



Soledad Community

HEALTH CARE DISTRICT

AGENDA

MARCH 30, 2023

Agenda

SOLEDAD COMMUNITY HEALTH CARE DISTRICT
Regular Meeting of the Board of Directors
March 30, 2023 @ 4:00 p.m.

Board members and members of the public may attend this meeting in person at the District Office located at 612 Main Street, Soledad, Ca 93960 in the Creekside Room

I. Call to Order

II. Roll Call

Graig Stephens
Maggie Campa
Rosemary Guidotti
Anne Trebino
Michael Schell

III. Pledge of Allegiance

IV. Reading of the District's Mission Statement – To be read by a District Board Member
“To anticipate and provide services to meet the health care needs of the people we serve.”

V. President's Welcome
Introductions and Welcome – Graig Stephens

VI. Declarations of Conflict – [Board members disclose any conflicts of interest with agenda items]

VII. Approval of Minutes Action
A. Regular Meeting of February 23, 2023.

BOARD ACTION: _____

VIII. Public Comment

Members of the public are welcome to participate in the meetings of the Board. When the Board President recognizes a member of the public for oral comment, such comment shall be three (3) minutes or less, at the discretion of the Board President. Comments of the public will be accepted during the Public Comment portion of the agenda only. No action or comments will be taken by the Board on matters not on the agenda.

IX. Communications Coordinator – Jaimee Campa

X. Code of Conduct – Graig Stephens

BOARD ACTION: _____

- XI. Treasurer’s Report –
 - A. Review of Operating Entities and the District, Mr. Brent Green, CPA
Financial Statements and Budget

BOARD ACTION: _____

- XII. Closed Session – Graig Stephens
 - A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one (1) potential case

BOARD ACTION: _____

- XIII. Resolution 2023-02 – Jeff Chang
 - A. Correction of 457(b) Plan and Designation of new Plan Administrator

BOARD ACTION: _____

- XIV. Foundation Report – Rosemary Guidotti

- XV. District’s CEO Report – Ida Lopez Chan

- XVI. Adjournment to the next meeting
Regular District Board Meeting – Thursday, April 27, 2023 at 4:00 P.M.

Note: Requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the District Recording Secretary during regular business hours at 831-678-2462. Notification received 47 hours before the meeting will enable the district to make reasonable accommodations. Open session meeting materials provided to the Board of Directors after the agenda packets are distributed are available at the office of the Recording Secretary located at 612 Main Street, Soledad, California.

**Soledad Community Health Care District
Regular Meeting of the Board of Directors
February 23, 2023 @ 4:00 p.m.**

MINUTES

1. Call to order at 4 p.m. by President, Graig Stephens

2. Board of Directors Roll Call.

Directors Present: President, Graig Stephens
Vice President, Maggie Campa
Secretary, Rosemary Guidotti
Treasurer, Anne Trebino
Board Member, Michael Schell (Present but late for Roll Call).

Directors Absent: None

Staff Present: CEO, Ida Lopez Chan
District Recording Secretary, Sophie Piña

District CPA: Brent Green

We have a Quorum

3. Pledge of Allegiance: Graig Stephens

4. Mission Statement: Rosemary Guidotti

5. President's Welcome: Graig Stephens

6. Approval of Minutes:

Motion: The board approved the minutes as mailed from the regular board meeting on January 26, 2023.

M/S: Guidotti/Trebino

Ayes: Stephens, Campa, Guidotti, Trebino

Nays: -

Abstain: -

Absent: Schell

Motion: Passed

7. Public Comment:

Lisetta Ramelli commented on staffing concerns, staffing departures and the use of agency staffing and training.

Adriana Ramelli commented on communication regarding her mother's care.

Wes White commented on transparency and interaction with the community.

A member of the public commented on the phone system issues at the clinic and difficulty scheduling appointments.

**Soledad Community Health Care District
Regular Meeting of the Board of Directors
February 23, 2023 @ 4:00 p.m.**

8. Communications Coordinator - Jaimee reported that the 2023 Mother's Day Quilt letter has been approved. This year the Foundation will raise money to help support the purchase of new beds and mattresses for Eden Valley patients. The letter will be mailed out next week. Donors will also have the option to purchase tickets online. A QR code will also be provided. Thank You to Jo Ann Moline, her sister Diane Jansen and Holly Casey for the quilt donations and the Framed Canvas. We will be printing 3,000 tickets and will be sending out an email to 350 recipients. On February 22nd Jaimee attended Mr. Ortiz's class at the Main Street Middle School. She presented information to the students about who we are at the district and all the different types of jobs that the district has to offer. She also had giveaways for the students. Our HR Manager and Payroll Assistant attended Career Day at the Soledad High School and also answered a lot of questions as the students came up to the district's booth.

9. Code of Conduct –

Motion: The board approved to table the Code of Conduct to be discussed at the next meeting to allow board members more time to review.

M/S: Schell/Guidotti

Ayes: Stephens, Campa, Guidotti, Schell

Nays: Trebino

Abstain: -

Absent: -

Motion: Passed

10. Treasurer's Report –

Motion: The board approved the Financial Statements for review for Operating Entities and the District.

M/S: Trebino/Guidotti

Ayes: Stephens, Campa, Guidotti, Trebino

Nays: Schell

Abstain: -

Absent: -

Motion: Passed

11. Resolution 2023-01 – Authorizing SCHCD to incur indebtedness and to execute documents in connection with a revolving line of credit from 1st Capital Bank.

Motion: The board approved Resolution 2023-01

M/S: Trebino/Campa

Ayes: Stephens, Campa, Guidotti, Trebino, Schell

Nays: -

Abstain: -

Absent: -

Motion: Passed

12. Foundation Report – The Foundation received a payment request from the district. The Foundation will reimburse the district in the amount of \$26,500 to pay off the purchase and installation completion of the Mammogram Machine.

**Soledad Community Health Care District
Regular Meeting of the Board of Directors
February 23, 2023 @ 4:00 p.m.**

- 13. District’s CEO Report** - Ida thanked everyone who joined us for the 75th Anniversary event that was held at the Historical Society on February 1st, 2023. The OSHPD power outage project has received its final approval. We are waiting for final reimbursement which should arrive in the next 45 days. The district held a Valentine’s Day BBQ for all staff. On February 9th District 4 Supervisor Wendy Root Askew toured our facilities. She shared that her mother was the one who started the Parents Connect Program whom now our clinic is part of. Today Cathy Martin CEO of the Association of California Healthcare District and Sarah Bridge their Senior Legislative Advocate came by to tour of our facilities. Eden Valley has 3 covid positive patients and 5 positive staff members. Response testing will be two times per week. Census is at 51 with 19 Medicare. Ida reported an update from our Nursing Home Administrator regarding the concerns from the letters received from the Ramelli Family and Solomon-Courrejou Family. Communication and the Visitation Policy were addressed. On 2/3/23 letters were mailed out to the families with updated guidelines. Celia Firme has given her resignation. Her last day is March 3, 2023. We have hired a Business Office Manager to help us transition when Celia leaves. The clinic is trying to improve upon visit counts. They are also working on revamping their scheduling and phone system. Alicia Delatorre is our new Outpatient Clinic Manager. We continue to work on partnerships. Behavioral Health is very much needed. The Stanford Community Foundation is trying to partner to bring people together to potentially bring those services to our community. Ida attended the ACHD Board Meeting & Strategic Planning meeting. Graig requested that at the next meeting he would like to see the average visits per provider.
- 14. Meeting Adjourned at 5:12p.m.** – The board will reconvene on Thursday, March 30, 2023 for a Regular District Board Meeting at 4:00p.m.

Prepared By: _____
Sophie Piña, District Board Secretary

Approved By: _____
Graig Stephens, President

SOLEDAD COMMUNITY HEALTH CARE DISTRICT

Code of Conduct – Board of Directors

1. Purpose and Scope

The policy of the Soledad Community Health Care District (the “District”), a political subdivision of the State of California, is to maintain the highest ethical standards for its Board members. The proper operation of the District requires that decisions and policies are made within the proper channels of governmental structure, that public office is not used for personal gain, and that Board members remain objective and responsive to the needs of the public they serve. Accordingly, it is the policy of the District that Board members and all staff members and contractors of the District will maintain the highest standard of personal honesty and fairness in carrying out their duties. This policy sets forth the basic ethical standard to be followed by the Board of Directors of the District. The objectives of this policy are to (1) provide guidance for dealing with ethical issues, (2) heighten awareness of ethics and values as critical elements in Board members’ conduct, and (3) improve ethical decision-making and values-based management.

The District Board of Directors is the governing body of the District and sets policy for the District. The Board shall act only at regular, regularly adjourned, special, or emergency meetings held in compliance with the Brown Act public meeting laws. All powers of the District shall be exercised and performed by the Board as a body. Individual Board members, except as otherwise authorized by the Board, shall have no power to act for or bind the District or the Board, or to direct any staff of the District.

Correspondence paid for with public funds or on District stationery must relate to bona fide District business and must not purport to advance or advocate a policy not previously approved by the Board of Directors. No individual Board member, except as otherwise authorized by the Board, shall transmit any District correspondence without authorization from the Board to serve as spokesperson for this purpose. When otherwise signing correspondence using their title as Director and presenting their individual opinions and positions, members of the Board shall explicitly state they do not represent the District and must not allow or encourage any inference that they are speaking on behalf of the Board, unless specifically authorized by the rest of the Board.

2. Responsibilities of Public Office

Board members are obligated to uphold the Constitution of the United States and the Constitution of the State of California. Board members will comply with applicable laws regulating their conduct, including conflict of interest, financial disclosure, and open government laws. Board members will strive to work in cooperation with other public officials unless prohibited from so doing by law or officially-recognized work confidentiality rules. (See Government Code § 1360; Article 20, § 3 of the California Constitution).

The Board will strive to maintain the highest ethical standards by:

- Always obeying the law and all District policies and procedures, and acting in a professional, honest, and ethical manner when acting on behalf of the District. Board members will seek advice if in doubt about the appropriateness and/or legality of an action.
- Knowing the information contained in this Code and the related District policies and procedures.
- Completing all required trainings in a timely manner.
- Promptly reporting concerns about possible violations of laws, regulations, this Code, or any District policies or procedures in accordance with the District's policies.
- Cooperating and telling the whole truth when responding to a compliance review or investigation; never altering or destroying any records.

3. Board Meeting and Member Conduct

- 3.1. Meetings of the Board will be conducted by the Chair of the Board (or the Vice Chair in the Chair's absence, or in the absence of the Chair and Vice Chair, by a member of the Board selected to be the presiding officer by the remaining Board members). Meetings will be conducted in a manner consistent with the policies set forth herein.
- 3.2. The professional and personal conduct of Board members while exercising their office must be above reproach and avoid even the appearance of impropriety. Board members shall refrain from (a) abusive conduct towards members of the public District staff, and one another; and (b) personal charges or verbal attacks upon the character or motives of other Board members, staff, or the public.
- 3.3. Board members should refrain from texting or emailing on their personal devices during meetings. Based on California law, the Public Records Act grants the public access to electronic communications (such as texts or email messages) that relate to public business, including communications sent or received on the dais or from private accounts and devices. Further, the public perception of electronic communications by a Board member during a public meeting can lead to claims that the Board has violated the due process rights of those in attendance at the meeting to be heard by the body. Members of the public may perceive Board members who are communicating electronically as being in violation of the Brown Act, because it can appear that the members are using private devices to speak to one another concerning items presently being considered by the Board as a whole. Even if that is not the case, for reasons of decorum and public perception, it is always recommended that Board members refrain from engaging in electronic communications while at a public meeting; if it is an emergency, Board members may ask for a recess and take a call, text, or email from outside the chambers.
- 3.4. In accordance with the Brown Act, all District Board meetings should commence at the time stated on the meeting agenda, and the order of the agenda should guide the conduct

of the meeting. The purpose of Board meetings is to enable the Board to conduct the business of the District, and as such, the following guidelines should be followed to the extent practicable depending on the circumstances of each meeting:

- 3.4.1. Each regular agenda item will be taken in the order presented on the agenda, unless the order is altered by a vote of the members of the Board.
- 3.4.2. Board members will engage in the meeting in a manner that, to the fullest possible extent, allows for consideration of the issues presented in a thorough and fair way, and for public discussion of any needed action associated with each agenda item.
- 3.4.3. The Board is required to follow certain legal requirements in connection with disclosure of information regarding District employees and personnel matters. Therefore, the Board will conduct any discussion of personnel matters in compliance with such laws. As a result, it will be the policy of the Board that no oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify them. All charges or complaints against employees shall be submitted to the appropriate person charged with investigating personnel matters in writing via email or hard copy.
- 3.4.4. Willful disruption of any of the meetings of the Board shall not be permitted. In accordance with the Brown Act, if the Board finds that there is in fact willful disruption of any meeting of the Board, they may order the disruptive party removed, or order the room cleared and subsequently conduct the Board's business without the audience present. In such an event, only matters appearing on the published agenda will be considered.

4. Fair and Equal Treatment; Non-Discrimination

Board members, in the performance of their official duties and responsibilities, will not discriminate against or harass any person on the basis of race, religion, color, creed, age, marital status, national origin, ancestry, gender, sexual orientation, medical condition, or disability. A Board member will not grant any special consideration, treatment or advantage to any person or group beyond that which is available to every other person or group in similar circumstances. (See, e.g., Article 1, Section 31 of the California Constitution; Age Discrimination Employment Act of 1967 (29 U.S.C. § 621-634); Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.); Fair Employment and Housing Act (Government Code § 12900 et seq.); Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.); Title VII of the Civil Rights Act of 1964 (41 U.S.C. § 2000e et seq.); Labor Code § 1102.)

5. Proper Use and Safeguarding of District Property and Resources

Except as specifically authorized, a Board member will not use or permit the use of District owned vehicles, equipment, telephones, materials, or property for personal benefit or profit. A Board member will not ask or require a District employee to perform services for the personal benefit or profit of a Board member. Each Board member must protect and properly use any

District asset within his or her control, including information recorded on paper or in electronic form. Board members will safeguard District property, equipment, money, and assets against unauthorized use or removal, as well as from loss due to criminal act or breach of trust. (Article 16, § 6 of the California Constitution, Government Code § 8314; Penal Code § 424; *People v. Battin* (1978) 77 Cal.App.3d 635.)

6. Use of Confidential Information

- 6.1. A Board member is not authorized, without approval of the Board of Directors, to disclose information that qualifies as confidential information under applicable provisions of law to a person not authorized to receive it, that (1) has been received for, or during, a closed session meeting of the Board, or (2) is protected from disclosure under the attorney/client or other evidentiary privilege.
- 6.2. This section does not prohibit any of the following: (1) making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of the law, including disclosing facts to a district attorney or grand jury that are necessary to establish the alleged illegality of an action taken by the District or an elected official, or (2) disclosing information acquired by being present in a closed session that is not confidential information. Prior to disclosing confidential information pursuant to (1), however, a Board member will first bring the matter to the attention of either the Chair of the Board or the full Board, to provide the Board an opportunity to cure an alleged violation.
- 6.3. A Board member who willfully and knowingly discloses for pecuniary gain confidential information received by him or her in the course of his or her official duties may be guilty of a misdemeanor. (Government Code §§ 1098, 54963.)

7. Conflicts of Interest

- 7.1. A Board member will not have a financial interest in a contract with the District, or be a purchaser at a sale by the District, or a vendor for a purchase made by the District, unless the Board member's participation was authorized under Government Code §§ 1091 or 1091.5, or other provisions of law. (See the District's Conflict of Interest Code.)
- 7.2. A Board member will not recommend the employment of a relative by the District. A Board member will not recommend the employment of a relative to any person known by the Board member to be bidding for or negotiating a contract with the District.
- 7.3. A Board member who knowingly asks for, accepts, or agrees to receive any gift, reward, or promise thereof for doing an official act, except as may be authorized by law, may be guilty of a misdemeanor under Penal Code § 70. (See Government Code § 1090 et seq. and Penal Code §§ 68 and 70.)

8. Soliciting Political Contributions

Board members are prohibited from soliciting political contributions at District facilities or during District hours. Board members shall not solicit political contributions from (1) other

District Board members or employees, or (2) contractors, vendors, or consultants qualifying as designated employees under the District's Conflict of Interest Code, unless the solicitation is part of a solicitation made to a significant segment of the public which may include officers, contractors, vendors, or consultants of the District. A Board member will not use the District's seal, trademark, stationery, or other indicia of the District's identity, or facsimile thereof, in any solicitation for political contributions contrary to state or federal law. (Government Code § 3205.)

9. Incompatible Offices

A Board member shall not hold a public office for which the duties may require action contradictory to or inconsistent with his or her duties as a District Board member (as determined under applicable law). (See 73 Op.Cal.Atty.Gen. 357 (1990); Government Code § 53227.)

10. Whistleblower Protections

- 10.1. The Chief Executive Officer has the primary responsibility for (1) ensuring compliance with the District's Policies and Procedures Manual and ensuring that District employees and contractors do not engage in improper activities, (2) investigating allegations of improper activities, and (3) taking appropriate corrective and disciplinary actions. The Board has a duty to ensure that the Chief Executive Officer is operating the District according to applicable laws and the policies approved by the Board. Board members are encouraged to fulfill their obligation to the public and the District by disclosing to the Chief Executive Officer, to the extent not expressly prohibited by law, improper activities within their knowledge. Board members will not interfere with the Chief Executive Officer's responsibilities in identifying, investigating, and correcting improper activities, unless the full Board of Directors determines that the Chief Executive Officer is not properly carrying out these responsibilities.
- 10.2. A Board member will not directly or indirectly use or attempt to use the authority or influence of his or her position for the purpose of intimidating, threatening, coercing, commanding, or influencing any other person for the purpose of preventing such person from acting in good faith to report or otherwise bring to the attention of the Chief Executive Officer or the Board any information that, if true, would constitute a work-related violation by a Board member, employee, or District contractor of any law or regulation, a gross waste of District funds, a gross abuse of authority, a specified and substantial danger to public waste of District funds, use of a District office or position or of District resources for personal gain, or a conflict of interest of a Board member, employee, or District contractor.
- 10.3. A Board member will not use or threaten to use any official authority or influence to take any action as a reprisal against another District Board member or any District employee or contractor who reports or otherwise brings to the attention of the Chief Executive Officer any information regarding the subjects described in this section. (Labor Code § 1102.5 et seq.; Government Code §§ 53298 and 53298.5.)

11. Compliance with the Brown Act

The members of the District Board and persons elected but who have not yet assumed office as members of the Board will become familiar with and fully comply with the provisions of the State of California's open meeting law for public agencies (the Brown Act). (Government Code § 54950 et seq.)

12. Ethics Training

Pursuant to Assembly Bill (AB) 1234, all members of the District Board of Directors will complete a 2-hour course of training in ethics as required of publicly elected officials within the State of California as per Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

This training is required of all newly appointed Directors within one (1) year of assuming a position on the Board, and must be renewed thereafter each two (2) years.

All Directors must be current with their AB 1234 training in order to receive any reimbursement or stipends.

13. Violation of Code of Conduct or Ethics Policies

A perceived violation of this policy or any ethics laws or policies by a Board member should be referred to the Chair of the Board or the full Board of Directors for investigation. If the conduct is found to be a violation of District policy or the law by an affirmative vote of a majority of members of the Board in an open and public meeting, the violation may be addressed by the use of such remedies as are available by law to the District, including but not limited to: (1) adoption of a resolution expressing disapproval of the conduct of the Board member who has violated this policy, (2) injunctive relief, or (3) referral of the violation to the District Attorney and/or the Grand Jury.

Soledad Community Health Care District

Balance Sheet

As of February 28, 2023

	<u>28-Feb-23</u>	<u>28-Feb-22</u>	<u>Variance</u>
Assets			
Current Assets			
Cash & Cash Equivalents	1,313,094	1,753,167	(440,073)
Assets Limited as to Use - Current	16,171	15,991	180
Patient Accounts Receivable - Net	1,762,760	1,479,217	283,543
Other Receivables	90,295	80,342	9,953
Inventories	113,144	113,373	(229)
Prepaid Expenses & Deposits	164,288	114,157	50,131
	<u>3,459,752</u>	<u>3,556,247</u>	<u>(96,495)</u>
Fixed Assets:			
Buildings & Improvements	10,713,058	10,821,585	(108,527)
Equipment	3,027,243	2,814,297	212,946
Construction in Progress	148,315	571,961	(423,646)
	<u>13,888,616</u>	<u>14,207,843</u>	<u>(319,227)</u>
Accum Depr	(7,650,000)	(6,969,030)	(680,970)
	<u>6,238,616</u>	<u>7,238,813</u>	<u>(1,000,197)</u>
Total Assets	<u>9,698,368</u>	<u>10,795,060</u>	<u>(1,096,692)</u>
Liabilities:			
Current Liabilities:			
Accounts Payable	250,229	258,535	(8,306)
Accrued Payroll & Benefits	540,665	716,856	(176,191)
Estimated Third Party Settlements	1,509,305	3,274,488	(1,765,183)
1st Capital Bank - Line of Credit	250,000	248,000	2,000
Current Portion - Long-term Debt	135,832	197,135	(61,303)
	<u>2,686,031</u>	<u>4,695,014</u>	<u>(2,008,983)</u>
Long-Term Debt	<u>3,854,341</u>	<u>1,525,938</u>	<u>2,328,403</u>
Total Liabilities	<u>6,540,372</u>	<u>6,220,952</u>	<u>319,420</u>
Net Assets (Assets Minus Liabilities)	<u>3,157,996</u>	<u>4,574,108</u>	<u>(1,416,112)</u>
Summary of Net Assets			
Beginning of Year - July 1st	3,754,035	4,990,654	
Increase <Decrease> in Net Assets	(596,039)	141,971	
End of Period	<u>3,157,996</u>	<u>5,132,625</u>	
Number of Days of Cash on Hand	<u>35.70</u>	<u>55.30</u>	

Soledad Community Health Care District

Statement of Revenues, Expenses, and Changes in Net Assets

For the Eight Months Ended:

February 28, 2023

	<u>28-Feb-23</u>	<u>28-Feb-22</u>	<u>Variance</u>
Operating Revenues:			
Medical Services	13,512,223	12,936,878	575,345
Contractual Adjustments	(4,589,140)	(4,959,308)	370,168
	8,923,083	7,977,570	945,513
Other Operating Revenues	116,813	684,830	(568,017)
	<u>9,039,896</u>	<u>8,662,400</u>	<u>377,496</u>
Operating Expenses:			
Salaries & Wages	4,581,356	4,340,626	240,730
Professional Fees	2,112,409	1,770,714	341,695
Employee Benefits	1,029,886	972,721	57,165
Supplies	903,117	777,922	125,195
Utilities	264,800	204,976	59,824
Purchased Services	221,576	236,604	(15,028)
Other Operating Expenses	193,226	135,299	57,927
Insurance	182,886	150,808	32,078
Rents and Leases	28,038	27,991	47
	<u>9,517,294</u>	<u>8,617,661</u>	<u>899,633</u>
Operating Income <Loss> Before Depreciation	(477,398)	44,739	(522,137)
Less Depreciation	<u>(340,096)</u>	<u>(182,769)</u>	<u>(157,327)</u>
Operating Income <Loss> After Depreciation	(817,494)	(138,030)	(679,464)
Non-Operating Revenues <Expenses>			
District Property Tax Revenues	208,672	200,649	8,023
Grants & Contributions	147,750	115,570	32,180
Investment Income	447	292	155
Interest Expense	(135,414)	(36,510)	(98,904)
	<u>221,455</u>	<u>280,001</u>	<u>(58,546)</u>
Increase <Decrease> in Net Assets	<u>(596,039)</u>	<u>141,971</u>	<u>(738,010)</u>
Summary of Income by Operation			
Eden Valley Care Center	155,375	123,548	31,827
Clinic & Women's Health Center	(202,863)	(91,636)	(111,227)
District	(548,551)	110,059	(658,610)
	<u>(596,039)</u>	<u>141,971</u>	<u>(738,010)</u>
Other Items:			
Contractual Adjustments %	<u>33.96%</u>	<u>38.33%</u>	
Salaries to Gross Revenues	<u>33.91%</u>	<u>33.55%</u>	
Professional Fees to Gross Revenues	<u>15.63%</u>	<u>13.69%</u>	

Soledad Community Health Care District

Account Summaries

Description	28-Feb-23	28-Feb-22	Variance
Cash & Cash Equivalents:			
1st Capital Bank	974,855	995,144	(20,289)
Mechanics Bank	320,990	662,610	(341,620)
US Bank	10,968	89,153	(78,185)
Petty Cash	6,281	6,260	21
Totals	1,313,094	1,753,167	(440,073)

Accounts Receivable			
Eden Valley - Net	963,246	416,281	546,965
Clinic - Net	799,514	1,062,936	(263,422)
Totals	1,762,760	1,479,217	283,543

Summary of Income by Month

July	(306,626)	(40,437)	
August	(446,273)	(312,012)	
September	(82,121)	(149,593)	
October	(58,172)	55,673	
November	(173,506)	888	
December	104,729	426,457	
January	(147,174)	50,995	
February	383,104	(115,084)	
March			
April			
May			
June			
Totals	(726,039)	(83,113)	(642,926)
Grants Received	130,000	110,000	Favorable
	(596,039)	26,887	<Unfavorable>

Gross Revenues by Type

Medical Clinic	9,131,867	67.58%	
Medicare	1,303,081	9.64%	29.75%
Medi-Cal	2,434,382	18.02%	55.57%
Private	277,105	2.05%	6.33%
Other	365,788	2.71%	8.35%
Totals	13,512,223	100.00%	100.00%

Soledad Community Health Care District

Account Summaries

Eden Valley Care Center by Dept	28-Feb-23	28-Feb-22	Variance
Revenues - Net			
Medi-Cal	2,356,553	2,143,624	212,929
Medicare	1,532,764	1,951,161	(418,397)
Private	277,105	364,703	(87,598)
Other Insurance	241,876	208,775	33,101
Other Income	47,707	605,270	(557,563)
	<u>4,456,005</u>	<u>5,273,533</u>	<u>(817,528)</u>
Expenses:			
Medicare Certified Unit	1,528,881	1,778,785	(249,904)
General Administration	804,673	1,178,672	(373,999)
Employee Benefits	383,164	439,548	(56,384)
Dietary	327,150	345,445	(18,295)
Physical, Occupational & Speech Therapy	226,774	289,401	(62,627)
Plant Operations & Maintenance	216,868	341,461	(124,593)
Nursing Administration	208,941	140,563	68,378
Housekeeping and Laundry	178,222	205,463	(27,241)
Taxes, Insurance, Depreciation, Interest	168,705	165,887	2,818
Activities, Education & Soda Shop	135,426	242,117	(106,691)
Medical Records, Central Supply, Pharmacy	121,826	158,855	(37,029)
	<u>4,300,630</u>	<u>5,286,197</u>	<u>(985,567)</u>
Net Income <Loss>	<u>155,375</u>	<u>(12,664)</u>	<u>168,039</u>

Eden Valley Care Center by Type	28-Feb-23	28-Feb-22	Variance
Revenues - Net			
Medi-Cal	2,356,553	2,143,624	212,929
Medicare	1,532,764	1,951,161	(418,397)
Private	277,105	364,703	(87,598)
Other Insurance	241,876	208,775	33,101
Other Income	47,707	605,270	(557,563)
	<u>4,456,005</u>	<u>5,273,533</u>	<u>(817,528)</u>
Expenses:			
Salaries	2,510,545	3,124,558	(614,013)
Benefits	599,644	721,666	(122,022)
Professional Fees	351,259	359,958	(8,699)
Supplies	286,280	387,079	(100,799)
Utilities	191,608	159,096	32,512
Insurance	113,830	103,624	10,206
Purchased Services	113,422	263,361	(149,939)
Other Operating Expenses	83,106	117,728	(34,622)
Depreciation	50,936	49,127	1,809
	<u>4,300,630</u>	<u>5,286,197</u>	<u>(985,567)</u>
Net Income <Loss>	<u>155,375</u>	<u>(12,664)</u>	<u>168,039</u>

Soledad Community Health Care District

Account Summaries

<u>Soledad Medical Clinic / Women's Health Center</u>	<u>28-Feb-23</u>	<u>28-Feb-22</u>	<u>Variance</u>
Revenues - Net			
Gross Revenues	9,131,867	9,865,808	(733,941)
Contractual Adjustments	(4,617,082)	(5,521,046)	903,964
Other Revenues	200,929	147,109	53,820
	<u>4,715,714</u>	<u>4,491,871</u>	<u>223,843</u>
Expenses:			
Salaries	1,625,099	1,669,723	(44,624)
Professional Fees	974,157	487,134	487,023 *
Doctors	680,740	1,059,758	(379,018)
Supplies	607,561	501,722	105,839
Employee Benefits	376,743	389,643	(12,900)
Depreciation	288,168	155,714	132,454
Interest Expense	135,414	43,343	92,071
Utilities	73,191	80,247	(7,056)
Other Operating Expenses	63,205	65,462	(2,257)
Purchased Services	40,987	38,911	2,076
Insurance	53,312	53,505	(193)
	<u>4,918,577</u>	<u>4,545,162</u>	<u>373,415</u>
Net Income <Loss>	<u>(202,863)</u>	<u>(53,291)</u>	<u>(149,572)</u>

<u>Summary of Income by Month</u>	<u>Feb 2023</u>	<u>Jul - Jan</u>	<u>Total</u>
Eden Valley Care Center	321,692	(115,381)	206,311
Soledad Medical Clinic / Women's Health Center	203,950	(118,645)	85,305
District	<u>(100,026)</u>	<u>(447,533)</u>	<u>(547,559)</u>
Sub-Total	425,616	(681,559)	(255,943)
Depreciation	<u>(42,512)</u>	<u>(297,584)</u>	<u>(340,096)</u>
Totals	<u>383,104</u>	<u>(979,143)</u>	<u>(596,039)</u>

* See Next Page

Soledad Community Health Care District

Account Summaries

Soledad Medical Clinic - Professional Fees	28-Feb-23	28-Feb-22	Variance
Central Valley Imaging Medical Associate	150,600.00	-	150,600.00
Athena Health	351,116.00	202,322.00	148,794.00
LocumTenens	102,819.00	-	102,819.00
Barton & Associates	92,285.00	-	92,285.00
ABW Medical	26,894.00	3,539.00	23,355.00
Natividad Medical Center	207,000.00	199,800.00	7,200.00
Green's Accounting	21,215.00	17,250.00	3,965.00
Tina Roberts	3,000.00	-	3,000.00
ADP Processing Fees	14,383.00	13,807.00	576.00
Miscellaneous	4,845.00	10,292.00	(5,447.00)
Meridian Bioscience Corp	-	6,156.00	(6,156.00)
Kelly Maldonado	-	33,968.00	(33,968.00)
	<u>974,157.00</u>	<u>487,134.00</u>	<u>487,023.00</u>

Summary of Cash Flows:

Cash Flows for Eight Months:

Increase <Decrease> in Net Assets	(596,039)
Add: Increase in Line of Credit	250,000
Depreciation	340,096
Less: Increase in Limited Assets	(168)
Purchase of Equipment	(7,471)
Decrease in Accrued Payroll	(96,767)
Payment of Long-Term Debt	(81,430)
Increase in Prepays	(58,450)
Decrease in Accounts Payable	(181,210)
Increase in Accounts Receivable	(544,657)
Payment of Third Party Settlement	(1,004,670)
Increase <Decrease> in Cash	<u>(1,980,766)</u>

SOLEDAD COMMUNITY HEALTH CARE DISTRICT**Budget Summary**

For the Eight Months Ended: February 28, 2023

	<u>Annual Budget</u>	<u>8 Months Budget YTD</u>	<u>8 Months Actual YTD</u>	<u>Favorable <Unfavorable></u>
Eden Valley Care Center				
Revenues	7,025,000	4,683,335	4,456,005	(227,330)
Expenditures:				
Medicare Certified Unit	2,320,000	1,546,665	1,528,881	17,784
General Administration	1,196,000	797,335	804,673	(7,338)
Employee Benefits	592,000	394,667	383,164	11,503
Dietary	471,000	314,000	327,150	(13,150)
Depreciation, Insurance & Taxes	347,000	167,666	168,705	(1,039)
Plant & Operations	320,000	213,333	216,868	(3,535)
Nursing Administration	270,250	180,166	208,941	(28,775)
Therapy	251,500	231,334	226,774	4,560
Housekeeping & Laundry	250,000	166,666	178,222	(11,556)
Medical Records, Central Supply, Pharmacy	195,000	130,000	121,826	8,174
Social Services, Education & Activities	162,250	108,168	135,426	(27,258)
	<u>6,375,000</u>	<u>4,250,000</u>	<u>4,300,630</u>	<u>(50,630)</u>
Net Income <Loss>	<u>650,000</u>	<u>433,335</u>	<u>155,375</u>	<u>(277,960)</u>
Soledad Medical Clinic & Womens Health Center				
Revenues	7,042,750	4,695,165	4,715,714	20,549
Expenditures:				
Medical Clinic	5,817,825	3,878,551	4,059,039	(180,488)
Womens Health Center	1,222,175	814,784	859,538	(44,754)
	<u>7,040,000</u>	<u>4,693,335</u>	<u>4,918,577</u>	<u>(225,242)</u>
Net Income <Loss>	<u>2,750</u>	<u>1,830</u>	<u>(202,863)</u>	<u>(204,693)</u>
District				
Revenues	397,025	264,685	225,046	(39,639)
Expenditures	1,049,775	699,850	773,597	(73,747)
Net Income <Loss>	<u>(652,750)</u>	<u>(435,165)</u>	<u>(548,551)</u>	<u>(113,386)</u>
Totals	<u>-</u>	<u>-</u>	<u>(596,039)</u>	<u>(596,039)</u>

SOLEDAD COMMUNITY HEALTH CARE DISTRICT (SCH)

Budget - Eden Valley Care Center

For the Eight Months Ended: February 28, 2023

	Annual Budget	8 Months Budget YTD	8 Months Actual YTD	Favorable <Unfavorable>
Revenues:				
Skilled Nursing Facility: Medicare	1,230,000	820,000	588,025	(231,975)
Skilled Nursing Facility: Medi-Cal	3,440,000	2,293,333	2,367,992	74,659
Skilled Nursing Facility: Other	420,000	280,000	263,603	(16,397)
Skilled Nursing Facility: Private	402,500	268,334	275,883	7,549
Patient Medical Supplies: Medicare	20,500	13,667	4,373	(9,294)
Patient Medical Supplies: Medi-Cal	36,000	24,000	24,025	25
Patient Medical Supplies: Other:EVCC	1,000	667	333	(334)
Patient Medical Supplies: Private	3,000	2,000	1,222	(778)
Physical Therapy: Medicare	300,000	200,000	161,464	(38,536)
Physical Therapy: Medi-Cal	22,500	15,000	22,065	7,065
Physical Therapy: Other	52,500	35,000	39,450	4,450
Occupational Therapy: Medicare	275,000	183,333	172,850	(10,483)
Occupational Therapy: Medi-Cal	22,000	14,667	17,100	2,433
Occupational Therapy: Other	40,000	26,667	33,250	6,583
Speech Therapy: Medicare	20,000	13,333	15,175	1,842
Speech Therapy: Medi-Cal:EVCC	3,000	2,000	3,200	1,200
Speech Therapy: Other	3,500	2,333	2,750	417
Pharmacy Drugs: Medicare	225,000	150,000	132,697	(17,303)
Pharmacy Drugs: Other	32,000	21,333	26,402	5,069
Laboratory Services: Medicare	20,500	13,667	5,862	(7,805)
Contractual Adjustments: Medicare	250,000	166,667	229,683	63,016
Contractual Adjustments: Medi-Cal	(80,000)	(53,333)	(77,829)	(24,496)
Contractual Adjustments: Other	(60,000)	(40,000)	(123,912)	(83,912)
Patient Laundry	750	500	449	(51)
Soda Fountain Revenue	3,000	2,000	1,830	(170)
Refunds & Rebates - EVCC	500	333	(115)	(448)
Miscellaneous Income - EVCC	325,000	216,667	259,291	42,624
Patient Transportation	250	167	80	(87)
Beauty Shop	1,500	1,000	1,057	57
Donations - Cash/Check - EVCC	15,000	10,000	7,750	(2,250)
	<u>7,025,000</u>	<u>4,683,335</u>	<u>4,456,005</u>	<u>(227,330)</u>
Expenditures:				
Medicare Certified Unit (CDP): Salaries - R.N.S.	227,500	151,666	147,805	3,861
Medicare Certified Unit (CDP): Salaries - Infect	59,500	39,667	37,552	2,115
Medicare Certified Unit (CDP): Salaries - L.V.N.S.	373,500	249,000	244,707	4,293
Medicare Certified Unit (CDP): Salaries - Aides &	560,000	373,333	366,920	6,413
Medicare Certified Unit (CDP): Salaries - MDS Coor	76,000	50,667	52,997	(2,330)
Medicare Certified Unit (CDP): Payroll Taxes	174,750	116,500	102,820	13,680
Medicare Certified Unit (CDP): Salaries - Vac, Hol	626,500	417,667	419,284	(1,617)
Medicare Certified Unit (CDP): Retirement	5,500	3,667	5,488	(1,821)
Medicare Certified Unit (CDP): Pharmaceuticals	78,500	52,333	41,048	11,285
Medicare Certified Unit (CDP): Medical Care - Mate	73,100	48,733	49,634	(901)
Medicare Certified Unit (CDP): Nourishment	1,500	1,000	836	164
Medicare Certified Unit (CDP): Minor Equipment	5,000	3,333	2,920	413
Medicare Certified Unit (CDP): Non-Medical Supplie	41,000	27,333	32,224	(4,891)
Medicare Certified Unit (CDP): COVID19	-	-	15,010	(15,010)
Medicare Certified Unit (CDP): Purchased Services	9,500	6,333	4,807	1,526
Medicare Certified Unit (CDP): Professional Dev	8,150	5,433	4,829	604
	<u>2,320,000</u>	<u>1,546,665</u>	<u>1,528,881</u>	<u>17,784</u>
Plant Operations & Maintenance: Supplies	24,000	16,000	13,876	2,124
Plant Operations & Maintenance: Minor Equipment	-	-	2,610	(2,610)

SOLEDAD COMMUNITY HEALTH CARE DISTRICT (SCH)

Budget - Eden Valley Care Center

For the Eight Months Ended: February 28, 2023

	<u>Annual Budget</u>	<u>8 Months Budget YTD</u>	<u>8 Months Actual YTD</u>	<u>Favorable <Unfavorable></u>
Plant Operations & Maintenance: Purchased Services	104,000	69,333	64,888	4,445
Plant Operations & Maintenance: Gas & Diesel	6,000	4,000	3,756	244
Plant Operations & Maintenance: Electricity	85,000	56,667	58,240	(1,573)
Plant Operations & Maintenance: Gas	44,000	29,333	40,594	(11,261)
Plant Operations & Maintenance: Water & Sewer	19,000	12,667	11,418	1,249
Plant Operations & Maintenance: Refuse	38,000	25,333	21,486	3,847
	<u>320,000</u>	<u>213,333</u>	<u>216,868</u>	<u>(3,535)</u>
Housekeeping: Salaries	158,500	105,666	106,520	(854)
Housekeeping: Payroll Taxes	12,500	8,333	9,192	(859)
Housekeeping: Retirement:EVCC	550	367	530	(163)
Housekeeping: Supplies	18,000	12,000	12,890	(890)
Laundry & Linen: Salaries	52,000	34,667	43,401	(8,734)
Laundry & Linen: Payroll Taxes	4,050	2,700	3,597	(897)
Laundry & Linen: Linen & Bedding	1,500	1,000	271	729
Laundry & Linen: Supplies	2,900	1,933	1,821	112
	<u>250,000</u>	<u>166,666</u>	<u>178,222</u>	<u>(11,556)</u>
Dietary: Salaries	295,000	196,667	207,120	(10,453)
Dietary: Payroll Taxes	23,250	15,500	17,085	(1,585)
Dietary: Retirement	2,100	1,400	2,083	(683)
Dietary: Consultant Fees	26,000	17,333	18,491	(1,158)
Dietary: Food	102,500	68,334	71,809	(3,475)
Dietary: Supplies	12,650	8,433	7,868	565
Dietary: Minor Equipment	2,000	1,333	1,047	286
Dietary: Purchased Services	7,500	5,000	1,647	3,353
	<u>471,000</u>	<u>314,000</u>	<u>327,150</u>	<u>(13,150)</u>
Social Services: Salaries	34,300	22,867	42,510	(19,643)
Social Services: Payroll Taxes	2,500	1,667	3,327	(1,660)
Social Services : Theft & Loss	5,200	3,467	5,126	(1,659)
Activities: Salaries	88,750	59,167	65,630	(6,463)
Activities: Payroll Taxes	7,000	4,667	5,814	(1,147)
Activities: Food	2,500	1,667	444	1,223
Activities: Supplies	10,000	6,667	6,049	618
Education: Inservice Instruction	8,000	5,333	4,546	787
Soda Fountain	4,000	2,666	1,980	686
	<u>162,250</u>	<u>108,168</u>	<u>135,426</u>	<u>(27,258)</u>
General Administration: Salaries	550,200	366,800	363,372	3,428
General Administration: Payroll Taxes - EVCC	43,500	29,000	20,389	8,611
General Administration: Retirement - EVCC	9,750	6,500	9,720	(3,220)
General Administration: Generator Failure	40,000	26,667	38,891	(12,224)
General Administration: Medical Director Fees	36,000	24,000	24,000	-
General Administration: Accounting	235,000	156,667	143,422	13,245
General Administration: Other - Professional Fees	84,250	56,167	68,325	(12,158)
General Administration: Office Expense	15,000	10,000	11,121	(1,121)
General Administration: Minor Equipment	300	200	267	(67)
General Administration: Purchased Services	1,000	667	631	36
General Administration: Recruitment	200	133	167	(34)
General Administration: Advertising	1,600	1,067	2,481	(1,414)
General Administration: Telephone	73,800	49,200	55,304	(6,104)
General Administration: Internet	10,000	6,667	4,567	2,100
General Administration: Dues & Subscription	4,200	2,800	2,958	(158)

SOLEDAD COMMUNITY HEALTH CARE DISTRICT (SCH)

Budget - Eden Valley Care Center

For the Eight Months Ended: February 28, 2023

	Annual Budget	8 Months Budget YTD	8 Months Actual YTD	Favorable <Unfavorable>
General Administration: Licenses, Fees & Permits	67,500	45,000	44,961	39
General Administration: Equipment Rent	20,500	13,667	12,336	1,331
General Administration: Bank Charges	3,200	2,133	1,761	372
	<u>1,196,000</u>	<u>797,335</u>	<u>804,673</u>	<u>(7,338)</u>
Employee Benefits - Nonallocated: Health Insurance	420,000	280,000	275,176	4,824
Employee Benefits - Nonallocated: Workers' Compens	146,500	97,667	99,448	(1,781)
Employee Benefits - Nonallocated: Employee Benefit	15,000	10,000	3,715	6,285
Employee Benefits - Appreciation	8,500	5,667	4,082	1,585
Employee Benefits - Nonallocated: Uniforms	2,000	1,333	743	590
	<u>592,000</u>	<u>394,667</u>	<u>383,164</u>	<u>11,503</u>
Medical Records: Salaries	56,250	37,500	37,144	356
Medical Records: Payroll Taxes	4,450	2,967	3,025	(58)
Medical Records: Office Expense	1,200	800	784	16
Medical Assistant: Salaries	16,500	11,000	8,817	2,183
Medical Assistant: Payroll Taxes	1,300	867	674	193
Central Supply: Salaries	75,000	50,000	49,410	590
Central Supply: Payroll Taxes	5,500	3,666	3,917	(251)
Central Supply: Retirement	750	500	744	(244)
Contracted Services - Other: Beautician	3,000	2,000	2,202	(202)
Pharmacy: Consultant Fees	8,000	5,333	4,535	798
Pharmacy: Pharmaceuticals	7,500	5,000	4,050	950
Pharmacy: Supplies	7,000	4,667	3,966	701
Laboratory Services: Purchased Services	8,550	5,700	2,558	3,142
	<u>195,000</u>	<u>130,000</u>	<u>121,826</u>	<u>8,174</u>
Nursing Administration: Salaries - Supervisors	181,000	120,666	110,573	10,093
Nursing Administration: Payroll Taxes	14,250	9,500	8,084	1,416
Nursing Administration: Other Prof Fees	75,000	50,000	90,284	(40,284)
	<u>270,250</u>	<u>180,166</u>	<u>208,941</u>	<u>(28,775)</u>
Depreciation: Improvements	36,750	24,500	24,456	44
Depreciation: Machinery & Equipment	39,750	26,500	26,480	20
Taxes: Unsecured Property Taxes	4,000	2,667	3,939	(1,272)
Insurance: Property & Auto	74,500	49,666	49,678	(12)
Insurance: Liability	96,500	64,333	64,152	181
	<u>251,500</u>	<u>167,666</u>	<u>168,705</u>	<u>(1,039)</u>
Physical Therapy: Salaries	151,000	100,667	93,420	7,247
Physical Therapy: Payroll Taxes	12,000	8,000	7,380	620
Physical Therapy: Retirement	1,850	1,233	1,830	(597)
Occupational Therapy: Salaries	127,000	84,667	86,352	(1,685)
Occupational Therapy: Payroll Taxes	10,000	6,667	6,583	84
Occupational Therapy: Retirement	1,950	1,300	1,944	(644)
Speech Therapy: Salaries	40,000	26,667	27,010	(343)
Speech Therapy: Payroll Taxes	3,200	2,133	2,255	(122)
	<u>347,000</u>	<u>231,334</u>	<u>226,774</u>	<u>4,560</u>
Total Expenses:	<u>6,375,000</u>	<u>4,250,000</u>	<u>4,300,630</u>	<u>(50,630)</u>
Net Income (Loss):	<u>650,000</u>	<u>433,335</u>	<u>155,375</u>	<u>(277,960)</u>

SOLEDAD COMMUNITY HEALTH CARE DISTRICT (SCH)

Budget - Medical Clinic & Womens Health Center

For the Eight Months Ended: February 28, 2023

	Annual Budget	8 Months Budget YTD	8 Months Actual YTD	Favorable <Unfavorable>
Revenue:				
Medical Clinic: Medical Services	14,350,000	9,566,667	9,132,408	(434,259)
Medical Clinic: Incentive Income	300,000	200,000	-	(200,000)
Contractual Adjustments	(7,892,500)	(5,261,667)	(4,617,082)	644,585
Patient Refunds	(2,500)	(1,667)	(541)	1,126
Grant Income	220,000	146,666	130,000	(16,666)
Miscellaneous Income	65,000	43,333	70,753	27,420
Donations - Cash/Check	2,500	1,666	-	(1,666)
Interest Income	250	167	176	9
Total Revenue:	7,042,750	4,695,165	4,715,714	20,549
Expenditures:				
Medical Clinic: Salaries	2,235,975	1,490,650	1,625,099	(134,449)
Medical Clinic: Payroll Taxes	171,500	114,333	127,045	(12,712)
Medical Clinic: Health Insurance	240,500	160,333	158,488	1,845
Medical Clinic: Retirement	23,210	15,473	23,207	(7,734)
Medical Clinic: Employee Benefits	5,000	3,333	2,605	728
Medical Clinic: Employee Appreciation	4,000	2,667	2,039	628
Medical Clinic: Contractual Services - Doctors	1,002,350	668,233	680,740	(12,507)
Medical Clinic: Accounting	40,000	26,667	23,255	3,412
Medical Clinic: Other Professional Fees	630,250	420,167	490,396	(70,229)
Medical Clinic: Medical Care - Material & Supplies	155,000	103,333	102,850	483
Medical Clinic: Vaccines	370,000	246,667	258,562	(11,895)
Medical Clinic: Housekeeping	6,425	4,283	3,947	336
Medical Clinic: Office Expense	11,825	7,883	8,074	(191)
Medical Clinic: Minor Equipment	12,375	8,250	7,375	875
Medical Clinic: Non-Medical Supplies	10,000	6,667	6,312	355
Medical Clinic: COVID19	30,000	20,000	22,176	(2,176)
Medical Clinic: Program Supplies	3,000	2,000	1,389	611
Medical Clinic: CCAH Food Insecurity Pgrm	180,000	120,000	66,444	53,556
Medical Clinic: Purchased Services	40,000	26,667	23,966	2,701
Medical Clinic: Purchased Services - Repairs & Mai	10,000	6,667	4,213	2,454
Medical Clinic: Advertising	12,000	8,000	8,364	(364)
Medical Clinic: Utilities	54,175	36,117	33,122	2,995
Medical Clinic: Telephone	32,500	21,667	20,252	1,415
Medical Clinic - Internet	1,000	667	390	277
Medical Clinic: Dues & Subscription	9,500	6,333	6,986	(653)
Medical Clinic: Professional Development	3,000	2,000	1,422	578
Medical Clinic: Licenses, Fees & Permits	15,000	10,000	12,129	(2,129)
Medical Clinic: Unsecured Property Taxes	19,000	12,667	18,982	(6,315)
Medical Clinic: Insurance	173,000	115,333	115,173	160
Medical Clinic: Equipment Rent	4,825	3,217	2,039	1,178
Medical Clinic: Depreciation & Amortization	94,825	63,217	63,208	9
Medical Clinic: Interest Expense	213,000	142,000	135,414	6,586
Medical Clinic: Bank Charges	4,590	3,060	3,376	(316)
	5,817,825	3,878,551	4,059,039	(180,488)
WHC: Employee Benefits	1,000	667	400	267
WHC: Employee Appreciation	450	300	275	25
WHC: Other Professional Fees	627,000	418,000	460,506	(42,506)
WHC: Medical Care - Material & Supplies	22,500	15,000	17,398	(2,398)
WHC: Medical Care - Birth Control	125,500	83,667	86,837	(3,170)
WHC: Housekeeping	4,500	3,000	2,586	414
WHC: Office Expense	4,675	3,117	3,894	(777)
WHC: Minor Equipment	7,500	5,000	5,468	(468)
WHC: Non-Medical Supplies	3,000	2,000	1,310	690

SOLEDAD COMMUNITY HEALTH CARE DISTRICT (SCH)

Budget - Medical Clinic & Womens Health Center

For the Eight Months Ended: February 28, 2023

	<u>Annual Budget</u>	<u>8 Months Budget YTD</u>	<u>8 Months Actual YTD</u>	<u>Favorable <Unfavorable></u>
WHC: Program Supplies	18,200	12,133	12,939	(806)
WHC: Purchased Services	4,500	3,000	3,384	(384)
WHC: Purchased Services - Repairs & Mai	13,300	8,867	9,424	(557)
WHC: Advertising	2,000	1,333	945	388
WHC: Utilities	8,500	5,667	6,869	(1,202)
WHC: Telephone	29,000	19,333	12,559	6,774
WHC: Dues & Subscriptions	-	-	140	(140)
WHC: Licenses, Fees & Permits	2,400	1,600	2,400	(800)
WHC: Unsecured Property Taxes	4,400	2,933	4,381	(1,448)
WHC: Insurance	1,500	1,000	824	176
WHC: Equipment Rent	4,800	3,200	2,039	1,161
WHC: Depreciation & Amortization	337,450	224,967	224,960	7
	<u>1,222,175</u>	<u>814,784</u>	<u>859,538</u>	<u>(44,754)</u>
Net Income (Loss):	<u>2,750</u>	<u>1,830</u>	<u>(202,863)</u>	<u>(204,693)</u>

SOLEDAD COMMUNITY HEALTH CARE DISTRICT (SCH)

Budget - District

For the Eight Months Ended February 28, 2023

	<u>Annual Budget</u>	<u>8 Months Budget YTD</u>	<u>8 Months Actual YTD</u>	<u>Favorable <Unfavorable></u>
Revenues:				
Property Taxes	375,000	250,000	208,672	(41,328)
Miscellaneous Income - SCHCD	10,000	6,667	6,103	(564)
Interest Income - SCHCD	400	268	271	3
Donations	11,625	7,750	10,000	2,250
	<u>397,025</u>	<u>264,685</u>	<u>225,046</u>	<u>(39,639)</u>
Expenditures:				
Plant Operations & Maintenance: Salaries	115,150	76,767	76,207	560
Plant Operations & Maintenance: Payroll Taxes	9,000	6,000	6,401	(401)
Plant Operations & Maintenance: Retirement	650	433	640	(207)
District: Salaries	527,500	351,667	369,506	(17,839)
District: Payroll Taxes	44,800	29,867	28,643	1,224
District: Retirement	4,800	3,200	4,793	(1,593)
District: Nonallocated Benefits	4,000	2,667	2,869	(202)
District: Employee Appreciation	11,275	7,517	10,153	(2,636)
District: Legal	41,500	27,667	41,877	(14,210)
District: Accounting	25,000	16,667	15,213	1,454
District: Other Professional Fees	57,500	38,333	49,163	(10,830)
District: Office Expense	9,750	6,500	8,547	(2,047)
District: Minor Equipment	1,400	933	727	206
District: Purchased Services	78,800	52,533	67,167	(14,634)
District: Advertising	53,400	35,600	43,135	(7,535)
District: Travel Expense	1,500	1,000	1,194	(194)
District: Sponsorships	500	333	360	(27)
District: Dues & Subscriptions	14,000	9,333	13,668	(4,335)
District: Professional Development	6,000	4,000	4,419	(419)
District: Licenses, Fees & Permits	500	333	554	(221)
District: Insurance	23,625	15,750	15,744	6
District: Equipment Rent	17,625	11,750	11,625	125
District: Depreciation	1,500	1,000	992	8
Total Expenses:	<u>1,049,775</u>	<u>699,850</u>	<u>773,597</u>	<u>(73,747)</u>
Net Income (Loss):	<u>(652,750)</u>	<u>(435,165)</u>	<u>(548,551)</u>	<u>(113,386)</u>

Soledad Community

HEALTH CARE DISTRICT

612 Main Street, Soledad, CA 93960

(831) 678-2462 • Fax: (831) 678-1539

RESOLUTION NO. 2023-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOLEDAD COMMUNITY HEALTH CARE DISTRICT

CORRECTION OF 457(b) PLAN AND DESIGNATION OF NEW PLAN ADMINISTRATOR

WHEREAS, the Board of Directors of Soledad Community Health Care District sponsors and maintains the Soledad Community Health Care District 403(b) Retirement Plan (“403(b) Plan”), the Soledad Community Health Care District 457(b) Plan (“457(b) Plan”), and the Soledad Community Health Care District 401(a) Plan (“401(a) Plan”), collectively referred to as the “Plans”;

WHEREAS, due to continued financial challenges, the District elected to temporarily suspend the employer matching contribution it was making to the 457(b) Plan, effective January 1, 2023;

WHEREAS, following a recent review of the design and operation of the 457(b) Plan and the suspension of matching contributions, the District was informed by its special outside employee benefits counsel (“Counsel”) that the District was not permitted to suspend its employer matching contributions, unless it first amended its 457(b) Plan to change the matching requirement;

WHEREAS, as a result of this analysis and determination, Counsel has been working closely with the District’s CEO Ida Lopez Chan (“CEO”) and its Human Resources Administrator Charisma Amador (“HRA”) to develop an appropriate strategy to correct the “mistaken” suspension of contributions so that neither the District nor its employees will suffer any adverse tax consequences due to the District’s inadvertent administrative error;

WHEREAS, the recent review of the design and operation of the Plans, and the roles played by the Plans’ investment advisor and recordkeeper, reveals a critical lack of communication between the Plans’ administrator and the Plans’ service providers;

WHEREAS, Counsel has strongly recommended that the District confirm and clarify the role of senior management with respect to the day to day administration and operation of the Plans, and, at the same time relieve the District’s board from potential fiduciary responsibility associated with oversight of the Plans and Plan investments;

WHEREAS, in order to properly correct the improper suspension of matching contributions as January 1, 2023, to properly amend the 457(b) Plan to allow the District to temporarily suspend employer

matching contributions to the 457(b) Plan on a prospective basis, and to clarify that senior management staff has responsibility for the day to day administration of the Plans and for dealing with the Plans' service providers, the CEO, the HRA, and Counsel all recommend that the Board approve and adopt the following plan of action ("Plan of Action"):

1. In accordance with applicable IRS rules, correction programs, and advice of Counsel, the improper suspension of employer matching contributions commencing January 1, 2023 will be corrected in accordance with the rules prescribed by the IRS's Employee Plans Compliance Resolution System;
2. In order to permit the District to temporarily suspend the making of employer matching contributions to the 457(b) Plan, the CEO and HRA, with the assistance of Counsel will be authorized and directed to amend the 457(b) Plan, as necessary, to provide for a temporary suspension of employer matching contributions, until further action is taken by the Board to re-institute such contributions;
3. In order to confirm and clarify the responsibility of senior management with respect to the day to day administration and operation of the Plans, and, at the same time relieve the District's board from potential fiduciary responsibility associated with oversight of the Plans and Plan investments, the Board will designate the District's CEO and HRA as the "co-plan administrators" for each and all of the Plans, with separate and independent authority to act and sign as the plan administrator; and
4. The CEO and HRA will be authorized and directed to notify affected Plan participants of these developments, as necessary and appropriate.

WHEREAS, the Board deems it to be in the best interests of the District and the Plan's participants to preserve the tax-favored status of the 457(b) Plan, address District finances by temporarily suspending employer matching contributions, clarify responsibility for the day to day administration of the Plans by following the advice of Counsel and the recommendations of the CEO and HRA;

NOW THEREFORE, IT IS HEREBY ORDERED AND DIRECTED AS FOLLOWS:

1. The Board approves and ratifies the actions of the District's CEO and HRA to date in analyzing the 457(b) Plan problem, as well as the development and implementation of the Plan of Action; and
2. The Board authorizes and directs the CEO to take all such actions deemed necessary or appropriate to implement this resolution.

This Resolution of the Board of Directors of the Soledad Community Health Care District was passed by the following vote of the members of the Board of Directors at a regular meeting on March 30, 2023.

AYES:
NOES:
ABSTENTIONS:

Graig Stephens, Board President
Soledad Community Health Care District

2023 PATIENT VISIT COUNTS

STAFF	JAN	Avg Pt. Per Day	FEB	Avg Pt. Per Day	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
SMC														
DR. GIRON	319	19	364	19										
DR. BELTRAN	227	21	178	18										
DR. ROD	179	30	92	31										
DR. PEÑA	221	18	213	19										
OSKAR LIZARAGGA DAVIS PA-C	312	20	263	20										
DR. GAMBOA	189	19	185	17										
X-RAY	148	8	141	9										
MA VISITS	120	6	87	5										
CARE MANAGEMENT	37	2	37	2										
LABORATORY	209	12	211	12										
AMY UNDERWOOD, PA-C	154	19	206	19										
Francisca Bob	102	9	0	0										
WHC														
MARIA SCHELL, NP	339	16	345	18										
DR. CHANDLER	53	6	0	0										
Hossian (MD)	21	3	42	21										
DR. AGUILERA	58	6	0	0										
ULTRA SOUND	104	7	90	9										
MAMMOGRAPHY	57	6	41	14										
JULIA SNELL, RD	70	3	60	3										
CPSP	118	7	115	10										
DR. DE RANIERI	59	7	18	18										
Dr. Barnes	69	8	94	19										
DR. NGUYEN	47	6	18	18										
DR. ESTEVA	-	-	81	20										
Dr. Wright	55	6	51	26										
NST Nurse	27	2	14	4										
Dr. Kublan														
Dr. Uphoff/Millner														
COVID														
VACCINES	0	0	34	9										
TOTAL VISITS	3,294	266	2,980	360	-	-	-	-	-	-	-	-	-	-

2022 PATIENT VISIT COUNTS

STAFF	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
SMC												
DR. GIRON	347	310	335	326	382	287	373	416	400	427	358	190
DR. BELTRAN	220	240	248	256	265	223	187	278	263	237	188	287
DR. ROD	169	109	114	109	132	84	119	159	122	113	154	81
DR. JACKSON	394	391	386	456	462	440	205					
DR. SPENCER							166	409	295			
DR. PEÑA	182	174	254	266	266	236	282	306	284	236	286	341
OSKAR LIZARAGGA DAVIS PA-C	324	268	319	287	366	349	189	305	345	272	280	308
X-RAY	94	75	129	84	220	148	129	203	195	154	160	142
MA VISITS	126	56	62	92	97	81	89	96	177	172	182	165
CARE MANAGEMENT	58	33	71	43	41	61	53	49	43	30	33	28
LABORATORY	236	277	249	298	275	208	272	304	285	296	231	230
AMY UNDERWOOD, PA-C	206	182	172	189	149	217	202	226	220	175	206	178
JEANETTE DOLMETSCH, PA-C									75	421	466	355
DR. GAMBOA										189	224	131
Francisca Bob												34
WHC												
MARIA SCHELL, NP	229	310	340	373	380	333	409	397	287	358	306	356
DR. CHANDLER	17	70	111	54	0	0		0	56	59	0	0
DR. ESTEVA	52	65	69	77	100	38	16	53	63	57	45	43
DR. NGUYEN									6	33	34	
DR. AGUILERA	49	37	14	50	76	95	41	48	42	64	97	24
ULTRA SOUND	63	74	109	86	90	93	88	116	108	119	91	44
MAMMOGRAPHY	25	58	44	48	43	25	46	61	50	52	59	50
NST										13	4	12
JULIA SNELL,RD	78	72	85	86	89	28	66	79	83	75	67	104
CPSP	134	137	129	153	131	115	121	136	122	116	102	113
DR. DE RANIERI							33	93	80	46	20	21
Dr. Barnes											2	40
Dr. Kublan	70	83	90	69	106	67	34					
Dr. Uphoff/Milner	35	0	0	0	0	0						
Dr. Wright	42	77	33	79	47	67	114	36	76	59	66	
Hossian (MD)	50	21	61	48	59	40	107	136	81	55	18	45
COVID												
VACCINES	928	468	280	173	100	116	209	135	120	97	148	83
TESTING	566	179	50	80	126	146	246	238	55	43	10	
TOTAL VISITS	4,694	3,766	3,754	3,782	4,002	3,497	3,796	4,279	3,933	3,968	3,837	3,405

2023 MONTHLY CENSUS FOR EDEN VALLEY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
<u>AVERAGE DAILY CENSUS</u>												
MEDICARE	14	25										
PRIVATE	3	4										
MEDI-CAL	24	23										
HOSPICE												
TOTAL	41	52	0	0	0	0	0	0	0	0	0	0
<u>OCCUPANCY</u>												
DAYS IN MONTH	31	28	31	30	31	30	31	31	30	31	30	31
TOTAL POSSIBLE DAYS	1,643	1,484	1,643	1,590	1,643	1,590	1,643	1,643	1,590	1,643	1,590	1,643
TOTAL ACTUAL DAYS	1,264	1,452										
OCCUPANCY PERCENTAGE	77%	98%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
NUMBER OF FACILITY BEDS	53	53	53	53	53	53	53	53	53	53	53	53
NUMBER OF BEDS AVAILABLE	12	1	53	53	53	53	53	53	53	53	53	53

2022 MONTHLY CENSUS FOR EDEN VALLEY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
<u>AVERAGE DAILY CENSUS</u>												
MEDICARE	11	9	5	9	6	5	7	6	8	8	6	8
PRIVATE	5	4	3	3	4	4	3	3	3	4	4	3
MEDI-CAL	21	23	21	22	21	20	22	22	20	19	21	23
HOSPICE												
TOTAL	37	36	29	34	31	29	32	31	31	31	31	34
<u>OCCUPANCY</u>												
DAYS IN MONTH	31	28	31	30	31	30	31	31	30	31	30	31
TOTAL POSSIBLE DAYS	1,643	1,484	1,643	1,590	1,643	1,590	1,643	1,643	1,590	1,643	1,590	1,643
TOTAL ACTUAL DAYS	1,139	999	911	1,015	954	882	998	983	934	959	906	1,066
OCCUPANCY PERCENTAGE	69%	67%	55%	64%	58%	55%	61%	60%	59%	58%	57%	65%
NUMBER OF FACILITY BEDS	53	53	53	53	53	53	53	53	53	53	53	53
NUMBER OF BEDS AVAILABLE	16	17	24	19	22	24	21	22	22	22	22	19



Soledad Community Health Care District 2023-2024 Premium Projections as of March 2023

TYPE OF COVERAGE	TERM	CARRIER	POLICY NUMBER	LIMITS	DEDUCTIBLE/SELF-INSURED RETENTION	22-23 ANNUAL PREMIUM	23-24 PREMIUM PROJECTION
APIP – Pollution Alliant Property Insurance Program	7/1/22 – 7/1/23	Ironshore Specialty Insurance Company	APIP2022 (DEC 97)	\$25,000,000 Policy Program Aggregate \$2,000,000 Per Pollution Incident \$2,000,000 Per Named Insured Aggregate \$2,000,000 Per JPA/Pool Aggregate Various Sub-limits apply	\$50,000 Each Pollution Incident After July 1, 2021 \$500,000 Each Pollution Incident Prior to July 1, 2021 3 Days Business Interruption Waiting Period	\$268.38 Including Taxes & Fees	20% to 30% Rate Increase Projected Premium: \$322.06 to \$348.89
APIP – Cyber Alliant Property Insurance Program	7/1/22 – 7/1/23	Lloyd's of London – Beazley Syndicate 2623 - 623 - 100% Associated Industries Insurance Company, Inc. Liberty Surplus Insurance Corporation	FN2205500	\$45,000,000 Annual Policy and Program Aggregate Limit of Liability for all Members combined \$2,000,000 Annual Aggregate Limit of Liability for each Member Various Sub-limits apply	\$50,000 Per Claim for each Member/Insured 8 Hour waiting period for Dependent / Business Interruption Loss	\$1,995.74 Including Taxes & Fees	20% to 30% Rate Increase Projected Premium: \$2,394.89 to \$2,594.46



Soledad Community Health Care District 2023-2024 Premium Projections as of March 2023

TYPE OF COVERAGE	TERM	CARRIER	POLICY NUMBER	LIMITS	DEDUCTIBLE/SELF-INSURED RETENTION	22-23 ANNUAL PREMIUM	23-24 PREMIUM PROJECTION
Commercial Property	7/1/22 – 7/1/23	Federal Insurance Company	35903927	\$17,449,788 Blanket Limits 1 – Building & Personal Property \$11,427,682 Blanket Limits 2 – Business Income with Extra Expense \$5,000,000 Earthquake Sprinkler Leakage - Policy Annual Aggregate Limit Machinery Breakdown Included \$1,000,000 Flood - Policy Annual Aggregate Limit Earthquake is Excluded Various Sub-limits apply	\$10,000 24 Hours Waiting Period 2% Earthquake Sprinkler Leakage - Property Damage Per Premises/Per Occurrence, Subject to \$50,000 Minimum \$25,000 Flood Per Occurrence	TIV: \$28,877,470 Premium: \$61,057.00 including taxes and fees	Suggested TIV increase of 10% plus. Premium: TBD