designed and permitted.

Discussion has begun between the San Simeon and Cambria CSD's in two areas. First, a plan has been proposed to pipe wastewater effluent from San Simeon to Cambria's W/W plant for processing, and sending brine from our "Emergency Water Facility" to San Simeon to be disposed of using their ocean outfall. This will require much planning and permitting, and environmental issues will need to be addressed before the the project is even begun. Also, being considered even further down the road is the possibility of building a regional Sewer Treatment Plant to serve both communities.

Planning for the upcoming Town Hall meetings is still under way that will help define the Mission Statement and Strategic Plan for the District, and aid in determining the future of Cambria in the coming 5-10 years. We are encouraging the citizens of our town to become involved and participate in this process, and will let you know when meeting dates have been decided.

Finally, the District is seeking a volunteer from our community who has experience as a grant writer to assist in obtaining funding for various projects as they present themselves on the horizon. If interested, please contact General Manager John Weigold at: jweigold@camabriacsd.org, or Board President Harry Farmer at: hfarmer@camabriacsd.org.

Harry Farmer, President, Cambria CSD
Board of Directors

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors: Agenda No. E.1

FROM: Michael McDonough, Administrator

BOARD MEETING DATE: March 18, 2020

AGENDA DESCRIPTION: Interview/appointment of Board vacancy candidate(s).

RECOMMENDATION(S): Per the ByLaws of the CCHD Board of Directors:

Section 3. Vacancies

3.1 When a vacancy occurs on the Board of Directors, and except as otherwise specified in Government Code section 1780, the remaining Board members may fill any vacancy on the Board by appointment until the next District general election that is scheduled 130 or more days after the effective date of the vacancy, provided the appointment is made within a period of 60 days immediately subsequent to the effective date of such vacancy and provided a notice of the vacancy is posted in three or more conspicuous places in the District at least 15 days before the appointment is made. In lieu of making an appointment, the remaining members of the Board may within 60 days of the vacancy call an election to fill the vacancy.

3.2 If the vacancy is not filled by the Board as specified, or if the Board has not called for an election within 60 days of the vacancy, the Board of Supervisors of the County of San Luis Obispo may fill the vacancy within 90 days of the vacancy or the Board of Supervisors may order the District to call an election to fill the vacancy. If within 90 days of the vacancy the remaining members of the Board or the Board of Supervisors have not filled the vacancy and no election has been called for, the District shall call an election to fill the vacancy. If the number of remaining Board members falls below a quorum, at the request of the District's Secretary, or a remaining Board member, the Board of Supervisors of the County of San Luis Obispo may waive the 60 day period specified above and make an appointment immediately to fill the vacancy, or may call an election to fill the vacancy. The Board of Supervisors shall only fill enough vacancies to provide the Board with a quorum.

3.3 Persons appointed to fill the vacancy shall hold office until the next District general election and thereafter until the person elected at such election to fill the vacancy has been qualified, but persons elected to fill the vacancy shall hold office for the unexpired balance of the term of office. [Government Code § 1780, H&S Code § 32100].

FISCAL IMPACT: None.

DISCUSSION:

Candidate(s) for the position are available for interview by the Board members during this meeting section. At the conclusion of the interview(s), the Board members may make their selection, by majority vote, to appoint the new Board member. If so, the selected candidate will take the Oath of Office [Constitution of the State of California Article XX, Section 3.] and be seated with the other Board Members for the remainder of the meeting.

- Attachments:** 1) Director Oath of Office
 2) Candidate(s) Letter of Intent and Resume

BOARD ACTION: Date of Vote: March 18, 2020

UNANIMOUS: ____

FEDOROFF__ **RICE**__ **GRAY**__ **MILEUR**__

March 5, 2020

Michael McDonough
Administrator
Cambria Healthcare District
2511 Main Street, Suite A
Cambria, CA 93428

RE: Letter of Interest, Cambria Healthcare District Board of Directors

Dear Mr. McDonough:

I am writing to express my interest in the open position on the Cambria Healthcare District Board of Directors. I have served as an executive in the healthcare industry for over 35 years and feel that my experience could be valuable in helping the Board fulfill its mission of improving the health of District residents by providing local emergency services, enhancing access to care, and promoting wellness.

My husband and I moved to Cambria in the Summer of 2018 after purchasing a farm off of Santa Rosa Creek Road. We are extremely fond of Cambria and see it as a place where we could live for the rest of our lives.

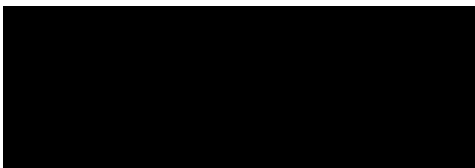
Since we moved here, I have been seeking ways to lend my skills in healthcare to a local organization that is involved in improving services to our community. I feel that due to the size and remoteness of our community, and the average age of its residents, some unique challenges exist in making sure that care is available when needed. I also believe that the industry is facing some challenges related to the availability of primary care physicians and physician assistants, nurses and nurse practitioners, and other healthcare professionals. Ensuring access to care in an economically viable way is becoming increasingly hard. I would like to have the opportunity to assist the District in meeting these challenges.

I have attached a copy of my resume. As you will see, I have worked with hospitals, medical groups, insurance companies as well as in the government sector. I have an undergraduate degree in sociology and psychology (double major) and a master's degree in Health Care Policy. I have also been licensed through the NASD as a broker-dealer and have worked in the investment banking industry.

I appreciate being considered for this role. Please let me know if you have any questions or require any further information.

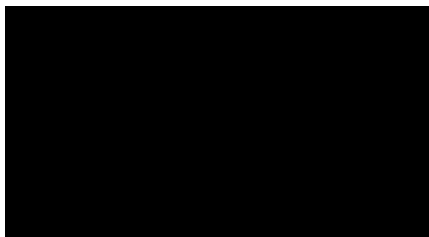
Sincerely,

Cecilia C. Montalvo



Attachment: Resume

CECILIA C. MONTALVO



DYNAMIC AND EFFECTIVE healthcare strategy and business development executive, with broad experience in the healthcare provider and health insurance sectors. Portfolio of over \$8 billion transactions as a NASD-licensed healthcare investment banker and in-house corporate development leader.

EXPERIENCE/ACCOMPLISHMENTS

CURTI CREEK HEALTHCARE CONSULTING
Cambria, CA
Managing Director

2018-Present

Lead specialty consulting firm providing strategic advisory services to healthcare providers and health plans. Services include strategic planning, managed care support services, growth and business development consulting and the management of acquisitions or divestitures.

SUMMIT HEALTH MANAGEMENT
Berkeley Heights, NJ
Chief Strategy and Business Development Officer

2016-2018

SUMMIT SELECT
Berkeley Heights, NJ
President

Reporting to the CEO and Chairman of the Board, led the physician management company's successful expansion from its home base in New Jersey to two new states within the first 18 months. Created and implemented a national media strategy to create national brand recognition for Summit Health Management. Led over 100 practice acquisitions during the same period. Oversaw the launch of a local advertising campaign to promote the opening of new, 120,000 sq ft ambulatory cancer center in partnership with MD Anderson. Served as President of entity licensed with the New Jersey Department of Banking and Insurance for the purpose of managing insurance risk for populations of patients.

KAISER FOUNDATION HEALTH PLAN AND HOSPITALS
National (Corporate) Program Office
Oakland, CA
(National) Vice President, Business Development

2013-2016

Responsible for new market entry strategies, including mergers and acquisitions, partnerships and affiliations for Kaiser Permanente, the nation's leading integrated healthcare system with \$60 billion in revenues and over 10.3 million members in nine states.

- ♦ Led negotiations for transactions with a value of over \$8.5 billion, including the acquisition of Group Health Cooperative in Seattle, WA, and Maui Memorial Hospital
- ♦ Served as key advisor to Bernard Tyson, CEO, on issues related to new market development
- ♦ Created strategic framework for new market development, focusing on the value proposition of the Kaiser Permanente model and its objective of providing integrated care and coverage to more Americans in more geographies
- ♦ Identified core KP capabilities necessary for deployment of the integrated model to a new entity

SUTTER HEALTH
Palo Alto, CA

2003-2013

Chief Strategy and Development Officer, Palo Alto Medical Foundation ("PAMF")
Vice President, Strategy and Business Development, Peninsula Coastal Region, Sutter Health

Responsible for PAMF's strategic planning process and business development. At that time, PAMF included a 1,000 physician multi-specialty group practice, a 350 physician I.P.A, and three hospitals, Mills-Peninsula Health Services, Sutter Maternity and Surgery Center of Santa Cruz and the Menlo Park Surgical Hospital, with combined annual revenues of over \$2.5 billion.

- ♦ Developed long term strategic plans for the region, focused on delivering a more tightly integrated and affordable health care product for consumers, and the migration away from fee-for-service toward value-based contracts and capitation.
- ♦ Led integration efforts within the region, resulting in the merger the organization's three historic medical groups, and a transition from five employers to one employer on January 1, 2008. Created new multi-specialty group practice ("Peninsula Medical Clinic") in Burlingame in 2010.
- ♦ Led design and implementation of the organization's commercial "accountable care" programs with large employers and national payers, including delivery system strategy and aligned payment models. Partnered with ACO Medical Director to establish performance improvement systems
- ♦ Designed and implemented partnership strategies with non-owned entities that were important to PAMF's patient care model, including a major affiliation agreement with El Camino Hospital.
- ♦ Oversaw facility planning for growth, developing \$1 billion of clinical projects over ten years. Achieving an annual growth rate of over five percent for ten consecutive years.

SHATTUCK HAMMOND PARTNERS, LLC
San Francisco, CA
Healthcare Investment Banking

1999-2003

Licensed as agent in New York based NASD broker-dealer with primary responsibility for selling and managing merger and acquisition engagements within the healthcare services sector. Also responsible for engagements in strategic capital planning, debt financing and strategic advisory.

- ♦ Co-authored \$1.2 million of research projects for the California Healthcare Foundation on the financial health of California's hospital industry, published in the Summer, 2001, and the financial health of California's skilled nursing industry, published in the Fall of 2002.

- ♦ Managed engagements with some of California's largest healthcare systems, including Catholic Healthcare West, Children's Hospital of Los Angeles, Sharp Health Care, Huntington Health System and Cedars-Sinai Medical Center.

BROWN & TOLAND PHYSICIAN SERVICES ORGANIZATION **1998-1999**
 ("BTPSO")

San Francisco, California
Senior Vice President, Strategic Development

Reporting to the President and Chairman of the Board of Directors, responsible for business development, marketing and communications, strategic planning, and provider relations.

- ♦ Hired in August 1998 to operate BTPSO's planned Medicare + Choice product, worked with the Board to re-evaluate product plan and withdraw HCFA application.
- ♦ Implemented internet-based business technologies developed in partnership with Healtheon Corporation in Santa Clara, CA (now WedMD), enabling electronic transmission of referrals, authorizations, claims, eligibility and reporting (the "RACER" product) over the web.

COLUMBIA/HCA – PACIFIC NORTHWEST DIVISION **1996-1998**
Los Gatos, CA

Vice President, Business Development

Reporting to the President of the Pacific Northwest Division, responsible for mergers and acquisitions, business development, strategic planning, marketing and public relations for Columbia's operations in Northern California, Oregon, Washington and Alaska.

- ♦ Developed and managed business expansions in the San Jose market to include partnerships with three area medical groups, resulting in a 15% increase in volume during the first 18 months of Columbia operations.
- ♦ Conducted negotiations with Kaiser Permanente regarding hospital services outsourcing.
- ♦ Developed community benefit programs to further Columbia's local relationships and contribute to the community.
- ♦ Developed strategic plan for Northern California with the input of medical staff, local management, employees and Board of Trustees.

SEQUOIA HOSPITAL DISTRICT **1994-1996**
Redwood City, CA

Senior Vice President for Strategy and Integration

Reporting to Chief Executive Officer, responsible for strategic planning, marketing, regional affiliation negotiations, primary care integration, cardiovascular services, business development, case management, social services, quality assurance, health and wellness programs, and managed care contracting.

- ♦ Established a staff model primary care clinic with two sites, 20 primary care physicians, and over forty managed care contracts.
- ♦ Converted fee-for-service business agreements to capitation, establishing reporting systems, a care management function, and utilization review program.
- ♦ Negotiated Sequoia's \$104 million sale to Catholic Healthcare West.

STANFORD HEALTH SERVICES**1991-1994****Palo Alto, CA****Assistant Director, Strategy and Network Development**

Responsible for the development and implementation of strategies related to primary care investments, the integration and expansion of administrative support for physicians, and health system affiliations and/or partnerships.

- ♦ Negotiated primary care practice acquisitions, including Stanford's investment in the Redwood Medical Group and the acquisitions of the Menlo Medical Clinic and the Coastside Medical Group.

BAY PACIFIC HEALTH CORPORATION**1988-1991****San Bruno, CA****Director, Product Management, (1989 to 1991)****Manager, Medicare Program, (1988 to 1989)**

Responsible for strategic planning, benefit design, medical economics and product development for 110,000-member HMO.

- ♦ Managed financial and operational performance of the health plan's Medicare risk contract, and commercial pharmaceutical program.
- ♦ Developed inpatient and ambulatory utilization reporting models.
- ♦ Managed analytical staff projects in coordination with underwriting and medical economics departments.
- ♦ Negotiated health plan contracts with 27 hospitals and five IPAs, and negotiated capitated laboratory agreement, and outpatient hospital discounts with 13 hospitals on behalf of the health plan's IPAs.

HEALTH CARE FINANCING ADMINISTRATION (“HCFA”)**1987-1988****(Now Center for Medicare and Medicaid Services, “CMS”)****Administration, Region IX, San Francisco, CA****Compliance Officer, TEFRA Risk Contracts (Now Medicare Advantage)**

Responsible for monitoring regulatory and legislative compliance of HMOs participating in TEFRA risk contracts with HCFA for the provision of services to Medicare beneficiaries.

COMMITTEE ON WAYS AND MEANS, SUBCOMMITTEE ON**1986-1987****HEALTH, U.S. HOUSE OF REPRESENTATIVES****Washington D.C.****Professional Legislative Staff**

Responsible for support in the development of legislative policy for Medicare risk and cost contracting, and for physician and hospital reimbursement.

HEALTH CARE FINANCING ADMINISTRATION (HCFA)**1985-1986****OFFICE OF LEGISLATION AND POLICY, Washington, D.C.****Policy Analyst**

Responsible for the analyses of physician reimbursement strategies as proposed by the Office of Management and Budget or by the U.S. Congress.

EDUCATION/TRAINING**M.A., with Honors, Harris School of Public Policy Studies, University of Chicago, Chicago, IL**

1983-1985 Concentration in health care policy and medical economics. Course work in political analysis, inferential statistics, applied regression analysis, microeconomics, and medical economics. Honors thesis: "The Financing of Tertiary Care."

B.A., Psychology and Sociology, Rollins College, Winter Park, FL

1979-1983 Double major in psychology and sociology. Rollins College Scholarship. Eckerd Drug Company Scholarship.

PROFESSIONAL ASSOCIATIONS/RECOGNITIONS

Member, Women's Business Leaders of the U.S. Healthcare Industry Foundation 2018-Present

Board of Directors, Woodside Priory School, Portola Valley, California 2010-2014

Board of Directors, Sutter Santa Cruz Maternity and Surgery Hospital 2003-2013

2013 Silicon Valley YWCA "TWIN" Award Winner, recognizing women in leadership positions in the Silicon Valley who have inspired and mentored young women.

Corporate Board of Directors, University of California-Berkeley, Haas Graduate School of Business, Dual Degree Program in Healthcare Management, 2001- 2009

1997 Women in Leadership Award, Presented by the San Francisco Business Times, The City Club of San Francisco and the National Association of Women Business Owners, recognized as one of the "Fifty Most Influential Women in Bay Area Business."

1997 Who's Who in California Healthcare – Recognized as the "Whiz Kid" – for accomplishments in the healthcare industry for professionals under the age of 40.

Board of Directors, Sequoia Healthcare District, 2002.

Steering Committee, American Heart Association, Women and Heart Disease Annual Fundraiser, 2001.**Member**, Health Care Financial Management Association, 1989-Present

Steering Committee, Bay Area Healthcare Breakfast Club, 1994-2014

Board of Directors, California Institute for Health System Performance, California Healthcare Association, 1996-1998

Board of Directors, Childhood Immunization Project of Santa Clara County, 1996-1998

Board of Directors, Mid-Peninsula Home Care and Hospice, 1995-1996

Advisory Council, Health Care Division, American Marketing Association, 1995-1996

PUBLISHING

"Financial Health of California Hospitals" Harrison, M. and Montalvo, C., California Healthcare Foundation, 2001.

"Financial Health of California Hospitals" Harrison, M and Montalvo C., **Health Affairs**, Winter 2001-2002.

"Winners and Losers – Causes of Hospital Failure" Montalvo C. and Gertler, P. California Healthcare Foundation, 2002.

"Management Practices and Hospital Failure" Montalvo C. and Gertler, P. California Healthcare Foundation, 2002.

Skilled Nursing in California- Can a Crisis be Averted?" Montalvo C., Horowitz H. Dickey, K and Kessler D., California Healthcare Foundation, 2002.

Exracted Comments from the Yale Law School Forum of Healthcare Consolidation and Anti-Trust, Montalvo, C., Health Affairs, 2015

Board of Directors - Oath of Office

"I, _____, do solemnly affirm that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter."

"And I do further affirm that I do not advocate, nor am I a member of any party or organization, political or otherwise, that now advocates the overthrow of the Government of the United States or of the State of California by force or violence or other unlawful means; that within the five years immediately preceding the taking of this oath (or affirmation) I have not been a member of any party or organization, political or otherwise, that advocated the overthrow of the Government of the United States or of the State of California by force or violence or other unlawful means except as follows: _____

(If no affiliations, write in the words "No Exceptions")

and that during such time as I hold the office of Director, I will not advocate nor become a member of any party or organization, political or otherwise, that advocates the overthrow of the Government of the United States or of the State of California by force or violence or other unlawful means."

Signed

Date

Board Secretary

Date

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors: Agenda No. E.2

FROM: Michael McDonough, Administrator

BOARD MEETING DATE: March 18, 2020

AGENDA DESCRIPTION: New District Website for possible Board approval.

RECOMMENDATION(S): The Administrator requests the Board to authorize the replacement of the current District website with a new improved platform. The project foundation has been created and demonstrated in-house and content launch will commence shortly upon approval.

FISCAL IMPACT: Minimal. Costs for the website hosting are already in the existing budget. In-house staff will work with the Administrator on the necessary content and structural editing to create the new website for launch at current cost for IT services.

DISCUSSION: The current District website (www.cambria-healthcare.org) has been in place for approximately 20 years. The system in place is inadequate to meet the needs of the Administrator for purposes of communicating with the public and staff. The current website generates approximately 3 visitors a month, so a goal is to generate more traffic to the website by providing accessibility, a better user experience, easier content management for webpage updates, and better communication with the public.

The proposed new website is designed to be accessible to people with disabilities by conforming to the Section 508 standards for government-wide accessibility. "Mobile-first" design, in simple terms, is where the website layout automatically adapts to smartphone, tablet, netbook, notebook, and desktop devices, by focusing design towards the ever-growing mobile device traffic first. Mobile devices (excluding tablets) account for over 51% of worldwide internet traffic today. This design approach greatly reduces the users' need to pan, zoom, or scroll when browsing webpages. In order to achieve this, the design started from the mobile device end which has more restrictions, then expanded to include larger screen devices. A powerful server-side framework to support the Districts needs include:

- Ability for Ad Hoc and Standing Committees to manage updates/news, reportable actions, etc. through their own portal section.
- Better management of public records.
- Electronic surveys.
- Email newsletters.
- Ease of editing/management of the District Website by Administrator and Staff.
- Employee portal for easy access to individual compliance records, timekeeping, scheduling, etc.
- Access to invoice payment for patients.
- Multi-language capability for viewers/users.

Attachments: None

BOARD ACTION: Date of Vote: March 18, 2020

UNANIMOUS: ___

FEDOROFF___ RICE___ GRAY___ MILEUR___ OPEN___

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors: Agenda No. E.3

FROM: Michael McDonough, Administrator

BOARD MEETING DATE: March 18, 2020

AGENDA DESCRIPTION: CCHD Policy Manual for Board review.

RECOMMENDATION(S): The Administrator recommends the Board review the proposed new District Policy manual.

FISCAL IMPACT: None.

DISCUSSION: As an objective directed by the Board to the Administrator, new/revised policies are presented for Board review. The Policy Manual was brought up to date to reflect current practices and policies. Current District policies and procedures have been reviewed and updated. Board approved policies are in process to be separated from Standard Operating Procedures (SOP's). Some policies have been identified as missing and/or incomplete and are in process to be researched and written. The revised policies were submitted to the President of the Board on February 28th. Completion of new policies, including finance policies, are targeted for March 31. Staff will be briefed on all new policies once the Board approval is accomplished.

Attachments: 1) Draft CCHD Policy Manual.

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors: Agenda No. E.4

FROM: Michael McDonough, Administrator

BOARD MEETING DATE: March 18, 2020

AGENDA DESCRIPTION: Monterey County AMR Contract Renewal – Board approval of rate schedule.

RECOMMENDATION(S): The Administrator recommends the Board adopt the Monterey County ambulance rate structure for those responses into Monterey County, under agreement with AMR.

FISCAL IMPACT: The difference in key rate structures (base rate, mileage) are minimal. The overall variance involves the issue where the CCHD rates are bundled. The usage of drugs, supplies and most patient procedures are inclusive to the base rate. The Monterey rates are extrapolated into a list of individual procedures, drugs and supplies, in addition to the base rate and mileage charges. It is probable that the Monterey County rate structure could result in a higher billable revenue for those calls.

DISCUSSION: In prior discussion regarding the AMR Monterey Contract renewal, the Board had approved the language and terms negotiated between the Administrator and the AMR Monterey General Manager. However, on review by the Monterey County EMSA, they rejected the language regarding the Districts stipulation regarding utilizing the CCHD ambulance rates schedule. Their opinion is that the District must honor the Monterey County ambulance rates as approved by their Board of Supervisors. This is the only change to the agreement presented to the CCHD Board.

In speaking with the District’s Administrative Assistant regarding the ability to differentially bill the two rate structures, dependent on the location of the response, her statement was that it could be done easily with the new billing software system.

- Attachments:** 1) Current CCHD Ambulance rates
 2) Current Monterey County approved ambulance rates

BOARD ACTION: Date of Vote: March 18, 2020

UNANIMOUS: ___

FEDOROFF___ RICE___ GRAY___ MILEUR___ OPEN___

Exhibit B to Advanced Life Support Services Agreement No. A-11610

Monterey County Ambulance Rates	
Effective: February 1, 2020	
Service/Procedure/Supply	Rate
ALS Base Rate	\$2,798.78
Non-Emergency BLS Rate	\$2,648.78
SCT Base Rate	\$4,426.93
Non-Emergency Base	\$2,798.78
Mileage	\$60.37
SCT Mileage	\$60.37
Oxygen	\$180.44
Intubation Supplies	\$483.42
IO Supplies	\$439.88
EKG Electrodes	\$94.02
Supraglottic Airway	\$463.34
Cannula	\$24.45
Non-Rebreather Oxygen Mask	\$13.75
Emesis Basin	\$6.24
Disposable Linen	\$45.11
Bag Valve Mask	\$107.32
Restraints (Disposable)	\$46.96
Splint	\$22.93
Chux Pad	\$8.44
Aspirin	\$1.27
Albuterol Nebulizer	\$57.05
Atropine	\$46.70
Dextrose 50%	\$45.89
Morphine	\$36.01
Narcan	\$90.46
Nitrospray	\$23.67
Adenosine	\$213.27
Glucose	\$29.76
Nitroglycerine (Tablet)	\$20.46
Normal Saline Infusion	\$131.17
Cervical Spine	\$186.37
Pulse Oximetry	\$74.60
EKG Monitor	\$164.23
Blood Glucose Test	\$83.69
Universal Precautions	\$33.87
CPAP Procedure/Supplies	\$335.38
Night Charge	\$154.12
Standby Services	\$192.37



RESOLUTION #10-19

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAMBRIA COMMUNITY HEALTHCARE DISTRICT APPROVING AN INCREASE OF AMBULANCE RATES EFFECTIVE NOVEMBER 1, 2019.

The Board of Trustees finds and resolves as follows:

Whereas, the Cambria Community Healthcare District, provides ambulance services to the Northern Area of San Luis Obispo County as authorized by statute and by the San Luis

Obispo County Public Health Department through the Emergency Medical Services Agency; and

Whereas, after evaluating the reasonable costs to the District of providing said services, it was determined that the current ambulance rates are presently insufficient to cover the Districts reasonable costs for such services and not in parity with local County approved ambulance service rates; and

Whereas, the Cambria Community Healthcare District is responsible to set the ambulance rate structure to properly manage the financial stability of the District; the following rates are hereby established:

ALS Base Rate \$2,900 (applies to all transports)

Mileage Rate \$60.00 (applies to all mileage during transports)

Non-Resident Charge \$350.00 (applies to all non-resident transports only)

Oxygen \$98.00 (administering and providing oxygen during transport)

Disposables \$25.00 (providing supplies during a transport)

Standby \$210.00 (hourly rate at a committed standby request)

BLS Treat/Release \$275.00 (treating a patient with basic life support care/no transport)

ALS Treat/Release \$625.00 (treating a patient with advanced life support care/no transport)

Special Event To be Determined; Administrator to negotiate.

Copies \$0.20 per page

HIPAA Release \$15

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors: Agenda No. E.5

FROM: Michael McDonough, Administrator

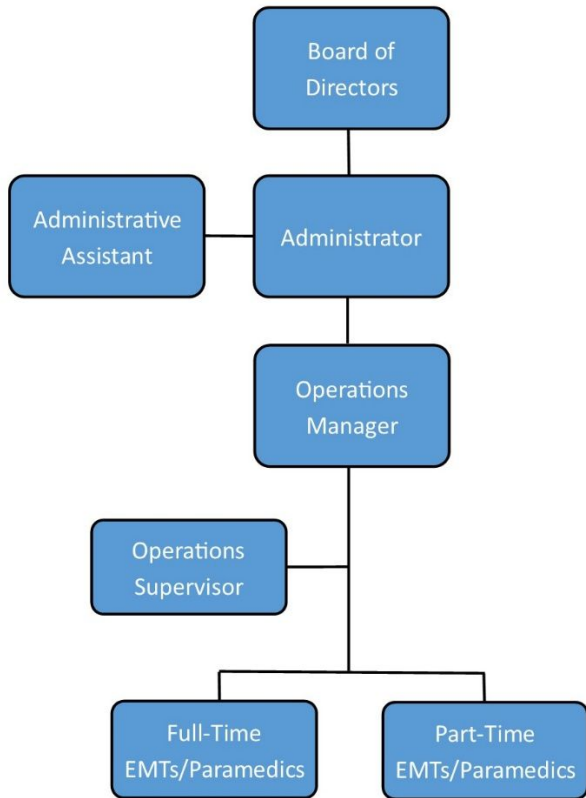
BOARD MEETING DATE: March 18, 2020

AGENDA DESCRIPTION: District Operations Organizational Chart Restructure for Board review.

RECOMMENDATION(S): The Administrator recommends review and discussion for this new organizational structure.

FISCAL IMPACT: The addition of one supervisory position will impact the District approximately \$3000/year.

DISCUSSION: This will serve to improve the flow of communications and the functions of the necessary positions to lead and manage the District’s operations and key functions. This also serves to align the Operational structure with current functionality. The functions of the proposed Operations Supervisor will provide backup leadership, program assistance and communications with and in the absence of the Operations Manager. The prior term “Operations Director“ has been modified to Operations Manager to more accurately depict the nature of that position and to avoid confusion in terminology with “Director“ positions withing the CCHD Board.



Attachments: None

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors: Agenda No. E.6

FROM: Michael McDonough, Administrator

BOARD MEETING DATE: March 18, 2020

AGENDA DESCRIPTION: Review, for possible approval, Request For Proposal for general counsel legal services.

RECOMMENDATION(S): The Administrator recommends the Board approve the RFP (attached) as written, for distribution to interested parties, firms or practitioners.

FISCAL IMPACT: Dependent on the submitted proposals and acceptance by the Board.

DISCUSSION: This RFP was prepared at the direction of the Board during the February 19, 2020 Board meeting closed session.

Attachments: 1) Request For Proposal – General Counsel Legal Services.

BOARD ACTION: Date of Vote: March 18, 2020

UNANIMOUS: ___

FEDOROFF___ RICE___ GRAY___ MILEUR___ OPEN___

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

Request for Proposals

GENERAL COUNSEL LEGAL SERVICES

March 20, 2020

Proposals due

April 30, 2020, 5:00 p.m.

Proposals should be sent electronically to:

Michael McDonough, mmcdonough@cambria-healthcare.org

Proposals sent by mail must be directed to:

Michael McDonough, Administrator

2535 Main Street

Cambria, CA. 93428

1. Purpose

The Cambria Community Healthcare District (District) Board and Administrator invites interested firms or practitioners with a minimum of ten (10) years of California local government law experience to submit written proposals to provide General Counsel legal services. Firms or practitioners are invited to submit proposals for the full range of legal services, including special healthcare district general government law practices. As General Counsel, the selected law firm will be expected to provide a wide range of legal services to the District. The law firm will be selected by the Board of Directors and will work closely with the Administrator, Board President and Board of Directors. The District reserves the right to enter into retainer agreements with other firms or individuals to handle specified legal matters on an as-needed basis.

2. Background

The Cambria Community Healthcare District is a public, tax and fee supported special district located in San Luis Obispo County, California. The District provides ambulance services to the north coast of San Luis Obispo County, including Cambria, San Simeon, and the surrounding rural areas, and also serves the southernmost part of Big Sur through a contract with AMR in Monterey County. The District is also responsible for recruiting needed healthcare services to the area and providing community health education. The District owns a medical building which it currently leases to Community Health Centers (CHC). The District has a \$1,723,000 budget for fiscal year 2019-2020 with legal services budgeted at \$30,000 a year.

A five-member board of directors (the “Board of Directors”) governs the Cambria Community Healthcare District. Members of the Board of Directors are elected at large and serve four-year staggered terms. The Board delegates the day to day operations and oversight of the organization to the Administrator and his staff. The Administrator serves as the Executive Officer of the District.

3. Scope of Services

The anticipated services will include, but are not limited to, the following:

- (a) Represent and advise the Board of Directors as the governing body and all District Officers in all matters of law pertaining to their offices.
- (b) Represent and appear for any District Officer and/or employee or any former District Officer and/or employee in legal proceedings in which any such officer or employer is entitled by law to representation furnished by the District.
- (c) Attend regular meetings of the Board of Directors and special meetings when called and provide legal advice and opinions as requested by the Board of Directors or Administrator.

- (d) To be promptly available for telephone consultation and to render written opinions on given issues related to District business in a timely manner.
- (e) Approve the form and content of Board of Directors reports, District contracts and all performance bonds, certificates of insurance and like documents tendered to the District on a requested basis.
- (f) Prepare/review all Board of Directors reports, Ordinances, Resolutions, Contracts, Deeds, Leases, and all other legal documents as requested by the Administrator or designee.
- (g) Provide recommendation and advice when requested by the Board of Directors pertaining to the retention and employment of outside law specialists in complex matters which may involve the District.
- (h) Investigate all claims and complaints by or against the District and prepare civil cases and act as trial counsel as required and requested by the Administrator, or the Board of Directors.
- (i) Prepare extended legal opinions of a complex nature as requested by the Administrator, or designee, or the Board of Directors.

- (j) Oversee and manage the legal affairs of the District and ensure that the policies, programs, and activities of the District and its employees and agents are carried out in compliance with all applicable law and that the best interests of the District are otherwise protected to the fullest extent possible.

The selected law firm or practitioner shall provide the full normal range of services of the General Counsel as described above. Among other things, the General Counsel shall have expertise on California Special District law, the Ralph M. Brown Act (California Government Code section 54952 et seq.), the California Public Records Act (Govt. Code section 6200 et seq.), California conflict of interest law (Govt. Code section 1090), the Political Reform Act of 1974 (Govt. Code section 81000 et seq.), the California Tort Claims Act (Govt. Code section 815 et seq.), the California Environmental Quality Act (California Public Resources Code section 21000 et seq.), the Health Insurance Portability and Accountability Act of 1996 (HIPAA), California Health and Safety Code (Division 2.5. Emergency Medical Services et seq.), California Code of Regulations (Title 22 et seq.), public works construction, San Luis Obispo County EMS Agency Regulations and the federal Americans with Disabilities Act.

The selected law firm or practitioner shall establish and maintain services to the District in case of the unavoidable absence of the lead attorney through temporary or backup legal services satisfactory to the District. The General Counsel will provide the District with education and in-service seminars as mutually agreed to maintain a level of education among the Board of Directors, staff and management, to the fullest extent possible, to increase the knowledge of District staff and Board Members, and to reduce liability.

The Board of Directors holds its Regular Meeting on the third Wednesday of each calendar Month, unless specified by the Board. Special Meetings may be held on a date, determined by the Board of Directors. Closed Sessions may be held prior to or after open sessions. The General Counsel may be asked to attend Special Meetings and Closed Sessions.

The District does not require the General Counsel to hold regular office hours, but expects the selected law firm or practitioner to be available to attend meetings in person or remotely (via video, web-streaming or teleconference) if needed. The General Counsel does not usually attend the District's management meetings.

Prior to initiation of any work on a given matter, the Administrator may request a written statement of the estimated cost of such work. The District requests proposals covering the full scope of requested legal services, special districts, and general government services.

4. RFP Response Format

Proposals shall be submitted by qualified firms or practitioners that have proven their capabilities in the type of work described in this RFP. The RFP respondent shall submit an electronic copy (PDF format) of the RFP response with all of the information requested to the Administrator, Michael McDonough, at:

mmcdonough@cambria-healthcare.org

Proposal packets received after the deadline will not be considered. Questions should be directed to Michael McDonough via e-mail at mmcdonough@cambria-healthcare.org

In order to simplify the proposal evaluation process, the District is seeking RFP responses in the following format:

*Important--Please submit your RFP responses with section breaks/cover pages corresponding to the lettered items in the section below.

5. Proposal Form and Content

All pages of the proposal must be numbered consecutively. The proposal must be organized in accordance with the list of proposal contents. The proposal must provide

specific and succinct responses to all questions and requests for information.

Respondents must include the following items in their proposals addressing the Scope of Services above. Proposals and the fee schedule must be valid and binding for 120 days following the proposal due date, and may become part of the agreement with the District.

(a). Letter of Transmittal

Include a cover letter signed by a duly authorized representative of the firm or practitioner. The cover letter must include name, firm or practitioner address, telephone number (cell phone number preferred but not required) and e-mail address of the firm or practitioner submitting the proposal. In addition, the name, title, address, telephone number, and e-mail address of the person or persons who are authorized to represent the firm or practitioner and to whom correspondence should be directed shall be included.

An unsigned proposal is a ground for rejection.

(b). Table of Contents

Include a clear identification of the submitted material by section and by page number.

(c). Summary

Introduce the proposal and summarize the key provisions of the proposal. Based on your firm's or practitioner's expertise and qualifications, explain why your firm or practitioner is best suited to provide the services described herein.

(d). Statement of Understanding

Include a detailed statement of understanding of the legal services to be provided. If there are services listed in this RFP that the firm or practitioner will not be able to provide, please be certain to address that in your response.

(e). Background and Experience

1. Official name and address and specify the type of entity (partnership, LLC, corporation, etc.).

2. Describe the firm's or practitioner's background and history, including the number of years in practice. Describe in detail the firm's public agency legal services expertise.

3. List the location of office(s) that would serve the District.

4. Provide an organization chart and staffing plan identifying key personnel, related lines of authority and responsibility of those team members who will provide the services described in this RFP.

(f). Approach to Legal Services

1. Describe your view of the role of the General Counsel, your interaction with the Board of Directors (both collectively and individually), the Administrator and staff.

2. Describe how the firm or practitioner would keep the District informed about the status of litigation and other legal matters.

3. Provide your best example of a written communication to a governing body about a legal issue, prepared within the past five 5 years and not to exceed four pages, in which options are explained and a recommendation is given. (Redaction of privileged information is expected.)

4. Describe how you track and manage legal fees and costs.

5. Describe how you would proactively advise the District about legal developments or issues of concern, without being asked. If you use

newsletters or other published communications, please describe the general content and frequency of publication.

6. Please identify the most significant public agency policy, program or legal matter that the firm or practitioner has handled within the past five years, explain in detail why the matter was significant, and indicate the outcome of the legal matter.

7. Please provide the most creative advice the firm or practitioner has provided to a public agency client within the past five years, explain why the advice was creative, and describe the outcome of the matter upon which the advice was provided.

8. Please identify whether the firm or practitioner has had an agreement with a public agency terminated within the past five years, and provide contact information for persons knowledgeable regarding the contract's termination.

(g). Proposed Attorney(s)

Name the person whom you propose to designate as the General Counsel and Assistant General Counsel. Provide the following resumé information for each designee:

1. Certificates or licenses, including the date of admission to the State Bar of California;
2. Description of education, including names of educational institutions and degrees conferred;
3. Professional background and professional associations;
4. Experience with and knowledge of the law relating to public agencies (particularly public special district agencies and/or local government agencies);
5. Specific areas of expertise and training; and
6. Provide names and detailed qualifications for all other attorneys in your firm or practitioner who are proposed to provide supporting legal services in support of the primary attorney(s).

(h). References and Potential Conflicts of Interest

1. Provide contact information for three public agency clients for which services have been provided by the proposed General Counsel and Assistant General Counsel in the last five years, so reference checks can

be conducted. Please include the contact person's name, agency, phone and email address.

2. List all public clients within the San Luis Obispo region for whom your firm or practitioner currently provides services under a fee for services basis or on a retainer basis and indicate the services provided. Identify any foreseeable or potential conflicts of interest that could result from such representation and the manner in which you would propose to resolve such conflicts.

3. For the person proposed as General Counsel, list all public clients that person presently represents as General Counsel, Deputy General Counsel, or Assistant General Counsel, along with the meeting dates and times for each governing body.

4. List all private clients of your firm or practitioner such as construction contractors, land developers, or other contractors that could potentially pose a conflict of interest while representing the District.

5. Identify all situations in the last five years in which your firm or practitioner represented a public entity in a litigated or administrative proceeding and the decision or outcome was adverse to that public

entity, similarly, please identify all situations within the last five years in which your firm or practitioner represented a public entity in a litigated or administrative proceeding and the decision or outcome was beneficial to the public entity.

6. If, within the past five years the firm, or practitioner or any of the attorneys employed by the firm or practitioner has been sued by a public agency for legal malpractice, been the subject of a legal malpractice claim, been the subject of a complaint filed with the State Bar, or received discipline imposed by the State Bar, please describe in detail the circumstances of said suit, claim, complaint or discipline.

(i). Compensation and Reimbursement

Please provide the hourly billing rates and specific expenses (i.e. rate for mileage, reproduction of documents, travel) proposed for compensation and/or reimbursement for the above legal services.

The District may accept and incorporate the proposed fee schedule as part of the award/agreement process without further negotiations or, alternatively, may use it as the basis for negotiations. Consequently, firms or practitioner are encouraged to provide their best pricing. The selected firm or practitioner shall receive no compensation for travel expenses to the District.

The District anticipates that the General Counsel Legal Services Agreement that may be awarded through this RFP process will be an evergreen type of agreement with a thirty (30) day at-will termination provision. The selected firm or practitioner shall identify how it proposes to be considered for rate increases and at what intervals.

(j). Agreement

At the conclusion of the RFP process, negotiations for an agreement between the District and the selected firm or practitioner will proceed. If the District engages a firm in negotiations and satisfactory agreement provisions cannot be reached, then negotiations may be terminated and the District may elect to contact another firm. This sequence may continue until an agreement is reached.

The District contemplates entering into a legal services agreement containing its standard terms and conditions which will include specific standards for the firm's or practitioner's billing of costs and services. The agreement will also set forth requirements for the exercise of efficient billing judgment, billing documentation, and insurance requirements. The contract will contain an express provision that in the event of any dispute concerning any matter regarding the agreement, each party agrees to bear its own attorney's fees. In addition, the agreement will require that

it be governed by California law, without regard to conflict of laws principles, and that venue for any dispute be in San Luis Obispo County.

Please provide your standard draft agreement for the District to review.

(k). Additional Information

In this section, provide any other information that the firm or practitioner believes is applicable to the evaluation of the proposal or your qualifications for providing the proposed legal services. You may use this section to address those aspects of your services that distinguish your firm from other firms.

6. Review and Selection Process

(a). Process

A selection panel will evaluate proposals, and conduct interviews with the top respondent(s). Firms or practitioners will be evaluated based on cost, experience, qualifications, and approach to the services requested. The selection panel for commencement of contract negotiations will identify the firm determined to be best qualified to perform this service. If contract negotiations are successful, the selection panel will forward the recommended contract to the Board of Directors for their consideration.

(b). Evaluation Criteria

The following information will be considered during the evaluation process:

1. Experience and qualifications identified in the Proposal (i.e. special district, local government and employment practices).
2. Cost of providing services.
3. Completeness and responsiveness to requested matters in the Proposal.
4. Familiarity with laws and regulations governing California healthcare agencies and public agencies.
5. Communication skills.
6. Ability to champion District goals by demonstrating a thorough understanding of District structure and operations.
7. Demonstrated competence and professional qualifications of key personnel in providing the requested services.

8. References from other client special district agencies and local government agencies.

9. Depth of experience and expertise in the practice of law, most specifically, in those areas most often encountered in special district and/or local government operations.

10. Ability to serve diverse communities, populations and Environments.

11. Availability to provide the requested services.

12. Other qualifications/criteria as deemed appropriate.

7. General Terms and Conditions

Limitation: This RFP does not commit the District to award a contract, to pay any cost incurred in the preparation of a response or to procure or contract for services or supplies. The District reserves the right to reject any or all proposals for any reason and to amend, modify or terminate the RFP process in any manner at any time. The District reserves the right to request and obtain, from one or more of the firms or practitioners submitting proposals, supplementary information as may be necessary for District staff to analyze the proposals pursuant to the selection criteria contained herein. The District

may waive any irregularities or informalities not affected by law and to award the contract according to the proposal which best serves the interests of the District. The District reserves the right to change or limit the scope of this RFP at any time.

Ownership: All proposals received shall become the property of the District and are subject to public disclosure. The District reserves the right to retain all proposals submitted and use any idea in a proposal regardless of whether that proposal is selected.

Award: The firm or practitioner/entity chosen to conduct the management study may be required to participate in negotiations and to submit such revisions of its proposal as may result from negotiations. The District reserves the right to award a contract without discussion based upon the initial proposals.

Signature: Each proposal must be signed on behalf of an officer authorized to bind the firm or practitioner.

8. Proposal Submission

Proposals should be responsive to the questions set forth in this RFP. All materials which are submitted may be deemed to be part of the responding proposal, and may be incorporated in any subsequent agreement between the District and any selected firm or practitioner.

Proposals may be mailed or delivered in person, but are preferred to be submitted electronically to the Administrator, Michael McDonough, at mmcdonough@cambria-healthcare.org with a Subject title of “Proposal for General Counsel Legal Services.” An electronic copy in PDF format via e-mail, or a hard copy by mail or in person, must be received no later than 5:00 p.m. PST, April 6, 2020.

Mailed proposals shall be addressed to:

Michael McDonough, Administrator

Cambria Community Healthcare District

2535 Main Street

Cambria, CA. 93428

Late proposals will not be accepted.

9. Time Frame

- Release date of RFP – March 20, 2020
- RFP responses due via E-mail or regular mail – 5:00 pm PST, April 30, 2020
- Anticipated Interview Dates – May 6, 2020
- Anticipated Board approval of contract with selected firm or practitioner – April 20, 2020