



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
DECEMBER 17, 2020
BOARD MEETING ANNOUNCEMENT

The regular meeting of the Cambria Community Healthcare District will be held online:
Michael McDonough is inviting you to a scheduled Zoom meeting.

Time: Dec 17, 2020 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86279593579>

Meeting ID: 862 7959 3579

One tap mobile

+16699006833,,86279593579# US (San Jose)

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Meeting ID: 862 7959 3579

Find your local number: <https://us02web.zoom.us/j/86279593579>

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. 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) Approve Minutes for the November 4, 2020 Special Board Meeting.
- 2) Approve Minutes from the November 18, 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) Annual Election of Board Officers – Iggy Fedoroff
- 2) Monthly Board meeting date and time possible change – Cesilia Lomeli
- 3) Draft District policies, presented for consideration of approval – Mike McDonough
 - a) Review of final draft District Policies.
 - b) Review of draft Volunteer Policy.
 - c) Review of draft Volunteer Job Description.
- 4) Portable radio equipment – Mike McDonough
 - a) Discuss the need for new Motorola portable radios, and evaluate the urgency of the purchase, the projected cost and the associated terms of purchase versus finance, for consideration of approval.
- 5) 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.
- 6) Primary Care Project – Cecilia Montalvo
 - a) Review a Request for Proposal to health care operators while simultaneously evaluating the option of CCHD direct operation of a primary care clinic.
 - b) Review, for consideration of approval, an independent contractor agreement for services by a consultant for the Primary Care Project.

F) DECLARATION OF FUTURE AGENDA ITEMS

G) ADJOURNMENT

The next regular meeting of the Board of Directors of the Cambria Community Healthcare District will be held in January – date and time TBA, location TBD.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

NOVEMBER 4, 2020

SPECIAL 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 10:07 am.

2) Pledge of Allegiance

Not done as there was no flag present.

3) Establishment of a quorum

Board of Directors President Iggy Fedoroff was present, as well as Directors Bill Rice, Barbara Bronson-Gray, Laurie Mileur and Cecilia Montalvo.

Also present were Administrator Mike McDonough, Administrative Assistant Simone Rathbun, Bill Avery and Jeff Minnery.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No comments made by the public.

C) REGULAR BUSINESS

1) The safeguarding of CCHDs unique identity and stated mission, and defining the appropriate use of media and social media by full time and part time employees, was brought up for discussion and possible action.

Mike discussed the draft of the relevant Standard Operating Procedure (SOP), from the meeting/workshop with the Labor Representative. Bill Avery specifically discussed item number 10.09 from the social media SOP which states that the employees will be posting under the name of SEIU Local 620. He stated they were able to agree on a number of items, while other items are still being worked out. The employees will post nothing that will identify either a patient, a license plate number or an address.

Director Bronson-Gray inquired as to photos of cars themselves being published. Bill Avery stated that the language specifically states nothing about identifying a patient. He also stated that the employees have the right to have a site, but that they have agreed to use the SEIU Local 620 name when posting and not use the District name.

Director Montalvo expressed concern over Item #3 of the draft, and remaining HIPAA compliant. Administrator McDonough added that it is common practice to share accident scene photos with medical providers to show mechanism of injury, etc., and that there is a solution for this. In order to remain HIPAA compliant, the image or info would be taken on the ambulance crew's secure tablet, and saved in the patient's file in the ImageTrend software. ImageTrend is HIPAA compliant, and any photos or other info would then become a part of the patient's ePCR (electronic patient care record). Language to this effect to be put into Item #3, "Using District tablets, such images may be directly shown or shared".

Corrections will be made to the draft and then presented to the Board for review at the next regularly scheduled Board Meeting on November, 18, 2020.

Director Rice asked if will be getting the employees to sign a document that they have read and understand the employee handbook, and Administrator McDonough stated that yes, there will be a form for them to sign which will be placed in their file.

2) Healthcare benefit Resolution was presented for review for possible Board approval. Bill Avery stated that this Resolution takes the District's contribution down to the minimum, however the savings to the District only comes into play when the employee retires. The employees will also begin picking up 10% of their own healthcare premiums. Director Bronson-Gray motioned to approve, Director Rice seconded, Board approved 5/0.

DECLARATION OF FUTURE AGENDA ITEMS

Finalization of Social media SOP to be presented at the November 18, 2020 Board Meeting.

ADJOURNMENT

The meeting was adjourned at 10:43 am.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

NOVEMBER 18, 2020

BOARD MEETING MINUTES

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

A) OPENING

1) Call to order

President Fedoroff called the meeting to order at 9:00 am.

2) Pledge of Allegiance

Not done as there was no flag present.

3) Establishment of a quorum

Board of Directors Members Iggy Fedoroff, Bill Rice, Barbara Bronson-Gray, Laurie Mileur and Cecilia Montalvo were present. Also present were Administrator Mike McDonough, Operations Manager Tim Benes and Administrative Assistant Simone Rathbun, as well as Bruce Gibson, while Natalie Laacke, in place of Legal Counsel Jeff Minnery joined later for Agenda Item E.1).

4) Presentation of Plaque and Certificate of Recognition

Bruce Gibson presented a Certificate of Recognition to Director Barbara Bronson Gray on the occasion of her final meeting as a CCHD Director, thanking her for her many years of service to the Healthcare District and her willingness to always step-up.

B) PUBLIC COMMENT

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

C) CONSENT AGENDA

The Minutes from the October 21, 2020 Board Meeting were presented for review and approval. Director Bronson Gray requested that the public comments not be put into the Minutes in the future. Director Fedoroff stated that he allowed them to added this time due to the nature of the comments in the regards to the election. Director Bronson Gray motioned that this detail be removed, Director Rice seconded, Board approved 5/0. After this vote Director Cecilia Montalvo then motioned that her comment on page 7 be removed as well.

Director Bronson Gray seconded; Board approved 5/0. The revised Minutes will be posted and a copy sent to each Board member.

D) REPORTS

1) The Operations Report was presented by Tim Benes, who stated that so far this month we have had 59 responses, with 20 transports, and 1 Monterey call. President Fedoroff inquired as to why a certain call appeared to be missing and he stated that Jeremy informed him it was because some runs can end up in the previous month; he then pointed out the new report to the Board and asked if they would like these supplemental sheets to continue and if these reports suffice for their needs. Director Rice recommended that we continue with the reports the way that they are. Administrator McDonough thanked Tim and Jeremy for their work in getting this new report formatting completed.

2) The Administrator's Report and Financial Review were given by Administrator McDonough, who gave a COVID-19 update in regards to the District employees, the community and the County.

The CalFire MOU has been sent to the Fire Chief for signature and should be back any day now. We have received a Trust donation for the CalFire ambulance. Dr. Miguel Hernandez has also made a donation to the Trust. QGive is up and running on our website. Director Bronson Gray expressed concern over naming donors specifically. A discussion was had regarding this; QGive provides a box for the donor to check if they would like to remain anonymous, and if a donation is made in person, Mike will specifically ask.

The drop in ambulance revenue was discussed; the payment due from Monterey was received; uniforms were over budget due to the purchase of new safety gear, however we are expecting reimbursement from Project Heartbeat. The equipment has arrived and has been put into service.

PERS was over budget due to catch up from September and Contract Services increased due to paying Bill Avery's travel expenses.

Director Montalvo inquired as to why the ambulance revenue was down; Simone explained the ups and downs of medical billing. Director Bronson Gray inquired about the cost of IT services, which is now put into the hourly wage of the employee. Director Bronson Gray stated we should keep track of that amount separately, so Mike will run a report to show the IT amounts paid.

President Fedoroff stated District policies will be reviewed at the December rather than this Board meeting so that Mike can correlate them with the Standard Operating Procedures for consistency. Director Bronson Gray then suggested that we have a policy in place regarding volunteer support. Mike concurs and will draft this.

The self-pay Accounts Receivable balance is to be addressed by Mike McDonough and Simone Rathbun.

3. COMMITTEE REPORTS

A) PRESIDENTS REPORT – Nothing to report per President Fedoroff.

B) PROPERTY & FACILITIES – Nothing to report per Director Bronson Gray.

C) HEALTHCARE ADVOCACY & OUTREACH – The formal committee did not meet, however tomorrow will attend the Community Leaders Forum to discuss homeless and COVID-19, and moving back to the purple level in the County.

D) FINANCE – Did not meet but will meet before the December Board meeting.

E) GRANTS – Did not meet however the AFG funding has been pushed back and the committee will meet before the next Board meeting.

F) STRATEGIC PLANNING – Nothing to report.

E) REGULAR BUSINESS

1) Administrator McDonough discussed safeguarding CCHD's unique identity and stated mission. He stated that they need more time to work these issues out before the next Board Meeting. Director Bronson Gray inquired about photos taken on scene and how they are disseminated through social media. Mike stated that they are proposing that this only be allowed on District tablets, on District equipment, when pertinent to patient care, which would be HIPAA compliant.

District Counsel Natalie Laacke added that the First Amendment would permit individuals taking pictures and posting them, however as Employers can put restrictions on this due to HIPAA. Administrator McDonough added the example of how a photo of an ambulance in the sunset is one thing, but a photo of an accident scene involves risk. The completed Standard Operating Procedure for this issue will be presented at the December Board Meeting.

2) Director Montalvo presented the draft Primary Care Request for Proposal for review. President Fedoroff inquired about one specific paragraph in the RFP, which Director Montalvo stated will be revised.

President Fedoroff suggested that a new draft be presented at the December Board Meeting. Director Montalvo added that she would like to obtain a mailing list at that time as well. Director Bronson Gray added that when we describe the Linn Medical Building, we need to be clear that we do not own it. She also added that we should not specifically mention Dr. Lewis by name; President Fedoroff added that we can just say First California Physician Partners, but that we mention Dr. Griffith and Dr. Gong by name. Director Bronson Gray suggested that we should ask the physicians first; President Fedoroff concurred.

Any Board input is to be given to Director Montalvo and she will bring this back to the December Board Meeting. President Fedoroff stated that once we have this in final form, we are to have our legal counsel look it over.

3) Administrator McDonough presented the Joint Powers Agreement with the CCSD and CUSD for review. He stated that this could become a potential issue for the District. We have an agreement with them to purchase fuel, which was originally signed in 1994. The equipment is old and they are currently working on replacing it, getting another vendor, etc. We are currently in the process of securing an MOU to purchase fuel from CalFire. Administrator McDonough presented a letter to terminate the Joint Powers Agreement.

Director Bronson Gray motioned to approve, Director Rice seconded, Board approved 5/0.

F) DECLARATION OF FUTURE AGENDA ITEMS

- 1) Standard Operating Procedure on social medial specifics to be presented. (McDonough)
- 2) District policies presented, including policy on volunteers. (McDonough)
- 3) Review updated draft of the RFP. (Montalvo)
- 4) Installation of newly elected Board members. (Fedoroff)
- 5) Election of Officers. (Fedoroff)

G) ADJOURNMENT

The meeting was adjourned at 10:18 am. The next Board meeting will be held on December 16, 2020 at 9:00 am via Zoom.

Operations Report for the Month of November 2020

Units

Currently, we have all the units at the station and ready for service. 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 = 220859
 - Ending Miles = 221111
 - Total of 252.0. miles on the unit and 13.3 gallons of fuel
 - Service/repairs
 - None
- Unit 17 (back up #2)
 - Starting miles = 221951
 - Ending miles = 221951
 - Total of 0 mile and 0 gallons fuel used
 - Service/repairs
 - None
- Unit 18 (Medic 11 24-hour car)
 - Starting miles = 120153
 - Ending miles = 122476
 - Total of 2323.0 miles and 203.1 gallons of fuel used
 - Service/ repairs
 - The unit is service and required no repairs.
- Unit 20 (Medic 12 12-hour car)
 - Starting miles = 24043
 - Ending miles = 25531
 - Total 1488.0 miles and 127.0 gallons of gas used.
 - Service/ repairs
 - This Unit is scheduled for service.
 - There is a recall to replace the seat belt bolts in the rear area. The unit is scheduled to be in the shop on Dec 10th at Paso Robles Ford.
 - There is no cost to the District for this repair.

Medications/ Supplies

- PPE/Masks
 - N-95 and P-100
 - Currently, we have about 200 of the N-95 masks in stock. Clean masks are now required to be worn by all staff members when responding to all calls in the county.
 - We are still waiting on P-100 masks, but they have been ordered.
- Medications.
 - We are managing to keep the current supplies stocked and not short on any medication at this time.
- Equipment
 - Zoll monitors order status
 - I am happy to say the new monitors are here, in service. The old monitor's have been shipped back to Zoll.
 - We have received the first invoice from Zoll.

Response times and delays

This month we are at 97.8% on the report. The only call that required review and accounted for not getting 100% is listed below.

- Call Number 20-1170 11/28/2020
 - This call the crew reported that they were unable to find the patient on the beach. The caller gave several different locations on the beach where they were located. They kept walking on the beach looking for a place to get up to the street. Patient was located eventually and declined treatment and transport.

Transport activity Report

This report shows a decrease in the number of calls that the District had compared to last year. There were significant changes in the number of incidents. All out-reach events have stopped because of COVID-19.

Transport at night San Luis Ambulance Transported

This month San Luis Ambulance responded to no calls in Cambria.

Monterey County Calls

- We had 2 Monterey County Calls in November. Both were dry runs.
- All the forms have been signed by the Administrator and sent to the EMSA.

Station

- The Medic 12 entry door is in need of replacement. Request for bids have been sent. None have been returned.
 - Consequently a new door has been ordered and should be installed by the first week of the January, if not sooner.

Employees

- COVID-19 (Same as last month)
 - Currently all the CCHD employees are healthy. We have not had any affected by the COVID-19 pandemic. We do have plans in place if that were to change. All the crews are in contact with me when they are in contact with a possible patient. I am in contact with the County and hospitals to follow up on the patients. At this time, the District has transported 0 confirmed positive patient from the Cambria area this month.
- Safety gear
 - The safety gear arrived and is service.
- Hiring
 - We are currently looking to hire more Reserve Paramedics. We were able to hire one with the last hiring. We have lost three who resigned for other jobs. All but one of the current pool work full-time with other companies and their schedules are lining up with most of the sick calls that the CCHD has had to deal with. This is the reason for the increase in the overtime budget. We have had to fill shifts with full-time staff members to ensure coverage.

Project Heartbeat

- We have received the reimbursement check from Project Heartbeat. I am continuing with the remaining safety gear (ballistic gear order).

DISTRICT ACTIVITY REPORT PAGE 1

11/01/2020 through 11/30/2020

Incident Totals				Transport Totals			
	2020	2019	Change		2020	2019	Change
Dry Runs - w/Treatment	13	17	-4	Local Patients	26	27	-1
Dry Runs - CX Enroute	24	19	5	Non-Local Patients	8	6	2
Total Dry Runs	37	37	0	Total Patients	34	33	1
Stand-bys	32	47	-15	Medical Transports	32	31	1
Public Assists/Relations	0	5	-5	Trauma Transports	2	2	0
Walk-in Public Relations	0	0	0	Traffic Accidents	1	2	-1
Total Incidents	103	121	-18	Total Transports	34	33	1

Hospital Destinations

	2020	2019	Change
French	12	12	0
Sierra Vista	20	17	3
Twin Cities	1	4	-3
Rendezvous w/Heli	0	0	0
Facility Not-Listed	0	0	0
Trauma Center (Sierra Vista)	2	0	2
STEMI Center (French)	0	0	0

Monterey County Responses

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

**Year-to-Date Comparison
Ambulance Response Statistics
From January 2020 to November 30 2020**

	2020	2019	Change
Total Responses	1178	1320	-142
Patients Transported	463	523	-60
Total Dry Runs	330	355	-25
Dry Runs - w/Treatment	111	152	-41
Dry Runs - CX Enroute	218	202	16
Stand-bys	387	441	-54
Total Monterey County Incidents	21	24	-3

DISTRICT ACTIVITY REPORT PAGE 2
11/01/2020 through 11/30/2020

San Luis Ambulance Activity

Code 8	=	13	
Code 11	=	0	
Code 2 calls	=	0	} (calls into CCHD response area)
Code 3 calls	=	0	
Total time SLAS covered CCHD area =		20 hrs	55 mins

Cambria Community Healthcare District Activity

Total time CCHD committed to other incidents (Month) =		70 hrs	18 mins
Code 8	=	31	
Code 11	=	1	
Code 2 calls	=	1	} (calls into SLAS response area)
Code 3 calls	=	3	
Total time CCHD covered SLAS area =		11 hrs	11 mins

Vehicle Mileage

16 Dodge Sprinter 2008	221,111.0
17 Dodge Sprinter 2008	221,951.0
18 Chevy 2016 Type 3	122,476.0
20 Ford 2019 Transit	25,531.0

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

11/01/2020 through 11/30/2020

Total Transports = 34

Total Calls = 103

Rec #	Call #	Date	Type	Medic	Call Times						Call Location	Time-On-Task (Hours)
					Dispatch	Enroute	On-Scene	Transporting	Available	Response Area		
1	20-1076	11/01/2020	Stand-by	12	1604	1604			1608	1608	Villa Creek	0.04
2	20-1077	11/02/2020	<i>Dry Run</i>	12	1541	1544	1544		1611	1611	East Village	0.30
3	20-1078	11/03/2020	<i>Dry Run</i>	12	1856	1856	1902		1903	1903	Pine Knolls	0.07
4	20-1079	11/02/2020	Dry Run	11	2118	2118	2124		2137	2137	Happy Hill	0.19
5	20-1080	11/03/2020	<i>Dry Run</i>	11	1129	1132			1136	1136	Happy Hill	0.07
6	20-1081	11/03/2020	<i>Dry Run</i>	11	1901	1901	1910		1911	1911	Park Hill	0.10
7	20-1082	11/04/2020	Transport	11	0735	0738	0744	0801	0844	0910	Happy Hill	1.35
8	20-1083	11/04/2020	<i>Dry Run</i>	11	1532	1533	1534		1548	1548	East Village	0.16
9	20-1084	11/04/2020	<i>Dry Run</i>	12	1549	1553			1558	1558	Morro Bay	0.09
10	20-1085	11/04/2020	Stand-by	11	2317	2319			2324	2324	Highway 46	0.07
11	20-1086	11/05/2020	Transport	12	1719	1720	1726	1751	1911	1940	Park Hill	2.21
12	20-1087	11/06/2020	<i>Dry Run</i>	11	2015	2016	2020		2021	2021	Lodge Hill East	0.06
13	20-1088	11/07/2020	<i>Dry Run</i>	12	0950	0950	0956		1000	1000	Moonstone Beach Drive	0.10
14	20-1089	11/07/2020	Stand-by	11	1235	1235	1247		1248	1248	Villa Creek	0.13
15	20-1090	11/07/2020	Transport	11	1827	1828	1836	1847	1940	1958	Moonstone Beach Drive	1.31
16	20-1091	11/07/2020	<i>Dry Run</i>	12	1818	1819	1839		1859	1859	San Simeon	0.41
17	20-1092	11/08/2020	Stand-by	11	0932	0932	0945		1015	1030	Villa Creek	0.58
18	20-1093	11/08/2020	Stand-by	11	1205	1205			1215	1215	Villa Creek	0.10
19	20-1094	11/05/2020	<i>Dry Run</i>	12	1156	1157	1204		1206	1207	San Simeon	0.11
20	20-1095	11/09/2020	Stand-by	11	0945	0945	1005		1035	1045	Villa Creek	1.00
21	20-1096	11/09/2020	Transport	11	1453	1455	1500	1515	1616	1700	Happy Hill	2.07
22	20-1097	11/10/2020	Transport	12	1658	1700	1706	1733	1850	1914	Marine Terrace	2.16
23	20-1098	11/10/2020	Stand-by	11	1010	1011	1023		1040	1040	Villa Creek	0.30
24	20-1099	11/10/2020	<i>Dry Run</i>	11	1102	1104	1116		1148	1148	Santa Rosa Creek Road	0.46
25	20-1100	11/11/2020	Stand-by	11	1203	1204			1207	1207	Villa Creek	0.04
26	20-1101	11/11/2020	Transport	11	1207	1208	1213	1225	1319	1349	Lodge Hill West	1.42
27	20-1102	11/11/2020	Transport	12	1109	1110	1116	1134	1232	1253	Park Hill	1.44
28	20-1103	11/11/2020	Stand-by	11	1420	1420			1430	1430	Villa Creek	0.10
29	20-1104	11/11/2020	<i>Dry Run</i>	12	1517	1517			1520	1520	Highway 46	0.03
30	20-1105	11/11/2020	Stand-by	11	1504	1505			1512	1512	Highway 46	0.08
31	20-1106	11/11/2020	<i>Dry Run</i>	11	1512	1512			1518	1518	Paso Robles / Templeton	0.06
32	20-1107	11/11/2020	Stand-by	11	1518	1518	1531		1542	1554	Templeton	0.36
33	20-1108	11/11/2020	Transport	11	1948	1950	1954	2009	2054	2116	Lodge Hill West	1.28
34	20-1109	11/12/2020	Transport	11	1144	1145	1147	1201	1254	1315	East Village	1.31
35	20-1110	11/12/2020	<i>Dry Run</i>	12	1234	1235	1310		1349	1419	Monterey County	1.45
36	20-1111	11/12/2020	Transport	12	1420	1420	1426	1439	1543	1632	Lodge Hill West	2.12
37	20-1112	11/12/2020	<i>Dry Run</i>	12	1620	1620			1622	1632	Morro Bay	0.12
38	20-1113	11/13/2020	Transport	11	0958	0959	1007	1032	1133	1154	San Simeon	1.56
39	20-1114	11/13/2020	Transport	11	1426	1426	1427	1439	1525	1549	East Village	1.23

 = 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				
40	20-1115	11/13/2020	Transport	12	1415	1415	1422	1433	1533	1608	Lodge Hill West	1.53	
41	20-1116	11/13/2020	<i>Dry Run</i>	12	1737	1737	1746		1752	1752	<i>Moonstone Beach Drive</i>	0.15	
42	20-1117	11/13/2020	<i>Dry Run</i>	11	1822	1823			1825	1825	<i>Pine Knolls</i>	0.03	
43	20-1118	11/13/2020	Transport	11	1947	1948	1954	2015	2104	2135	Lodge Hill West	1.48	
44	20-1119	11/14/2020	Transport	12	1001	1002	1009	1020	1121	1141	Park Hill	1.40	
45	20-1120	11/15/2020	Stand-by	11	1413	1414	1429		1511	1620	Villa Creek	2.07	
46	20-1121	11/15/2020	Transport	11	1511	1511	1524	1536	1620	1640	Morro Bay	1.29	
47	20-1122	11/15/2020	<i>Dry Run</i>	11	0217	0220	0226		0240	0240	Lodge Hill West	0.23	
48	20-1123	11/15/2020	Transport	12	0944	0944	0949	1012	1105	1134	Lodge Hill West	1.50	
49	20-1124	11/15/2020	<i>Dry Run</i>	12	1347	1348	1352		1410	1410	<i>Moonstone Beach Drive</i>	0.23	
50	20-1125	11/15/2020	<i>Dry Run</i>	12	1444	1444			1446	1446	<i>Monterey County</i>	0.02	
51	20-1126	11/15/2020	Transport	12	1730	1731	1736	1744	1837	1920	Lodge Hill East	1.50	
52	20-1127	11/15/2020	Stand-by	11	1049	1049	1102		1119	1119	Villa Creek	0.30	
53	20-1128	11/15/2020	Stand-by	11	1127	1127	1142		1143	1143	Highway 46	0.16	
54	20-1129	11/15/2020	Stand-by	11	1214	1215			1222	1222	Villa Creek	0.08	
55	20-1130	11/16/2020	Transport	11	0148	0151	0157	0219	0313	0332	Happy Hill	1.44	
56	20-1131	11/16/2020	Stand-by	11	1048	1048	1059		1107	1107	Villa Creek	0.19	
57	20-1132	11/16/2020	Stand-by	11	1148	1148	1203		1217	1217	Villa Creek	0.29	
58	20-1133	11/17/2020	Stand-by	11	1258	1259	1310		1317	1317	Villa Creek	0.19	
59	20-1134	11/18/2020	Transport	11	0400	0405	0409	0430	0528	0550	Happy Hill	1.50	
60	20-1135	11/18/2020	<i>Dry Run</i>	12	1510	1511	1536		1536	1553	<i>North Highway 1</i>	0.43	
61	20-1136	11/19/2020	<i>Dry Run</i>	11	0157	0158	0204		0219	0219	Lodge Hill West	0.22	
62	20-1137	11/19/2020	<i>Dry Run</i>	11	0227	0228			0230	0230	Park Hill	0.03	
63	20-1138	11/19/2020	Transport	11	0331	0332	0335	0351	0443	0502	Lodge Hill East	1.31	
64	20-1139	11/19/2020	Transport	11	1007	1008	1014	1023	1111	1128	Lodge Hill West	1.21	
65	20-1140	11/19/2020	Transport	12	0940	0944	0949	1043	1106	1120	Lodge Hill West	1.40	
66	20-1141	11/19/2020	Stand-by	11	1525	1525			1528	1528	Villa Creek	0.03	
67	20-1142	11/19/2020	Stand-by	11	1605	1605	1605		1616	1616	Villa Creek	0.11	
68	20-1143	11/19/2020	Stand-by	11	1621	1621	1621		1640	1640	Villa Creek	0.19	
69	20-1144	11/19/2020	<i>Dry Run</i>	11	1455	1456	1459		1508	1510	<i>Lodge Hill East</i>	0.15	
70	20-1145	11/20/2020	Transport	11	2225	2226	2228	2244	2334	2350	Lodge Hill West	1.25	
71	20-1146	11/20/2020	Stand-by	12	1545	1545	1555		1555	1555	Templeton	0.10	
72	20-1147	11/21/2020	Stand-by	11	1313	1313			1335	1335	Villa Creek	0.22	
73	20-1148	11/21/2020	Transport	11	1840	1841	1845	1857	1956	2014	Lodge Hill West	1.34	
74	20-1149	11/22/2020	Transport	12	0909	0909	0914	0931	1036	1148	Moonstone Beach Drive	2.39	
75	20-1150	11/22/2020	Stand-by	12	1045	1045	1052		1137	1148	Morro Bay	1.03	
76	20-1151	11/22/2020	Stand-by	11	1036	1037			1045	1045	Villa Creek	0.09	
77	20-1152	11/22/2020	<i>Dry Run</i>	11	1219	1219	1222		1244	1244	<i>East Village</i>	0.25	
78	20-1153	11/23/2020	<i>Dry Run</i>	12	1243	1243	1253		1307	1307	<i>Lodge Hill West</i>	0.24	
79	20-1154	11/23/2020	<i>Dry Run</i>	11	1850	1852	1855		1915	1915	<i>East Village</i>	0.25	
80	20-1155	11/23/2020	<i>Dry Run</i>	12	1913	1914	1920		1934	1934	<i>Lodge Hill West</i>	0.21	

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

[Italic Text] = Dry Run

Rec #	Call #	Date	Type	Medic	Call Times							Time-On-Task (Hours)
					Dispatch	Enroute	On-Scene	Transporting	Available	Response Area	Call Location	
81	20-1156	11/23/2020	Dry Run	11	2054	2056	2102		2113	2113	Lodge Hill West	0.19
82	20-1157	11/24/2020	Dry Run	11	0204	0206	0211		0241	0241	Lodge Hill West	0.37
83	20-1158	11/24/2020	Transport	12	1309	1312	1317	1337	1444	1540	Park Hill	2.31
84	20-1159	11/24/2020	Stand-by	11	1700	1700			1706	1706	Highway 46	0.06
85	20-1160	11/24/2020	Stand-by	11	1931	1932	1944		1954	1954	Villa Creek	0.23
86	20-1161	11/25/2020	Transport	12	1603	1604	1609	1623	1744	1823	Lodge Hill West	2.20
87	20-1162	11/25/2020	Transport	11	1638	1639	1642	1655	1750	1823	Happy Hill	1.45
88	20-1163	11/26/2020	Transport	11	1402	1403	1408	1429	1528	1550	East Village	1.48
89	20-1164	11/26/2020	Dry Run	11	1920	1921	1924		1956	2000	Happy Hill	0.40
90	20-1165	11/26/2020	Transport	12	1203	1204	1225	1334	1447	1534	San Simeon	3.31
91	20-1166	11/26/2020	Dry Run	12	1708	1708	1711		1733	1733	Park Hill	0.25
92	20-1167	11/27/2020	Stand-by	12	1130	1130	1142		1200	1210	Villa Creek	0.40
93	20-1168	11/27/2020	Stand-by	12	1217	1217	1222		1240	1250	Villa Creek	0.33
94	20-1169	11/27/2020	Transport	12	1440	1442	1451	1516	1620	1640	San Simeon	2.00
95	20-1170	11/28/2020	Dry Run	11	0100	0101	0114		0151	0151	Moonstone Beach Drive	0.51
96	20-1171	11/28/2020	Transport	12	1535	1535	1548	1616	1729	1748	San Simeon	2.13
97	20-1172	11/28/2020	Stand-by	11	1404	1405	1416		1447	1447	Villa Creek	0.43
98	20-1173	11/28/2020	Stand-by	11	1806	1808	1821		1837	1837	Villa Creek	0.31
99	20-1174	11/28/2020	Transport	11	1601	1602	1608	1633	1729	1748	Lodge Hill West	1.47
100	20-1175	11/29/2020	Dry Run	11	0339	0341	0359		0405	0405	North Highway 1	0.26
101	20-1176	11/29/2020	Dry Run	12	1145	1145	1149		1201	1201	Lodge Hill West	0.16
102	20-1177	11/30/2020	Stand-by	11	1900	1901	1912		1921	1921	Villa Creek	0.21
103	20-1178	11/30/2020	Dry Run	11	1850	1851	1856		1911	1911	Lodge Hill West	0.21

 = Night Call (8:00pm - 8:00am)

Italic Text = Dry Run

TRANSPORT ACTIVITY REPORT

11/01/2020 through 11/30/2020

Total Transports = 34

Call #	Patient #	Date	Medic	Call Times						Response Area	Call Location	Time-On-Task (Hours)
				Dispatch	Enroute	On-Scene	Transporting	Available				
20-1082	0430	11/04/2020	11	0735	0738	0744	0801	0844	0910	Happy Hill	1.35	
20-1086	0431	11/05/2020	12	1719	1720	1726	1751	1911	1940	Park Hill	2.21	
20-1090	0432	11/07/2020	11	1827	1828	1836	1847	1940	1958	Moonstone Beach Drive	1.31	
20-1096	0433	11/09/2020	11	1453	1455	1500	1515	1616	1700	Happy Hill	2.07	
20-1097	0434	11/10/2020	12	1658	1700	1706	1733	1850	1914	Marine Terrace	2.16	
20-1101	0435	11/11/2020	11	1207	1208	1213	1225	1319	1349	Lodge Hill West	1.42	
20-1102	0436	11/11/2020	12	1109	1110	1116	1134	1232	1253	Park Hill	1.44	
20-1108	0437	11/11/2020	11	1948	1950	1954	2009	2054	2116	Lodge Hill West	1.28	
20-1109	0438	11/12/2020	11	1144	1145	1147	1201	1254	1315	East Village	1.31	
20-1111	0439	11/12/2020	12	1420	1420	1426	1439	1543	1632	Lodge Hill West	2.12	
20-1113	0440	11/13/2020	11	0958	0959	1007	1032	1133	1154	San Simeon	1.56	
20-1114	0441	11/13/2020	11	1426	1426	1427	1439	1525	1549	East Village	1.23	
20-1115	0442	11/13/2020	12	1415	1415	1422	1433	1533	1608	Lodge Hill West	1.53	
20-1118	0443	11/13/2020	11	1947	1948	1954	2015	2104	2135	Lodge Hill West	1.48	
20-1119	0444	11/14/2020	12	1001	1002	1009	1020	1121	1141	Park Hill	1.40	
20-1121	0445	11/15/2020	11	1511	1511	1524	1536	1620	1640	Morro Bay	1.29	
20-1123	0446	11/15/2020	12	0944	0944	0949	1012	1105	1134	Lodge Hill West	1.50	
20-1126	0447	11/15/2020	12	1730	1731	1736	1744	1837	1920	Lodge Hill East	1.50	
20-1130	0448	11/16/2020	11	0148	0151	0157	0219	0313	0332	Happy Hill	1.44	
20-1134	0449	11/18/2020	11	0400	0405	0409	0430	0528	0550	Happy Hill	1.50	
20-1138	0450	11/19/2020	11	0331	0332	0335	0351	0443	0502	Lodge Hill East	1.31	
20-1139	0451	11/19/2020	11	1007	1008	1014	1023	1111	1128	Lodge Hill West	1.21	
20-1140	0452	11/19/2020	12	0940	0944	0949	1043	1106	1120	Lodge Hill West	1.40	
20-1145	0453	11/20/2020	11	2225	2226	2228	2244	2334	2350	Lodge Hill West	1.25	
20-1148	0454	11/21/2020	11	1840	1841	1845	1857	1956	2014	Lodge Hill West	1.34	
20-1149	0455	11/22/2020	12	0909	0909	0914	0931	1036	1148	Moonstone Beach Drive	2.39	
20-1158	0456	11/24/2020	12	1309	1312	1317	1337	1444	1540	Park Hill	2.31	
20-1161	0457	11/25/2020	12	1603	1604	1609	1623	1744	1823	Lodge Hill West	2.20	
20-1162	0458	11/25/2020	11	1638	1639	1642	1655	1750	1823	Happy Hill	1.45	
20-1163	0459	11/26/2020	11	1402	1403	1408	1429	1528	1550	East Village	1.48	
20-1165	0460	11/26/2020	12	1203	1204	1225	1334	1447	1534	San Simeon	3.31	
20-1169	0461	11/27/2020	12	1440	1442	1451	1516	1620	1640	San Simeon	2.00	
20-1171	0462	11/28/2020	12	1535	1535	1548	1616	1729	1748	San Simeon	2.13	
20-1174	0463	11/28/2020	11	1601	1602	1608	1633	1729	1748	Lodge Hill West	1.47	

= Night Call

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

Response Time 10 mins or Less: 97.8%

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-1077	11/02/2020		Station 81	East Village	Dry Run - Patient Contact	1541	1544	1544	3
	Reason for Delay:	-							
20-1079	11/02/2020		Station 81	Happy Hill	Dry Run - No Patient Contact	2118	2118	2124	6
	Reason for Delay:	-							
20-1081	11/03/2020		Station 81	Park Hill	Dry Run - No Patient Contact	1901	1901	1910	9
	Reason for Delay:	-							
20-1082	11/04/2020	0430	Station 81	Happy Hill	Medical Transport	0735	0738	0744	9
	Reason for Delay:	-							
20-1083	11/04/2020		Station 81	East Village	Dry Run - Patient Contact	1532	1533	1534	2
	Reason for Delay:	-							
20-1086	11/05/2020	0431	Station 81	Park Hill	Medical Transport	1719	1720	1726	7
	Reason for Delay:	-							
20-1088	11/07/2020		Station 81	Moonstone Beach Drive	Dry Run - No Patient Contact	0950	0950	0956	6
	Reason for Delay:	-							
20-1090	11/07/2020	0432	Station 81	Moonstone Beach Drive	Medical Transport	1827	1828	1836	9
	Reason for Delay:	-							
20-1096	11/09/2020	0433	Station 81	Happy Hill	Medical Transport	1453	1455	1500	7
	Reason for Delay:	-							
20-1097	11/10/2020	0434	Station 81	Marine Terrace	Medical Transport	1658	1700	1706	8
	Reason for Delay:	-							
20-1101	11/11/2020	0435	Station 81	Lodge Hill West	Medical Transport	1207	1208	1213	6
	Reason for Delay:	-							
20-1102	11/11/2020	0436	Station 81	Park Hill	Medical Transport	1109	1110	1116	7
	Reason for Delay:	-							
20-1108	11/11/2020	0437	Station 81	Lodge Hill West	Medical Transport	1948	1950	1954	6
	Reason for Delay:	-							

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-1109	11/12/2020	0438	Station 81	East Village	Medical Transport	1144	1145	1147	3
	Reason for Delay:	-							
20-1111	11/12/2020	0439	RA - Moving	Lodge Hill West	Medical Transport	1420	1420	1426	6
	Reason for Delay:	-							
20-1114	11/13/2020	0441	Station 81	East Village	Medical Transport	1426	1426	1427	1
	Reason for Delay:	-							
20-1115	11/13/2020	0442	Station 81	Lodge Hill West	Trauma Transport	1415	1415	1422	7
	Reason for Delay:	-							
20-1116	11/13/2020		Station 81	Moonstone Beach Drive	Dry Run - Patient Contact	1737	1737	1746	9
	Reason for Delay:	-							
20-1118	11/13/2020	0443	Station 81	Lodge Hill West	Medical Transport	1947	1948	1954	7
	Reason for Delay:	-							
20-1119	11/14/2020	0444	RA - Moving	Park Hill	Medical Transport	1001	1002	1009	8
	Reason for Delay:	-							
20-1123	11/15/2020	0446	Station 81	Lodge Hill West	Medical Transport	0944	0944	0949	5
	Reason for Delay:	-							
20-1126	11/15/2020	0447	Station 81	Lodge Hill East	Medical Transport	1730	1731	1736	6
	Reason for Delay:	-							
20-1130	11/16/2020	0448	Station 81	Happy Hill	Medical Transport	0148	0151	0157	9
	Reason for Delay:	-							
20-1134	11/18/2020	0449	Station 81	Happy Hill	Medical Transport	0400	0405	0409	9
	Reason for Delay:	-							
20-1136	11/19/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	0157	0158	0204	7
	Reason for Delay:	-							
20-1138	11/19/2020	0450	Station 81	Lodge Hill East	Medical Transport	0331	0332	0335	4
	Reason for Delay:	-							
20-1139	11/19/2020	0451	Station 81	Lodge Hill West	Medical Transport	1007	1008	1014	7
	Reason for Delay:	-							

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-1140	11/19/2020	0452	Station 81	Lodge Hill West	Medical Transport	0940	0944	0949	9
	Reason for Delay:	-							
20-1145	11/20/2020	0453	Station 81	Lodge Hill West	Medical Transport	2225	2226	2228	3
	Reason for Delay:	-							
20-1148	11/21/2020	0454	Station 81	Lodge Hill West	Medical Transport	1840	1841	1845	5
	Reason for Delay:	-							
20-1149	11/22/2020	0455	Station 81	Moonstone Beach Drive	Medical Transport	0909	0909	0914	5
	Reason for Delay:	-							
20-1153	11/23/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	1243	1243	1253	10
	Reason for Delay:	Distance							
20-1154	11/23/2020		Station 81	East Village	Dry Run - Patient Contact	1850	1852	1855	5
	Reason for Delay:	-							
20-1155	11/23/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	1913	1914	1920	7
	Reason for Delay:	-							
20-1157	11/24/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	0204	0206	0211	7
	Reason for Delay:	-							
20-1158	11/24/2020	0456	Station 81	Park Hill	Medical Transport	1309	1312	1317	8
	Reason for Delay:	-							
20-1161	11/25/2020	0457	Station 81	Lodge Hill West	Medical Transport	1603	1604	1609	6
	Reason for Delay:	-							
20-1162	11/25/2020	0458	Station 81	Happy Hill	Medical Transport	1638	1639	1642	4
	Reason for Delay:	-							
20-1163	11/26/2020	0459	Station 81	East Village	Medical Transport	1402	1403	1408	6
	Reason for Delay:	-							
20-1164	11/26/2020		Station 81	Happy Hill	Dry Run - Patient Contact	1920	1921	1924	4
	Reason for Delay:	-							
20-1166	11/26/2020		Station 81	Park Hill	Dry Run - Patient Contact	1708	1708	1711	3
	Reason for Delay:	-							

<u>Incident</u>	<u>Incident Dat</u>	<u>Patient #</u>	<u>Responded From</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-1170	11/28/2020		Station 81	Moonstone Beach Drive	Dry Run - Patient Contact	0100	0101	0114	14 *
	Reason for Delay:		Unable to Locate						
20-1174	11/28/2020	0463	Station 81	Lodge Hill West	Medical Transport	1601	1602	1608	7
	Reason for Delay:		-						
20-1176	11/29/2020		Station 81	Lodge Hill West	Dry Run - No Patient Contact	1145	1145	1149	4
	Reason for Delay:		-						
20-1178	11/30/2020		Station 81	Lodge Hill West	Dry Run - Patient Contact	1850	1851	1856	6
	Reason for Delay:		-						

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

Response Time 30 mins or Less: 100.0%

<u>Incident #</u>	<u>Incident Date</u>	<u>Patient #</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-1091	11/07/2020		San Simeon	Dry Run - Patient Contact	1818	1819	1839	21
20-1099	11/10/2020		Santa Rosa Creek Road	Dry Run - Patient Contact	1102	1104	1116	14
20-1113	11/13/2020	0440	San Simeon	Medical Transport	0958	0959	1007	9
20-1165	11/26/2020	0460	San Simeon	Trauma Transport	1203	1204	1225	22
20-1169	11/27/2020	0461	San Simeon	Medical Transport	1440	1442	1451	11
20-1171	11/28/2020	0462	San Simeon	Medical Transport	1535	1535	1548	13

CCHD Response Times

(reponses far beyond Cambria city limits)

<u>Incident #</u>	<u>Incident Date</u>	<u>Patient #</u>	<u>Location</u>	<u>Type</u>	<u>Dispatched</u>	<u>Enroute</u>	<u>On Scene</u>	<u>Duration</u>
20-1110	11/12/2020		Monterey County	Dry Run - Patient Contact	1234	1235	1310	36
20-1121	11/15/2020	0445	Morro Bay	Medical Transport	1511	1511	1524	13



Cambria Community
Healthcare District

Administrators Report

Board of Directors Meeting

December 17, 2020

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.
- District staff continues to be illness-free.
- Applications for the next round of CARES and Public Assistance Grant funding for PPE have been submitted. Waiting for approval.
- Cambria/San Simeon has had a total of 51 people with positive test results, since March.
- As of 12/9/2020, SLO County has a total of 45 COVID-19 related deaths with 7,071 cases; 6072 have recovered; 930 are currently recovering at home and 11 are currently hospitalized, with 7 in the ICU.
- The California Governor has mandated a stay-at-home order by region, due to a threshold of having less than 15% ICU bed availability. SLO County is in the Southern Region which has an ICU bed availability of 9%. This county is affected due to the heavily impacted counties in the Los Angeles and San Diego area. The SLO County PHD has petitioned the Governor to exclude us from the order as our ICU bed availability is well above the threshold at 48.9%.
- CCHD Paramedics are to receive training in administering influenza and COVID-19 vaccinations. The County PHD expects to receive 2000 doses of COVID-19 vaccine for distribution in December. Unknown when more will be delivered.

2. CCHD Trust –

- A deposit of \$525 was made to the Trust account on November 15th, due to a Qgiv donation from Cecilia Montalvo.
- The electronic method of donation to the Trust has been set up through Qgiv. The link is on the CCHD website and has been distributed and promoted through local social media and print media outlets.
- As of November 30th, the Trust fund balance was \$38,569.62.

3. Financial Reports –

- Expected tax revenue was 47% less than budgeted, due to lag in County processing. Catchup payment arrived in December.
- Legal fees are 43% above budget due to recent legal consult activity regarding social media policies.
- Unit replacement is \$21,000 under budget as we have not yet received the CalFire ambulance and due to the donation from CCC for same, is a budget surplus.
- Total call volume has decreased in November 15% and transports increased 3%, compared to the same month last year. Ambulance revenue is 20% above budget and 3% below last November.
- Monterey Contract – CCHD had billed AMR for four responses in October and other outstanding invoices. A check for \$13,375 was received in November. Two Monterey calls in November were billed.
- Uniform was over budget due to the safety equipment project. Reimbursement by Project Heartbeat has been received December 11th.

4. 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: In process. Draft corrections received back from Board members and are prepared for review at the December 17 meeting.
- Complete the Annual Audit of FY ending 6/30/2020 by December 31, 2020.
PROGRESS: Audit is well in progress. Waiting for Actuary Report. Anticipated completion by the end of December or mid-January, 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 February, 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: Recent recruitment for part-time staff in process to near completion. Have scheduled monthly (online) staff meetings, beginning in December.
 - 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: In process. Will review committee report at the December 17, 2020 Board meeting.

Cambria Community Healthcare District
Monthly Summary of Revenue and Expenses
MONTH OF NOVEMBER 2020

	Budget	Actual	Variance
Ambulance	\$ 55,000	\$ 65,719	\$ 10,719
General Tax	\$ 66,296	\$ 34,871	\$ (31,425)
Special Assessment	\$ 92,778	\$ 49,988	\$ (42,790)
Monterey Contract	\$ -	\$ 13,375	\$ 13,375
Rent	\$ 4,342	\$ 4,324	\$ (18)
Miscellaneous	\$ -	\$ -	\$ -
GEMT Reimbursement	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -
Total Revenue	\$ 218,416	\$ 168,277	\$ (50,139)
Administration	\$ 17,150	\$ 16,792	\$ (358)
Full-Time Para/EMT/Ops	\$ 45,525	\$ 46,135	\$ 610
Part-Time EMT Medics	\$ 6,650	\$ 7,572	\$ 922
IT Support	\$ 250	\$ -	\$ (250)
Uniform	\$ 500	\$ 5,420	\$ 4,920
PERS	\$ 16,800	\$ 16,012	\$ (788)
Medical/Dental Ins.	\$ 19,460	\$ 18,435	\$ (1,025)
Medicare	\$ 977	\$ 1,346	\$ 369
Workers Comp.	\$ 6,946	\$ 7,023	\$ 77
Director Comp.	\$ -	\$ -	\$ -
	\$ 114,258	\$ 118,735	\$ 4,477
Educational/Travel	\$ 50	\$ -	\$ (50)
License/Permits	\$ 350	\$ 437	\$ 87
Training	\$ 50	\$ 22	\$ (28)
Liability/Auto Ins.	\$ 7,171	\$ 7,252	\$ 81
Audit Fees	\$ 6,000	\$ -	\$ (6,000)
Election	\$ -	\$ -	\$ -
Legal	\$ 2,500	\$ 3,577	\$ 1,077
Utilities	\$ 1,300	\$ 1,543	\$ 243
Office Supplies	\$ 1,200	\$ 1,544	\$ 344
Contract Services	\$ 3,500	\$ 2,352	\$ (1,148)
Facility Repair/Maint.	\$ 19,500	\$ 647	\$ (18,853)
	\$ 41,621	\$ 17,374	\$ (24,247)
Fleet Fuel/Oil	\$ -	\$ -	\$ -
Fleet Maintenance	\$ 1,000	\$ 935	\$ (65)
Medical Equip/Supplies	\$ 4,000	\$ 3,044	\$ (956)
Vehicle Pmts/ Comm Eq.	\$ 5,035	\$ 5,035	\$ -
	\$ 10,035	\$ 9,014	\$ (1,021)
Contingency Reserve	\$ -	\$ -	\$ -
Unit Replacement	\$ 21,000	\$ -	\$ (21,000)
Proj. Outreach	\$ 150	\$ -	\$ (150)
Miscellaneous	\$ 100	\$ 9,708	\$ 9,608
	\$ 21,250	\$ 9,708	\$ (11,542)
Total Expenses	\$ 187,164	\$ 154,831	\$ (32,333)
Increase/(Decrease)	\$ 31,252	\$ 13,446	\$ (17,806)

Cambria Community Healthcare District
Year - To - Date Summary of Revenue and Expenses
For the Five Months Ended November 30, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Ambulance	\$ 230,000	\$ 271,622	\$ 41,622
General Tax	\$ 169,291	\$ 110,020	\$ (59,271)
Special Assessment	\$ 119,859	\$ 128,865	\$ 9,006
Monterey Contract	\$ 4,500	\$ 19,375	\$ 14,875
Rent	\$ 22,010	\$ 22,220	\$ 210
Miscellaneous	\$ -	\$ 18,852	\$ 18,852
GEMT Reimbursement	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 750	\$ 3,897	\$ 3,147
Interest	\$ 328	\$ 469	\$ 141
Total Revenue	\$ 546,738	\$ 575,320	\$ 28,582
Administration	\$ 86,250	\$ 78,616	\$ (7,634)
Full-Time Para/EMT/Ops	\$ 227,625	\$ 238,302	\$ 10,677
Part-Time EMT Medics	\$ 33,250	\$ 49,728	\$ 16,478
IT Support	\$ 1,250	\$ 500	\$ (750)
Uniform	\$ 2,500	\$ 9,328	\$ 6,828
PERS	\$ 84,000	\$ 113,485	\$ 29,485
Medical/Dental Ins.	\$ 97,300	\$ 90,317	\$ (6,983)
Medicare	\$ 4,885	\$ 6,794	\$ 1,909
Workers Comp.	\$ 35,410	\$ 35,225	\$ (185)
Director Comp.	\$ -	\$ -	\$ -
	\$ 572,470	\$ 622,295	\$ 49,825
Educational/Travel	\$ 250	\$ -	\$ (250)
License/Permits	\$ 7,951	\$ 6,528	\$ (1,423)
Training	\$ 250	\$ 349	\$ 99
Liability/Auto Ins.	\$ 36,560	\$ 36,370	\$ (190)
Audit Fees	\$ 12,000	\$ 103	\$ (11,897)
Election	\$ -	\$ -	\$ -
Legal	\$ 12,500	\$ 9,982	\$ (2,518)
Utilities	\$ 6,500	\$ 6,991	\$ 491
Office Supplies	\$ 6,000	\$ 6,159	\$ 159
Contract Services	\$ 28,500	\$ 22,219	\$ (6,281)
Facility Repair/Maint.	\$ 25,500	\$ 4,651	\$ (20,849)
	\$ 136,011	\$ 93,352	\$ (42,659)
Fleet Fuel/Oil	\$ 10,000	\$ 7,180	\$ (2,820)
Fleet Maintenance	\$ 5,000	\$ 5,347	\$ 347
Medical Equip/Supplies	\$ 20,000	\$ 16,684	\$ (3,316)
Vehicle Pmts/ Comm Eq.	\$ 26,036	\$ 26,036	\$ -
	\$ 61,036	\$ 55,247	\$ (5,789)
Contingency Reserve	\$ -	\$ -	\$ -
Unit Replacement	\$ 21,000	\$ -	\$ (21,000)
Proj. Outreach	\$ 750	\$ 3,864	\$ 3,114
Miscellaneous	\$ 500	\$ 12,678	\$ 12,178
	\$ 22,250	\$ 16,542	\$ (5,708)
Total Expenses	\$ 791,767	\$ 787,436	\$ (4,331)
Increase/(Decrease)	\$ (245,029)	\$ (212,116)	\$ 32,913

**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	\$ 55,000	\$ 55,000	\$ 50,000	\$ 55,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 636,622	\$ 595,000	\$ 41,622
General Tax	\$ 14,907	\$ 3,176	\$ 75	\$ 56,991	\$ 34,871	\$ 125,488	\$ 81,686	\$ 33,739	\$ 17,165	\$ 143,248	\$ 10,063	\$ 11,247	\$ 532,656	\$ 591,927	\$ (59,271)
Special Assessment	\$ 15,322	\$ -	\$ -	\$ 63,555	\$ 49,988	\$ 103,811	\$ 76,730	\$ 42,126	\$ 18,054	\$ 121,866	\$ 9,027	\$ 10,031	\$ 510,510	\$ 501,504	\$ 9,006
Monterey Contract	\$ 1,500	\$ 4,500	\$ -	\$ -	\$ 13,375	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 26,875	\$ 12,000	\$ 14,875
Rent	\$ 4,324	\$ 4,324	\$ 4,624	\$ 4,624	\$ 4,324	\$ 4,642	\$ 4,342	\$ 4,342	\$ 4,642	\$ 4,342	\$ 4,342	\$ 4,642	\$ 53,514	\$ 53,304	\$ 210
Miscellaneous	\$ 15	\$ 6,673	\$ 11,847	\$ 317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,852	\$ -	\$ 18,852
GEMT Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bad Debt Recovery	\$ 485	\$ 513	\$ 1,185	\$ 1,714	\$ -	\$ 250	\$ 250	\$ -	\$ 250	\$ 250	\$ -	\$ 250	\$ 5,147	\$ 2,000	\$ 3,147
Interest	\$ 264	\$ -	\$ -	\$ 205	\$ -	\$ -	\$ 206	\$ -	\$ -	\$ 235	\$ -	\$ -	\$ 910	\$ 769	\$ 141
	\$ 95,442	\$ 78,669	\$ 67,949	\$ 164,983	\$ 168,277	\$ 290,691	\$ 219,714	\$ 130,207	\$ 96,611	\$ 321,441	\$ 73,432	\$ 77,670	\$ 1,785,086	\$ 1,756,504	\$ 28,582
Administration	\$ 14,530	\$ 14,706	\$ 16,462	\$ 16,126	\$ 16,792	\$ 17,650	\$ 17,150	\$ 17,150	\$ 17,650	\$ 17,150	\$ 17,150	\$ 17,650	\$ 200,166	\$ 207,800	\$ (7,634)
Full-Time Para/EMT/Ops	\$ 56,742	\$ 44,110	\$ 46,328	\$ 44,987	\$ 46,135	\$ 45,525	\$ 45,525	\$ 45,525	\$ 45,525	\$ 45,525	\$ 45,525	\$ 45,525	\$ 556,977	\$ 546,300	\$ 10,677
Part-Time EMT Medics	\$ 12,966	\$ 9,955	\$ 9,852	\$ 9,383	\$ 7,572	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 96,278	\$ 79,800	\$ 16,478
IT Support	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 2,250	\$ 3,000	\$ (750)
Uniform	\$ 232	\$ 871	\$ 641	\$ 2,164	\$ 5,420	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 12,828	\$ 6,000	\$ 6,828
PERS	\$ 32,383	\$ 20,553	\$ 17,987	\$ 26,550	\$ 16,012	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 231,085	\$ 201,600	\$ 29,485
Medical/Dental Ins.	\$ 16,973	\$ 18,303	\$ 18,303	\$ 18,303	\$ 18,435	\$ 19,460	\$ 19,460	\$ 19,460	\$ 19,460	\$ 19,460	\$ 19,460	\$ 19,460	\$ 226,537	\$ 233,520	\$ (6,983)
Medicare	\$ 1,362	\$ 1,362	\$ 1,362	\$ 1,362	\$ 1,346	\$ 977	\$ 977	\$ 977	\$ 977	\$ 977	\$ 977	\$ 977	\$ 13,633	\$ 11,724	\$ 1,909
Workers Comp.	\$ -	\$ 13,960	\$ 7,153	\$ 7,089	\$ 7,023	\$ 6,878	\$ 6,810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,913	\$ 49,098	\$ (185)
Directors Comp.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 135,438	\$ 124,070	\$ 118,088	\$ 125,964	\$ 118,735	\$ 114,690	\$ 114,122	\$ 107,312	\$ 107,812	\$ 107,312	\$ 107,312	\$ 107,812	\$ 1,388,667	\$ 1,338,842	\$ 49,825
Educational/Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 350	\$ 600	\$ (250)
License/Permits	\$ 325	\$ 5,148	\$ 400	\$ 218	\$ 437	\$ 6,159	\$ 113	\$ 29	\$ 225	\$ 20	\$ 1,000	\$ 1,000	\$ 15,074	\$ 16,497	\$ (1,423)
Training	\$ -	\$ 169	\$ 158	\$ -	\$ 22	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 699	\$ 600	\$ 99
Liability/Auto Ins.	\$ -	\$ 14,413	\$ 7,386	\$ 7,319	\$ 7,252	\$ 7,101	\$ 7,031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,502	\$ 50,692	\$ (190)
Audit Fees	\$ -	\$ 103	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,103	\$ 15,000	\$ (11,897)
Election	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -
Legal	\$ 2,500	\$ 2,500	\$ 1,405	\$ -	\$ 3,577	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 27,482	\$ 30,000	\$ (2,518)
Utilities	\$ 1,380	\$ 1,332	\$ 1,400	\$ 1,336	\$ 1,543	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 16,091	\$ 15,600	\$ 491
Office Supplies	\$ 497	\$ 1,238	\$ 839	\$ 2,041	\$ 1,544	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 14,559	\$ 14,400	\$ 159
Contract Services	\$ 5,615	\$ 2,199	\$ 6,086	\$ 5,967	\$ 2,352	\$ 3,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 43,719	\$ 50,000	\$ (6,281)
Facility Repair/Maint.	\$ 1,442	\$ 299	\$ 873	\$ 1,390	\$ 647	\$ 19,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 33,151	\$ 54,000	\$ (20,849)
	\$ 11,759	\$ 27,401	\$ 18,547	\$ 18,271	\$ 17,374	\$ 41,360	\$ 19,744	\$ 19,629	\$ 9,825	\$ 9,620	\$ 10,600	\$ 10,600	\$ 214,730	\$ 257,389	\$ (42,659)
Fleet Fuel/Oil	\$ 2,906	\$ -	\$ -	\$ 4,274	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 17,180	\$ 20,000	\$ (2,820)
Fleet Maintenance	\$ 19	\$ 2,580	\$ 53	\$ 1,760	\$ 935	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,347	\$ 12,000	\$ 347
Medical Equip/Supplies	\$ 4,875	\$ 1,764	\$ 3,893	\$ 3,108	\$ 3,044	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 44,684	\$ 48,000	\$ (3,316)
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	\$ 5,000	\$ 17,983	\$ 10,035	\$ 5,000	\$ 17,983	\$ 10,035	\$ 5,000	\$ 126,283	\$ 132,072	\$ (5,789)
Contingency Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unit Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000	\$ (21,000)
Proj. Outreach	\$ 1,565	\$ 1,767	\$ 532	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 4,914	\$ 1,800	\$ 3,114
Miscellaneous	\$ 181	\$ 448	\$ 1,889	\$ 452	\$ 9,708	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 13,378	\$ 1,200	\$ 12,178
	\$ 1,746	\$ 2,215	\$ 2,421	\$ 452	\$ 9,708	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 18,292	\$ 24,000	\$ (5,708)
Total	\$ 164,726	\$ 163,065	\$ 143,002	\$ 161,812	\$ 154,831	\$ 161,300	\$ 152,099	\$ 137,226	\$ 122,887	\$ 135,165	\$ 128,197	\$ 123,662	\$ 1,747,972	\$ 1,752,303	\$ (4,331)
Increase/(Decrease)	\$ (69,284)	\$ (84,396)	\$ (75,053)	\$ 3,171	\$ 13,446	\$ 129,391	\$ 67,615	\$ (7,019)	\$ (26,276)	\$ 186,276	\$ (54,765)	\$ (45,992)	\$ 37,114	\$ 4,201	\$ 32,913
Cash Balance						\$ (82,725)						\$ 119,839	\$ 37,114		
	\$ (69,284)	\$ (153,680)	\$ (228,733)	\$ (225,562)	\$ (212,116)	\$ (82,725)	\$ (15,110)	\$ (22,129)	\$ (48,405)	\$ 137,871	\$ 83,106	\$ 37,114			

**Cambria Community Healthcare District
Monthly Financial Report**

NOVEMBER 2020

Mechanics Bank General Account - New

Beginning Balance	\$	60,613.41	
Rent Income			
Transfer to Payroll Account	\$	(35,000.00)	
Transfer from Amb. Procurement Acct	\$	5,035.12	
Transfer from Ambulance revenue Acct.	\$	30,375.00	
CalPers Health Premiums	\$	(16,967.55)	
General Tax	\$	84,859.09	
Less Checking Expenses	\$	(56,739.71)	
Ending Balance			\$72,175.36

Mechanics Bank General Account - Old

Beginning Balance	\$	3,507.04	
Rent Income	\$	-	
Transfer to New General Account	\$	(84,859.09)	
Transfer from Ambulance Procurement Account	\$	-	
Miscellaneous Income	\$	148.72	
CalPers Health Premiums	\$	-	
General Tax	\$	84,859.09	
Less Checking Expenses	\$	-	
Ending Balance			\$3,655.76

Mechanics Bank Ambulance Income Account

Beginning Balance	\$	4,355.70	
Credit Card Processing Fee	\$	(213.78)	
Bad Debt Income	\$	-	
Transfer to Operating Acct.	\$	(17,000.00)	
Transfer to Payroll Account	\$	(38,000.00)	
Monterey Income	\$	13,375.00	
Ambulance Income	\$	51,589.42	
Ending Balance			\$14,106.34

Mechanics Bank Payroll Account

Beginning Balance	\$	1,604.30	
Transfer from Ambulance Account	\$	35,000.00	
Transfer from Operating Account	\$	38,000.00	
Expenses	\$	(67,431.59)	
Ending Balance			\$ 7,172.71

Mechanics Bank Ambulance Procurement Account

Beginning Balance	\$	18,568.35	
Transfer from Operating Account	\$	-	
Transfer to Operating Account	\$	(5,035.12)	
Bank Credit	\$	34.49	
Ending Balance			\$ 13,567.72

Local Agency Investment Fund Account

Operating Reserves

Beginning Balance	\$	96,803.22	
Transfer from Operating Account	\$	-	
Interest	\$	-	
Ending Balance			\$ 96,803.22
ALL ACCOUNTS TOTAL			<u>\$ 185,452.02</u>

CCHD Trust Account

Beginning Balance	\$	38,191.00	
Deposit	\$	1,025.00	
Withdrawal (Qgiv)	\$	0.34	
Ending Balance			<u><u>\$39,215.66</u></u>

Accounts Prior Year Total Comparison

NOVEMBER	2020	\$	185,452.02
NOVEMBER	2019	\$	<u>207,970.45</u>
Difference		\$	(22,518.43)

Cambria Community Healthcare District

CHECK DETAIL

November 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10000 OLD (8216) Mechanics						
11/10/2020	Expense				C	-21.89
				Analysis Charges September 2020		21.89
11/12/2020	Expense				C	-21.35
				Analysis Charges October 2020		21.35
11/20/2020	Expense				C	-
				tsf to correct Operating Acct		84,859.09
						84,859.09
10050 Operating (2440) Mechanic's						
11/03/2020	Bill Payment (Check)	5109	US Bank Card	#4246 0445 5565 3652	C	-6,567.07
						-6,567.07
11/03/2020	Bill Payment (Check)	5108	SDRMA WC	Worker's Comp Member #7576	C	-7,023.44
						-7,023.44
11/03/2020	Bill Payment (Check)	5107	SDRMA PL	Prop/Liability Member #7576	C	-7,251.60
						-7,251.60
11/03/2020	Bill Payment (Check)	5106	DHCS Safety Net Financing Division	NPI 1710983929 FISCAL YR 6.30.16		-4,547.53
						-4,547.53
11/03/2020	Bill Payment (Check)	5110	Antonio Mercado	October yard work	C	-150.00
						-150.00
11/03/2020	Bill Payment (Check)	5111	Employment Development Dept	Account# 944-0892-9	C	-82.50
						-82.50
11/03/2020	Bill Payment (Check)	5112	Graybar Financial Services	Contract# 100-5910031-001	C	-245.00
						-245.00
11/03/2020	Bill Payment (Check)	5113	Mission Country Disposal	Acct# 4130-8101951	C	-128.67
						-128.67
11/03/2020	Bill Payment (Check)	5114	MP Cloud Technologies	Invoice 3729	C	-599.49
						-599.49
11/03/2020	Bill Payment (Check)	5115	PG&E - #A ending 348-9	Acct# 9976402348-9	C	-158.00
						-158.00
11/03/2020	Bill Payment (Check)	5116	PG&E - No Suite	Acct# 5179258810-8	C	-137.31
						-137.31
11/03/2020	Bill Payment (Check)	5117	PG&E - St. Lt.	Acct# 4378486135-3	C	-12.11

Cambria Community Healthcare District

CHECK DETAIL

November 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-12.11
11/03/2020	Bill Payment (Check)	5118	PG&E- # C ending 198-9	Acct# 3557298198-9	C	-158.16
						-158.16
11/03/2020	Bill Payment (Check)	5119	Robert W Sayers	NOV 2020 INVOICES	C	-1,345.87
						-1,345.87
11/03/2020	Bill Payment (Check)	5120	Stryker Medical	Account# 1061304	C	-278.67
						-278.67
11/03/2020	Bill Payment (Check)	5121	Templeton Uniforms, LLC	Rcpt# 133151	C	-265.39
						-265.39
11/03/2020	Bill Payment (Check)	5122	Wells Fargo Vendor Financial Services	Cust# 1051980762	C	-142.83
						-142.83
11/04/2020	Expense		Sherrington Financial Fitness		C	-1,455.00
				SHERRINGTON FINA SALE		1,455.00
11/05/2020	Bill Payment (Check)	5123	Cambria Hardware Center	Acct# 205	C	-214.16
						-214.16
11/05/2020	Bill Payment (Check)	5124	Coast Unified School District	3 Invoices 210003-5	C	-162.00
						-162.00
11/05/2020	Bill Payment (Check)	5125	Life Assist	Cust.# 93428AMB	C	-334.44
						-334.44
11/05/2020	Bill Payment (Check)	5126	Principal Financial Grp	Acct# 1088517-10001	C	-1,467.85
						-1,467.85
11/05/2020	Bill Payment (Check)	5127	Templeton Uniforms, LLC	Rcpts# 133311 & 133238	C	-246.09
						-246.09
11/05/2020	Bill Payment (Check)	5128	Adamski Moroski Madden Cumberland & Green	Invoices# 50272 & 52131	C	-3,577.44
						-3,577.44
11/06/2020	Bill Payment (Check)	5129	Christian Evers	Amb. DMV re-cert reimbursement	C	-12.00
						-12.00
11/09/2020	Bill Payment (Check)	5130	Airgas West	Acct# 1669170	C	-344.12
						-344.12

Cambria Community Healthcare District

CHECK DETAIL

November 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
11/09/2020	Bill Payment (Check)	5131	CCSD	Invoice# PROP TAX 2021	C	-103.20
						-103.20
11/09/2020	Bill Payment (Check)	5132	Helping Hand Health Education	Invoice# 348	C	-22.00
						-22.00
11/09/2020	Bill Payment (Check)	5133	Kitzman Water (Culligan)	Acct# 190231	C	-59.00
						-59.00
11/10/2020	Expense		CalPERS Fiscal Services Division	1800 CALPERS 100000016201937	C	-
						16,967.55
						16,967.55
11/12/2020	Expense		CalPERS Fiscal Services Division	1900 CALPERS 100000016200467	C	-50.00
						50.00
11/16/2020	Bill Payment (Check)	5135	SEIU Local 620	Union dues, Check date 11/13/2020	C	-219.87
						-219.87
11/18/2020	Bill Payment (Check)	5136	Mr. Timothy Benes	Reimbursement, paramedic license	C	-275.00
						-275.00
11/19/2020	Bill Payment (Check)	5148	Aflac	Acct# XG624	C	-139.40
						-139.40
11/19/2020	Bill Payment (Check)	5149	Airgas West	Acct# 1669170	C	-359.67
						-359.67
11/19/2020	Bill Payment (Check)	5150	American West Tire & Auto	INVOICE# 403013		-922.04
						-922.04
11/19/2020	Bill Payment (Check)	5151	BoundTree Medical	Acct# 106918	C	-471.68
						-471.68
11/19/2020	Bill Payment (Check)	5152	Coastal Copy	Acct# CC45	C	-233.06
						-233.06
11/19/2020	Bill Payment (Check)	5153	Life Assist	Cust.# 93428AMB	C	-418.49
						-418.49
11/19/2020	Bill Payment (Check)	5154	MedPost Urgent Care-Paso Robles	Invoice# 112055861	C	-150.00
						-150.00
11/19/2020	Bill Payment (Check)	5155	Napa Auto Parts	Acct# 7299	C	-13.40
						-13.40

Cambria Community Healthcare District

CHECK DETAIL

November 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
11/19/2020	Bill Payment (Check)	5156	SpectrumVoIP	Acct# 8059278304	C	-15.32
						-15.32
11/19/2020	Bill Payment (Check)	5157	Verizon Wireless	Acct# 271000184-00002	C	-278.82
						-278.82
11/19/2020	Bill Payment (Check)	5158	Witmer Public Safety Group, Inc.	Customer ID# CAMCOM	C	-1,000.00
						-1,000.00
11/19/2020	Expense		PERS Pension	3100 CALPERS 100000016172278	C	-1,934.72
						1,934.72
11/19/2020	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016172313	C	-1,799.56
						1,799.56
11/19/2020	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016172355	C	-1,161.32
						1,161.32
11/19/2020	Expense		CalPERS Fiscal Services Division	3100 CALPERS 100000016172238	C	-425.12
						425.12
11/20/2020	Bill Payment (Check)	5159	Mr. Timothy Benes	Mileage reimbursement		-92.05
						-92.05
11/20/2020	Expense		CalPERS Fiscal Services Division	1900 CALPERS 100000016218969	C	-50.00
						50.00
11/30/2020	Bill Payment (Check)	5160	Mr. Timothy Benes	Replace ch# 5159 Mileage reimbursement	C	-92.05
						-92.05
11/30/2020	Bill Payment (Check)	5161	BoundTree Medical	Acct# 106918		-280.98
						-280.98
11/30/2020	Bill Payment (Check)	5162	Charter Communications	Acct# 824510113 0094588		-327.30
						-327.30
11/30/2020	Bill Payment (Check)	5163	Life Assist	Cust.# 93428AMB		-504.88
						-504.88
11/30/2020	Bill Payment (Check)	5164	SEIU Local 620	Union dues, Check date 11/30/2020		-197.23
						-197.23
11/30/2020	Bill Payment (Check)	5165	Simone A. Rathbun	Mileage reimbursement	C	-21.12
						-21.12
11/30/2020	Bill Payment	5166	So. Calif. Gas Co.	Acct# 12177614307		-23.27

Cambria Community Healthcare District

CHECK DETAIL

November 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
	(Check)					-23.27
11/30/2020	Bill Payment (Check)	5167	West America Bank	526 000 0303-32-0409 526-01261		-5,035.12
						-5,035.12
<hr/>						
10100 Payroll (5685) Mechanics						
11/05/2020	Expense		Delaney Vaden	CHECK 3594	C	-358.10 358.10
11/12/2020	Expense		Payroll People	PAYROLL PEOPLE B FUND ACH E2776	C	- 27,440.53 27,440.53
11/12/2020	Expense		Payroll People	PAYROLL PEOPLE B FUND ACH E2776	C	-6,765.38 6,765.38
11/12/2020	Expense		Payroll People	PAYROLL PEOPLE B FUND ACH E2776	C	-127.45 127.45
<hr/>						
10200 Ambulance (4571) Income Mechanics						
11/10/2020	Expense		WORLDPAY CC	WORLDPAY CCDMTHCHGS 0L731Q	C	-213.78 213.78
11/13/2020	Expense			AMR pymt tsf to Operating Acct	C	- 13,375.00 13,375.00
11/13/2020	Expense			tsf to Operating Acct	C	- 10,000.00 10,000.00
11/13/2020	Expense			tsf to Operating Acct	C	-7,000.00 7,000.00
<hr/>						
10300 Procurement (6111) Ambulance						
11/10/2020	Expense			Analysis Charges September 2020	C	-34.49 34.49
<hr/>						
10400 Chase Trust (0738)						
11/03/2020	Expense		QGiv	ORIG CO NAME:QGIV ORIG ID:9000711218 DESC DATE:110320 CO ENTRY DESCR:TC ACH SEC:WEB TRACE#:111924686259801 EED:201103 IND ID:039-0055543771 IND NAME:CAMBRIA COMMUNITY HEAL	C	-0.34 -0.34

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	5	\$19,787.00	(\$13,475.02)	\$6,311.98	(\$1,026.98)	\$0.00	\$0.00	\$5,285.00	
		California Medicaid - Medi-Cal	0	\$0.00	(\$3,281.00)	(\$3,281.00)	\$0.00	\$0.00	\$0.00	(\$3,281.00)	
		PARTNERSHIP HEALTH MEDI-CAL	0	\$192.00	\$0.00	\$192.00	\$0.00	\$0.00	\$0.00	\$0.00	\$192.00
		Totals	5	\$19,979.00	(\$16,756.02)	\$3,222.98	(\$1,026.98)	\$0.00	\$0.00	\$2,196.00	
	MEDICARE	CA Medicare Part B South (J1 - PGBA)	21	\$92,809.00	(\$86,056.56)	\$6,752.44	(\$17,464.34)	(\$794.00)	\$0.00	(\$11,505.90)	
		Totals	21	\$92,809.00	(\$86,056.56)	\$6,752.44	(\$17,464.34)	(\$794.00)	\$0.00	(\$11,505.90)	
	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	(\$5,138.31)	(\$5,138.31)	(\$3,752.76)	\$696.73	\$0.00	(\$8,194.34)	
		Anthem Blue Cross	5	\$21,317.00	(\$6,904.21)	\$14,412.79	(\$18,378.83)	\$0.00	\$0.00	(\$3,966.04)	
		Atlantic PPO to USAA	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		BLUE SHIELD BLUE CARD PROGRAM	1	\$5,393.00	\$0.00	\$5,393.00	\$0.00	\$0.00	\$0.00	\$5,393.00	
		Blue Shield of California	0	\$0.00	(\$125.00)	(\$125.00)	(\$18,978.00)	(\$75.00)	\$0.00	(\$19,178.00)	
		CIGNA	0	\$0.00	(\$3,889.79)	(\$3,889.79)	(\$1,269.21)	\$0.00	\$0.00	(\$5,159.00)	
		CORRECT CARE INTEGRATED HEALTH	0	\$0.00	(\$2,979.85)	(\$2,979.85)	(\$489.15)	\$0.00	\$0.00	(\$3,469.00)	
		Coastal Communities Physician Network	2	\$9,978.00	(\$4,234.94)	\$5,743.06	(\$1,104.06)	\$0.00	\$0.00	\$4,639.00	
		DHPR QUALCARE, INC.	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		GOLDEN STATE MEDICARE HEALTH PLAN	0	\$0.00	\$0.00	\$0.00	(\$200.00)	\$0.00	\$0.00	(\$200.00)	
		Kaiser Foundation Health Plan of Northern CA Region	0	\$0.00	(\$3,394.16)	(\$3,394.16)	(\$621.84)	\$0.00	\$0.00	(\$4,016.00)	
		OSCAR HEALTH INSURANCE EXCHANGE	0	\$0.00	(\$5,697.87)	(\$5,697.87)	(\$1,459.13)	\$0.00	\$0.00	(\$7,157.00)	
		TRICARE WEST	0	\$0.00	(\$5,610.21)	(\$5,610.21)	(\$970.79)	\$0.00	\$0.00	(\$6,581.00)	
		UnitedHealthcare	1	\$4,965.00	\$0.00	\$4,965.00	\$0.00	\$0.00	\$0.00	\$4,965.00	
		VA Fee Basis Programs	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Totals	9	\$41,653.00	(\$37,974.34)	\$3,678.66	(\$47,223.77)	\$621.73	\$0.00	(\$42,923.38)	
		SELF PAY	SELF PAY	1	\$625.00	\$0.00	\$625.00	\$0.00	\$0.00	\$0.00	\$625.00
			Totals	1	\$625.00	\$0.00	\$625.00	\$0.00	\$0.00	\$0.00	\$625.00
		Totals	Totals	36	\$155,066.00	(\$140,786.92)	\$14,279.08	(\$65,715.09)	(\$172.27)	\$0.00	(\$51,608.28)
	Totals	Totals	Totals	36	\$155,066.00	(\$140,786.92)	\$14,279.08	(\$65,715.09)	(\$172.27)	\$0.00	(\$51,608.28)

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)
Cambria Community Healthcare District						
AARP Supplemental Totals	\$161.71	\$0.00	\$0.00	\$0.00	0.00	\$161.71
ALAMEDA ALLIANCE Totals	\$0.00	\$0.00	\$0.00	\$0.00	214.98	\$214.98
Anthem Blue Cross Totals	\$15,046.59	\$5,218.33	\$0.00	\$0.00	5,297.00	\$25,561.92
ARIZONA COMPLETE HEALTH Totals	\$0.00	\$0.00	\$5,315.00	\$0.00	0.00	\$5,315.00
Atlantic PPO to USAA Totals	\$0.00	\$5,183.00	\$0.00	\$0.00	0.00	\$5,183.00
BERKSHIRE HATHAWAY Totals	\$0.00	\$0.00	\$0.00	\$0.00	5,261.00	\$5,261.00
Blue Cross Blue Shield of South Carolina - Federal Employee Program (FEP) Totals	\$0.00	\$0.00	\$0.00	\$0.00	161.71	\$161.71
BLUE SHIELD BLUE CARD PROGRAM Totals	\$5,393.00	\$0.00	\$0.00	\$0.00	0.00	\$5,393.00
Blue Shield of California Totals	\$158.64	\$5,133.00	\$0.00	\$4,965.00	2,993.40	\$13,250.04
CA DEPT OF HIGHWAY PATROL Totals	\$0.00	\$0.00	\$0.00	\$0.00	4,677.00	\$4,677.00
California Medicaid - Medi-Cal Totals	\$0.00	\$4,935.00	\$0.00	\$171.56	4,977.00	\$10,083.56
CA Medicare Part B South (J1 - PGBA) Totals	\$46,114.00	\$0.00	\$1,250.00	\$130.00	-12.92	\$47,481.08
CENCAL HEALTH Totals	\$19,652.98	\$0.00	\$771.95	\$0.00	6,020.16	\$26,445.09
Coastal Communities Physician Network Totals	\$9,978.00	\$5,554.00	\$5,099.00	\$5,159.00	0.00	\$25,790.00
COMMUNITY MEDICAL CENTERS Totals	\$0.00	\$0.00	\$0.00	\$0.00	625.00	\$625.00
GOLDEN STATE MEDICARE HEALTH PLAN Totals	\$0.00	\$0.00	\$0.00	\$0.00	5,183.00	\$5,183.00
HEALTHSUN HEALTH PLANS Totals	\$0.00	\$0.00	\$0.00	\$0.00	6,629.00	\$6,629.00
INLAND EMPIRE HEALTH Totals	\$0.00	\$0.00	\$0.00	\$0.00	5,369.00	\$5,369.00
Kaiser Foundation Health Plan of Northern CA Region Totals	\$0.00	\$750.00	\$625.00	\$0.00	4,067.00	\$5,442.00
MONTEREY COUNTY SHERIFF'S OFFICE Totals	\$0.00	\$7,463.00	\$0.00	\$0.00	0.00	\$7,463.00
Mutual of Omaha Insurance Company Totals	\$0.00	(\$314.20)	(\$160.33)	\$0.00	0.00	(\$474.53)
PARTNERSHIP HEALTH MEDI-CAL Totals	\$0.00	\$0.00	\$0.00	\$0.00	6,275.00	\$6,275.00
SCAN HEALTHPLAN Totals	\$0.00	\$0.00	\$5,317.00	\$0.00	0.00	\$5,317.00
SELF PAY Totals	\$625.00	\$1,935.00	\$12,205.53	\$400.00	57,125.67	\$72,291.20
TRICARE WEST Totals	\$0.00	\$0.00	\$265.00	\$0.00	0.00	\$265.00

	Sum(Age 0_30)	Sum(Age 31_60)	Sum(Age 61_90)	Sum(Age 91_120)	Sum(AgeOver120)	Sum(Net Balance)
UnitedHealthcare Totals	\$4,965.00	\$0.00	\$0.00	\$0.00	-123.00	\$4,842.00
VA Fee Basis Programs Totals	\$0.00	\$0.00	\$0.00	\$0.00	7,319.00	\$7,319.00
VETERANS ADM - COMMUNITY CARE Totals	\$0.00	\$5,061.00	\$0.00	\$0.00	5,183.00	\$10,244.00
WELLPATH C/O SHERIFF'S OFFICE Totals	\$0.00	\$5,219.00	\$0.00	\$0.00	625.00	\$5,844.00
Cambria Community Healthcare District Totals	\$102,094.92	\$46,137.13	\$30,688.15	\$10,825.56	127,867.00	\$317,612.76
Totals	\$102,094.92	\$46,137.13	\$30,688.15	\$10,825.56	127,867.00	\$317,612.76

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors AGENDA NO. E.1

FROM: Iggy Fedoroff, Director

BOARD MEETING DATE: December 16, 2020

AGENDA DESCRIPTION: Annual Election of Board Officers for 2021

RECOMMENDATION:

A Director may recommend a slate of officers to serve as President, Vice President and Secretary for 2021 until the December 2021 Board meeting. As shown below, the positions may be filled by a rotation of Board Directors or by leaving existing Board Directors in their current positions with the exception of the Secretary position which stands vacant.

FISCAL IMPACT: None.

DISCUSSION:

The CCHD ByLaws stipulate the following regarding election of Board officers:

Section 9. Organizational Meetings

9.1 The Board of Directors shall hold an organizational meeting at the first regular meeting of the Directors in December of each year, at which meeting the Board of Directors shall elect a President, Vice-President, and Secretary of the District, each to hold office for a term of one (1) year and until his or her successor has been elected and qualified at the December meeting. In the event that only three Board members are in attendance at the organizational meeting, the decision of the Board regarding new officers shall be postponed until the next meeting to assure greater Board member attendance.

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: ____

FEDOROFF___ RICE___ MILEUR___ MONTALVO___ LOMELI___

AMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors Agenda No. E.2

FROM: Cesilia Lomeli, Director

BOARD MEETING DATE: December 17, 2020

AGENDA DESCRIPTION: Monthly Board meeting date and time possible change.

RECOMMENDATION(S): Discussion regarding potential change to regular Board meeting schedule.

FISCAL IMPACT: None

DISCUSSION:

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

BOARD MEETING DATE: December 17, 2020

AGENDA DESCRIPTION: Draft District policies, presented for consideration of approval.

- a) Review of final draft District Policies.
- b) Review of draft Volunteer Policy.
- c) Review of draft Volunteer Job Description.

RECOMMENDATION(S): Discussion for possible approval of policies as presented.

FISCAL IMPACT: None

DISCUSSION:

Attachments:

- 1. Draft District Policies (online)
Link: <https://www.cambria-healthcare.org/public-cchd-documents/Draft%20CCHD%20District%20Policy%20Manual.pdf>
- 2. Draft Volunteer Policy
- 3. Draft Volunteer Job Description

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: ____

FEDOROFF___ **RICE**___ **MILEUR**___ **MONTALVO**___ **LOMELI**___

Attachment 2

POLICY TITLE: Volunteer Program

POLICY NUMBER: 3145

3145.1 Overview

The Cambria Community Healthcare District (CCHD) has determined that the establishment of a Volunteer Program is an effective method of improving public service and participation by allowing citizens to volunteer their time, efforts, and expertise to our organization. The purpose of this policy is to establish guidelines for the use of volunteers in District programs and/or day to day operations and to specify the roles and responsibilities of those involved in the Volunteer Program.

The primary objective of the Volunteer Program shall be to enhance customer service and augment existing staff and services. Various job duties and responsibilities can be found within the "Volunteer Job Description" which shall be maintained by the District.

The Volunteer Program shall not be used to reduce, eliminate or otherwise supplant any position or task provided by the District that is maintained by dedicated, paid personnel employed by the District. Under no circumstances will a volunteer be assigned or undertake emergency activities or activities that, by law, must be performed by a licensed operator. That would include, but isn't limited to, any operation of emergency services without the proper supervision of a properly licensed operator employed by the District.

The Administrator shall have overall responsibility of the program. The Operations Manager shall have oversight of the field volunteers. The Administrative Assistant shall have oversight of the administrative volunteers. Committee chairs or organizers for special events or activities shall have oversight of the volunteers for their specific event or activity. Each is responsible for the recruitment, implementation and organization of the volunteer groups they oversee and ensuring program effectiveness. Each is also responsible for making sure volunteers have met their orientation and training obligations.

3145.2 Volunteer Classifications and Responsibilities

Field Volunteers: This shall include any volunteer who performs tasks related to District Operations. That may include, but is not limited to, public outreach, training and grounds keeping. The Operations Manager is responsible for field volunteer recruitment and it shall be done on an as needed basis. Volunteers may be interviewed to ensure they meet the minimum qualifications and are able to perform the job duties assigned. The Operations Manager shall use the "Volunteer Orientation Checklist" to ensure each volunteer is properly trained and informed of the District's policies and procedures. They will also receive training on proper customer service protocol and customer confidentiality rules. Prior to field work, the Operations Manager shall hold a mandatory safety "Tailgate" meeting for all volunteers and District staff to review safety procedures for the tasks at hand.

Administrative Volunteers: This shall include any volunteer who performs tasks related to District Administration. That may include, but is not limited to billing volunteers who prepare our billing statements for mailing, filing, or front desk work. The Administrative Assistant is responsible for volunteer recruitment and it shall be done on an as needed basis. Volunteers may be interviewed to ensure they meet the minimum qualifications and are able to perform the job duties assigned. The Administrative Assistant shall use the "Volunteer Orientation Checklist" to ensure each volunteer is properly trained and informed of the District's policies and procedures. Volunteers may be given instructions on the proper operation of District equipment that may be utilized for assigned duties. Volunteers shall receive a tutorial on proper customer service protocols and a review of the District's rules regarding customer confidentiality, including the Health Insurance Portability and Accountability Act (HIPAA). In addition, volunteers working in the District office will be made aware of evacuation and emergency response procedures.

Special Event Volunteers: This shall include any volunteer who performs tasks for the District on a volunteer basis. That may include, but is not limited to District facility maintenance events such as grounds cleanup, special public outreach events or general labor tasks authorized by the District. The Event Organizer is responsible for volunteer recruitment and it shall be done on an as needed basis. Volunteers may be interviewed to ensure they meet the minimum qualifications and are able to perform the job duties assigned. The Event Organizer shall use the “Volunteer Orientation Checklist” to ensure each volunteer is properly trained and informed of all applicable District policies and procedures.

For special events, the Event Organizer and Administrator shall determine if the event will require the attendance of a “Safety Officer” to ensure the District’s safety policies and procedures are adhered to. If a Safety Officer’s attendance is not warranted, the Event Organizer will be responsible to perform the tasks of the Safety Officer outlined below. The Event Organizer will determine equipment or supplies the District will need to supply and communicate those needs to the Administrator at least ten (10) days prior to the event. This would include hearing and eye protection, hard hats, work gloves, fuel for equipment and hydration supplies (water bottles). If the Administrator deems the items as necessary, they will be provided to the event organizer prior to the event. Unused or reusable items such as gloves, hearing/eye protection, hard hats etc. will be returned to the District no less than five days after the date of the event.

District Safety Officer: The District may require the attendance of a “Safety Officer” for special events. The District Administrator will select an employee, Board member or other qualified volunteer who has verifiable safety experience and/or training to oversee the event, including current certification in First-Aid and CPR and applicable knowledge in OSHA safety requirements. Prior to the event, the Safety Officer will need to coordinate with the Event Organizer about specific safety requirements for volunteers. That includes, but isn’t limited to topics for the mandatory “Tailgate” safety meeting, clothing requirements for volunteers, equipment and supplies needed for the event and who will be providing them, safety precautions to use near heavy equipment such as tractors, whether or not children will be allowed to volunteer and whether or not the work area will need to be closed to the public during the event. They will also work with the Event Organizer to notify volunteers and the public about the event using flyers, phone calls or other means. In that notification will be specifics of what volunteers will provide and what the District will provide as well as the time of the mandatory “Tailgate” Safety meeting (if applicable).

On the day of the event, the Safety Officer will lead the Tailgate Safety meeting and ensure that volunteers understand the safety procedures they are expected to follow. All volunteers will be required to attend and sign in at the safety meeting. This ensures an accurate attendance log for the District’s records. During the event, the Safety Officer will be responsible for observing volunteers to ensure safety procedures and equipment are being used correctly. The Safety Officer has the authority to ask volunteers to stop work if, in their opinion, the volunteer is not adhering to safety procedures or is acting in a way that could endanger themselves or others.

The Safety Officer will be responsible for monitoring the equipment and/or supplies provided by the District. That includes hearing and eye protection, safety vests, water, fuel, etc. They are responsible for ensuring a First-Aid kit is accessible during the event and taking the lead on treating or responding to an injury. They will interact with the public to ensure they don’t enter the work area during the event and will enforce any restrictions that were put on the event, such as a minimum age of volunteers or limited use of power tools.

3145.3 General Policy Provisions

District volunteers shall NOT be deemed to be employees of the District for the purpose of providing Worker’s Compensation coverage pursuant to California Labor Code §3352. The individual responsible for volunteer oversight shall ensure volunteers are documenting their work hours accurately and the hours reported annually to the Board. The volunteer will receive no benefits from the District for performing duties assigned.

Volunteers are performing duties on an “At Will” basis. Any volunteer who fails to meet expectations, time

commitments, roles and/or responsibilities, or violates any District policy or procedure may be subject to dismissal from the program at any time. However, volunteers may be dismissed with or without cause. Volunteers shall have no expectation of gaining employment with the District or receiving any compensation or reimbursement for their time or travel unless approved by the Administrator prior to an event.

This policy cannot anticipate every situation, nor can it provide information that answers every possible question. Additionally, circumstances will undoubtedly require that volunteer guidelines and practices be flexible based on the activity tasked to the volunteer. The Administrator will have the authority, pending Board of Directors approval, to modify any procedures within this policy as needed to best protect the District and its volunteers.

Volunteers will be furnished a copy of the Volunteer Policy and required to sign a certificate of receipt. The policy will be reviewed with each volunteer from time to time.

Attachment 3

JOB DESCRIPTION: District Volunteer

GENERAL DESCRIPTION:

The Cambria Community Healthcare District has determined that the establishment of a Volunteer Program is an effective method of improving public service and participation by allowing citizens to volunteer their time and efforts to our organization. This District has a long-standing tradition of utilizing volunteer labor to improve the services and operation of the District. The primary objective of the volunteer program shall be to enhance customer service and augment existing staff and services.

SUPERVISION:

The Administrator shall have overall responsibility of the program. The Operations Manager shall have oversight of the field volunteers. The Administrative Assistant shall have oversight of the administrative volunteers. Committee chairs or organizers for special events/activities shall have oversight of the volunteers for their specific event/activity. Each is responsible for the recruitment, implementation and organization of the volunteer groups they oversee and ensure program effectiveness. Each is also responsible for ensuring volunteers have met their training obligations as specified in the volunteer orientation and organizing the volunteers for activities as needed.

ESSENTIAL DUTIES & RESPONSIBILITIES:

Volunteer Duties can be assigned to volunteers based on their skills, abilities, expertise and level of training. These duties are voluntary and not required of all volunteers. These duties may include but are not limited to:

Administrative volunteers: Answering phones, routine filing, organizing, working the front desk, preparing bills for mailing, and interacting with the public in a variety of ways. Administrative volunteers will not have access to patient, human resource, legal or financial records.

Field Volunteers: Tasks in the field such as assisting the Operations Manager with various tasks as approved by District management. Field volunteers will have no access to patient, medication, human resource, legal or financial information.

Special Event Volunteers: Tasks will be determined by the organizers, but may include grounds cleanup, special public outreach events or general labor tasks authorized by the District, setup and cleanup of events, or manning information tables.

MINIMUM QUALIFICATIONS:

- Ability to develop productive working relationships with all District employees, peer volunteers, supervisors, and the general public.
- Ability to communicate effectively in both oral and written English.
- For certain assignments, additional specific qualifications may apply.
- Volunteers must comply with all District rules, regulations, policies and procedures.

EDUCATION AND/OR EXPERIENCE:

Any combination of education, experience and training that would provide the desired knowledge and abilities. If volunteers will be asked to operate specialized equipment, they must have prior experience with the equipment and attend a safety tailgate meeting outlining the safety policies and procedures for the assigned tasks.

LICENSE AND/OR CERTIFICATIONS:

At the time of appointment, each person shall possess a Class C California Driver's License and maintain it in good standing with the State of California. If a specific license is required by law for a task, the volunteer must have the license or certificate before performing the task.

PHYSICAL DEMANDS:

The employee holding this position must be able to function in an office and field environment in work of a sedentary to active nature, and perform the following, with or without reasonable accommodations:

- Utilize vision, hearing, speech, and manual dexterity.
- Walk on smooth and/or uneven surfaces.
- Stand upright and/or forward flexing, twist, turn, bend and reach.
- Lift and/or carry 40 lbs.
- Remain seated for several hours per day.
- Ride in District vehicles over smooth or rough terrain.
- Move about office and District facilities.
- Work in areas with wet and damp surfaces; dusts, mists, fumes, and high levels of noise; a variety of weather conditions; extremes of heat or cold.

TYPICAL WORKING CONDITIONS:

Work may be performed in an office environment or at District facilities in and around the community. There is regular contact with employees and the general public. There may be exposure to outdoor conditions, and loud noises. Volunteers may work independently, as a part of a select team or as a large group.

WORK HOURS:

Some volunteer duties may be performed on a regular schedule, such as preparing documents for mailing. Other duties may be assigned on an as needed basis.

CONFIDENTIALITY:

Information obtained and used in this position is of a confidential nature and cannot be shared with unauthorized persons within or outside the District. Any violation of this confidentiality may mean immediate dismissal from the Volunteer Program.

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors Agenda No. E.4

FROM: Michael McDonough, Administrator – Tim Benes, Operations Manager

BOARD MEETING DATE: December 17, 2020

AGENDA DESCRIPTION: Portable radio equipment

- a. Discuss the need for new Motorola portable radios, and evaluate the urgency of the purchase, the projected cost and the associated terms of purchase versus finance, for consideration of approval.

RECOMMENDATION(S): Discussion for possible approval to purchase portable radios as presented. This project has been reviewed and approved for recommendation to the Board by the Property/Facilities and Finance Committees.

FISCAL IMPACT: \$48,460.69

DISCUSSION:

Attachments: Radio Project Presentation

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: ____

FEDOROFF____ RICE____ MILEUR____ MONTALVO____ LOMELI____



Motorola APX Radio Request

Cambria Community Healthcare District

Motorola APX Radio Request



Motorola APX Radio Request

- The reason for the radios
 - Needs
 - Benefits
- The cost of the Motorola Radio
 - Warranty
 - Payment plan
 - Buying outright
- Compression Kenwood Radio
 - Replacement of the current radio used for Fire and EMS

Motorola APX Radio Request

- New State of California radio requirements
 - In the last months of 2019 there was news that the State of California was going to move forward with new requirements for all Law Enforcement, Fire, EMS radio systems. The new standard will be required for public safety agencies to move to a “Trunking system” as well as encryption of all radio traffic for law enforcement officers.
 - On Nov. 17, 2020 I learned that the state will be moving to the Trunking system. I also found out the current radios that the Cambria Community Healthcare District has are unable to meet the those requirements. With the new system, the radios we currently have will not tone out the crews, the crews will not be able to communicate with Med Com, the hospitals, and other agencies on scene. This effects both the Med Com and Fire radio.
 - Encryption
 - Motorola: Because we are dispatched by a law enforcement agency, when the State of California requires the encryption to be done by law enforcement, these new Motorola radios will be in compliance. Thus the District will not have to purchase new radios a second time or have a surprise cost with having to add the encryption added.
 - Kenwood: The Kenwood radio version does not have this included and there would be a additional cost of \$400.00 per radio, 20 X \$400.00 = \$8,000.00.

Motorola APX Radio Request

Current Radio Inventory

Current Radios being used by the crews. (VHF Fire)

- Kenwood TK 2170
 - This radio was made about 15 years ago. At that time this radio was top of line and offered a lot of the items that the districted including the ability to allow off duty crew members use the key pad functions to page the units and other crew members.
- As of January 1st of 2020 Kenwood stopped all support of the this radio. All that can be replaced on the radio are listed below.
 - Batteries
 - Antenna
 - Knobs

Current Radios being used by the crew. (UHF EMS)

- Kenwood TK 3170 and NX-3220
 - TK 3170 This radio was made about 15 years ago. At that time this radio was top of line and offered a lot of the items that the districted including the ability to allow off duty crew members use the key pad functions to page the units and other crew members.
 - As of January 1st of 2020 Kenwood stopped all support of the this radio. All that can be replaced on the radio are listed below.
 - Batteries
 - Antenna
 - Knobs
- Kenwood NX-3220
 - This radio is 2 years old, and is the very basic model that is offered. It is not able to upgraded to the new requirement that are coming in 2021.

Motorola APX Radio Request

Motorola APX 8000 Benefits

- Dual band radio
 - One radio will actually replace two of the current radios which the crews need to perform their daily duties.
 - Has a stronger transmitting and receiving range. It able to make contact with radio towers twice as many miles away as the current radios.
 - This allows for better communications for the crew between Med Com and base hospitals for medication request.
 - Better patient care delivery.
 - Better security for the crews when there on scene of hazardous calls.
 - Water resistant
 - This unit is able to be in 3 feet of water for up to 30 minutes and still work.
 - Longer battery life
 - The battery life on the radio is 8 plus hours depending on radio traffic.

Motorola APX 8000 Benefits Continued.

- Eliminates the need for the crew to have to carry two different radios.
 - Currently the EMT and Paramedic are required to carry two radio's each, one VHF (Fire) and one UHF(Med-Com). That means the possibility for four radios being damaged and needing to be replaced.
- Communication with Fire, Helicopters, Coast Guard, Search and Rescue Crews
 - With this radio being a dual band radio the ambulance crew will have ability to communicate on UHF and VHF to everyone on incident with one radio.
- Water and Cliff rescues, Auto extractions, Active shooter, Mass Casualty incidents
 - Cal-Fire, Cambria Fire, Morro Bay Fire, CHP H-70, Cal Star 7, Mercy 20 and 34 Coast Guard, Morro Bay Harbor Patrol rescue boats all operate on what is know as the UHF (fire) radio.

Motorola APX Radio Request

Motorola APX 8000 Benefits Continued.

- Fire's
 - In the event of major fire in the Cambria area a command post will be set up, and all evacuations will go through this command post. This radio will allow the crew to have hand held radio communications with the command post. It will allow the crews to know the following.
 - Location and direction of the fire
 - Location of Cambria Residents that need to be evacuated by ambulance
 - Location of safety zones
- Earthquakes
 - Allows the crews to have direct communication with fire departments, search and rescue crews on scene, as well as law enforcement.

Motorola APX 8000 Benefits Continued.

- Active Shooter
 - The crews will be able to listen to the law enforcement.
 - This will allow them to maintain a safe distance as well as plan for locations and number of possible patients
- Very Durable
 - These radio's are designed with EMS and Fire in mind. They are designed to be dropped, bumped, pressed hard against the body.
 - The Antenna is thick rigid wire and rubber.
 - The screen is heavy duty Gorilla glass
 - Long battery life
- Dual speakers
 - They have a speaker on both sides of the radio to in a emergency it does not matter what side the crew talks into.

Motorola APX Radio Request

Motorola APX 8000 Benefits Continued.

- Software and Hardware
 - This radio will meet the new requirements for P25 and encryption that are scheduled to be in place some time in the early part of 2021.
 - Current radios are not able to have this function and will no longer transmit or receive Med Com (dispatch).
 - Regular software and Firmware updates.
 - These radios will be supported from Motorola for the next 10 years with software updates.
- Warranty
 - All the radios are covered by a 3 year warranty against damage, battery failures, software failure.

Motorola APX Radio Request

- Total Cost for 10 of these radios including the batteries, clips, accessories, warranty and the new to be required encryption software by the County and State.
 - \$59,764.63
- There is financing available from Motorola with a monthly payment plan.
 - They payments would be about \$700.00/month with \$21,000 down for a period of 5 years.

Motorola APX Radio Request

Kenwood NX5300K2 & NX-5200K2.

- This option would require a total of 20 radios to be able to do the same as the 10 Motorola radios
 - NX-5300 is a VHF (fire) radio. This radio would be needed to do the following.
 - Communication with Fire, Helicopters, Coast Guard, Search and Rescue Crew
 - Water and Cliff rescues, Auto extractions, Active shooter, Mass Casualty incidents
 - Cal-Fire, Cambria Fire, Morro Bay Fire, CHP H-70, Cal Star 7, Mercy 20 and 34 Coast Guard, Morro Bay Harbor Patrol rescue boats all operate on the VHF (fire) radio.

Kenwood NX-5300 continued.

- Fire's
 - In the event of major fire in the Cambria area a command post will be set up, and all evacuations will go through this command post. This radio will allow the crew to have hand held commutations with that command post. It will allow the crews to know the following.
 - Location and direction of the fire
 - Location of Cambria Residents that need to be evacuated by ambulance
 - Location of safety zones
- Earthquakes
 - Allows the crews to have direct communication with fire departments, search and rescue crews on scene, as well as law enforcement.

Motorola APX Radio Request

Kenwood NX5300 continued.

- NX-5300 radio
 - Active Shooter
 - The crews will be able to listen to the law enforcement.
 - This will allow them to maintain a safe distance as well as plan for locations and number of possible patients
- Cost breakdown of this radio
 - Radio \$595.00 X 10 = \$5,950.00
 - Antenna \$12.00 x 10 = \$120.00
 - Battery \$100.00 X 10 = \$1,000.00
 - License for P-25 \$429.00 X 10 = 4,290.00
 - Charging station \$429.00

Kenwood NX-5300.



Motorola APX Radio Request

Kenwood NX5200

- UHF EMS Radio (This is the one used by crews daily)
 - This radio is used by the Sherriff's department to dispatch and communicate with the ambulance crews.
 - This radio is also used for the Paramedic to contact a base hospital for orders.
 - This radio will only communicate with Med Com and does not allow the ambulance crew to interact with any of the other agencies that are scene of any emergency.

Kenwood NX-5200 Continued

- Cost breakdown of this radio
 - Radio \$595.00 X 10 = \$5,950.00
 - Antenna \$12.00 x 10 = \$120.00
 - Battery \$100.00 X 10 = \$1,000.00
 - License for P-25 \$429.00 X 10 = 4,290.00
- It should be noted that in the quotes for these radio's do not include the required encryption.

Motorola APX Radio Request

Line #	Item Number	Description	Qty	List Price	Sale Price
	APX™ 8000 Series	APX8000			
1	H91TGD9PW6AN	APX 8000 ALL BAND PORTABLE MODEL 2.5	10	\$5,983.00	\$4,367.59
1a	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	10	\$515.00	\$375.95
1b	Q58AL	ADD: 3Y ESSENTIAL SERVICE	10	\$115.00	\$115.00
1c	QA05507AA	DEL: DELETE 7/800 MHZ BAND	10	-\$800.00	-\$584.00
2	NNTN8863A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 100-240VAC, US/NA PLUG	10	\$187.00	\$149.58
3	BDN6726A	RECEIVE ONLY EARPC BLK, 1-WIRE	1	\$41.20	\$32.96
4	PMMN4059B	AUDIO ACCESSORY-HEADSET,PSM IP55 WITH 3.5MM JACK RX 18IN	1	\$164.00	\$131.18
1d	H35BT	ADD: CONVENTIONAL OPERATION	10	\$800.00	\$584.00
1e	H869BW	ENH: MULTIKEY	10	\$330.00	\$240.90
1f	Q629AH	ENH: AES ENCRYPTION AND ADP	10	\$475.00	\$346.75

Subtotal \$56,121.84

Estimated Tax \$3,642.79



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Page 2



MOTOROLA SOLUTIONS

QUOTE-1283027

Grand Total

\$59,764.63(USD)

Coast Electronics
510 Quintana Road
Morro Bay, CA 93442

Quotation

Date	Quotation #
11/17/2020	2204

Name / Address
Cambria Community Health Care Dist. Attention: Tim Benes 2535 Main St. Cambria, CA 93428

Item	Description	Qty	Rate	Total
	** REVISED **			
NX-5300K2	Digital & FM Analog Portable Radio	10	595.00	5,950.00T
NX-5200K2	VHF 6-Watt Digital Hand-Held Body Only with Belt Clip.	10	595.00	5,950.00T
KRA-22M	Kenwood Low Profile Antenna	10	12.00	120.00T
KRA-23M	Kenwood Lo-Profile Antenna	10	12.00	120.00T
KNB-L2M	Li-Ion 2600 mAh Battery for NX-5000 series radios.	20	100.00	2,000.00T
KWD-5100 CV	NX-5000 Series License Key for P-25 Conventional	20	429.00	8,580.00
EC6MKW4	Endura 6-position charger with replaceable pods. (For Kenwood x180 and NX-5000 series.	1	429.00	429.00T
	"NX-Series" Radios -Three Year Warranty, accessories one year			
	Lease/Financing plans are available			

Valid for 30 days.
We are a California State Certified Small Business (Micro) Vendor (0017845 exp 8/31/21)

Subtotal \$23,149.00

Sales Tax (7.25%) \$1,056.25

Total \$24,205.25

Phone #
805-772-5303

E-mail
coastradios@live.com

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors Agenda No. E.5

FROM: Michael McDonough, Administrator

BOARD MEETING DATE: December 17, 2020

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 current status of Social Media Policy, for review and possible Board action.

FISCAL IMPACT: None

DISCUSSION:

Attachments:

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: ____

FEDOROFF____ RICE____ MILEUR____ MONTALVO____ LOMELI____

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

TO: Board of Directors Agenda No. E.6

FROM: Cecilia Montalvo, Director

BOARD MEETING DATE: December 17, 2020

AGENDA DESCRIPTION: Primary Care Project

- a. Discuss a Request for Proposal to health care operators while simultaneously evaluating the option of CCHD direct operation of a primary care clinic.
- b. Review, for consideration of approval, an independent contractor agreement for services by a consultant for the Primary Care Project.

RECOMMENDATION(S):

FISCAL IMPACT: \$10,000 as previously approved by the Board, for the consultant fees.

DISCUSSION:

Attachments: Independent Contractor Agreement.

BOARD ACTION:

DATE OF VOTE:

UNANIMOUS: ____

FEDOROFF___ RICE___ MILEUR___ MONTALVO___ LOMELI___

INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (this "Agreement"), dated as of January 1, 2021 (the "Effective Date"), is between Cambria Community Healthcare District (CLIENT) and Object Health, LLC ("Contractor").

RECITAL

Cambria Community Healthcare District (CCHD) and Contractor desire to have Contractor furnish CLIENT with certain consultancy services under the terms and conditions set forth in this Agreement.

AGREEMENT

The parties agree as follows:

- 1. Services.** Contractor will perform the services specified in Exhibit 1. Those services will be available to CLIENT pursuant to a mutually agreed-on schedule. Contractor will prepare such records and reports reasonably requested by CLIENT or regarding the performance of the required services. Contractor will use its best efforts to perform the services described in Exhibit 1.
- 2. Term.** This Agreement is effective on the Effective Date, and will continue in effect until terminated by either party. Either party may terminate this Agreement, with or without cause, upon thirty (30) days prior written notice to the other party. Notwithstanding any other provision in this Agreement, either party may terminate this Agreement immediately upon providing written notice to the other party in the event of a material breach of this Agreement.
- 3. Assurances.** CLIENT will do all things reasonably required in a prompt and timely manner to enable Contractor to provide its services and to otherwise perform its obligations pursuant to this Agreement.
- 4. Compensation.** For all services rendered by Contractor under this Agreement, CLIENT will pay Contractor in accordance with the Fee Schedule included on Exhibit 1, with such amounts due thirty (30) days after CLIENT's receipt of each applicable invoice. Contractor will provide such reasonable substantiation regarding time incurred, and any expensed reimbursed pursuant to this Section 4, in providing services as may be required by CLIENT. CLIENT will reimburse Contractor for reasonable and pre-approved expenses incurred in providing the services provided in Exhibit 1.
- 5. Assignment of Rights.** Contractor may not assign or delegate any of his/her rights or obligations under this Agreement to any person without the prior written consent of CLIENT, which CLIENT may withhold in its sole discretion.
- 6. Authority to Bind CLIENT.** Contractor and CLIENT agree that Contractor has no authority to bind CLIENT as its agent, except as expressly agreed to by the parties in a separate written agreement. Contractor will not make any representations, or take any actions, that would create the impression that it has authority to bind CLIENT.
- 7. Relationship Between the Parties.** Contractor and CLIENT recognize and agree that Contractor is not an employee of CLIENT and is furnishing required services as an independent contractor. Contractor will perform the services required under this Agreement, and the manner and means of providing those services are under the sole control of Contractor, including

providing all tools and equipment necessary for performing the services. The services provided must meet the approval of CLIENT and will be subject to CLIENT's general right of inspection and supervision to secure satisfactory performance. Contractor may perform services for others during those periods when Contractor is not performing work under this Agreement for CLIENT. None of the benefits provided by CLIENT to its employees, including but not limited to workers' compensation insurance and unemployment insurance, will be provided by CLIENT to Contractor or to any employee, agent, or servant of Contractor whom Contractor may engage as it believes necessary and appropriate for the performance of services. Contractor will be solely responsible for obtaining all assumed business registrations or professional occupation licenses required by state law or local government ordinances for the conduct of the business. Contractor agrees that it is responsible for the preparation and filing of any and all federal and state income tax returns. Contractor agrees that it will have and maintain appropriate insurance coverage, in amounts that are consistent with industry standards, covering performance of the work contracted in this Agreement and will provide CLIENT with proof of such insurance on demand by CLIENT or its management.

8. Limitations of Liability. Contractor agrees to indemnify CLIENT against all liability or loss, and against all claims or actions based on or arising out of damage or injury (including death) to persons or property caused by or sustained in connection with Contractor's performance of this Agreement or by conditions created thereby, or based on Contractor's violation of any statute, ordinance, or regulation, and agrees to indemnify CLIENT against the cost of defending any such claims or actions. Contractor will indemnify CLIENT against all liability in connection with, and will assume full responsibility for, payment of all federal, state, and local taxes and contributions or premium charges required under workers' compensation, unemployment insurance, Social Security, and income tax laws with respect to Contractor or any agent or employee of the Contractor.

9. Insurance.

(a) Motor Vehicle Insurance. Contractor agrees that contractor or its designated employee responsible for the work will maintain automobile insurance on all motor vehicles used in connection with the Services rendered under this Agreement with per-vehicle limits not less than \$100,000 per person per occurrence, \$300,000 for all persons per occurrence. All insurance policies shall be maintained with an insurance company with a Best's Insurance Reports rating of not less than A- and a financial size category of not less than VII or such other insurance company acceptable to Client.

(b) Worker's Compensation. As an independent contractor, Contractor specifically requests that Client not provide Worker's Compensation coverage and hereby waives any right Contractor may have to file a claim under Worker's Compensation or similar laws. Contractor agrees to indemnify, defend, and hold Client harmless from and against any and all losses caused by Client's compliance with Contractor's request regarding Worker's Compensation coverage. Contractor shall provide Client with proof of Worker's Compensation Insurance or similar coverage for any employees of Contractor providing Services hereunder for whom such coverage is required by law.

10. Representations and Warranties. Contractor represents and warrants to CLIENT that there is no employment contract, independent contractor agreement, or any other contractual obligation to which the Contractor is subject that prevents Contractor from entering into this Agreement or from performing fully Contractor's services under this Agreement.

11. Nonsolicitation of Employees. Contractor agrees that during the term of this Agreement and for a period of one (1) year following its termination, it will neither recruit nor solicit employees

of CLIENT to leave their employment with CLIENT or go to work for any other company or entity in competition with CLIENT.

12. Confidential Information.

12.1 Definition. As used in this Agreement, the term *Confidential Information* means (a) proprietary information of CLIENT, (b) information marked or designated by CLIENT as confidential, (c) information, whether or not in written form and whether or not designated as confidential, that is known to Contractor as being treated by CLIENT as confidential, and (d) information provided to CLIENT by third parties that CLIENT is obligated to keep confidential. Confidential Information includes, but is not limited to, discoveries, ideas, designs, drawings, specifications, techniques, models, data, programs, documentation, processes, know-how, customer lists, marketing plans, and financial and technical information. Confidential Information does not include any information that Contractor demonstrates by clear and convincing documentary evidence (a) is now or becomes generally known to the public by lawful means and without breach of any confidentiality obligation, (b) is disclosed by Contractor with CLIENT's prior written consent to unrestricted disclosure, (c) was known to and reduced to writing by Contractor before the date of this Agreement, (d) is independently developed by Contractor without use of any Confidential Information, or (e) is lawfully obtained by Contractor from any third party who did not obtain the information, directly or indirectly, from CLIENT. Nothing in this subsection 12.1 – 12.6 shall be viewed or argued to be in violation of the California Public Records Act ("CPRA") or against public policy in that regard. Client acknowledges and agrees that all documents subject to disclosure pursuant to the CPRA shall be provided upon request in the ordinary course of business.

12.2 Ownership. Contractor acknowledges that all Confidential Information is and shall continue to be the exclusive property of CLIENT, whether or not prepared in whole or in part by Contractor and whether or not disclosed or entrusted to Contractor in connection with the services provided to CLIENT.

12.3 Acknowledgment of Receipt of Confidential Information. Contractor further acknowledges that in the course of performing the required services, it may have access to Confidential Information, the ownership and confidential status of which are highly important to CLIENT, and Contractor agrees, in addition to the specific covenants contained in this Agreement, to comply with all CLIENT policies and procedures for the protection of Confidential.

12.4 Acknowledgment of Irreparable Harm. Contractor acknowledges that any disclosure of Confidential Information will cause irreparable harm to CLIENT.

12.5 Covenant of Nondisclosure and Nonuse. Contractor agrees not to disclose Confidential Information, directly or indirectly, under any circumstances or by any means, to any third person without the express written consent of CLIENT. Contractor further agrees that it will not copy, transmit, reproduce, summarize, quote, or make any commercial or other use whatsoever of Confidential Information, except as may be necessary to perform the services pursuant to this Agreement.

12.6 Return of Confidential Information. On termination of this Agreement, or otherwise as requested, Contractor agrees to deliver promptly to CLIENT all Confidential Information, in whatever form, that may be in its possession or under its control.

13. Work Made for Hire. Contractor agrees that all creative work, including computer programs or models, prepared or originated by it for CLIENT, or during or within the scope of this Agreement, that may be subject to protection under federal copyright laws, constitutes work made for hire, all rights to which are owned by CLIENT; and, in any event, Contractor assigns to CLIENT all rights, title, and interest, whether by way of copyright, trade secret, or otherwise, in all such work, whether or not subject to protection by copyright laws.

14. Remedies. It is understood and agreed that if Contractor breaches any term of this Agreement, CLIENT will be seriously damaged, but the amount of damages will be difficult to ascertain. Accordingly, Contractor agrees with CLIENT that CLIENT will be entitled to an injunction prohibiting violations of this Agreement, in addition to any monetary damages to which CLIENT may be entitled.

15. Miscellaneous Provisions.

15.1 Binding Effect. This Agreement will be binding on and inure to the benefit of the parties and their respective heirs, personal representatives, successors, and permitted assigns.

15.2 Notices. All notices and other communications under this Agreement must be in writing and will be deemed to have been given if delivered personally, sent by facsimile (with confirmation), sent by email with return receipt, mailed by certified mail, or delivered by an overnight delivery service (with confirmation) to the parties at the addresses or facsimile numbers noted below the parties signatures (or at such other address or facsimile number as a party may designate by like notice to the other parties). Any notice or other communication will be deemed to be given (a) on the date of personal delivery, (b) at the expiration of the third (3rd) day after the date of deposit in the United States mail, or (c) on the date of confirmed delivery by facsimile or overnight delivery service.

15.3 Entire Agreement. This Agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter of this Agreement and supersedes all prior understandings and agreements, whether written or oral, among the parties with respect to such subject matter. This Agreement may be amended only by an instrument in writing executed by all the parties.

15.4 Governing Law; Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California, without regard to conflict-of-laws principles. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this Agreement will be brought against any of the parties in California and each of the parties consents to the jurisdiction of such courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to such venue.

15.5 Exhibits. The exhibits referenced in this Agreement are part of this Agreement as if fully set forth in this Agreement.

15.6 Severability. If any provision of this Agreement is invalid or unenforceable in any respect for any reason, the validity and enforceability of such provision in any other respect and of the remaining provisions of this Agreement will not be in any way impaired.

The parties enter into this Agreement as of the Effective Date.

Contractor

CLIENT

By: _____

Name: _____

Name: _____

Its: _____

Address: _____

Address: _____

Facsimile: _____

Facsimile: _____

Email: _____

Email: _____

EXHIBIT 1

Privacy and Security Statement of Work for the Coalition	
Tasks	Deliverables
Phase I	<ul style="list-style-type: none">• Initial education and planning with Board of Directors
Phase II	<ul style="list-style-type: none">• Work with management to develop a budget and proposal for establishing clinic
Phase III	<ul style="list-style-type: none">• Work with management to implement clinic as approved by the Board of Directors• Other projects as requested.

Staffing and Fees

Object Health fees for this engagement are as follows:

1. Initial Retainer \$5000
2. Hourly rate \$300/hr
3. Staff support as needed \$80/hr
4. Mileage paid at the federal rate (currently \$.575 as needed for onsite Board meetings and trainings).