



**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**  
**FEBRUARY 16, 2021**  
**BOARD MEETING ANNOUNCEMENT**

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

Topic: CCHD Regular Board Meeting

Time: Feb 16, 2021 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86006523636>

Meeting ID: 860 0652 3636

One tap mobile

+16699006833,,86006523636# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 860 0652 3636

Find your local number: <https://us02web.zoom.us/j/86006523636>

Public comment is invited on any item.

The Cambria Community Healthcare District monthly agenda, packets and minutes are available at the following website: [www.cambria-healthcare.org](http://www.cambria-healthcare.org). 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

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) Proclamation by San Luis Obispo County District 2 Supervisor, Bruce Gibson.
- 2) Approve Minutes from the January 19, 2020 Regular Board 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: Laurie Mileur
  - c) Healthcare Advocacy & Outreach: Cecilia Montalvo
  - d) Finance: Bill Rice
  - e) Grants: Laurie Mileur
  - f) Strategic Planning: Cecilia Montalvo

## **E) REGULAR BUSINESS**

- 1) Social Media Policy Update – Mike McDonough
  - a) Safeguarding CCHD’s unique identity and stated mission, and defining the appropriate use of media and social media by full time and part time employees, for discussion and possible action.
- 2) Primary Care Project – Cecilia Montalvo
  - a) Formation of Ad Hoc committee to review primary care RFP responses.
- 3) Mid-Year Budget Review – Mike McDonough, Bill Rice
- 4) Comparison of CSDA and ACHD memberships – Mike McDonough
  - a) California Special Districts Association and the Association of California Healthcare Districts comparison for review by Board members.
- 5) SLO County Vaccination Contract – Mike McDonough
  - a) Review, for possible Board approval, of a contract for CCHD services related to the declared COVID-19 disaster and the vaccination services provided by the District.
- 6) CalOES Designated Agent Resolution – Mike McDonough
  - a) Review, for possible Board approval, of a resolution designating the CCHD Administrator as the District agent for the California Office of Emergency Services (CalOES).

## **F) DECLARATION OF FUTURE AGENDA ITEMS**

## **G) CLOSED SESSION**

- 1) Public Employee Performance Evaluation: Mid-year performance review of Administrator. Government Code Section 54957.

## **H) ADJOURNMENT**

The next regular meeting of the Board of Directors of the Cambria Community Healthcare District will be held on March 16<sup>th</sup> at 5:30 p.m. – online.

**P R O C L A M A T I O N**

**February 16<sup>th</sup> 2021**

WHEREAS, On January 29<sup>th</sup>, 2021, California Governor Gavin Newsom proclaimed a state of emergency for the County of San Luis Obispo due to a severe storm; and

WHEREAS, On February 4<sup>th</sup>, 2021, the San Luis Obispo County Emergency Services Director, Wade Horton, made a Proclamation of Local Emergency in response to the major storm impacting the County on January 27<sup>th</sup> and 28<sup>th</sup>, 2021; and

WHEREAS, The Emergency Medical Technicians and Paramedics of the Cambria Community Healthcare District responded quickly and without hesitation to the increased demand for emergency services within San Luis Obispo County under challenging conditions; and

WHEREAS, The CCHD EMTs and Paramedics immediately mobilized and staffed a second nighttime shift putting the needs of San Luis Obispo County first; and

WHEREAS, The CCHD EMTs and Paramedics responded to calls outside the District's service area including Arroyo Grande, Paso Robles and Morro Bay; and

WHEREAS, The CCHD EMTs and Paramedics responded to a total of seventeen calls for service including medical aid, standing by when there were downed power lines causing a residential fire with a person inside the home, and a trapped motorist avoiding rising flood waters —with six patient transports -- all within a 48-hour period; and

WHEREAS, San Luis Obispo County residents sincerely appreciate the valuable contributions of the CCHD EMTs and Paramedics to their communities;

NOW THEREFORE, As San Luis Obispo District 2 Supervisor, I commend the Cambria Community Healthcare District EMTs and Paramedics for their selfless help to others throughout San Luis Obispo County during this disaster, while offering essential services to their community.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my signature this 16<sup>th</sup> day of February 2021, with sincere gratitude for a job well done.



Bruce S. Gibson, 2<sup>nd</sup> District Supervisor

San Luis Obispo County Board of Supervisors

# CAMBRIA COMMUNITY HEALTHCARE DISTRICT

## JANUARY 19, 2021

### BOARD MEETING MINUTES



Due to Coronavirus-19 concerns, this meeting was held via teleconference.

#### **A) OPENING**

- 1) Call to order

President Fedoroff called the meeting to order at 5:43 pm.

- 2) Pledge of Allegiance

President Fedoroff led the Pledge of Allegiance.

- 3) Establishment of a quorum

Board of Directors Members Iggy Fedoroff, Bill Rice, Laurie Mileur, Cecilia Montalvo, and Cesilia Lomeli were present.

Also present were Administrator Mike McDonough, Operations Manager Tim Benes, Administrative Assistant Simone Rathbun, Walter Kopp, Bill Avery, District Legal Counsel Jeff Minnery, Harry Farmer and Kristi Jenkins.

#### **B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

A member of the public was present but had no comments.

#### **C) CONSENT AGENDA**

The Minutes from the December 17, 2020 Board Meeting were presented for review. Director Montalvo requested two corrections be made; replacing the word “she” with “the Board” in two separate sections. With these corrections made, Director Rice motioned to accept these Minutes, Director Montalvo seconded, Board approved 5/0.

#### **D) REPORTS**

- 1) The Operation Report was given by Tim Benes, who stated that so far this month there have been 76 incidents and 34 transports. The heater core for Unit 18 was replaced but it is currently back in the shop getting another issue fixed. Monterey County invoice was sent for transports. Fuel cards have been added; the accounts on previous cards were closed. We are now on the WEX program to get gas at different locations. Director Montalvo inquired as to why only 40% of the staff has opted to receive the vaccine. Director Lomeli stated that this is normal and that everyone has their own personal reasons. Administrator McDonough added this is quite normal across the Country. Director Mileur added that

her son was scheduled to get the vaccine however became Covid positive and stated that he strongly advises people to get the vaccine, due to the severity of his Covid.

2) The Administrator's Report was presented by Mike McDonough, who gave Covid updates; all of the staff are healthy. There are no current Covid testing sites scheduled. The community inquired about the vaccine on Friday due to the County stating it would be available for those 75 and older, however all the vaccines were spoken for very quickly. Mike is working with the County to administer vaccines at the District, which would probably be at the end of February or early March. 58% of ICU beds in this county are available. Donations were made to the Trust in December; \$625 from Iggy Fedoroff, \$105 from Michael Walsh and \$1000 from Thomas Kratochvil. There is currently approximately 26k remaining in the Trust. Tax revenue was good. Uniform was over budget due to purchase of ballistic safety gear which Project heartbeat will reimburse us for. Call volume up 23% from last year, however transports 30% below. Consequently, ambulance revenue was down from last December. Write-offs on the aged accounts were done. President Fedoroff asked Mike to elaborate on the QI review listed in the Administrator's Report on page 20. Mike went over the Quality Inspection process on the calls, which is done once the PCR is complete. This information can also be used to get patient feedback. Mike was asked to keep this item open and to find benchmarks and national standards that might apply to our district. President Fedoroff then added that the District is 42k+ over last year's revenue, which is quite good. Bill Rice clarified that this amount is the District's positive cash position.

### 3) Committee Reports

a) President's Report: President Fedoroff has reached out to CCSD and CUSD regarding getting together to discuss items of mutual interest. Cindy Steidel and Scott Smith have replied and would like to get together. Once the County approves CCHD to give vaccinations, he stated we will need to coordinate with these other entities.

b) Property & Facilities: The Committee met on 1/12/21 and is developing a priority list for capital needs and building needs; will meet again once list is completed.

c) Healthcare & Advocacy: Director Montalvo stated the Committee did not meet.

d) Finance: Director Rice stated he is working on the mid-year budget review however it proved a little more challenging due to some open items. Will meet before the February Board meeting and will present it then.

e) Grants: Director Mileur stated that the Committee met on 1/13/21 and the AFG grant was discussed. Two applications are to be submitted, due no later than 2/12/21. One is a resubmission of the power load cot and the other grant is for two new ambulances. Input was received from Kevin at FEMA and Regional Representative Sandy Tripp, who gave an overview of our previous application, and told us we stand a good chance for funding this time around. The grant

application was revised based on that conversation. Mike then added that he is submitting a Public Assistance Grant through FEMA for Covid related costs and has a Representative walking him through the process.

f) Strategic Planning: The Committee did not meet.

## **E) REGULAR BUSINESS**

1) Standing and Ad Hoc Committee Assignments: Reviewed and are to be entered into the record.

2) Social Media Policy Update: Bill Avery presented a final draft to the Board. President Fedoroff noted that it appears to read that the employees can use their personal equipment. Mike added that the employees understand HIPAA and that they see the pictures they take as harmless showcasing their work and what they do. Bill Avery added that they are being very cautious and are trying to meet everyone's needs. Both Director Mileur and Director Montalvo voiced their concern with having employees photographing these scenes. Next Tuesday at 10 am Mike and Bill Avery will meet with the Union and hopefully reach an agreement, subject to the Board's approval. This will be on next month's agenda.

3) Soliciting Proposals for Primary Care Services: Director Montalvo introduced Walter Kopp, who has worked in Medical Management for over 35 years. He is now assisting us with the RFP and any responses we may get. Mr. Kopp stated he has worked with many different Districts on securing access to care. Director Montalvo highlighted the revised timetable in the RFP. Director Lomeli inquired as to why Dr. Lewis' clinic closed, and why it was a priority to get the RFP out during a pandemic. She also asked why CHC isn't just expanded so that they can bring in an MD. Director Montalvo explained that Tenet operated the clinic where Dr. Lewis worked and there was no relationship with the District. She was moved to Atascadero by Tenet. She then added that it will take a long time to recruit a primary care provider likely in late 2022 but the process has to begin now. Director Montalvo then addressed Director Lomeli's third concern; stating that being a public entity we cannot favor one provider over another, so this opportunity is offered to all providers likely to show an interest. CHC is on the list of companies to receive this RFP and they are free to bid. Director Rice recommended that the RFP also be sent to Samsun Clinic in Santa Barbara. Director Rice motioned to approve the issuance of the RFP, seconded by Director Mileur, Board approved 5/0. Public comment – Kristi Jenkins commented on this matter.

4) Strategic Plan Update and Quarterly review of objectives. The Plan communication piece was presented. Director Rice inquired as to distribution; President Fedoroff stated that a press release will be given to cambriaca.org online newsletter. Mike stated other news agencies that will be receiving press releases are The Tribune, Estero Bay Times, The Cambrian, and The New Times. Director Mileur inquired if this could be mailed out to residents, to which Director Rice stated that there are currently no funds in the budget for mailing. President Fedoroff stated that Mike should contact CCSD and the San Simeon CCSD to have it sent out as a flyer. Director Rice motioned to approve, Director Mileur

seconded, Board approved 5/0. The tracking document was reviewed and Mike discussed the different goals in the document and the steps that will be used to achieve them.

5) Draft Mid-Year Budget Review: Administrator McDonough and Director Rice are currently working on this and asked it be moved to the February agenda. The Board members concurred.

6) AFG 2020 Grant Matching Funds Request: If we are funded for both of the AFG grants we would need to match 5%, which would be approximately 20k. Director Rice added that the 5% commitment, due to the timing, is not a current fiscal year budget issue, and it will be in next years' budget. Director Rice motioned to approve, seconded by Director Montalvo, Board approved 5/0.

**F) DECLARATION OF FUTURE AGENDA ITEMS**

1) Discuss mid-year budget. (McDonough)

2) Social media policy. (McDonough)

3) Formation of Ad Hoc committee to review primary care RFP responses. (Montalvo)

4) Closed session for half-year review of Administrator McDonough's performance. This would be a 360-degree review that would include employee feedback to President Fedoroff; an employee portal would be set up and employee input could be submitted anonymously. (Fedoroff)

**G) ADJOURNMENT**

The meeting was adjourned at 7:21 pm.

The next regular Board Meeting will be held on Tuesday, 2/16/21 at 5:30 pm via Zoom.



## **Operations Report for the Month of January 2021**

### **Units**

Currently, we have one unit (17) in the shop. Units that required service/repairs will have a brief description of the service/ repair under the mileage totals.

- Unit 16 (back up #1)
  - Starting Miles = 221431
  - Ending Miles = 222435
  - Total of 1004.0. miles on the unit and 73.6 gallons of fuel
  - Service/repairs:
    - Grand total of \$3010.23
    - This unit is in service.
- Unit 17 (back up #2)
  - Starting miles = 222182
  - Ending miles = 222752
  - Total of 570 miles and 60.8 gallons fuel used
  - Service/repairs
    - This unit is in the shop.
- Unit 18 (Medic 11 24-hour car)
  - Starting miles = 124681
  - Ending miles = 126580
  - Total of 1899.0 miles and 205.1 gallons of fuel used
  - Service/ repairs
    - This unit is in service.
- Unit 20 (Medic 12 12-hour car)
  - Starting miles = 27692
  - Ending miles = 30086
  - Total 2394.0 miles and 195.5 gallons of gas used.
  - Service/ repairs
    - This unit is in service.
- Cal Fire Unit 21
  - Body work
    - The paint work is almost completed. The paint will require time to set prior to the decals being placed. The paint shop requires about 30 days for the paint to cure.
  - Radios
    - After the body work the unit will have the radios installed.

## **Medications/ Supplies**

- PPE/Masks
  - N-95 and P-100
    - No changes in this area
  - Ballistic Gear
    - The ballistic gear has arrived and is being readied for service. Project Heartbeat has all of the proper documentation and should send a reimbursement check to the CCHD soon.
- Medications.
  - We are managing to keep the current supplies stocked and not short on any medication at this time.
- Equipment
  - Motorola Radios
    - The order has been placed with Motorola for the radios. They are scheduled to arrive on or about the 22nd of February.

## **Response times and delays**

This month we are at 93.9% compliance on the report. The only calls that required review are listed below:

- Call Number 21-0037 01/07/2021
  - This call was located on the far side of Happy Hill area of Cambria. The crew took time extra time to map their way to the call.
- Call Number 21-0060 01/14/2021
  - This call the crew reported that the location the patient gave to dispatch originally was not in Cambria. There was a long delay while dispatch attempted to locate where the patient actually was.
- Call Number 21-0108 01/26/2021
  - On this call the crew responded from code 8 at Via Creek.

## **Transport activity Report**

This report shows a slight decrease in the number of calls that the district had, compared to last year. All out-reach events have stopped because of COVID-19.

## **Transport at night San Luis Ambulance Transported**

This month San Luis Ambulance responded to 1 call in Cambria.

## **Monterey County Calls**

- We had 3 (three) Monterey County Calls this month.
  - All have been billed and we are waiting on Monterey County AMR to pay.

## **Station**

- The crews now have a new electric stove installed and it is working great. The vent hood parts are on order and should be installed by the end of month.

## **Employees**

- COVID-19
  - Currently all the CCHD employees are healthy.
- COVID-19 Vaccine
  - At this time about 40% of the field staff have chosen to get the vaccine. The State and County are not requiring employees to be vaccinated. It is a personal choice.
- COVID-19 Vaccine Clinic
  - The County has reached out the CCHD to assist with giving the vaccine shots. At this time, we have 4 part-time employees who are helping. The Incident Command Team 2 is taking over the vaccination clinics.
  - No one has a defined time frame yet as to when the public will have access to the vaccine.
- Safety gear
  - The safety gear is service.
- Hiring
  - We are currently looking to hire more Reserve Paramedics and EMTs. The testing dates for this is set on Feb 24<sup>th</sup>.
- We up staffed Medic 12 for the storm. In the 48-hour period the storm the crews responded to a total of 17 incidents with 5 transports. The crews responded to calls from Cambria to Arroyo Grande to Paso Robles. 3 transports from Morro Bay.

**DISTRICT ACTIVITY REPORT PAGE 1**

01/01/2021 through 01/31/2021

<b>Incident Totals</b>				<b>Transport Totals</b>			
	<b>2021</b>	<b>2020</b>	<b>Change</b>		<b>2021</b>	<b>2020</b>	<b>Change</b>
Dry Runs - w/Treatment	11	11	0	Local Patients	34	47	-13
Dry Runs - CX Enroute	27	19	8	Non-Local Patients	20	8	12
Total Dry Runs	38	30	8	Total Patients	54	55	-1
Stand-bys	42	45	-3	Medical Transports	52	52	0
Public Assists/Relations	0	1	-1	Trauma Transports	2	3	-1
Walk-in Public Relations	0	1	-1	Traffic Accidents	0	1	-1
Total Incidents	134	132	2	Total Transports	54	55	-1

**Hospital Destinations**

	<b>2021</b>	<b>2020</b>	<b>Change</b>
French	14	18	-4
Sierra Vista	38	28	10
Twin Cities	0	9	-9
Rendezvous w/Heli	0	0	0
Facility Not-Listed	1	0	1
Trauma Center (Sierra Vista)	1	4	-3
STEMI Center (French)	0	2	-2

**Monterey County Responses**

	<b>2021</b>	<b>2020</b>	<b>Change</b>
Medical Transports	1	0	1
Trauma Transports	0	0	0
Dry Runs	2	1	1
Stand-bys	0	0	0
Total Incidents	3	1	2

**Year-to-Date Comparison  
Ambulance Response Statistics  
From January 2021 to January 31 2021**

	<b>2021</b>	<b>2020</b>	<b>Change</b>
Total Responses	134	131	3
Patients Transported	54	55	-1
Total Dry Runs	38	30	8
Dry Runs - w/Treatment	11	11	0
Dry Runs - CX Enroute	27	19	8
Stand-bys	42	45	-3
Total Monterey County Incidents	3	1	2

**DISTRICT ACTIVITY REPORT PAGE 2**  
**01/01/2021 through 01/31/2021**

**San Luis Ambulance Activity**

<b>Code 8</b>	=	27	
<b>Code 11</b>	=	1	
<b>Code 2 calls</b>	=	0	}
<b>Code 3 calls</b>	=	1	
<b>(calls into CCHD response area)</b>			
<b>Total time SLAS covered CCHD area =</b>		40 hrs	52 mins

**Cambria Community Healthcare District Activity**

<b>Total time CCHD committed to other incidents (Month) =</b>		127 hrs	22 mins
<b>Code 8</b>	=	40	
<b>Code 11</b>	=	0	
<b>Code 2 calls</b>	=	3	}
<b>Code 3 calls</b>	=	17	
<b>(calls into SLAS response area)</b>			
<b>Total time CCHD covered SLAS area =</b>		36 hrs	12 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

**Time-On-Task :** TOT Refers to the amount of time committed to a call or task, more specifically, this is the amount of time a unit is unavailable to respond to a call in the District's response area only. Units may still be available for calls outside the District's response area during TOT periods depending on SLO County needs for mutual aid.

**CALL ACTIVITY REPORT**

01/01/2021 through 01/31/2021

Total Transports = 54

Total Calls = 134

Rec #	Call #	Date	Type	Medic	Call Times						Call Location	Time-On-Task (Hours)
					Dispatch	Enroute	On-Scene	Transporting	Available	Response Area		
1	21-0001	01/01/2021	Transport	12	0850	0850	0855	0902	0956	1015	Lodge Hill East	1.25
2	21-0002	01/01/2021	Transport	12	1215	1216	1223	1241	1355	1414	San Simeon	1.59
3	21-0003	01/01/2021	Transport	12	1613	1614	1620	1647	1800	1817	Park Hill	2.04
4	21-0004	01/02/2021	Transport	12	0819	0819	0825	0850	0953	1030	Pine Knolls	2.11
5	21-0005	01/01/2021	Stand-by	11	0930	0930			0932	0932	Villa Creek	0.02
6	21-0006	01/01/2021	Transport	11	1117	1117	1210	1226	1440	1645	Monterey County	5.28
7	21-0007	01/01/2021	Transport	11	2001	2004	2106	2140	2245	2300	San Simeon	2.59
8	21-0008	01/02/2021	Dry Run	11	0021	0023	0030		0037	0037	Lodge Hill West	0.16
9	21-0009	01/02/2021	Dry Run	11	0347	0350	0356		0409	0409	Lodge Hill West	0.22
10	21-0010	01/02/2021	Stand-by	11	0900	0900			0902	0902	Villa Creek	0.02
11	21-0011	01/02/2021	Transport	12	1311	1313	1317	1340	1445	1518	Park Hill	2.07
12	21-0012	01/02/2021	Dry Run	12	2003	2003			2009	2009	Marine Terrace	0.06
13	21-0013	01/02/2021	Transport	11	1945	1946	1954	2003	2117	2135	Marine Terrace	1.50
14	21-0014	01/03/2021	Transport	12	1056	1056	1134	1149	1318	1346	North Highway 1	2.50
15	21-0015	01/03/2021	Stand-by	11	2018	2019			2020	2020	Villa Creek	0.02
16	21-0016	01/04/2021	Stand-by	12	0908	0910	0926		1006	1134	Villa Creek	2.26
17	21-0017	01/04/2021	Transport	12	1006	1006	1013	1026	1108	1134	Morro Bay	1.28
18	21-0018	01/04/2021	Dry Run	11	0728	0731	0737		0739	0739	Lodge Hill East	0.11
19	21-0019	01/04/2021	Dry Run	11	0853	0854	0858		0923	0923	Pine Knolls	0.30
20	21-0020	01/04/2021	Transport	11	0938	0939	0942	0951	1044	1059	Lodge Hill West	1.21
21	21-0021	01/04/2021	Transport	11	1059	1059	1104	1122	1154	1214	Morro Bay	1.15
22	21-0022	01/04/2021	Stand-by	11	1214	1214			1220	1232	Villa Creek	0.18
23	21-0023	01/04/2021	Stand-by	11	1239	1239	1254		1321	1321	Villa Creek	0.42
24	21-0024	01/04/2021	Transport	12	1325	1325	1333	1339	1440	1524	Lodge Hill West	1.59
25	21-0025	01/05/2021	Dry Run	11	1726	1726	1733		1748	1748	Lodge Hill East	0.22
26	21-0026	01/05/2021	Stand-by	11	2126	2127	2139		2152	2152	Villa Creek	0.26
27	21-0027	01/05/2021	Stand-by	11	1250	1250	1302		1302	1302	Villa Creek	0.12
28	21-0028	01/05/2021	Stand-by	11	1428	1428			1441	1441	Villa Creek	0.13
29	21-0029	01/05/2021	Transport	11	2027	2028	2033	2053	2151	2227	Park Hill	2.00
30	21-0030	01/05/2021	Dry Run	11	2209	2209	2212		2219	2227	Morro Bay	0.18
31	21-0031	01/06/2021	Dry Run	11	1832	1834			1838	1838	Lodge Hill East	0.06
32	21-0032	01/06/2021	Stand-by	12	1105	1105	1112		1112	1112	Villa Creek	0.07
33	21-0033	01/07/2021	Dry Run	12	1800	1801	1804		1812	1814	South Highway 1	0.14
34	21-0034	01/07/2021	Stand-by	12	1747	1748	1800		1800	1814	Villa Creek	0.27
35	21-0035	01/08/2021	Transport	12	1141	1143	1149	1210	1322	1420	Lodge Hill West	2.39
36	21-0036	01/08/2021	Dry Run	11	2232	2232	2246		0208	0210	San Simeon	3.38
37	21-0037	01/07/2021	Transport	11	2236	2236	2247	2257	2354	0020	Happy Hill	1.44
38	21-0038	01/07/2021	Dry Run	11	1748	1748	1807		1808	1822	Morro Bay	0.34
39	21-0039	01/09/2021	Transport	12	0829	0831	0838	0904	0957	1018	Park Hill	1.49

**[Grey Box]** = Night Call (8:00pm - 8:00am)

*Italic Text* = Dry Run

Rec #	Call #	Date	Type	Call Times							Response Area	Call Location	Time-On-Task (Hours)
				Medic	Dispatch	Enroute	On-Scene	Transporting	Available				
40	21-0040	01/09/2021	<i>Dry Run</i>	11	1131	1131			1143	1143	South Highway 1	0.12	
41	21-0041	01/09/2021	Transport	12	1739	1739	1746	1800	1857	1919	Park Hill	1.40	
42	21-0042	01/10/2021	<i>Dry Run</i>	11	1146	1146	1150		1152	1152	Lodge Hill East	0.06	
43	21-0043	01/10/2021	Stand-by	11	1402	1403			1413	1413	Lodge Hill West	0.11	
44	21-0044	01/10/2021	Stand-by	11	2319	2321	2326		0052	0052	Lodge Hill West	1.33	
45	21-0045	01/11/2021	<i>Dry Run</i>	11	0855	0856	0903		0916	0916	Lodge Hill West	0.21	
46	21-0046	01/11/2021	Transport	11	2103	2104	2108	2120	2222	2244	Park Hill	1.41	
47	21-0047	01/12/2021	Transport	11	0905	0906	0908	0923	1016	1040	Happy Hill	1.35	
48	21-0048	01/12/2021	Transport	11	1137	1138	1151	1221	1258	1258	Morro Bay	1.21	
49	21-0049	01/12/2021	<i>Dry Run</i>	11	1307	1307			1310	1340	San Luis Obispo	0.33	
50	21-0050	01/13/2021	Transport	11	2339	2340	2347	0002	0054	0116	Lodge Hill West	1.37	
51	21-0051	01/13/2021	Stand-by	11	0711	0711	0725		0745	0745	Villa Creek	0.34	
52	21-0052	01/13/2021	Stand-by	12	1432	1432	1441		1511	1638	Villa Creek	2.06	
53	21-0053	01/13/2021	Transport	12	1511	1511	1518	1531	1605	1635	Morro Bay	1.24	
54	21-0054	01/13/2021	Transport	12	1846	1849	1855	1911	1951	2018	Happy Hill	1.32	
55	21-0055	01/13/2021	Transport	12	1305	1306	1311	1329	1430	1450	Lodge Hill West	1.45	
56	21-0056	01/14/2021	<i>Dry Run</i>	12	1152	1154	1159		1205	1205	Pine Knolls	0.13	
57	21-0057	01/14/2021	Transport	12	1350	1350	1416	1416	1512	1530	West Village	1.40	
58	21-0058	01/15/2021	Stand-by	11	1430	1430	1445		1500	1500	Villa Creek	0.30	
59	21-0059	01/13/2021	<i>Dry Run</i>	11	2252	2255			2301	2301	Lodge Hill East	0.09	
60	21-0060	01/15/2021	Transport	12	0837	0838	0846	0909	1004	1008	Lodge Hill West	1.31	
61	21-0061	01/15/2021	Transport	12	1555	1556	1559	1618	1714	1735	Park Hill	1.40	
62	21-0062	01/15/2021	Stand-by	11	2018	2020	2036		2147	2218	Villa Creek	2.00	
63	21-0063	01/15/2021	Transport	11	2039	2040	2050	2112	2147	2218	Morro Bay	1.39	
64	21-0064	01/16/2021	Transport	12	1504	1505	1513	1527	1634	1701	San Simeon	1.57	
65	21-0065	01/16/2021	Transport	11	2013	2016	2020	2035	2146	2146	Pine Knolls	1.33	
66	21-0066	01/17/2021	<i>Dry Run</i>	12	1407	1408			1413	1413	Moonstone Beach Drive	0.06	
67	21-0067	01/17/2021	Stand-by	11	1428	1432	1449		1520	1525	Villa Creek	0.57	
68	21-0068	01/17/2021	<i>Dry Run</i>	12	1730	1732	1739		1753	1753	Moonstone Beach Drive	0.23	
69	21-0069	01/18/2021	Stand-by	11	1128	1128	1142		1143	1143	Villa Creek	0.15	
70	21-0070	01/18/2021	Stand-by	11	1233	1233	1250		1253	1300	Villa Creek	0.27	
71	21-0071	01/18/2021	Transport	12	1251	1253	1258	1314	1414	1448	Happy Hill	1.57	
72	21-0072	01/18/2021	<i>Dry Run</i>	11	1944	1945			1951	1951	Monterey County	0.07	
73	21-0073	01/18/2021	Transport	11	1956	1956	1959	2011	2106	2134	Happy Hill	1.38	
74	21-0074	01/18/2021	Stand-by	11	2116	2116	2124		2128	2135	Villa Creek	0.19	
75	21-0075	01/18/2021	<i>Dry Run</i>	12	1922	1923	1949		2011	2040	Monterey County	1.18	
76	21-0076	01/19/2021	Transport	12	1343	1344	1353	1407	1511	1546	San Simeon	2.03	
77	21-0077	01/19/2021	Transport	11	2246	2249	2255	2316	0011	0030	East Village	1.44	
78	21-0078	01/20/2021	<i>Dry Run</i>	12	1215	1217	1223		1235	1235	Lodge Hill East	0.20	
79	21-0079	01/20/2021	Stand-by	11	1155	1155	1205		1238	1238	Villa Creek	0.43	
80	21-0080	01/20/2021	Transport	11	1238	1238	1251	1301	1339	1400	Morro Bay	1.22	

**[Grey Box]** = Night Call (8:00pm - 8:00am)

**[Italic Text]** = Dry Run

Rec #	Call #	Date	Type	Medic	Call Times						Response Area	Call Location	Time-On-Task (Hours)
					Dispatch	Enroute	On-Scene	Transporting	Available				
81	21-0081	01/20/2021	Stand-by	11	1501	1501	1513		1402	1402	Villa Creek	23.01	
82	21-0082	01/20/2021	Transport	11	1948	1949	1952	2023	2115	2130	Lodge Hill West	1.42	
83	<i>21-0083</i>	<i>01/21/2021</i>	<i>Dry Run</i>	12	<i>1737</i>	<i>1739</i>	<i>1744</i>		<i>1801</i>	<i>1801</i>	<i>Moonstone Beach Drive</i>	<i>0.24</i>	
84	21-0084	01/21/2021	Transport	12	1442	1443	1450	1501	1531	1550	Morro Bay	1.08	
85	21-0085	01/21/2021	Stand-by	12	1338	1338	1357		1443	1556	Morro Bay	2.18	
86	21-0086	01/22/2021	Transport	11	1443	1444	1458	1513	1555	1630	Morro Bay	1.47	
87	21-0087	01/22/2021	Stand-by	11	2020	2021	2029		2029	2029	Villa Creek	0.09	
88	21-0088	01/22/2021	Dry Run	11	2029	2029	2040		2123	2128	Morro Bay	0.59	
89	21-0089	01/22/2021	Transport	12	1340	1342	1347	1402	1533	1550	Moonstone Beach Drive	2.10	
90	21-0090	01/22/2021	Transport	11	1703	1704	1708	1734	1835	1900	Lodge Hill East	1.57	
91	<i>21-0091</i>	<i>01/22/2021</i>	<i>Dry Run</i>	12	<i>1851</i>	<i>1852</i>	<i>1856</i>		<i>1956</i>	<i>1956</i>	<i>Leimert</i>	<i>1.05</i>	
92	21-0092	01/23/2021	Stand-by	11	1010	1010			1012	1012	Villa Creek	0.02	
93	21-0093	01/23/2021	Transport	11	1158	1159	1208	1226	1330	1352	San Simeon	1.54	
94	21-0094	01/23/2021	Stand-by	12	1543	1543	1554		1605	1605	Villa Creek	0.22	
95	21-0095	01/23/2021	Stand-by	12	1641	1641	1652		1655	1655	Villa Creek	0.14	
96	21-0096	01/24/2021	Transport	11	2242	2243	2248	2307	2358	0016	Lodge Hill West	1.34	
97	<i>21-0097</i>	<i>01/24/2021</i>	<i>Dry Run</i>	11	<i>1006</i>	<i>1007</i>			<i>1010</i>	<i>1010</i>	<i>Morro Bay</i>	<i>0.04</i>	
98	<i>21-0098</i>	<i>01/24/2021</i>	<i>Dry Run</i>	11	<i>1012</i>	<i>1012</i>	<i>1025</i>		<i>1026</i>	<i>1027</i>	<i>Morro Bay</i>	<i>0.15</i>	
99	21-0099	01/24/2021	Transport	11	1028	1029	1037	1048	1122	1148	Morro Bay	1.20	
100	21-0100	01/24/2021	Stand-by	12	1004	1004			1006	1235	Villa Creek	2.31	
101	<i>21-0101</i>	<i>01/24/2021</i>	<i>Dry Run</i>	12	<i>1006</i>	<i>1006</i>			<i>1007</i>	<i>1235</i>	<i>Morro Bay</i>	<i>2.29</i>	
102	21-0102	01/24/2021	Transport	12	1007	1007	1025	1028	1111	1235	Morro Bay	2.28	
103	21-0103	01/24/2021	Transport	12	1100	1102	1106	1131	1235	1235	San Luis Obispo	1.35	
104	21-0104	01/25/2021	Stand-by	12	0807	0808			0808	0808	Villa Creek	0.01	
105	21-0105	01/25/2021	Stand-by	12	0832	0832			0835	0835	Villa Creek	0.03	
106	21-0106	01/25/2021	Stand-by	12	0835	0835			0852	0852	Villa Creek	0.17	
107	21-0107	01/26/2021	Transport	11	0014	0017	0023	0041	0129	0152	Lodge Hill West	1.38	
108	21-0108	01/26/2021	Dry Run	11	0153	0153	0208		0217	0217	Lodge Hill West	0.24	
109	<i>21-0109</i>	<i>01/26/2021</i>	<i>Dry Run</i>	11	<i>1236</i>	<i>1237</i>	<i>1250</i>		<i>1258</i>	<i>1315</i>	<i>Morro Bay</i>	<i>0.39</i>	
110	21-0110	01/26/2021	Dry Run	11	2030	2030			2040	2040	South Highway 1	0.10	
111	21-0111	01/27/2021	Stand-by	11	0636	0636	0642		0646	0646	Happy Hill	0.10	
112	21-0112	01/27/2021	Stand-by	11	1112	1112			1121	1121	Villa Creek	0.09	
113	21-0113	01/27/2021	Stand-by	11	1626	1626			1632	1632	Villa Creek	0.06	
114	21-0114	01/28/2021	Stand-by	11	2058	2100	2104		2123	2123	Pine Knolls	0.25	
115	21-0115	01/28/2021	Transport	12	0825	0829	0834	0901	1007	1034	Pine Knolls	2.09	
116	21-0116	01/28/2021	Transport	12	1341	1343	1354	1359	1437	1450	Morro Bay	1.09	
117	21-0117	01/28/2021	Stand-by	12	1310	1310	1318		1318	1450	Highway 46	1.40	
118	21-0118	01/28/2021	Stand-by	12	1319	1319			1319	1450	Arroyo Grande	1.31	
119	21-0119	01/28/2021	Stand-by	11	1324	1324	1332		1332	1332	Villa Creek	0.08	
120	<i>21-0120</i>	<i>01/28/2021</i>	<i>Dry Run</i>	11	<i>1332</i>	<i>1332</i>	<i>1335</i>		<i>1335</i>	<i>1335</i>	<i>Morro Bay</i>	<i>0.03</i>	
121	21-0121	01/28/2021	Transport	11	1335	1335	1341	1410	1443	1506	Morro Bay	1.31	

**[Grey Box]** = Night Call (8:00pm - 8:00am)

**[Italic Text]** = Dry Run



Rec #	Call #	Date	Type	Medic	Call Times						Call Location	Time-On-Task (Hours)
					Dispatch	Enroute	On-Scene	Transporting	Available	Response Area		
122	21-0122	01/28/2021	Dry Run	12	0508	0509	0518		0546	0546	Park Hill	0.38
123	21-0123	01/29/2021	Transport	11	2329	2329	2338	2352	0044	0100	Park Hill	1.31
124	21-0124	01/29/2021	Stand-by	12	1312	1313			1314	1320	Villa Creek	0.08
125	21-0125	01/29/2021	Stand-by	12	1314	1314			1320	1320	Villa Creek	0.06
126	21-0126	01/29/2021	Transport	11	1044	1045	1050	1106	1214	1235	East Village	1.51
127	21-0127	01/29/2021	Transport	11	2039	2040	2044	2103	2200	2230	Park Hill	1.51
128	21-0128	01/31/2021	Transport	11	2147	2148	2155	2306	2359	0016	San Simeon	2.29
129	21-0129	01/31/2021	Stand-by	11	0253	0255	0306		0308	0310	Villa Creek	0.17
130	21-0130	01/31/2021	<i>Dry Run</i>	12	1014	1015	1022		1023	1023	<i>Lodge Hill East</i>	0.09
131	21-0131	01/31/2021	<i>Dry Run</i>	12	1014	1015	1022		1023	1023	<i>Lodge Hill East</i>	0.09
132	21-0132	01/31/2021	<i>Dry Run</i>	12	1141	1143	1201		1214	1221	<i>North Highway 1</i>	0.40
133	21-0133	01/31/2021	<i>Dry Run</i>	12	1806	1808	1813		1836	1836	<i>Lodge Hill West</i>	0.30
134	21-0143	01/20/2021	<i>Dry Run</i>	12	1949	1949	1956		2023	2024	<i>Lodge Hill West</i>	0.35

☐ = Night Call (8:00pm - 8:00am)

*Italic Text* = Dry Run



Cambria Community  
Healthcare District

## **Administrators Report**

Board of Directors Meeting

February 16, 2021

### **1. COVID-19 Briefing –**

- We continue to maintain an adequate state of readiness with crews and supplies.
- Testing – Currently there are no testing sites scheduled for Cambria. Persons needing testing are being referred to ReadySLO.org for current testing sites.
- Applications for the Public Assistance Grant (PAG) funding for PPE and other COVID related costs have been submitted. I have followed up with, and are receiving assistance from, FEMA for the PAG application review.
- Cambria/San Simeon has had a total of 186 people with positive test results, since March 2020.
- As of 2/9/2021, SLO County has a total of 200 COVID-19 related deaths with 18,788 cases; 17,359 have recovered; 1172 are currently recovering at home and 27 are currently hospitalized, with 6 in the ICU.
- The California Governor has relaxed the stay-at-home order restrictions by region. SLO County is in the Southern Region which has an ICU bed availability of 0%. This county is affected due to the heavily impacted counties in the Los Angeles and San Diego area. The SLO County PHD has a ICU bed availability is well above the threshold at 53%. Our County is categorized currently as a Tier 1: Widespread.
- For more information on current vaccinations: <https://www.recover slo.org/en/covid-19-vaccines-in-slo-county.aspx>

### **2. CCHD Trust –**

- No donations were received during January 2021.
- As of January 31<sup>st</sup>, the Trust fund balance was \$25,895.18.

### **3. CalOES Grant –**

- The Community Power Resiliency Allocation to Special Districts Grant application for CCHD was denied. CSDA has been notified. A possible appeal is in process.

### **4. AFG 2020 Grants –**

- Both AFG 2020 Grant applications have been completed and submitted to FEMA.

## 5. Financial Reports –

- Tax revenue was 7.9% greater than budgeted, due in part to a catchup lag from December.
- Miscellaneous income was up due to PG&E Diablo Disaster Drill revenue.
- Fleet Maintenance was over budget by \$2447 due to Unit 16 steering repairs.
- Medical Equipment/Supplies was over budget by \$2827 due to COVID and Unit 21 equipment and supplies.
- Total call volume has increased in January 1.5% and transports decreased 1.8%, compared to the same month last year. Ambulance revenue is 6.7% below budget and 27.4% below last January. Believed to be related to the low transport rate in December.
- Monterey Contract – There were 3 Monterey calls in January and were processed and 2 are still outstanding from November. AMR has been contacted and is processing the invoice for all 5 incidents.

## 6. CCHD Administrator Performance Objectives for FY 20/21 -

- Complete the Corrective Action Plan to resolve issues and comments included in the District’s auditor’s report for FY ending 6/30/2019. Complete by September 30, 2020.  
*PROGRESS: Completed. A monthly finance closeout checklist has been implemented.*
- Complete District Policy updates for Board review by the November 2020 Board meeting.  
*PROGRESS: Completed.*
- Complete the Annual Audit of FY ending 6/30/2020 by December 31, 2020.  
*PROGRESS: Audit is well in progress. All data sent to auditor. Some details with A/R being cleared by Sherrington. Anticipated completion by end of February, per the auditor.*
- Prepare, by March 31, 2021, the first draft of the operating and capital budgets for fiscal year 2021 – 2022 for submission to the Finance Committee no later than April 30, 2021.  
*PROGRESS: Calendared for March, 2021.*
- Prepare a 5-year capital plan including only prioritized items by June 30, 2021  
*PROGRESS: Calendared for May, 2021.*
- Develop, deploy and implement a measurement tool for employee satisfaction and establish improvement goals to include the following:
  - Establishing and achieve a goal for staff vacancy rate.  
*PROGRESS: Have continued monthly (online) staff meetings. Inclusion of a guest Board member has been well received by employees, to improve Board and employee communication. A 360-review process has been instituted to evaluation the Administrator.*
  - Prudently managing finances (meeting budget, maintaining reserves).  
*PROGRESS: Financial achievements improved with recent efforts by staff and accountant in accurate tracking and reporting.*
  - Identify measurable standards for patient care quality on scene and in transit.  
*PROGRESS: QI review continuing with reporting on patient care quality.*

- Work on these metrics and deploy the tools necessary to report results to the Board quarterly.  
*PROGRESS: Board reports improved for clarity and concise accuracy.*
- In order to bring more healthcare to Cambria, work with the Healthcare Advocacy & Outreach Committee to develop a written plan to establish an additional resources plan.  
*PROGRESS: Consultant agreement signed 1/12/21. RFP distributed and advertised.*

**Cambria Community Healthcare District**  
**Monthly Summary of Revenue and Expenses**  
**MONTH OF JANUARY 2021**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Ambulance	\$ 55,000	\$ 51,339	\$ (3,661)
General Tax	\$ 81,686	\$ 86,899	\$ 5,213
Special Assessment	\$ 76,730	\$ 84,088	\$ 7,358
Monterey Contract	\$ 1,500	\$ -	\$ (1,500)
Rent	\$ 4,342	\$ 4,624	\$ 282
Miscellaneous	\$ -	\$ 5,150	\$ 5,150
GEMT Reimbursement	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 250	\$ -	\$ (250)
Interest	\$ 206	\$ 153	\$ (53)
<b>Total Revenue</b>	<b>\$ 219,714</b>	<b>\$ 232,253</b>	<b>\$ 12,539</b>
Administration	\$ 17,150	\$ 16,506	\$ (644)
Full-Time Para/EMT/Ops	\$ 45,525	\$ 45,322	\$ (203)
Part-Time EMT Medics	\$ 6,650	\$ 15,070	\$ 8,420
IT Support	\$ 250	\$ -	\$ (250)
Uniform	\$ 500	\$ 335	\$ (165)
PERS	\$ 16,800	\$ 21,203	\$ 4,403
Medical/Dental Ins.	\$ 19,460	\$ 19,392	\$ (68)
Medicare	\$ 977	\$ 552	\$ (425)
Workers Comp.	\$ 6,810	\$ 6,080	\$ (730)
Directors Comp.	\$ -	\$ -	\$ -
	<b>\$ 114,122</b>	<b>\$ 124,460</b>	<b>\$ 10,338</b>
Educational/Travel	\$ 50	\$ -	\$ (50)
License/Permits	\$ 113	\$ 262	\$ 149
Training	\$ 50	\$ 15	\$ (35)
Liability/Auto Ins.	\$ 7,031	\$ 7,393	\$ 362
Audit Fees	\$ 3,000	\$ 3,500	\$ 500
Election	\$ -	\$ -	\$ -
Legal	\$ 2,500	\$ 1,965	\$ (535)
Utilities	\$ 1,300	\$ 1,625	\$ 325
Office Supplies	\$ 1,200	\$ 2,065	\$ 865
Contract Services	\$ 3,000	\$ 3,648	\$ 648
Facility Repair/Maint.	\$ 1,500	\$ 1,771	\$ 271
	<b>\$ 19,744</b>	<b>\$ 22,244</b>	<b>\$ 2,500</b>
Fleet Fuel/Oil	\$ 5,000	\$ 3,758	\$ (1,242)
Fleet Maintenance	\$ 1,000	\$ 3,447	\$ 2,447
Medical Equip/Supplies	\$ 4,000	\$ 6,827	\$ 2,827
Vehicle Pmts/ Comm Eq.	\$ 7,983	\$ 7,983	\$ -
	<b>\$ 17,983</b>	<b>\$ 22,015</b>	<b>\$ 4,032</b>
Contingency Reserve	\$ -	\$ -	\$ -
Unit Replacement	\$ -	\$ -	\$ -
Proj. Outreach	\$ 150	\$ -	\$ (150)
Miscellaneous	\$ 100	\$ 414	\$ 314
	<b>\$ 250</b>	<b>\$ 414</b>	<b>\$ 164</b>
<b>Total Expenses</b>	<b>\$ 152,099</b>	<b>\$ 169,133</b>	<b>\$ 17,034</b>
<b>Increase/(Decrease)</b>	<b>\$ 67,615</b>	<b>\$ 63,120</b>	<b>\$ (4,495)</b>

**Cambria Community Healthcare District**  
**Year - To - Date Summary of Revenue and Expenses**  
**For the Seven Months Ended January 31, 2021**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Ambulance	\$ 340,000	\$ 347,947	\$ 7,947
General Tax	\$ 376,465	\$ 359,440	\$ (17,025)
Special Assessment	\$ 300,400	\$ 360,769	\$ 60,369
Monterey Contract	\$ 7,500	\$ 19,375	\$ 11,875
Rent	\$ 30,994	\$ 31,168	\$ 174
Miscellaneous	\$ -	\$ 43,729	\$ 43,729
GEMT Reimbursement	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 1,250	\$ 3,897	\$ 2,647
Interest	\$ 534	\$ 622	\$ 88
<b>Total Revenue</b>	<b>\$ 1,057,143</b>	<b>\$ 1,166,947</b>	<b>\$ 109,804</b>
Administration	\$ 121,050	\$ 111,727	\$ (9,323)
Full-Time Para/EMT/Ops	\$ 318,675	\$ 330,586	\$ 11,911
Part-Time EMT Medics	\$ 46,550	\$ 74,130	\$ 27,580
IT Support	\$ 1,750	\$ 500	\$ (1,250)
Uniform	\$ 3,500	\$ 14,400	\$ 10,900
PERS	\$ 117,600	\$ 161,480	\$ 43,880
Medical/Dental Ins.	\$ 136,220	\$ 128,692	\$ (7,528)
Medicare	\$ 6,839	\$ 8,708	\$ 1,869
Workers Comp.	\$ 49,098	\$ 48,115	\$ (983)
Director Comp.	\$ -	\$ -	\$ -
	<b>\$ 801,282</b>	<b>\$ 878,338</b>	<b>\$ 77,056</b>
Educational/Travel	\$ 350	\$ -	\$ (350)
License/Permits	\$ 14,223	\$ 12,268	\$ (1,955)
Training	\$ 350	\$ 375	\$ 25
Liability/Auto Ins.	\$ 50,692	\$ 50,794	\$ 102
Audit Fees	\$ 15,000	\$ 13,578	\$ (1,422)
Election	\$ -	\$ -	\$ -
Legal	\$ 17,500	\$ 14,922	\$ (2,578)
Utilities	\$ 9,100	\$ 10,168	\$ 1,068
Office Supplies	\$ 8,400	\$ 9,967	\$ 1,567
Contract Services	\$ 35,000	\$ 31,055	\$ (3,945)
Facility Repair/Maint.	\$ 46,500	\$ 7,093	\$ (39,407)
	<b>\$ 197,115</b>	<b>\$ 150,220</b>	<b>\$ (46,895)</b>
Fleet Fuel/Oil	\$ 15,000	\$ 10,938	\$ (4,062)
Fleet Maintenance	\$ 7,000	\$ 10,905	\$ 3,905
Medical Equip/Supplies	\$ 28,000	\$ 34,850	\$ 6,850
Vehicle Pmts/ Comm Eq.	\$ 34,019	\$ 34,019	\$ -
	<b>\$ 84,019</b>	<b>\$ 90,712</b>	<b>\$ 6,693</b>
Contingency Reserve	\$ -	\$ -	\$ -
Unit Replacement	\$ 21,000	\$ 15,000	\$ (6,000)
Proj. Outreach	\$ 1,050	\$ 4,089	\$ 3,039
Miscellaneous	\$ 700	\$ 18,716	\$ 18,016
	<b>\$ 22,750</b>	<b>\$ 37,805</b>	<b>\$ 15,055</b>
<b>Total Expenses</b>	<b>\$ 1,105,166</b>	<b>\$ 1,157,075</b>	<b>\$ 51,909</b>
<b>Increase/(Decrease)</b>	<b>\$ (48,023)</b>	<b>\$ 9,872</b>	<b>\$ 57,895</b>

**Cambria Community Healthcare District  
Projected Operating Budget FY 2020 - 2021**

**Corrected**

	Actual												2020/2021	2020/2021	Increase
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	Mar	April	May	June	Actual	Budget	(Decrease)
Ambulance	\$ 58,625	\$ 59,483	\$ 50,218	\$ 37,577	\$ 65,719	\$ 24,986	\$ 51,339	\$ 50,000	\$ 55,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 602,947	\$ 595,000	\$ 7,947
General Tax	\$ 14,907	\$ 3,176	\$ 75	\$ 56,991	\$ 34,871	\$ 162,521	\$ 86,899	\$ 33,739	\$ 17,165	\$ 143,248	\$ 10,063	\$ 11,247	\$ 574,902	\$ 591,927	\$ (17,025)
Special Assessment	\$ 15,322	\$ -	\$ -	\$ 63,555	\$ 49,988	\$ 147,816	\$ 84,088	\$ 42,126	\$ 18,054	\$ 121,866	\$ 9,027	\$ 10,031	\$ 561,873	\$ 501,504	\$ 60,369
Monterey Contract	\$ 1,500	\$ 4,500	\$ -	\$ -	\$ 13,375	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 23,875	\$ 12,000	\$ 11,875
Rent	\$ 4,324	\$ 4,324	\$ 4,624	\$ 4,624	\$ 4,324	\$ 4,324	\$ 4,624	\$ 4,342	\$ 4,642	\$ 4,342	\$ 4,342	\$ 4,642	\$ 53,478	\$ 53,304	\$ 174
Miscellaneous	\$ 15	\$ 6,673	\$ 11,847	\$ 317	\$ -	\$ 19,727	\$ 5,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,729	\$ -	\$ 43,729
GEMT Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 485	\$ 513	\$ 1,185	\$ 1,714	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ -	\$ 250	\$ 4,647	\$ 2,000	\$ 2,647
Interest	\$ 264	\$ -	\$ -	\$ 205	\$ -	\$ -	\$ 153	\$ -	\$ -	\$ 235	\$ -	\$ -	\$ 857	\$ 769	\$ 88
	\$ 95,442	\$ 78,669	\$ 67,949	\$ 164,983	\$ 168,277	\$ 359,374	\$ 232,253	\$ 130,207	\$ 96,611	\$ 321,441	\$ 73,432	\$ 77,670	\$ 1,866,308	\$ 1,756,504	\$ 109,804
Administration	\$ 14,530	\$ 14,706	\$ 16,462	\$ 16,126	\$ 16,792	\$ 16,605	\$ 16,506	\$ 17,150	\$ 17,650	\$ 17,150	\$ 17,150	\$ 17,650	\$ 198,477	\$ 207,800	\$ (9,323)
Full-Time Para/EMT/Ops	\$ 56,742	\$ 44,110	\$ 46,328	\$ 44,987	\$ 46,135	\$ 46,962	\$ 45,322	\$ 45,525	\$ 45,525	\$ 45,525	\$ 45,525	\$ 45,525	\$ 558,211	\$ 546,300	\$ 11,911
Part-Time EMT Medics	\$ 12,966	\$ 9,955	\$ 9,852	\$ 9,383	\$ 7,572	\$ 9,332	\$ 15,070	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 107,380	\$ 79,800	\$ 27,580
IT Support	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,750	\$ 3,000	\$ (1,250)
Uniform	\$ 232	\$ 871	\$ 641	\$ 2,164	\$ 5,420	\$ 4,737	\$ 335	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 16,900	\$ 6,000	\$ 10,900
PERS	\$ 32,383	\$ 20,553	\$ 17,987	\$ 26,550	\$ 16,012	\$ 26,792	\$ 21,203	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 245,480	\$ 201,600	\$ 43,880
Medical/Dental Ins.	\$ 16,973	\$ 18,303	\$ 18,303	\$ 18,303	\$ 18,435	\$ 18,983	\$ 19,392	\$ 19,460	\$ 19,460	\$ 19,460	\$ 19,460	\$ 19,460	\$ 225,992	\$ 233,520	\$ (7,528)
Medicare	\$ 1,362	\$ 1,362	\$ 1,362	\$ 1,362	\$ 1,346	\$ 1,362	\$ 552	\$ 977	\$ 977	\$ 977	\$ 977	\$ 977	\$ 13,593	\$ 11,724	\$ 1,869
Workers Comp.	\$ -	\$ 13,960	\$ 7,153	\$ 7,089	\$ 7,023	\$ 6,810	\$ 6,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,115	\$ 49,098	\$ (983)
Directors Comp.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 135,438	\$ 124,070	\$ 118,088	\$ 125,964	\$ 118,735	\$ 131,583	\$ 124,460	\$ 107,312	\$ 107,812	\$ 107,312	\$ 107,312	\$ 107,812	\$ 1,415,898	\$ 1,338,842	\$ 77,056
Educational/Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250	\$ 600	\$ (350)
License/Permits	\$ 325	\$ 5,148	\$ 400	\$ 218	\$ 437	\$ 5,478	\$ 262	\$ 29	\$ 225	\$ 20	\$ 1,000	\$ 1,000	\$ 14,542	\$ 16,497	\$ (1,955)
Training	\$ -	\$ 169	\$ 158	\$ -	\$ 22	\$ 11	\$ 15	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 625	\$ 600	\$ 25
Liability/Auto Ins.	\$ -	\$ 14,413	\$ 7,386	\$ 7,319	\$ 7,252	\$ 7,031	\$ 7,393	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,794	\$ 50,692	\$ 102
Audit Fees	\$ -	\$ 103	\$ -	\$ -	\$ -	\$ 9,975	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,578	\$ 15,000	\$ (1,422)
Election	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -
Legal	\$ 2,500	\$ 2,500	\$ 1,405	\$ -	\$ 3,577	\$ 2,975	\$ 1,965	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 27,422	\$ 30,000	\$ (2,578)
Utilities	\$ 1,380	\$ 1,332	\$ 1,400	\$ 1,336	\$ 1,543	\$ 1,552	\$ 1,625	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 16,668	\$ 15,600	\$ 1,068
Office Supplies	\$ 497	\$ 1,238	\$ 839	\$ 2,041	\$ 1,544	\$ 1,743	\$ 2,065	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 15,967	\$ 14,400	\$ 1,567
Contract Services	\$ 5,615	\$ 2,199	\$ 6,086	\$ 5,967	\$ 2,352	\$ 5,188	\$ 3,648	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 46,055	\$ 50,000	\$ (3,945)
Facility Repair/Maint.	\$ 1,442	\$ 299	\$ 873	\$ 1,390	\$ 647	\$ 671	\$ 1,771	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 14,593	\$ 54,000	\$ (39,407)
	\$ 11,759	\$ 27,401	\$ 18,547	\$ 18,271	\$ 17,374	\$ 34,624	\$ 22,244	\$ 19,629	\$ 9,825	\$ 9,620	\$ 10,600	\$ 10,600	\$ 210,494	\$ 257,389	\$ (46,895)
Fleet Fuel/Oil	\$ 2,906	\$ -	\$ -	\$ 4,274	\$ -	\$ -	\$ 3,758	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 15,938	\$ 20,000	\$ (4,062)
Fleet Maintenance	\$ 19	\$ 2,580	\$ 53	\$ 1,760	\$ 935	\$ 2,111	\$ 3,447	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 15,905	\$ 12,000	\$ 3,905
Medical Equip/Supplies	\$ 4,875	\$ 1,764	\$ 3,893	\$ 3,108	\$ 3,044	\$ 11,339	\$ 6,827	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 54,850	\$ 48,000	\$ 6,850
Vehicle Pmts/ Comm Eq.	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 52,072	\$ 52,072	\$ -
	\$ 15,783	\$ 9,379	\$ 3,946	\$ 17,125	\$ 9,014	\$ 13,450	\$ 22,015	\$ 10,035	\$ 5,000	\$ 17,983	\$ 10,035	\$ 5,000	\$ 138,765	\$ 132,072	\$ 6,693
Contingency Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unit Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 21,000	\$ (6,000)
Proj. Outreach	\$ 1,565	\$ 1,767	\$ 532	\$ -	\$ -	\$ 225	\$ -	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 4,839	\$ 1,800	\$ 3,039
Miscellaneous	\$ 181	\$ 448	\$ 1,889	\$ 452	\$ 9,708	\$ 5,624	\$ 414	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 19,216	\$ 1,200	\$ 18,016
	\$ 1,746	\$ 2,215	\$ 2,421	\$ 452	\$ 9,708	\$ 20,849	\$ 414	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 39,055	\$ 24,000	\$ 15,055
<b>Total</b>	<b>\$ 164,726</b>	<b>\$ 163,065</b>	<b>\$ 143,002</b>	<b>\$ 161,812</b>	<b>\$ 154,831</b>	<b>\$ 200,506</b>	<b>\$ 169,133</b>	<b>\$ 137,226</b>	<b>\$ 122,887</b>	<b>\$ 135,165</b>	<b>\$ 128,197</b>	<b>\$ 123,662</b>	<b>\$ 1,804,212</b>	<b>\$ 1,752,303</b>	<b>\$ 51,909</b>
<b>Increase/(Decrease)</b>	<b>\$ (69,284)</b>	<b>\$ (84,396)</b>	<b>\$ (75,053)</b>	<b>\$ 3,171</b>	<b>\$ 13,446</b>	<b>\$ 158,868</b>	<b>\$ 63,120</b>	<b>\$ (7,019)</b>	<b>\$ (26,276)</b>	<b>\$ 186,276</b>	<b>\$ (54,765)</b>	<b>\$ (45,992)</b>	<b>\$ 62,096</b>	<b>\$ 4,201</b>	<b>\$ 57,895</b>
Cash Balance						\$ (53,248)					\$ 115,344	\$ 62,096			
	\$ (69,284)	\$ (153,680)	\$ (228,733)	\$ (225,562)	\$ (212,116)	\$ (53,248)	\$ 9,872	\$ 2,853	\$ (23,423)	\$ 162,853	\$ 108,088	\$ 62,096			

**Cambria Community Healthcare District  
Monthly Financial Report**

JANUARY 2021

**Mechanics Bank General Account - New**

Beginning Balance	\$	265,759.82	
Transfer from Trust Account	\$	-	
Transfer to Payroll Account	\$	(20,000.00)	
Transfer from Amb. Procurement Acct	\$	-	
Transfer from Ambulance revenue Acct.	\$	-	
CalPers Health Premiums	\$	(12,824.09)	
General Tax	\$	170,986.61	
Less Checking Expenses	\$	(70,443.36)	
Ending Balance			\$333,478.98

**Mechanics Bank General Account - Old**

Beginning Balance	\$	3,655.76	
Rent Income	\$	-	
Transfer to New General Account	\$	(170,986.61)	
Transfer from Ambulance Procurement Account	\$	-	
Miscellaneous Income	\$	-	
CalPers Health Premiums	\$	-	
General Tax	\$	170,986.61	
Less Checking Expenses	\$	-	
Ending Balance			\$3,655.76

**Mechanics Bank Ambulance Income Account**

Beginning Balance	\$	2,803.10	
Credit Card Processing Fee	\$	(250.03)	
Bad Debt Income	\$	-	
Transfer to Operating Acct.			
Transfer to Payroll Account	\$	(54,500.00)	
Monterey Income	\$	-	
Ambulance Income	\$	61,170.05	
Ending Balance			\$9,223.12

**Mechanics Bank Payroll Account**

Beginning Balance	\$	6,425.02	
Transfer from Ambulance Account	\$	54,500.00	
Transfer from Operating Account	\$	20,000.00	
Expenses	\$	(74,390.34)	
Ending Balance			\$ 6,534.68

**Mechanics Bank Ambulance Procurement Account**

Beginning Balance	\$	13,567.72	
Transfer from Operating Account	\$	-	
Transfer to Operating Account	\$	-	
Bank Credit	\$	-	
Ending Balance			\$ 13,567.72

**Local Agency Investment Fund Account**

**Operating Reserves**

Beginning Balance	\$	96,803.22	
Transfer from Operating Account	\$	-	
Interest	\$	153.06	
Ending Balance			\$ 96,956.28
<b>ALL ACCOUNTS TOTAL</b>			<b>\$ 463,416.54</b>

**CCHD Trust Account**

Beginning Balance	\$	25,924.62	
Deposit	\$	-	
Withdrawal (Qgiv)		(\$29.44)	
Transfer to Operating Account		\$0.00	
Ending Balance			<u>\$25,895.18</u>



**Accounts Prior Year Total Comparison**

JANUARY	2021	\$	463,416.54
JANUARY	2020	\$	<u>382,069.44</u>
Difference		\$	81,347.10

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10050 Operating (2440) Mechanic's						
01/05/2021	Bill Payment (Check)	5240	Adamski Moroski Madden Cumberland & Green	Invoice# 52670	C	-1,964.50
						-1,964.50
01/05/2021	Bill Payment (Check)	5241	Antonio Mercado	December yard work	C	-150.00
						-150.00
01/05/2021	Bill Payment (Check)	5242	Cambria Business Center	PMB #103 RENEWAL	C	-110.00
						-110.00
01/05/2021	Bill Payment (Check)	5243	Cambria Hardware Center	Acct# 205	C	-206.51
						-206.51
01/05/2021	Bill Payment (Check)	5244	Graybar Financial Services	Contract# 100-5910031-001	C	-163.24
						-163.24
01/05/2021	Bill Payment (Check)	5245	Julie Ulcickas	Space #5		-240.00
						-240.00
01/05/2021	Bill Payment (Check)	5246	Life Assist	Cust.# 93428AMB	C	-92.44
						-92.44
01/05/2021	Bill Payment (Check)	5247	MP Cloud Technologies	Invoice 3887	C	-599.00
						-599.00
01/05/2021	Bill Payment (Check)	5248	Mr. Chris Coronado	fuel purchase reimbursement	C	-21.00
						-21.00
01/05/2021	Bill Payment (Check)	5249	PG&E - #A ending 348-9	Acct# 9976402348-9	C	-199.69
						-199.69
01/05/2021	Bill Payment (Check)	5250	PG&E - No Suite	Acct# 5179258810-8	C	-159.29
						-159.29

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
01/05/2021	Bill Payment (Check)	5251	PG&E - St. Lt.	Acct# 4378486135-3	C	-12.12
						-12.12
01/05/2021	Bill Payment (Check)	5252	PG&E- # C ending 198-9	Acct# 3557298198-9	C	-248.94
						-248.94
01/05/2021	Bill Payment (Check)	5253	Robert W Sayers	JAN 2021 INVOICES	C	-551.53
						-551.53
01/05/2021	Bill Payment (Check)	5254	SDRMA PL	Prop/Liability Member #7576	C	-6,760.22
						-6,760.22
01/05/2021	Bill Payment (Check)	5255	SDRMA WC	Worker's Comp Member #7576	C	-6,080.44
						-6,080.44
01/05/2021	Bill Payment (Check)	5256	Templeton Uniforms, LLC	Rcpts# 134596 & 134558	C	-268.27
						-268.27
01/05/2021	Bill Payment (Check)	5257	US Bank Card	#4246 0445 5565 3652	C	-4,769.24
						-4,769.24
01/05/2021	Bill Payment (Check)	5258	Wells Fargo Vendor Financial Services	Cust# 1051980762	C	-107.25
						-107.25
01/05/2021	Bill Payment (Check)	5259	Life Assist	Cust.# 93428AMB	C	-15.17
						-15.17
01/06/2021	Expense		Sherrington Financial Fitness	SHERRINGTON FINA SALE	C	-2,348.75
						2,348.75
01/08/2021	Bill Payment (Check)	5260	BoundTree Medical	Acct# 106918	C	-8.79
						-8.79

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
01/08/2021	Bill Payment (Check)	5261	Cole Chrysler	Invoice# 798402	C	-3,010.23
						-3,010.23
01/08/2021	Bill Payment (Check)	5262	Mission Country Disposal	Acct# 4130-8101951	C	-129.57
						-129.57
01/08/2021	Bill Payment (Check)	5263	Principal Financial Grp	Acct# 1088517-10001	C	-1,467.85
						-1,467.85
01/08/2021	Bill Payment (Check)	5264	SLO County EMS Agency	Invoice#548		-62.00
						-62.00
01/11/2021	Expense		CalPERS Fiscal Services Division		C	-
				1800 CALPERS 100000016272534		12,824.09
						12,824.09
01/12/2021	Expense		CalPERS Fiscal Services Division		C	-50.00
				1900 CALPERS 100000016271657		50.00
01/13/2021	Bill Payment (Check)	5265	Danny Takaoka	January 2021 Health premium	C	-1,689.66
						-1,689.66
01/13/2021	Bill Payment (Check)	5266	Airgas West	Acct# 1669170	C	-383.68
						-383.68
01/13/2021	Bill Payment (Check)	5267	Kitzman Water (Culligan)	Acct# 190231	C	-59.00
						-59.00
01/13/2021	Bill Payment (Check)	5268	McKesson Medical Surgical	Account #63505923	C	-73.76
						-73.76
01/13/2021	Bill Payment (Check)	5269	SEIU Local 620	Union dues, Check date 01/15/2021	C	-138.24
						-138.24
01/13/2021	Bill Payment	5270	Templeton Uniforms, LLC	Rcpt# 134701	C	-8.45

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
	(Check)					-8.45
01/13/2021	Bill Payment (Check)	5271	Zoll Medical Corp.	Invoice# 90048687	C	-2,127.76
						-2,127.76
01/15/2021	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016237702	C	-1,933.72
						1,933.72
01/15/2021	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016234213	C	-1,706.18
						1,706.18
01/15/2021	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016234214	C	-1,204.37
						1,204.37
01/15/2021	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016237701	C	-425.12
						425.12
01/15/2021	Expense		CalPERS Fiscal Services Division	1900 CALPERS 100000016281637	C	-50.00
						50.00
01/19/2021	Bill Payment (Check)	5272	Jeff Smith Plumbing	Kitchen drain repair	C	-95.00
						-95.00
01/20/2021	Bill Payment (Check)	5273	Airgas West	Acct# 1669170	C	-238.22
						-238.22
01/20/2021	Bill Payment (Check)	5274	Demsey, Filliger & Assoc., Inc.	Invoice# 202101140958	C	-3,000.00
						-3,000.00
01/20/2021	Bill Payment (Check)	5275	Life Assist	Cust.# 93428AMB	C	-18.06
						-18.06
01/20/2021	Bill Payment (Check)	5276	Mr. Timothy Benes	Reimbursement for mileage	C	-550.02
						-550.02
01/20/2021	Bill Payment (Check)	5277	MR. TYLER LOUDERMILK	EMT skills test reimbursement	C	-15.41

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-15.41
01/20/2021	Bill Payment (Check)	5278	Napa Auto Parts	Acct# 7299	C	-236.89
						-236.89
01/20/2021	Bill Payment (Check)	5279	SpectrumVoIP	Acct# 8059278304	C	-15.32
						-15.32
01/20/2021	Bill Payment (Check)	5280	Templeton Uniforms, LLC	Rcpt# 134914	C	-57.90
						-57.90
01/20/2021	Bill Payment (Check)	5281	Verizon Wireless	Acct# 271000184-00002	C	-273.90
						-273.90
01/20/2021	Bill Payment (Check)	5282	Demsey, Filliger & Assoc., Inc.	Invoice# 202101141002	C	-500.00
						-500.00
01/20/2021	Bill Payment (Check)	5283	Morro Bay Appliance		C	-730.55
						-730.55
01/21/2021	Bill Payment (Check)	5284	CCSD	Invoice# 12-31-2020		-3,737.38
						-3,737.38
01/22/2021	Bill Payment (Check)	5285	Christian Evers	DMV PE reimbursement	C	-200.00
						-200.00
01/25/2021	Bill Payment (Check)	5286	Charter Communications	Acct# 824510113 0094588	C	-337.92
						-337.92
01/25/2021	Bill Payment (Check)	5287	Coastal Copy	Acct# CC45	C	-94.82
						-94.82
01/25/2021	Bill Payment (Check)	5288	Daniel Cariaga	February 2021 Health Premium	C	-876.84

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-876.84
01/25/2021	Bill Payment (Check)	5289	Danny Takaoka	February 2021 Health premium		-1,689.66
						-1,689.66
01/25/2021	Bill Payment (Check)	5290	Donald Melendy	February 2021 Health premium		-1,266.74
						-1,266.74
01/25/2021	Bill Payment (Check)	5291	Heidi Holmes-Nagy	February 2021 Health premium	C	-1,266.74
						-1,266.74
01/26/2021	Bill Payment (Check)	5292	Aflac	Acct# XG624		-139.40
						-139.40
01/26/2021	Bill Payment (Check)	5293	BoundTree Medical	Acct# 106918	C	-397.33
						-397.33
01/26/2021	Bill Payment (Check)	5294	Life Assist	Cust.# 93428AMB		-335.05
						-335.05
01/26/2021	Bill Payment (Check)	5295	SEIU Local 620	Union dues, Check date 01/31/2021		-138.24
						-138.24
01/26/2021	Bill Payment (Check)	5296	So. Calif. Gas Co.	Acct# 12177614307		-25.98
						-25.98
01/26/2021	Bill Payment (Check)	5297	West America Bank	526 000 0303-32-0409 526-01216		-7,983.09
						-7,983.09
01/26/2021	Bill Payment (Check)	5298	Witmer Public Safety Group, Inc.	Customer ID# CAMCOM		-862.16
						-862.16
01/26/2021	Expense		Nsure Inc		C	-540.97
				Nsure Inc PURCHASE 70192275		540.97

# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
01/29/2021	Bill Payment (Check)	5299	BoundTree Medical	Acct# 106918		-272.98
						-272.98
01/29/2021	Bill Payment (Check)	5300	SDRMA PL	Prop/Liability Member #7576		-632.79
						-632.79
01/29/2021	Bill Payment (Check)	5301	Simone A. Rathbun	Mileage reimbursement	C	-17.17
						-17.17
01/29/2021	Bill Payment (Check)	5302	Wells Fargo Vendor Financial Services	Cust# 1051980762		-107.25
						-107.25
10100 Payroll (5685) Mechanics						
01/11/2021	Expense		Mike DeLeo		C	-173.56
				CHECK 3601		173.56
01/14/2021	Expense				C	-
						27,896.09
				PAYROLL PEOPLE B FUND ACH E2776		27,896.09
01/14/2021	Expense				C	-6,454.34
						6,454.34
				PAYROLL PEOPLE B FUND ACH E2776		
01/14/2021	Expense				C	-486.95
						486.95
				PAYROLL PEOPLE B FUND ACH E2776		
01/15/2021	Expense		Brandon Todd		C	-208.27
				CHECK 3597		208.27
01/15/2021	Expense		Brandon Todd		C	-208.27
				CHECK 3599		208.27
01/26/2021	Expense		Kayla Pedrani		C	-368.83
				CHECK 3600		368.83



# Cambria Community Healthcare District

## CHECK DETAIL

January 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
01/26/2021	Expense		Kayla Pedrani		C	-268.44
				CHECK 3602		268.44
01/28/2021	Expense				C	-
						31,162.34
				PAYROLL PEOPLE B FUND ACH E2776		31,162.34
01/28/2021	Expense				C	-7,036.78
						7,036.78
				PAYROLL PEOPLE B FUND ACH E2776		
01/28/2021	Expense				C	-126.47
						126.47
				PAYROLL PEOPLE B FUND ACH E2776		
10200 Ambulance (4571) Income Mechanics						
01/11/2021	Expense		WORLDPAY CC		C	-250.03
				WORLDPAY CCDMTHCHGS 0L731Q		250.03

## Activity Summary

AgencyName	PrimaryPayerClasses	PrimaryPayerName	TripCount	Gross Charges	Contract Allow	Net Charges	Payments	Write Off's	Refunds	Balance		
Cambria Community Healthcare District	MEDI-CAL/CENCAL	CENCAL HEALTH	3	\$13,015.00	\$0.00	\$13,015.00	\$0.00	\$0.00	\$0.00	\$13,015.00		
		Central California Alliance for Health	1	\$5,339.00	(\$5,099.86)	\$239.14	(\$239.14)	\$0.00	\$0.00	\$0.00		
		<b>Totals</b>	<b>4</b>	<b>\$18,354.00</b>	<b>(\$5,099.86)</b>	<b>\$13,254.14</b>	<b>(\$239.14)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,015.00</b>	
	MEDICAID	CALOPTIMA MEDICAL	1	\$5,531.00	\$0.00	\$5,531.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,531.00	
		<b>Totals</b>	<b>1</b>	<b>\$5,531.00</b>	<b>\$0.00</b>	<b>\$5,531.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,531.00</b>	
	MEDICARE	CA Medicare Part B South (J1 - PGBA)	39	\$159,301.00	(\$74,179.70)	\$85,121.30	(\$13,332.52)	(\$1,111.00)	\$0.00	\$0.00	\$70,677.78	
		<b>Totals</b>	<b>39</b>	<b>\$159,301.00</b>	<b>(\$74,179.70)</b>	<b>\$85,121.30</b>	<b>(\$13,332.52)</b>	<b>(\$1,111.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$70,677.78</b>	
	OTHER	ARIZONA COMPLETE HEALTH	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Aetna	0	\$0.00	(\$532.58)	(\$532.58)	\$0.00	\$0.00	\$0.00	\$0.00	(\$532.58)	
		Anthem Blue Cross	6	\$30,676.00	(\$5,991.15)	\$24,684.85	(\$11,470.85)	(\$1,592.24)	\$0.00	\$0.00	\$11,621.76	
		BERKSHIRE HATHAWAY	0	\$0.00	(\$4,304.36)	(\$4,304.36)	(\$992.64)	\$0.00	\$0.00	\$0.00	(\$5,297.00)	
		BLUE SHIELD BLUE CARD PROGRAM	0	\$0.00	\$0.00	\$0.00	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	
		BLUE SHIELD OF CA - 65 PLUS	1	\$4,331.00	\$0.00	\$4,331.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,331.00	
		Blue Shield of California	4	\$20,774.00	\$0.00	\$20,774.00	(\$13,461.35)	(\$6.65)	\$0.00	\$0.00	\$7,306.00	
		Coastal Communities Physician Network	1	\$4,971.00	(\$17,028.03)	(\$12,057.03)	(\$3,803.97)	\$0.00	\$0.00	\$0.00	(\$15,861.00)	
		Health Net Medi-Cal	0	\$0.00	\$0.00	\$0.00	(\$106.38)	\$0.00	\$0.00	\$0.00	(\$106.38)	
		Kaiser Foundation Health Plan of Northern CA Region	2	\$14,496.45	(\$3,414.84)	\$11,081.61	(\$577.16)	\$0.00	\$0.00	\$0.00	\$10,504.45	
		Kaiser Foundation Health Plan of Southern CA Region	1	\$5,279.00	\$0.00	\$5,279.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,279.00	
		SCAN HEALTHPLAN	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		TRICARE WEST	0	\$0.00	(\$371.51)	(\$371.51)	(\$253.49)	\$0.00	\$0.00	\$0.00	(\$625.00)	
		UMR	0	\$0.00	\$0.00	\$0.00	(\$5,459.00)	\$0.00	\$0.00	\$0.00	(\$5,459.00)	
		UnitedHealthcare	1	\$625.00	(\$5,498.11)	(\$4,873.11)	(\$863.89)	\$0.00	\$0.00	\$0.00	(\$5,737.00)	
		UnitedHealthcare Medicare Solutions / UnitedHealthcare MedicareDirect	4	\$19,830.00	(\$4,125.07)	\$15,704.93	(\$703.93)	\$0.00	\$0.00	\$0.00	\$15,001.00	
		<b>Totals</b>	<b>20</b>	<b>\$100,982.45</b>	<b>(\$41,265.65)</b>	<b>\$59,716.80</b>	<b>(\$37,767.66)</b>	<b>(\$1,598.89)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,350.25</b>	
		SELF PAY	SELF PAY	6	\$13,716.00	\$0.00	\$13,716.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,716.00
			<b>Totals</b>	<b>6</b>	<b>\$13,716.00</b>	<b>\$0.00</b>	<b>\$13,716.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,716.00</b>
	<b>Totals</b>	<b>Totals</b>	<b>70</b>	<b>\$297,884.45</b>	<b>(\$120,545.21)</b>	<b>\$177,339.24</b>	<b>(\$51,339.32)</b>	<b>(\$2,709.89)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$123,290.03</b>	
<b>Totals</b>	<b>Totals</b>	<b>Totals</b>	<b>70</b>	<b>\$297,884.45</b>	<b>(\$120,545.21)</b>	<b>\$177,339.24</b>	<b>(\$51,339.32)</b>	<b>(\$2,709.89)</b>	<b>\$0.00</b>	<b>\$123,290.03</b>		

## Aging By DOS Detail with Summary

	Sum(Age 0_30)	Sum(Age 31_60)	Sum(Age 61_90)	Sum(Age 91_120)	Sum(AgeOver120)	Sum(Net Balance)
<b>Cambria Community Healthcare District</b>						
<b>AARP Supplemental Totals</b>	\$0.00	\$276.29	\$0.00	\$0.00	0.00	\$276.29
<b>Aetna Totals</b>	\$0.00	\$330.40	\$0.00	\$0.00	0.00	\$330.40
<b>Anthem Blue Cross Totals</b>	\$20,791.69	\$281.04	\$0.00	\$625.00	0.00	\$21,697.73
<b>ARIZONA COMPLETE HEALTH Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	5,315.00	\$5,315.00
<b>BLUE SHIELD OF CA - 65 PLUS Totals</b>	\$4,331.00	\$0.00	\$0.00	\$0.00	0.00	\$4,331.00
<b>Blue Shield of California Totals</b>	\$9,996.00	\$5,161.00	\$0.00	\$5,133.00	261.40	\$20,551.40
<b>CA DEPT OF HIGHWAY PATROL Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	4,677.00	\$4,677.00
<b>CALOPTIMA MEDI-CAL Totals</b>	\$5,531.00	\$0.00	\$0.00	\$0.00	0.00	\$5,531.00
<b>CA Medicare Part B South (J1 - PGBA) Totals</b>	\$101,807.00	\$5,578.00	\$0.00	\$0.00	-172.79	\$107,212.21
<b>CENCAL HEALTH Totals</b>	\$7,984.00	\$5,193.63	\$3,917.00	\$0.00	625.00	\$17,719.63
<b>Coastal Communities Physician Network Totals</b>	\$0.00	\$4,947.00	\$5,043.00	\$200.00	5,207.00	\$15,397.00
<b>Health Net Medi-Cal Totals</b>	\$0.00	\$5,214.62	\$0.00	\$0.00	0.00	\$5,214.62
<b>HEALTH PLAN OF NEVADA/UHC CHOICE Totals</b>	\$0.00	\$0.00	\$5,261.00	\$0.00	0.00	\$5,261.00
<b>Kaiser Foundation Health Plan of Northern CA Region Totals</b>	\$7,128.40	\$7,368.05	\$0.00	\$0.00	0.00	\$14,496.45
<b>Kaiser Foundation Health Plan of Southern CA Region Totals</b>	\$0.00	\$5,279.00	\$0.00	\$0.00	0.00	\$5,279.00
<b>MONTEREY COUNTY SHERIFF'S OFFICE Totals</b>	\$0.00	\$0.00	\$0.00	\$7,463.00	0.00	\$7,463.00
<b>Mutual of Omaha Insurance Company Totals</b>	\$0.00	\$0.00	\$0.00	(\$314.20)	-160.33	(\$474.53)
<b>SCAN HEALTHPLAN Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	5,317.00	\$5,317.00
<b>SELF PAY Totals</b>	\$5,656.00	\$14,203.89	\$10,878.38	\$6,698.81	11,624.96	\$49,062.04
<b>UnitedHealthcare Totals</b>	\$0.00	\$5,459.00	\$0.00	\$0.00	-123.00	\$5,336.00
<b>UnitedHealthcare Medicare Solutions / UnitedHealthcare MedicareDirect Totals</b>	\$14,901.00	\$0.00	\$0.00	\$0.00	0.00	\$14,901.00
<b>VA Fee Basis Programs Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	7,319.00	\$7,319.00
<b>VETERANS ADM - COMMUNITY CARE Totals</b>	\$0.00	\$0.00	\$0.00	\$5,061.00	5,183.00	\$10,244.00
<b>WELLPATH C/O SHERIFF'S OFFICE Totals</b>	\$0.00	\$0.00	\$0.00	\$5,219.00	625.00	\$5,844.00
<b>Cambria Community Healthcare District Totals</b>	\$178,126.09	\$59,291.92	\$25,099.38	\$30,085.61	45,698.24	\$338,301.24
<b>Totals</b>	\$178,126.09	\$59,291.92	\$25,099.38	\$30,085.61	45,698.24	\$338,301.24

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

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

**FROM:** Michael McDonough, Administrator

**BOARD MEETING DATE:** February 16, 2021

**AGENDA DESCRIPTION:** Social Media Policy Update

- a. Safeguarding CCHD's unique identity and stated mission, and defining the appropriate use of media and social media by full time and part time employees, for discussion and possible action.

**RECOMMENDATION(S):** Discussion on the current status of Social Media Policy, for review and possible Board action. The Administrator recommends approval of this SOP and authorization to execute same.

**FISCAL IMPACT:** None

**DISCUSSION:**

**Attachments:**

**A)** Draft Social Media Standard Operating Procedure.

**BOARD ACTION:**

**DATE OF VOTE:**

**UNANIMOUS:** \_\_\_\_

**FEDOROFF** \_\_\_\_ **RICE** \_\_\_\_ **MILEUR** \_\_\_\_ **MONTALVO** \_\_\_\_ **LOMELI** \_\_\_\_

## **Attachment A**

### **1. Work-Related Images.**

All work-related images (for patient care purposes) shall be taken using District-issued equipment. Personal cameras/phones shall not be used in any manner that compromises patient care or privacy.

### **2. Reasons for Taking Work-Related Images.**

Photos or other recordings may be taken to assist in the diagnosis or treatment of patients, if allowed by protocol or law. Such images should be forwarded to the appropriate medical care provider as an attachment to the electronic patient care record. Work-related images, including recordings showing possible evidence of a crime, must be forwarded to law enforcement by the Administrator, when requested by law enforcement. Other images used for internal, departmental purposes such as training or publicity or on personal equipment for use on union social media sites shall be taken in a manner that removes the possibility of identifying patients.

### **3. Control and Dissemination of Work-Related Images.**

All work-related images shall be stored in the District's computer system and be governed by the District's records management policies and procedures. Work-related images shall not be stored, retained, or disseminated in any manner by anyone other than the persons appointed to review all images and approve retention, release, or dissemination and cannot be used for personal profit or business interests or to participate in personal political activity.

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

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

**FROM:** Cecilia Montalvo, Director

**BOARD MEETING DATE:** February 16, 2021

**AGENDA DESCRIPTION:** Primary Care Services Proposal Ad-hoc Committee

**RECOMMENDATION(S):** Discuss formation of Special Board Ad-hoc Committee to guide the process.

**FISCAL IMPACT:** No immediate fiscal impact.

**DISCUSSION:** Following the relocation of a local primary care provider to another geographical area, the CCHD received significant feedback from community members who were concerned about access to primary care. The Board surveyed the community in 2020 and determined that the majority of respondents believe there is a need for more primary care services in the District.

In October 2020, the CCHD Board approved a process for soliciting proposals from possible clinic operators. The CCHD Board also approved the engagement of a consultant to assist in evaluating the option of the District directly operating a primary care clinic. The RFP has since been distributed and the consultant has been engaged.

The purpose of today’s discussion is to ask the board to consider formation of a Special Board Ad-hoc Committee (with community membership) to oversee the proposal review process.

**Attachments:**

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: \_\_\_\_

FEDOROFF\_\_\_\_ RICE\_\_\_\_ MILEUR\_\_\_\_ MONTALVO\_\_\_\_ LOMELI\_\_\_\_

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

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

**FROM:** Michael McDonough, Administrator. Bill Rice, Finance Committee Chair

**BOARD MEETING DATE:** February 16, 2021

**AGENDA DESCRIPTION:** Mid-year budget review for Board consideration and possible adoption.

**RECOMMENDATION(S):** Board adoption of mid-year budget review as noted.

**FISCAL IMPACT:**

**DISCUSSION:**

**Attachments:**

A) Mid-year budget adjustment draft.

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: \_\_\_\_

FEDOROFF\_\_\_\_ RICE\_\_\_\_ MILEUR\_\_\_\_ MONTALVO\_\_\_\_ LOMELI\_\_\_\_

**Cambridria Community Healthcare District  
Projected Operating Budget FY 2020 - 2021**

**Final Mid Year Budget Revisions**

	Actual							Feb	Mar	April	May	June	2020/2021	2020/2021	Increase (Decrease)
	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan						Mid-Yr Budget	Budget	
Ambulance	\$ 58,625	\$ 59,483	\$ 50,218	\$ 37,577	\$ 65,719	\$ 24,986	\$ 51,339	\$ 65,000	\$ 57,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 619,947	\$ 595,000	\$ 24,947
General Tax	\$ 14,907	\$ 3,176	\$ 75	\$ 56,991	\$ 34,871	\$ 162,521	\$ 86,899	\$ 33,739	\$ 17,165	\$ 121,576	\$ 10,063	\$ 11,247	\$ 553,230	\$ 591,927	\$ (38,697)
Special Assessment	\$ 15,322	\$ -	\$ -	\$ 63,555	\$ 49,988	\$ 147,816	\$ 84,088	\$ 42,126	\$ 18,054	\$ 100,194	\$ 9,027	\$ 10,031	\$ 540,201	\$ 501,504	\$ 38,697
Monterey Contract	\$ 1,500	\$ 4,500	\$ -	\$ -	\$ 13,375	\$ -	\$ -	\$ 6,000	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 29,875	\$ 12,000	\$ 17,875
Rent	\$ 4,324	\$ 4,324	\$ 4,624	\$ 4,624	\$ 4,324	\$ 4,324	\$ 4,624	\$ 4,324	\$ 4,624	\$ 4,324	\$ 4,324	\$ 4,624	\$ 53,388	\$ 53,304	\$ 84
Miscellaneous	\$ 15	\$ 6,673	\$ 11,847	\$ 317	\$ -	\$ 19,727	\$ 5,150	\$ 5,187	\$ -	\$ -	\$ -	\$ 40,000	\$ 88,916	\$ -	\$ 88,916
GEMT Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 485	\$ 513	\$ 1,185	\$ 1,714	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ 5,397	\$ 2,000	\$ 3,397
Interest	\$ 264	\$ -	\$ -	\$ 205	\$ -	\$ -	\$ 153	\$ -	\$ -	\$ 235	\$ -	\$ -	\$ 857	\$ 769	\$ 88
	\$ 95,442	\$ 78,669	\$ 67,949	\$ 164,983	\$ 168,277	\$ 359,374	\$ 232,253	\$ 156,376	\$ 98,843	\$ 278,329	\$ 73,414	\$ 117,902	\$ 1,891,811	\$ 1,756,504	\$ 135,307
Administration	\$ 14,530	\$ 14,706	\$ 16,462	\$ 16,126	\$ 16,792	\$ 16,605	\$ 16,506	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 194,227	\$ 207,800	\$ (13,573)
Full-Time Para/EMT/Ops	\$ 56,742	\$ 44,110	\$ 46,328	\$ 44,987	\$ 46,135	\$ 46,962	\$ 45,322	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 560,586	\$ 546,300	\$ 14,286
Part-Time EMT Medics	\$ 12,966	\$ 9,955	\$ 9,852	\$ 9,383	\$ 7,572	\$ 9,332	\$ 15,070	\$ 9,850	\$ 9,850	\$ 9,850	\$ 9,850	\$ 9,850	\$ 123,380	\$ 79,800	\$ 43,580
IT Support	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 3,000	\$ (2,500)
Uniform	\$ 232	\$ 871	\$ 641	\$ 2,164	\$ 5,420	\$ 4,737	\$ 335	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 16,900	\$ 6,000	\$ 10,900
PERS	\$ 32,383	\$ 20,553	\$ 17,987	\$ 26,550	\$ 16,012	\$ 26,792	\$ 21,203	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 266,480	\$ 201,600	\$ 64,880
Medical/Dental Ins.	\$ 16,973	\$ 18,303	\$ 18,303	\$ 18,303	\$ 18,435	\$ 18,983	\$ 19,392	\$ 18,500	\$ 18,500	\$ 18,500	\$ 18,500	\$ 18,500	\$ 221,192	\$ 233,520	\$ (12,328)
Medicare	\$ 1,362	\$ 1,362	\$ 1,362	\$ 1,362	\$ 1,346	\$ 1,362	\$ 552	\$ 552	\$ 552	\$ 552	\$ 552	\$ 552	\$ 11,468	\$ 11,724	\$ (256)
Workers Comp.	\$ -	\$ 13,960	\$ 7,153	\$ 7,089	\$ 7,023	\$ 6,810	\$ 6,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,115	\$ 49,098	\$ (983)
Directors Comp.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 135,438	\$ 124,070	\$ 118,088	\$ 125,964	\$ 118,735	\$ 131,583	\$ 124,460	\$ 112,902	\$ 112,902	\$ 112,902	\$ 112,902	\$ 112,902	\$ 1,442,848	\$ 1,338,842	\$ 104,006
Educational/Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250	\$ 600	\$ (350)
License/Permits	\$ 325	\$ 5,148	\$ 400	\$ 218	\$ 437	\$ 5,478	\$ 262	\$ 29	\$ 225	\$ 20	\$ 1,000	\$ 1,000	\$ 14,542	\$ 16,497	\$ (1,955)
Training	\$ -	\$ 169	\$ 158	\$ -	\$ 22	\$ 11	\$ 15	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 625	\$ 600	\$ 25
Liability/Auto Ins.	\$ -	\$ 14,413	\$ 7,386	\$ 7,319	\$ 7,252	\$ 7,031	\$ 7,393	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,794	\$ 50,692	\$ 102
Audit Fees	\$ -	\$ 103	\$ -	\$ -	\$ -	\$ 9,975	\$ 3,500	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ 15,078	\$ 15,000	\$ 78
Election	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -
Legal	\$ 2,500	\$ 2,500	\$ 1,405	\$ -	\$ 3,577	\$ 2,975	\$ 1,965	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,922	\$ 30,000	\$ (5,078)
Utilities	\$ 1,380	\$ 1,332	\$ 1,400	\$ 1,336	\$ 1,543	\$ 1,552	\$ 1,625	\$ 1,450	\$ 1,450	\$ 1,450	\$ 1,450	\$ 1,450	\$ 17,418	\$ 15,600	\$ 1,818
Office Supplies	\$ 497	\$ 1,238	\$ 839	\$ 2,041	\$ 1,544	\$ 1,743	\$ 2,065	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 15,967	\$ 14,400	\$ 1,567
Contract Services	\$ 5,615	\$ 2,199	\$ 6,086	\$ 5,967	\$ 2,352	\$ 5,188	\$ 3,648	\$ 4,000	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 47,855	\$ 50,000	\$ (2,145)
Facility Repair/Maint.	\$ 1,442	\$ 299	\$ 873	\$ 1,390	\$ 647	\$ 671	\$ 1,771	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,093	\$ 54,000	\$ (41,907)
	\$ 11,759	\$ 27,401	\$ 18,547	\$ 18,271	\$ 17,374	\$ 34,624	\$ 22,244	\$ 19,779	\$ 10,675	\$ 8,970	\$ 9,950	\$ 9,950	\$ 209,544	\$ 257,389	\$ (47,845)
Fleet Fuel/Oil	\$ 2,906	\$ -	\$ -	\$ 4,274	\$ -	\$ -	\$ 3,758	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 14,938	\$ 20,000	\$ (5,062)
Fleet Maintenance	\$ 19	\$ 2,580	\$ 53	\$ 1,760	\$ 935	\$ 2,111	\$ 3,447	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 17,155	\$ 12,000	\$ 5,155
Medical Equip/Supplies	\$ 4,875	\$ 1,764	\$ 3,893	\$ 3,108	\$ 3,044	\$ 11,339	\$ 6,827	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 54,850	\$ 48,000	\$ 6,850
Vehicle Pmnts/ Comm Eq.	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ -	\$ 7,983	\$ 5,035	\$ 48,466	\$ 7,983	\$ 5,035	\$ -	\$ 100,538	\$ 52,072	\$ 48,466
	\$ 15,783	\$ 9,379	\$ 3,946	\$ 17,125	\$ 9,014	\$ 13,450	\$ 22,015	\$ 10,285	\$ 53,716	\$ 17,233	\$ 10,285	\$ 5,250	\$ 187,481	\$ 132,072	\$ 55,409
Contingency Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unit Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 21,000	\$ (6,000)
Proj. Outreach	\$ 1,565	\$ 1,767	\$ 532	\$ -	\$ -	\$ 225	\$ -	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 4,839	\$ 1,800	\$ 3,039
Miscellaneous	\$ 181	\$ 448	\$ 1,889	\$ 452	\$ 9,708	\$ 5,624	\$ 414	\$ 5,100	\$ 100	\$ 5,100	\$ 100	\$ 100	\$ 29,216	\$ 1,200	\$ 28,016
	\$ 1,746	\$ 2,215	\$ 2,421	\$ 452	\$ 9,708	\$ 20,849	\$ 414	\$ 5,250	\$ 250	\$ 5,250	\$ 250	\$ 250	\$ 49,055	\$ 24,000	\$ 25,055
<b>Total</b>	\$ 164,726	\$ 163,065	\$ 143,002	\$ 161,812	\$ 154,831	\$ 200,506	\$ 169,133	\$ 148,216	\$ 177,543	\$ 144,355	\$ 133,387	\$ 128,352	\$ 1,888,928	\$ 1,752,303	\$ 136,625
<b>Increase/(Decrease)</b>	\$ (69,284)	\$ (84,396)	\$ (75,053)	\$ 3,171	\$ 13,446	\$ 158,868	\$ 63,120	\$ 8,160	\$ (78,700)	\$ 133,974	\$ (59,973)	\$ (10,450)	\$ 2,883	\$ 4,201	\$ (1,318)
						\$ (53,248)						\$ 56,131	\$ 2,883		



**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

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

**FROM:** Michael McDonough, Administrator.

**BOARD MEETING DATE:** February 16, 2021

**AGENDA DESCRIPTION:** Comparison of CSDA and ACHD Memberships

**RECOMMENDATION(S):** Board review and consideration for possible action based on perceived value of the two associations presented.

**FISCAL IMPACT:** CSDA = \$5478/year and ACHD = \$4,058/year.

**DISCUSSION:** The California Special Districts Association (CSDA) and the Association of California Healthcare Districts (ACHD) are both special district advocates who provide services to districts such as CCHD. The District is currently a member of CSDA. The discussion points are to solicit input by the Board members as to which association membership would be most beneficial for the CCHD.

**Attachments:**

A) Comparison of CSDA and ACHD membership benefits

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: \_\_\_\_

FEDOROFF\_\_\_\_ RICE\_\_\_\_ MILEUR\_\_\_\_ MONTALVO\_\_\_\_ LOMELI\_\_\_\_

## Attachment A

### Comparison of Membership Benefits

<b>CSDA</b>	<b>ACHD</b>
<ul style="list-style-type: none"> <li>• <b>Legislative Advocacy</b>– CSDA is the only voice in the Capitol that represents and fights for all California special districts, regardless of services provided or affiliation with other organizations. CSDA’s legislative advocate and in-house legislative staff review and monitor every bill introduced into legislation for its potential impact on California’s special districts.</li> <li>• <b>Influence</b> – CSDA participates in a number of coalitions and working groups to ensure that special districts have a strong voice in state and local government decision making.</li> <li>• <b>Revenue Protection</b> – CSDA works hard each year to defeat attempts to raid special district revenues.</li> <li>• <b>Weekly Legislative Updates</b> – CSDA keeps you informed by sending out crucial legislative updates on a weekly basis via the CSDA eNews.</li> <li>• <b>Legislative Committee</b> – CSDA’s Legislative Committee members represent a wide variety of district types and sizes.</li> <li>• <b>Special Districts Legislative Days</b> – CSDA’s annual Special Districts Legislative Days provides updated information on legislation and public policy as well as coordinates legislative visits for your board and staff.</li> <li>• <b>CSDA Finance Corporation</b> – Tax-Exempt Municipal Financing</li> <li>• <b>Special District Risk Management Authority</b> – Workers’</li> </ul>	<ul style="list-style-type: none"> <li>• Access to educational training tailored for Healthcare Districts</li> <li>• Advocacy for improved legislation, statewide policies and efficient regulations</li> <li>• Free Board Self-Assessment</li> <li>• Free CEO Evaluation</li> <li>• Free Governance Toolkit</li> <li>• Member exclusive email campaigns regarding the most relevant news for Healthcare Districts</li> <li>• Certified Healthcare District Program</li> <li>• Support on Healthcare District governance, agency and financial reporting, compliance requirements and more</li> <li>• <b><u>AB 1234</u></b>: Ethics training for local officials.</li> <li>• <b><u>Encouraging a Culture of Innovation</u></b> is designed to help Boards learn how to adapt to the ever-changing health care environment, analyze trends in health care, and explore new and creative ideas for addressing challenges.</li> <li>• <b><u>Governance Authority Matrix Preview</u></b> is designed to help Boards and Executive teams define and understand their relative responsibilities.</li> <li>• <b><u>Practices for High-Performing Health System Boards</u></b> discusses sensible behaviors needed among the members of health sector boards in US hospitals and health systems, and is designed to</li> </ul>

<p>Compensation, Property &amp; Liability, and Health Coverages</p> <ul style="list-style-type: none"> <li>• <b>California Special Districts magazine</b> – CSDA’s bi-monthly magazine, California Special Districts, helps keep your district informed with the most current news from across the state. Feature articles in the magazine offer critical information and education regarding and affecting special districts.</li> <li>• <b>CSDA eNews</b> – CSDA’s weekly email publication keeps your special district up-to-date with weekly legislative updates, current CSDA educational offerings, member resources, and other time sensitive material important to your district’s operations.</li> <li>• <b>CSDA Website and Members Section</b> – CSDA’s Members Section website houses tools and information useful to any and every special district. Features include: <ul style="list-style-type: none"> <li>○ Daily updates of special district news from across the state, tailored to your district</li> <li>○ Direct contact information for YOUR legislators</li> <li>○ Comprehensive legislative information that affects your district</li> <li>○ A customized system that allows Calls to Action on legislation to appear only if they apply to your district</li> <li>○ Pending bills, legislation and CSDA’s current bill positions</li> <li>○ Local contact information for media representatives in your region</li> <li>○ Membership tools allowing you to register for events, order publications, and</li> </ul> </li> </ul>	<p>encourage leaders to master and apply behaviors that facilitate successful leadership.</p> <ul style="list-style-type: none"> <li>• <b>BETA Healthcare Group</b> provides professional liability and workers’ compensation coverage with a full complement of patient and employee safety consulting services to hospitals, healthcare facilities and medical groups.</li> <li>• <b>Related Associations</b> <ul style="list-style-type: none"> <li>○ <b>California Special Districts Association</b> provides education and training, insurance programs, legal advice, industry-wide litigation and public relations support, legislative advocacy, capital improvement and equipment funding, current information crucial to a special districts management and operational effectiveness.</li> <li>○ <b>Californians Allied for Patient Protection</b> protects access to healthcare and patient safety through California’s Medical Injury Compensation Reform Act (MICRA).</li> <li>○ <b>District Hospital Leadership Forum</b> addresses financial issues of importance related to public District hospitals.</li> <li>○ <b>Special District Leadership Foundation</b> promotes good governance and best practices among California’s special districts through</li> </ul> </li> </ul>
---	--

<p>update your district information</p> <ul style="list-style-type: none"> <li>○ CSDA Communities provides a convenient, fast and easy way for CSDA members to discuss issues of importance to special districts, share relevant information, and get answers to questions from those most qualified to answer: people who have been through the same experiences.</li> <li>● <b>Special District Leadership Academy (SDLA)</b> – CSDA’s Leadership Academy is the recognized leader in governance training for district directors and trustees, endorsed by eight other special district associations. Special District Leadership Academy Courses are available as standalone modules or over the course of one two and a half day conference.</li> <li>● <b>Special District Board Secretary/Clerk Conference</b> – Offers premiere training for board secretaries and clerks. First time attendees can earn their Special District Board Secretary/Clerk Certificate and attendees are encouraged to come back year after year for exciting new breakout sessions tailored to the board secretary/clerk position.</li> <li>● <b>General Manager Leadership Summit</b> – a leadership conference for general managers and other management staff in special districts that occurs each summer. Attendees are able to access sessions that offer specific information &amp; content to your position and network with others that hold your same position and</li> </ul>	<p>certification, accreditation and other recognition programs.</p> <ul style="list-style-type: none"> <li>○ <b><u>League of California Cities</u></b> is an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions that affect cities.</li> <li>○ <b><u>Rural County Representatives of California</u></b> champions policies on behalf of California’s rural counties.</li> <li>○ <b>California State Rural Health Association</b> works to improve the health of rural Californians and the quality and accessibility of the health care they receive.</li> <li>○ <b>California State Association of Counties</b> represents county governments before the California Legislature, administrative agencies and the federal government.</li> <li>○ <b><u>California Primary Care Association</u></b> represents more than 1300 not-for-profit community clinics and health centers that provide comprehensive, quality health care services, particularly for low-income, uninsured and underserved Californians.</li> <li>○ <b><u>California Medical Association</u></b> represents the</li> </ul>
--	--

<p>take home ideas that you can immediately apply to your district.</p> <ul style="list-style-type: none"> <li>• <b>Annual Conference &amp; Exhibitor Showcase</b> – Each fall CSDA brings together leading subject and policy experts, business partners and vendors for three days of educational and networking opportunities for board members and staff.</li> <li>• <b>Board Member Training</b> – CSDA offers this unique workshop designed by special districts for special districts to provide both the new and seasoned board member a solid understanding of the role of a board member and the laws by which a board member must abide.</li> <li>• <b>Webinars</b> – CSDA offers over 30 webinars each year, some at no charge, that provide you and your district easy access to the best in special districts education right at your desk.</li> <li>• <b>Workshops</b> – CSDA offers training throughout California designed to enhance the knowledge-base of your district’s directors and staff.</li> <li>• <b>Bookstore discounts</b> – CSDA members receive significant savings on various publications offered through CSDA’s Bookstore. Some of these publications include: <ul style="list-style-type: none"> <li>○ CSDA Sample Policy Handbook</li> <li>○ Brown Act Compliance Manual</li> <li>○ Special District Administrative Salary &amp; Benefits Survey</li> <li>○ Introduction to Special District Revenues</li> <li>○ Special District Board Member &amp; Trustee Handbook</li> </ul> </li> </ul>	<p>physicians of the state of California.</p> <ul style="list-style-type: none"> <li>○ <b>California Hospital Association</b> advance the interests of California hospitals, patients and communities.</li> <li>○ <b>California Chamber of Commerce</b> is committed to helping California businesses survive and thrive while complying with complex laws and regulations.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Associated News</b> <ul style="list-style-type: none"> <li>○ <b>California Healthline</b> is a free, daily publication featuring health care news, opinion and original reporting, designed to meet the information needs of busy health care professionals, decision makers, media organizations and consumers.</li> <li>○ <b>Capitol Weekly</b> is a publication of Open California, a 501(c)3 nonprofit organization founded in 2012 to inform, enlighten and educate Californians about public policy and state governance, and to provide a platform for engagement with public officials, advocates and political interests.</li> <li>○ <b>California Health Report</b> is a news site covering health and health policy throughout the state, with an emphasis</li> </ul> </li> </ul>
--	---

<ul style="list-style-type: none"><li>○ Special District Reserve Guidelines</li><li>● <b>Free Legal Advice</b> – CSDA offers each member one hour of free legal advice each year to help in resolving any legal issue or question. CSDA’s legal counsel has been representing special districts for many years and is well versed in helping special districts in a variety of areas.</li></ul>	<p>on disadvantaged communities and populations.</p> <ul style="list-style-type: none"><li>○ <b>Rough &amp; Tumble</b> is a snapshot of California public policy and politics based on the reporting from publications covering one of the most diverse, trendsetting places in the country.</li></ul>
---	--

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

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

**FROM:** Michael McDonough, Administrator.

**BOARD MEETING DATE:** February 16, 2021

**AGENDA DESCRIPTION:** SLO County Vaccination Contract

**RECOMMENDATION(S):** Review, for possible Board approval, of a contract for CCHD services related to the declared COVID-19 disaster and the vaccination services provided by the District.

**FISCAL IMPACT:** Revenue:

Staff (CA Ambulance Strike Team (AST) rates):

a. Paramedic vaccine administration (per hour) \$72.45

b. EMT (per hour) vaccine administration per hour \$42.00

**DISCUSSION:** Board review and consideration for possible approval of contract with San Luis Obispo County to provide vaccination special services in the area of Paramedic/Emergency Medical Technician (EMT) services to assist with County COVID-19 pandemic outreach and response related activities, including but not limited to servicing sites administering COVID-19 vaccinations to the public.

The Administrator recommends approval of this contract and authorization to execute same.

**Attachments:**

A) SLO County Vaccination Contract

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: \_\_\_\_

FEDOROFF\_\_\_\_ RICE\_\_\_\_ MILEUR\_\_\_\_ MONTALVO\_\_\_\_ LOMELI\_\_\_\_

## **CONTRACT FOR SPECIAL SERVICES BY INDEPENDENT CONTRACTOR**

This contract for special services ("Contract") is entered into this 18th day of January, 2021 by and between the County of San Luis Obispo (hereinafter referred to as "County") and Cambria Community Healthcare District, a local government entity, special district (hereinafter referred to as "Contractor").

### **RECITALS**

**WHEREAS**, the County has need for special services in the area of paramedic/emergency medical technician (EMT) services to assist with County COVID-19 pandemic outreach and response related activities, including but not limited to servicing sites administering COVID-19 vaccinations to the public; and

**WHEREAS**, Contractor is specially trained, experienced, expert and competent to perform such special services; and

**WHEREAS**, County desires to retain, and Contractor desires to provide, such special services pursuant to the terms and conditions set forth in this Contract.

### **TERMS AND CONDITIONS**

**NOW THEREFORE**, the parties mutually agree as follows:

1. **FEMA Provisions.** All of the terms and provisions in Exhibit A, entitled "Federal Requirements" are hereby incorporated by reference as though fully set forth in the body of this Contract.

2. **Scope of Services.** Contractor shall provide the services ("Services") as described in Exhibit B, hereby incorporated by reference as though fully set forth in the body of this Contract. Should revisions to Scope of Services be required, they shall be made upon mutual agreement, in writing, and signed by both parties.

3. **Term of Contract.** This Contract shall commence on January 18, 2021, for an initial term of one (1) year, and expire on January 17, 2022, unless terminated earlier or extended as provided in this Contract. This term may be extended for two (2) additional one (1)-year terms, under the same terms and conditions, upon mutual written agreement by the parties. This contract may not be extended beyond 17, 2024. Each extension shall require advance written notice by the other party no later than thirty (30) days prior to expiration of the initial term, or any option term, and shall be effective upon the written consent of the Contractor and the County's Emergency Services Director. Any other amendments to this Contract shall be upon mutual written agreement by the parties, with the exception of Scope of Services amendments noted above in 1. "Scope of Services".



4. **Compensation.** County shall pay to Contractor as compensation in full for all services, performed by Contractor pursuant to this Contract, at the rate(s) as described in Exhibit B, hereby incorporated by reference as though fully set forth in the body of this Contract. Services shall be paid within thirty (30) days after the receipt of an itemized statement from Contractor as required by paragraph 5 of this Contract, which services and invoices have been previously approved by an appropriate representative of the County department for whom Contractor is directly working. All travel and lodging claims will be reimbursed according to the rates and terms of the County Travel Policy located at: <https://www.slocounty.ca.gov/Departments/Auditor-Controller-Treasurer-Tax-Collector/Forms-Documents/Resources-for-Vendors/County-Travel-Policy.aspx>

Contractor understands that the County shall not expend more than \$100,000 for all services under this Contract. Any amendment to compensation shall be in writing and signed by both parties.

In light of the exigent and urgent circumstances created by the need to respond rapidly to the COVID-19 emergency conditions, services within the scope of this Contract may have been provided in anticipation of execution of this Contract and in reliance on assurances that this Contract would be executed by the parties on the effective date. The services may have been rendered from January 18, 2021 to the date of execution of the Contract, which services were provided in the best interest of the public health and welfare. Therefore, the Emergency Services Director, pursuant to the authority provided by section 2.80 of the County Code, expressly authorizes the retroactive effective date under this Contract to January 18, 2021 and also expressly authorizes payment for those services accepted by the County at the same rates and under the same terms and conditions as stated in this Contract, even though this Contract is executed after the commencement of services.

5. **Invoicing.** Contractor shall submit to the County, on a monthly basis, a detailed statement of services performed, including itemization of the services rendered during the billing period for the amount billed. The statement shall include the purchase order number (if any), and an itemized statement containing a description of the work and dates Contractor performed the work. If, due to either an issue with the charges on an invoice or the Contractor's failure to perform its obligations under this Contract, the County disputes any charge(s) on an invoice, the County may withhold the disputed amount, provided that (a) there is a reasonable basis for the dispute, and (b) the County delivers a written statement to Contractor within ten (10) days of the due date of the invoice, describing in detail the basis of the dispute and the amount being withheld by the County.

6. **Non-Exclusivity.** Nothing in this Contract is intended or shall be construed as creating any exclusive arrangement between the County and Contractor. This Contract shall not

restrict the County or any of its departments from acquiring similar, equal or like goods and/or services from other entities or sources.

7. **Termination.**

a. **For Convenience of Either Party.** County or Contractor may terminate this Contract at any time by giving to the other party thirty (30) days' prior written notice of such termination. Termination shall have no effect on upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. Contractor shall be paid for all accepted goods and work satisfactorily completed and accepted by County prior to the effective date of the termination. Termination of this Contract may be effectuated by the County Emergency Services Director without the need for action, approval or ratification of the Board of Supervisors.

b. **For Cause.** If Contractor (1) fails to perform Contractor's duties to the satisfaction of the County, or (2) fails to fulfill in a timely and professional manner Contractor's obligations under this Contract, or (3) violates any of the terms or provisions of this Contract, then County shall have the right to terminate this Contract effective immediately upon the County giving written notice to the Contractor. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. Contractor shall be paid for all work satisfactorily completed and accepted by the County prior to the effective date of such termination. If County's termination of Contractor for cause is defective for any reason, including but not limited to County's reliance on erroneous facts concerning Contractor's performance, or any defect in notice thereof, County's maximum liability, if any, shall not exceed the amount payable to Contractor under this Contract.

c. **For Non-Appropriation.** County's obligation to pay any amounts due for those fiscal periods succeeding the current fiscal period are contingent upon appropriation or approval of funds for that purpose. If such funds become unavailable, then County may elect to terminate this Contract by giving written notice of termination to Contractor effective immediately or on such other date as County specifies in the notice. In such an event, the County shall have no further liability to pay any funds to the Contractor or to furnish any other consideration under this Contract, and the Contractor shall not be obligated to perform any provisions of this Contract or to provide services intended to be funded pursuant to this Contract. If partial funds are appropriated or provided, the County shall have the option to either terminate this Contract with no liability to the County or offer a Contract amendment to the Contractor to reflect the reduced amount.

8. **Suspension of Performance.** Independent of any right to terminate this Contract, the authorized representative of the County department or agency for which Contractor's services are to be performed, may immediately suspend performance by Contractor, in whole or in part, in

response to exigent health, safety or financial circumstances, or a failure or refusal by Contractor to comply with the provisions of this Contract until such time as the cause for suspension is resolved, or a notice of termination becomes effective.

9. **Nondiscrimination.** Contractor will abide by all applicable federal, state, and local laws, rules and regulations concerning nondiscrimination and equal opportunity in contracting. Such laws include, but are not limited to, the following: Title VII of the Civil Rights Act of 1964 as amended; the Americans with Disabilities Act of 1990; the Rehabilitation Act of 1973; California Fair Employment and Housing Act; and California Labor Code sections 1101 and 1102. Contractor shall not discriminate against any employee, subcontractor, or applicant for employment because of race, age, color, ancestry, religion, sex/gender, sexual orientation, mental disability, physical disability, national origin, political beliefs, organizational affiliations, or marital status in the recruitment, selection for training, hiring, employment, utilization, promotion, playoff, rates of pay or other forms of compensation. Contractor shall not discriminate in providing the goods or services under this Contract because of age, race, color, national origin, ancestry, religion, sex/gender, sexual orientation, mental disability, physical disability, medical condition, political beliefs, organizational affiliations, marital status, or other category protected under the law. If County finds that any of these provisions have been violated, such violation shall constitute a material breach of contract upon which County may determine to cancel, terminate, or suspend this Contract. In addition to an independent finding by County of such violation, a finding by the State of California or by the United States of a violation shall constitute a finding by County of such violation.

10. **Assignment, Delegation or Subcontracting of Contract.** Contractor shall not assign any of Contractor's rights, delegate any of Contractor's duties, or subcontract any portion of Contractor's obligations under this Contract without the prior written consent of the County. No assignment, delegation or subcontracting will release Contractor from any of its obligations or alter any of its obligations to be performed under this Contract. Any attempted assignment, delegation or subcontracting in violation of this provision is voidable at the option of the County. If subcontracting is approved by the County, Contractor shall remain primarily liable for all of its obligations under the Contract. Contractor is responsible for payment to subcontractors and must monitor, evaluate, and account for the subcontractor(s) services and operations.

11. **Authority of Contractor.** If Contractor is a corporation or a limited liability company and is performing services within California, Contractor represents and warrants that it is and will remain, throughout the term of this Contract, either a duly organized, validly existing California corporation or limited liability company in good standing under the laws of the State of California or a duly organized, validly existing foreign corporation or limited liability company in good standing in the state of incorporation or organization and authorized to transact business in

the State of California and have an agent for service of process in California. Contractor warrants that it has full power and authority to enter into and perform this Contract, and the person(s) signing this Contract warrant that he or she has been properly authorized and empowered to enter into this Contract.

12. **Governing Law and Venue.** This Contract has been executed and delivered in the State of California and the validity, enforceability and interpretation of any of the clauses of this Contract shall be determined and governed by the laws of the State of California. All duties and obligations of the parties created hereunder are performable in San Luis Obispo County and such County shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Contract. The parties will submit to the jurisdiction of the Superior Court of the County of San Luis Obispo, notwithstanding Code of Civil Procedure section 394, as may be amended from time to time.

Contractor shall keep informed of, observe, comply with, and cause all of its agents and personnel to observe and comply with all laws, rules, regulations, and administrative requirements adopted by federal, state, and local governments which in any way affect the conduct of any work or services under this Contract.

13. **Independent Contractor Status.** Contractor shall, during the entire term of the Contract, be construed to be an independent contractor. Nothing in this Contract is intended or shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise direction or control over the professional manner in which Contractor performs the services which are the subject matter of this Contract; provided always however that the services to be provided by Contractor shall be provided in a manner consistent with all applicable standards, regulations and Contract terms governing such services. Contractor understands that Contractor's personnel are not and will not be eligible for membership in or any benefits from any County group plan for hospital, surgical or medical insurance or for membership in any County retirement program or for paid vacation, paid sick leave, or other leave, with or without pay or for any other benefit which accrues to a County employee.

14. **Warranty of Contractor.** Contractor warrants that Contractor and each of the personnel employed or otherwise retained by Contractor are properly certified licensed and insured under the laws and regulations of the State of California to provide the special services under this Contract. Contractor shall keep in full force and effect during the entire term of this Contract, all permits, registrations, and licenses, if required by law or contract, to accomplish the work specified herein.

15. **Indemnification.** To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the County and its officers, agents, employees, and volunteers from and against all claims, demands, damages, liabilities, loss, costs, and expense (hereafter

collectively “claims”) of every nature arising out of or in any way related to the Contractor’s performance under this Contract, including but not limited to claims for property damage, personal injury, death, injuries to reputation, economic losses, and emotional distress, and any legal expenses (such as attorney fees, court costs, investigation costs, and expert fees) incurred by the County in connection with such claims. “Contractor’s performance” includes the Contractors’ action or inaction in conjunction with this Contract, and the action or inaction of its officers, employees, contractors and agents. The obligation to indemnify shall be effective if the County and its agents or servants are guilty of comparative passive negligence. However, this indemnification will not extend to any claim or losses arising out of the sole negligence or willful misconduct of the County or of the County’s officers, agents, or employees.

16. **Insurance.** Contractor, at its sole cost and expense, shall purchase and maintain the insurance policies set forth in Exhibit C.

17. **Records.** Contractor shall keep complete and accurate records of the services performed under this Contract. The Contractor shall allow the County Auditor to inspect and audit any and all books, and records maintained by Contractor and subcontractors pertaining to the services under this Contract at any reasonable time during normal business hours. Books and records include, without limitation, all physical records originated or prepared pursuant to the performance under this Contract including work papers, reports, financial records and books of account. Upon request, at any time during the period of this Contract, and for a period of three years thereafter, the Contractor shall furnish any such record, or copy thereof, to the County Auditor.

18. **Audit Rights.** Pursuant to Government Code section 8546.7, every contract involving the expenditure of public funds in excess of \$10,000 is subject to examination and audit of the State auditor, at the request of the public entity or as part of any audit of the public entity, for a period of three years after final payment under the Contract. Contractor shall permit the State Auditor to have access to any pertinent books, documents, papers and records for the purpose of said audit. County shall advise Contractor if it becomes aware of such audit at least fourteen (14) days prior to the commencement of the audit. All payments made under this Contract shall be subject to an audit at County’s option and shall be adjusted in accordance with said audit. The Contractor shall be responsible for receiving, replying to, and complying with any audit exceptions set forth in any County audits. This provision is in addition to any other inspection and access rights set forth in this Contract.

19. **Accounting.** Contractor shall adhere to the accounting requirements, financial reporting, and internal control standards as described in the Auditor-Controller Contract Accounting and Administration Handbook, (Handbook) which contains the minimum required procedures and controls that must be employed by Contractor’s accounting and financial reporting

system, and which is incorporated herein by reference. Contractor shall require subcontractors to adhere to the Handbook for any services funded through this contract, unless otherwise agreed upon in writing by County. The Handbook is available at <http://www.slocounty.ca.gov/AC/>, under Policies and Procedures or at the Auditor-Controller's Office, 1055 Monterey Street Room D220, County Government Center, San Luis Obispo, California, 93408.

The Contractor shall establish such fiscal controls and fund accounting procedures as may be required by any applicable Federal regulations, or as may be deemed necessary by any Federal or State agency to ensure the proper disbursement of, and accounting for, funds paid to the Contractor under this Contract.

20. **Cost Disclosure - Documents and Written Reports.** Pursuant to Government Code section 7550, if the total cost of this Contract is over Five Thousand Dollars (\$5,000), the Contractor shall include in all documents and in all written reports falling within section 7550, a written summary of costs, which shall set forth the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of such documentation or written report. The contract and subcontract numbers and dollar amounts shall be contained in a separate section of such document or written report.

21. **Copyright.** Any reports, maps, documents or other materials produced in whole or part under this Contract shall be the property of the County and shall not be subject to an application for copyright by or on behalf of Contractor.

22. **Findings Confidential.** No reports, maps, information, documents, or any other materials given to or prepared by Contractor under this Contract shall be made available to any individual or organization by Contractor without the prior written approval of County.

23. **Equipment and Supplies.** Contractor will provide most necessary equipment and supplies in order to carry out the terms of this Contract.

24. **Confidential Information.**  
a. **Definition.** For the purpose of this Contract, "Confidential Information" shall mean information or material proprietary to the County or designated as "Confidential Information" by the County, and not generally known by non-County personnel, which Contractor may obtain knowledge of or access to as a result of a contract for services with the County. The Confidential Information includes personal health information (PHI), proprietary information, and any other information designated as confidential when provided to Contractor. Proprietary information includes any information described above which the County obtained from another party that the County treats as proprietary or designates as Confidential Information, whether or not owned or developed by the County. Information publicly known and that is generally employed by the trade at the time that Contractor learns of such information or knowledge shall not be deemed part of the Confidential Information.

b. **Requirements.** Contractor shall abide by the following requirements regarding Confidential Information:

(1) All applicable local, state and federal laws, rules, regulations, guidelines, and directives regarding the confidentiality and security of patient information, including without limitation, Welfare and Institutions Code sections 14100 et seq. and 5328 et seq.; 42 C.F.R. section 431.300 et seq.; 42 C.F.R. Part 2; California Medical Information Act (“CMIA”); the Health Insurance Portability and Accountability Act (“HIPAA”) and its implementing regulations, including but not limited to 45 C.F.R. Parts 142, 160, 162 and 164. Contractor shall not disclose any client/patient identifying information, except as otherwise authorized by law.

(2) Within fifteen (15) calendar days of hire, and annually thereafter, Contractor, its employees, subcontractors and agents shall read the latest edition of the Confidentiality Agreement and HIPAA Primer for Contractor Use provided by County Health Agency. Contractor may adopt and comply with an alternate Confidentiality Agreement, HIPAA Policy, if granted written approval by County Compliance Officer.

(3) Contractor shall maintain records providing signatures (either actual or electronic) from each employee, subcontractor and agent stating that they read the Confidentiality Agreement and HIPAA Primer for Contractor Use, or used alternate approved Confidentiality Agreement, and will abide by its contents.

(4) Contractor shall not, without prior written authorization from the County, acquire, use or copy, in whole or in part, any Confidential Information. Contractor shall not disclose, provide or otherwise make available, in whole or in part, the Confidential Information other than to those employees of Contractor who (1) have executed a confidentiality agreement with the County, (2) have a need to know such Confidential Information to perform the services hereunder, and (3) who have been authorized by County to receive such Confidential Information. Contractor shall not remove or cause to be removed, in whole or in part, from County facilities, any Confidential Information, without the prior written permission of County. Contractor shall take all appropriate action, whether by instruction, agreement or otherwise, to ensure the protection, confidentiality and security of the Confidential Information and to satisfy its obligations under the Confidentiality Agreement executed concurrently with this Contract.

(5) The County’s Confidentiality Agreement and HIPAA Primer for Contractor Use, which may be found at the following link:

<http://www.slocounty.ca.gov/Departments/Health-Agency/Behavioral-Health/Quality-Support/Services/Health-Agency-Contractor-and-Network-Provider-Supp.aspx>

c. **Continuing Obligations.** The provisions of this section shall survive the expiration or termination of this Contract. Contractor shall protect the Confidential Information

from unauthorized use, access or disclosure in the same manner as Contractor protects its own confidential or proprietary information of a similar nature. Contractor acknowledges that the County, because of the unique nature of the Confidential Information, would suffer irreparable harm if Contractor breaches its obligation under this Contract in that monetary damages would be inadequate to compensate the County for such a breach. In such circumstances, the County shall be entitled, in addition to monetary relief, to injunctive relief as may be necessary to restrain any continuing or further breach by Contractor, without showing or proving any actual damages sustained by the County.

25. **Conflict of Interest.** Contractor acknowledges that Contractor is aware of and understands the provisions of Sections 1090 et seq. and 87100 et seq. of the Government Code, which relate to conflict of interest of public officers and employees. Contractor certifies that Contractor is unaware of any financial or economic interest of any public officer or employee of the County relating to this Contract. Contractor will comply with applicable requirements of Government Code section 87100 et seq. during the term of this Contract.

26. **Time is of the Essence.** Time is of the essence in the delivery of the goods and/or services by Contractor under this Contract. County reserves the right to refuse any goods or services and to cancel all or any part of the good not conforming to applicable specifications, drawings, samples, or descriptions, or services that do not conform to the prescribed scope of work. Acceptance of any part of the order for goods or services shall not bind County to accept future goods and services.

27. **Waiver.** The acceptance by County of late or partial performance of any goods or services with or without objection or reservation shall not waive the right to claim damage for such breach and shall not constitute a waiver of the rights or requirements for the complete and timely performance of any obligation remaining to be performed by the Contractor, or of any other claim, right or remedy of the County.

28. **Enforceability.** If any term, covenant, condition or provision of this Contract is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

29. **Entire Agreement and Modification.** This Contract supersedes all previous contracts between the parties related to the services and/or goods which are the subject of this Contract. It constitutes the entire understanding of the parties with respect to the goods and services. Contractor shall be entitled to no other benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. Contractor specifically acknowledges that in entering into and executing this Contract, Contractor relies solely upon the provisions contained in this Contract and no others. This



Contract may be executed via facsimile or pdf e-mail, and in any number of counterparts, each of which shall be considered an original and all of which, taken together, shall constitute one and the same instrument.

30. **Precedence of Contract Documents.** This Contract, including and all of the Exhibits referenced herein, are intended to be complementary in nature; however, in the event of a conflict, the terms of this Contract shall control. Notwithstanding the forgoing, in the event of any conflict between any language in Exhibit A, entitled “Federal Requirements”, and any other terms in this Contract, the terms in Exhibit A “Federal Requirements”, shall control.

31. **Notices.** Any notice required to be given pursuant to the terms and provisions of this Contract shall be in writing and shall be sent by first class mail, posted prepaid, through the United States Postal Service, to the County at:

Vince Pierucci  
EMS Director, COVID-19 Operations Section Chief & MHOAC  
COVID-19 Medical / Health Branch  
County of San Luis Obispo Emergency Operations Center  
2180 Johnson Avenue  
San Luis Obispo, CA 93401  
805-788-2512 (O); (805) 904-3555 (C)  
[vpierucci@co.slo.ca.us](mailto:vpierucci@co.slo.ca.us)

and to the Contractor at:

Mike McDonough  
Cambria Community Healthcare District  
2511 Main Street  
Cambria, CA 93428  
805-927-8304  
[mmcdonough@cambria-healthcare.org](mailto:mmcdonough@cambria-healthcare.org)

or given by personal delivery. Mailed notices shall be deemed to have been given, delivered and received three (3) business days after the date of such notice or other communication is posted by the United States Postal Service.

32. **Power and Authority of Contractor.** If Contractor is a limited liability entity, Contractor represents and warrants that it is and will remain, throughout the term of this Contract, either a duly organized, validly existing California limited liability entity in good standing under the laws of the state of California or a duly organized, validly existing foreign limited liability entity in good standing in the state of incorporation, organization, or formation and authorized to transact business in the state of California.

33. **Severability.** If any provision of this Contract is found to be invalid, illegal or unenforceable, such term or provision shall be deemed stricken and the remainder of the Contract shall remain in full force and effect. Upon determination that any term or provision is invalid, illegal or unenforceable, the parties shall negotiate in good faith to modify this Contract so as to affect the original intent of the parties as closely as possible.



**IN WITNESS THEREOF**, County and Contractor have executed this Contract on the day and year first hereinabove set forth.

**COUNTY OF SAN LUIS OBISPO**

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

By: \_\_\_\_\_  
Wade Horton  
Emergency Services Director

By: \_\_\_\_\_  
Mike McDonough

Date: \_\_\_\_\_

\_\_\_\_\_  
Administrator  
Print Title of Officer

**APPROVED AS TO FORM AND LEGAL EFFECT:**

Date: \_\_\_\_\_

RITA L. NEAL  
County Counsel

By: \_\_\_\_\_  
Deputy County Counsel

Date: \_\_\_\_\_

## EXHIBIT A

### FEDERAL REQUIREMENTS

1. **Mandatory Disclosures.** Contractor must disclose, in a timely manner, in writing to the County all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially effecting the Federal award described in 2 C.F.R. §200.113. Failure to make required disclosures can result in any of the remedies described in 2 C.F.R. § 200.338 Remedies for noncompliance, including suspension or debarment.

2. **Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms.** A Contractor must take all necessary, affirmative steps to assure that small and minority businesses, women's business enterprises, and labor area surplus firms are used when possible. 2 C.F.R. § 200.321(a). These steps are in addition to full and open competition and must include, at a minimum, the following six affirmative steps.

- (1) Solicitation Lists. Contractor must place small and minority businesses and women's business enterprises on solicitation lists. 2 C.F.R. § 200.321(b)(1).
- (2) Solicitations. Contractor must assure that it solicits small and minority businesses and women's business enterprises whenever they are potential sources. 2 C.F.R. § 200.321(b)(2).
- (3) Dividing Requirements. Contractor must divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises. 2 C.F.R. § 200.321(b)(3).
- (4) Delivery Schedules. Contractor must establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises. 2 C.F.R. § 200.321(b)(4).
- (5) Obtaining Assistance. Contractor must use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce. 2 C.F.R. § 200.321(b)(5).
- (6) Prime Contractor Requirements. Contractor must require the prime contractor, if subcontracts are anticipated or let, to take the five affirmative steps described in ¶ 6.a.i through 6.a.v above. 2 C.F.R. § 200.321(b)(6).

3. **Violate or Breach Contract Terms.** A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the County.

4. **Termination of Contract for Convenience.** The County may terminate this Contract at any time by giving the Contractor thirty (30) days prior written notice of such termination. Termination shall have no effect on upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. Contractor shall be paid for all accepted goods and work satisfactorily completed and accepted by County prior to the effective date of the termination. Termination of this Contract may be effectuated by the Director of the Health Agency or his designee without the need for action, approval or ratification of the Director of the Health Agency, the Director of Central Services or the Board of Supervisors.

5. **Termination of Contract for Cause.** If Contractor (1) fails to perform Contractor's duties to the satisfaction of the County, or (2) fails to fulfill in a timely and professional manner Contractor's obligations under this Contract, or (3) violates any of the terms or provisions of this Contract, then County shall have the right to terminate this Contract effective immediately upon the County giving written notice to the Contractor. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination.

Contractor shall be paid for all work satisfactorily completed and accepted by the County prior to the effective date of such termination. If County's termination of Contractor for cause is defective for any reason, including but not limited to County's reliance on erroneous facts concerning Contractor's performance, or any defect in notice thereof, County's maximum liability, if any, shall not exceed the amount payable to Contractor under this Contract.

**6. Equal Employment Opportunity.** During the performance of this Contract, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, and hereby promises to comply with the provision on contractor agreements contained in Presidential Executive Order Number 11246 as amended by Executive Order (1) 75 and as approved by Department of Labor Relations (41 CFR Part 61).

**7. Clean Air Act and the Federal Water Pollution Control Act.** During the performance of this contract, Contractor and/or subcontractor agrees to comply with all of the standards, orders, and requirements issued under section 306 of the Clean Air Act (42 USC 1857(h)), section 508 of the Clean Water Act (33 USC 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).

**8. Debarment and Suspension.**

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by County. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County and State, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**9. Byrd Anti-Lobbying.** Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

**10. Procurement of Recovered Materials.** During the performance of this contract, Contractor and/or subcontractor agrees to comply with all of the standards, orders, and requirements issued under Section 4502 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962). See 2 C.F.R. Part 200, Appendix II, ¶ J; 2 C.F.R. § 200.322; PDAT Supplement, Chapter V, ¶ 7. The requirements of Section 6002 include procuring only items designated in guidelines of the EPA at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a

satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

The following provides the clause that a state agency or agency of a political subdivision of a state and its contractors can include in contracts meeting the above contract thresholds:

- (1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired—
    - (i) Competitively within a timeframe providing for compliance with the contract performance schedule.
    - (ii) Meeting contract performance requirements; or
    - (iii) At a reasonable price.
  - (2) Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.
- 
- (1) 11. Access to Records. The following access to records requirements apply to this contract: The Contractor agrees to provide the County of San Luis Obispo, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
  - (2) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
  - (3) The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
  - (4) In compliance with the Disaster Recovery Act of 2018, the County) and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

## EXHIBIT B

### SCOPE OF SERVICES AND COMPENSATION

- A. Services -- Contractor will provide services in the area of paramedic/EMT services to assist with County COVID-19 pandemic outreach and response related activities, including but not limited to servicing sites administering COVID-19 vaccinations to the public as follows:
1. Provide vaccinations at COVID vaccination clinics as requested by County of San Luis Obispo Emergency Operations Center representative; and
  2. Provide personnel for other related COVID vaccination duties such as pharmacy support, medical observation as directed by County of San Luis Obispo Emergency Operations Center representative.
- B. Conditions of Service.
1. All personnel requests are subject to availability.
  2. EMTs will be fully trained in vaccine administration. Contractor shall provide staff only without accompanying patient care related equipment.
- C. Ancillary Costs – COVID-19 Related – Effective February 1, 2021
1. Staff (CA Ambulance Strike Team (AST) rates):
    - a. Paramedic vaccine administration (per hour) \$72.45
    - b. EMT (per hour) vaccine administration per hour \$42.00

## EXHIBIT C

### INSURANCE REQUIREMENTS

- A. **Minimum Scope and Limit of Insurance.** Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees. Coverage shall be at least as broad as:
1. Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 00 01 covering CGL on an "occurrence" basis for bodily injury and property damage, including products-completed operations, personal injury and advertising injury, with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
  2. Automobile Liability: ISO Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
  3. Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. If Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage shall also include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.
  4. Professional Liability/Errors and Omissions Insurance covering Contractor's liability arising from or related to this Contract, with limits of not less than \$1 million per claim and \$2 million aggregate. Further, Contractor understands and agrees it shall maintain such coverage for a period of not less than five (5) years following this Agreement's expiration, termination or cancellation.
- B. **Other Insurance Requirements.** The insurance policies are to contain, or be endorsed to contain, the following provisions:
1. Additional Insured Status. The County, its officers, officials, employees, and volunteers are to be covered as insureds on the auto policy with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).
  2. Primary Coverage. For any claims related to this Contract, the Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.



3. Notice of Cancellation. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the County.
4. Failure to Maintain Insurance. Contractor's failure to maintain or to provide acceptable evidence that it maintains the required insurance shall constitute a material breach of the Contract, upon which the County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. The County, at its sole discretion, may obtain damages from Contractor resulting from said breach.
5. Waiver of Subrogation. Contractor hereby grants to County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.
6. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the County. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
7. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the County.
8. Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:
  - a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
  - b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
  - c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.
9. Separation of Insureds. All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.
10. Verification of Coverage. Contractor shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. Certificates and copies of any required endorsements shall be sent to:

Vince Pierucci  
EMS Director, COVID-19 Operations Section Chief & MHOAC  
COVID-19 Medical / Health Branch  
County of San Luis Obispo Emergency Operations Center  
2180 Johnson Avenue  
San Luis Obispo, CA 93401  
805-788-2512 (O); (805) 904-3555 (C)  
[vpierucci@co.slo.ca.us](mailto:vpierucci@co.slo.ca.us)

11. Subcontractors. Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein.
12. Special Risks or Circumstances. County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

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

**FROM:** Michael McDonough, Administrator.

**BOARD MEETING DATE:** February 16, 2021

**AGENDA DESCRIPTION:** CalOES Designated Agent Resolution

**RECOMMENDATION(S):** Review, for possible Board approval, of a resolution designating the CCHD Administrator as the District agent for the California Office of Emergency Services (CalOES).

**FISCAL IMPACT:** None at this time.

**DISCUSSION:** Board review and consideration for possible approval of a Resolution with CalOES to designate the CCHD Administrator as the Agent for agreements with CalOES. This is related to a grant award received by CCHD for the slope slippage and subsequent closing documents which need to be signed. The current Administrator must be approved by this Board Resolution in order for this to occur. This agent designation will also enable the Administrator to act for the Board on any future grant applications and/or awards with CalOES.

The Administrator recommends approval of this Resolution.

**Attachments:**

A) CalOES Designated Agent Resolution Form 130

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: \_\_\_\_

FEDOROFF \_\_\_\_ RICE \_\_\_\_ MILEUR \_\_\_\_ MONTALVO \_\_\_\_ LOMELI \_\_\_\_

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE \_\_\_\_\_ OF THE \_\_\_\_\_  
(Governing Body) (Name of Applicant)

THAT \_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the \_\_\_\_\_, a public entity  
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the \_\_\_\_\_, a public entity established under the laws of the State of California,  
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the \_\_\_\_\_ of the \_\_\_\_\_  
(Governing Body) (Name of Applicant)

on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**Cal OES Form 130 Instructions**

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

**Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a **minimum of three approving board** members need to be listed.

**Certification Section:**

**Name and Title:** This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")