



Soledad Community

HEALTH CARE DISTRICT

AGENDA

FEBRUARY 23, 2023

Agenda

SOLEDAD COMMUNITY HEALTH CARE DISTRICT
Regular Meeting of the Board of Directors
February 23, 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. Mission Statement

Reading of the District's Mission Statement
Mission Statement – To be read by a District Board Member

V. President's Welcome

Introductions and Welcome – Graig Stephens

VI. Approval of Minutes Action

A. Regular Meeting of January 26, 2023.

BOARD ACTION: _____

VII. 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 will be taken by the Board on matters not on the agenda.

VIII. Communications Coordinator – Jaimee Campa

IX. Code of Conduct – Graig Stephens

BOARD ACTION: _____

X. Treasurer's Report –

A. Review of Operating Entities, District Mr. Brent Green, CPA
Financial Statements

BOARD ACTION: _____

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

BOARD ACTION: _____

XII. Foundation Report – Rosemary Guidotti

XIII. District’s CEO Report – Ida Lopez Chan

XIV. Adjournment to the next meeting

Regular District Board Meeting – Thursday, March 30, 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.



OUR MISSION

To anticipate and provide services to meet the health care needs of the people we serve.

OUR VISION

To provide comprehensive community based health care to meet your family's needs now and in the future.

OUR CORE VALUES

Caring

Concerned

Responsive

Respectful

Collaborative

Honesty

Community – Owned
Sustainable

**Soledad Community Health Care District
Regular Meeting of the Board of Directors
January 26, 2023 @ 4:00 p.m.**

MINUTES

Graig Stephens, President, called the meeting to order at 4:00 p.m.

ROLLCALL

Members Present: Graig Stephens, Maggie Campa, Rosemary Guidotti, Anne Trebino, and Michael Schell.

Members Excused: None

Others Present: Ida Lopez Chan CEO, Brent Green, C.P.A., and Sophie Piña, District Recording Secretary.

PLEDGE OF ALLEGIANCE – Graig led the Pledge of Allegiance.

MISSION STATEMENT – Rosemary read the Mission Statement.

PRESIDENT’S WELCOME – Graig welcomed everyone to the meeting.

APPROVAL OF MINUTES ACTION – Anne moved that the board approve the minutes as mailed from the regular board meeting on November 17, 2022. Rosemary 2nd the motion. All board members were in favor and motion was approved with a unanimous 5-0 vote. Max moved that the board approve the amended minutes of the Special Board Meeting. Amended section of the minutes read as follows: Mr. White was upset with the fact that he could not record the board meeting. He promotes transparency and accountability and hopes the district will reconsider their policy. Anne 2nd the motion all board members were in favor and motion was approved with a unanimous 5-0 vote.

PUBLIC COMMENT – Members of the public participated.

- Lizetta Ramelli had some questions and comments for the board members. Why are so many staff members leaving Eden Valley? What is going on? What is the problem? Why does the website show so many vacancies when Administration reports we are fully staffed? Lizetta was expecting a response from the board in regards to the previous letter she presented to the board with her concerns.
- Anne Solomon - Courrejou requested a copy of the November 2022 District Board Meeting Minutes. She also requested a copy of Daniel Cummings report which should show clarity from the November Board Meeting and the concerns her letter addressed. Anne also brought up the fact that the Thank You cards she gave employees were taken away from staff. Anne would like a clean, transparent clarification on what should be done in the future. The Thank You cards had words of appreciation and a copy of the letter she presented to the board at the November Meeting. She would like to request a copy of the new policy regarding Employee Appreciation.

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COMMUNICATIONS COORDINATOR – Jaimee reported that the Women’s Health Center and Foundation website are still under construction. She also reported that we received 45 donations from the Gift of Light this year totaling \$5,650.00 which will go towards the clinics CPS program. From MC Gives we received a total of \$6,012.00 which will go towards the generator fund. In total this Winter we raised \$11,662.00.

CONSIDERATION AND APPROVAL OF CHANGE ORDER NO. 1 TO WOMEN’S HEALTH CENTER AND MEDICAL CLINIC STANDBY POWER CONTRACT – Anne motioned to approve Change Order No. 1. Rosemary 2nd the motion all board members were in favor and motion was approved with a unanimous 5-0 vote.

TREASURER’S REPORT – Brent presented the Financial Statements for review for Operating Entities and the District. Rosemary moved to approve the treasurer’s report. Anne 2nd the motion. All board members were in favor and motion was approved with a unanimous 5-0 vote.

FOUNDATION REPORT – Rosemary reported that the Foundation will begin working on their upcoming Quilt Fundraiser. This year the focus of the fundraiser will be to purchase new beds and mattresses for Eden Valley Care Center Residents.

EDEN VALLEY OPERATIONS REPORT - Ida invited Foundation Members to the 75th Anniversary Event at the Historical Society. We have hired a new Eden Valley Care Center Administrator Natasha Prunty. We have also hired for the following positions: CNA’s, Dietary Supervisor, Administrative Assistant, and Nursing. Visitations have now opened up for families to come in and visit. No more appointments are needed to visit their loved ones. We are waiting for the insurance to reimburse us for the power outage. Census as of today is 44. We are at 81% occupancy. Ida will follow up on Daniel’s report and present at the next board meeting. At the next board meeting Anne has asked that we include letters from Adriana & Diane Ramelli & Ann Solomon-Courrejou in the board packet for reference.

DIRECTOR OF CLINIC OPERATIONS REPORT - Ida reported that we have hired a new Biller and a new Housekeeper. Every Tuesday Julia has a class at the high school where she is providing information about healthy eating. Her class consists of about 30 patients. We received a grant for \$200,000 from Aggrigator. We have expanded our program which allows us to deliver 1,500 food boxes to our patients. Postpartum sessions are offered now at the Women’s Health Center. We also have started a Chronic Care Management Program. We also received a grant that will support a program for infant loss, healing and grieving.

DISTRICT’S CEO REPORT - Every Friday Natasha is hosting a scavenger hunt for all staff. Staff members received a pizza party for getting the census to 40 patients. On Valentine’s Day we will be having a BBQ at 11am for all staff. Ida is partnering up with Michael Castro from the Community Foundation. The focus will be for mental health.

REOPENED PUBLIC COMMENT – Max moved that the board reopen public comment. Anne 2nd the motion all board members were in favor and motion was approved with a unanimous 5-0 vote. A member of the public read an anonymous letter to the board members on behalf of the Soledad Medical Clinic providers. The letter was presented at the board meeting again due to the board’s failure to respond and investigate the current CEO’s actions.

**Soledad Community Health Care District
Regular Meeting of the Board of Directors
January 26, 2023 @ 4:00 p.m.**

ADJOURNMENT TO THE NEXT MEETING – The board will reconvene on Thursday, February 23, 2023 for a Regular District Board Meeting –at 4:00p.m. Mr. Stephens adjourned the meeting @ 5:09p.m.

Prepared By: _____

Approved By: _____

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 January 31, 2023

	<u>31-Jan-23</u>	<u>31-Jan-22</u>	<u>Variance</u>
Assets			
Current Assets			
Cash & Cash Equivalents	1,341,636	2,311,133	(969,497)
Assets Limited as to Use - Current	16,171	15,991	180
Patient Accounts Receivable - Net	1,621,836	1,479,768	142,068
Other Receivables	94,901	80,342	14,559
Inventories	113,144	113,373	(229)
Prepaid Expenses & Deposits	125,333	114,157	11,176
	<u>3,313,021</u>	<u>4,114,764</u>	<u>(801,743)</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	<u>(7,607,488)</u>	<u>(6,969,030)</u>	<u>(638,458)</u>
	<u>6,281,128</u>	<u>7,238,813</u>	<u>(957,685)</u>
Total Assets	<u>9,594,149</u>	<u>11,353,577</u>	<u>(1,759,428)</u>
Liabilities:			
Current Liabilities:			
Accounts Payable	387,704	258,535	129,169
Accrued Payroll & Benefits	623,941	716,856	(92,915)
Estimated Third Party Settlements	1,542,791	3,274,488	(1,731,697)
1st Capital Bank - Line of Credit	250,000	248,000	2,000
Current Portion - Long-term Debt	135,396	197,135	(61,739)
	<u>2,939,832</u>	<u>4,695,014</u>	<u>(1,755,182)</u>
Long-Term Debt	<u>3,865,333</u>	<u>1,525,938</u>	<u>2,339,395</u>
Total Liabilities	<u>6,805,165</u>	<u>6,220,952</u>	<u>584,213</u>
Net Assets (Assets Minus Liabilities)	<u>2,788,984</u>	<u>5,132,625</u>	<u>(2,343,641)</u>
Summary of Net Assets			
Beginning of Year - July 1st	3,754,035	4,990,654	
Increase <Decrease> in Net Assets	<u>(965,051)</u>	<u>141,971</u>	
End of Period	<u>2,788,984</u>	<u>5,132,625</u>	
Number of Days of Cash on Hand	<u>36.47</u>	<u>72.91</u>	

Soledad Community Health Care District

Statement of Revenues, Expenses, and Changes in Net Assets

For the Seven Months Ended:

January 31, 2023

Operating Revenues:	<u>31-Jan-23</u>	<u>31-Jan-22</u>	<u>Variance</u>
Medical Services	11,706,425	12,936,878	(1,230,453)
Contractual Adjustments	(4,218,766)	(4,959,308)	740,542
	7,487,659	7,977,570	(489,911)
Other Operating Revenues	83,782	684,830	(601,048)
	<u>7,571,441</u>	<u>8,662,400</u>	<u>(1,090,959)</u>
Operating Expenses:			
Salaries & Wages	4,086,072	4,340,626	(254,554)
Professional Fees	1,888,512	1,770,714	117,798
Employee Benefits	914,232	972,721	(58,489)
Supplies	793,468	777,922	15,546
Utilities	236,669	204,976	31,693
Purchased Services	193,454	236,604	(43,150)
Other Operating Expenses	180,375	135,299	45,076
Insurance	160,129	150,808	9,321
Rents and Leases	26,602	27,991	(1,389)
	<u>8,479,513</u>	<u>8,617,661</u>	<u>(138,148)</u>
Operating Income <Loss> Before Depreciation	(908,072)	44,739	(952,811)
Less Depreciation	<u>(297,584)</u>	<u>(182,769)</u>	<u>(114,815)</u>
Operating Income <Loss> After Depreciation	(1,205,656)	(138,030)	(1,067,626)
Non-Operating Revenues <Expenses>			
District Property Tax Revenues	208,672	200,649	8,023
Grants & Contributions	147,750	115,570	32,180
Investment Income	426	292	134
Interest Expense	(116,243)	(36,510)	(79,733)
	<u>240,605</u>	<u>280,001</u>	<u>(39,396)</u>
Increase <Decrease> in Net Assets	<u>(965,051)</u>	<u>141,971</u>	<u>(1,107,022)</u>
Summary of Income by Operation			
Eden Valley Care Center	(233,247)	123,548	(356,795)
Clinic & Women's Health Center	(358,629)	(91,636)	(266,993)
District	(373,175)	110,059	(483,234)
	<u>(965,051)</u>	<u>141,971</u>	<u>(1,107,022)</u>
Other Items:			
Contractual Adjustments %	<u>36.04%</u>	<u>38.33%</u>	
Salaries to Gross Revenues	<u>34.90%</u>	<u>33.55%</u>	
Professional Fees to Gross Revenues	<u>16.13%</u>	<u>13.69%</u>	

Soledad Community Health Care District

Account Summaries

Description	31-Jan-23	31-Jan-22	Variance
Cash & Cash Equivalents:			
1st Capital Bank	998,588	1,249,339	(250,751)
Mechanics Bank	334,936	1,047,933	(712,997)
US Bank	1,831	7,601	(5,770)
Petty Cash	6,281	6,260	21
Totals	1,341,636	2,311,133	(969,497)

Accounts Receivable

Eden Valley - Net	890,722	471,432	419,290
Clinic - Net	731,114	1,008,336	(277,222)
Totals	1,621,836	1,479,768	142,068

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	(133,082)	50,995	
February			
March			
April			
May			
June			
Totals	(1,095,051)	31,971	(1,127,022)
Grants Received	130,000	110,000	Favorable
	(965,051)	141,971	<Unfavorable>

Gross Revenues by Type

Medical Clinic	8,059,591	68.85%	
Medicare	1,005,281	8.59%	27.57%
Medi-Cal	2,164,593	18.49%	59.36%
Private	235,808	2.01%	6.47%
Other	241,152	2.06%	6.61%
Totals	11,706,425	100.00%	100.00%

Soledad Community Health Care District

Account Summaries

<u>Eden Valley Care Center by Dept</u>	<u>31-Jan-23</u>	<u>31-Jan-22</u>	<u>Variance</u>
Revenues - Net			
Medi-Cal	2,103,465	1,933,685	169,780
Medicare	1,117,090	1,717,545	(600,455)
Private	235,808	329,688	(93,880)
Other Insurance	155,953	201,275	(45,322)
Other Income	42,058	594,033	(551,975)
	<u>3,654,374</u>	<u>4,776,226</u>	<u>(1,121,852)</u>
Expenses:			
Medicare Certified Unit	1,361,455	1,565,348	(203,893)
General Administration	735,182	1,051,690	(316,508)
Employee Benefits	337,114	376,064	(38,950)
Dietary	279,722	303,574	(23,852)
Plant Operations & Maintenance	261,101	278,612	(17,511)
Nursing Administration	188,834	140,563	48,271
Physical, Occupational & Speech Therapy	188,605	265,820	(77,215)
Housekeeping and Laundry	158,229	179,838	(21,609)
Taxes, Insurance, Depreciation, Interest	148,110	146,335	1,775
Activities, Education & Soda Shop	118,377	211,563	(93,186)
Medical Records, Central Supply, Pharmacy	110,892	133,271	(22,379)
	<u>3,887,621</u>	<u>4,652,678</u>	<u>(765,057)</u>
Net Income <Loss>	<u>(233,247)</u>	<u>123,548</u>	<u>(356,795)</u>

<u>Eden Valley Care Center by Type</u>	<u>31-Jan-23</u>	<u>31-Jan-22</u>	<u>Variance</u>
Revenues - Net			
Medi-Cal	2,103,465	1,933,685	169,780
Medicare	1,117,090	1,717,545	(600,455)
Private	235,808	329,688	(93,880)
Other Insurance	155,953	201,275	(45,322)
Other Income	42,058	594,033	(551,975)
	<u>3,654,374</u>	<u>4,776,226</u>	<u>(1,121,852)</u>
Expenses:			
Salaries	2,302,114	2,787,699	(485,585)
Benefits	535,920	626,617	(90,697)
Professional Fees	308,997	328,780	(19,783)
Supplies	242,381	326,903	(84,522)
Utilities	170,040	138,445	31,595
Purchased Services	108,465	205,374	(96,909)
Insurance	99,601	90,670	8,931
Other Operating Expenses	75,534	105,203	(29,669)
Depreciation	44,569	42,987	1,582
	<u>3,887,621</u>	<u>4,652,678</u>	<u>(765,057)</u>
Net Income <Loss>	<u>(233,247)</u>	<u>123,548</u>	<u>(356,795)</u>

Soledad Community Health Care District

Account Summaries

<u>Soledad Medical Clinic / Women's Health Center</u>	<u>31-Jan-23</u>	<u>31-Jan-22</u>	<u>Variance</u>
Revenues - Net			
Gross Revenues	8,059,591	8,898,725	(839,134)
Contractual Adjustments	(4,184,248)	(5,103,349)	919,101
Other Revenues	174,878	144,862	30,016
	<u>4,050,221</u>	<u>3,940,238</u>	<u>109,983</u>
Expenses:			
Salaries	1,460,977	1,478,407	(17,430)
Professional Fees	883,743	431,052	452,691
Doctors	602,350	963,106	(360,756)
Supplies	543,150	451,019	92,131
Employee Benefits	336,177	339,666	(3,489)
Depreciation	252,147	136,249	115,898
Interest Expense	116,243	27,459	88,784
Utilities	66,629	66,531	98
Other Operating Expenses	61,990	60,138	1,852
Purchased Services	38,692	31,230	7,462
Insurance	46,752	47,017	(265)
	<u>4,408,850</u>	<u>4,031,874</u>	<u>376,976</u>
Net Income <Loss>	<u>(358,629)</u>	<u>(91,636)</u>	<u>(266,993)</u>

<u>Summary of Income by Month</u>	<u>Jan 2023</u>	<u>Jul - Dec 2022</u>	<u>Total</u>
Eden Valley Care Center	23,341	(212,019)	(188,678)
Soledad Medical Clinic / Women's Health Center	(19,947)	(86,535)	(106,482)
District	<u>(93,964)</u>	<u>(278,343)</u>	<u>(372,307)</u>
Sub-Total	(90,570)	(576,897)	(667,467)
Depreciation	<u>(42,512)</u>	<u>(255,072)</u>	<u>(297,584)</u>
Totals	<u>(133,082)</u>	<u>(831,969)</u>	<u>(965,051)</u>

Soledad Community Health Care District

Account Summaries

Summary of Cash Flows:

Cash Flows for Seven Months:

Increase <Decrease> in Net Assets	(965,051)
Add: Increase in Line of Credit	250,000
Depreciation	297,584
Less: Increase in Limited Assets	(168)
Purchase of Equipment	(7,471)
Decrease in Accrued Payroll	(13,491)
Payment of Long-Term Debt	(70,874)
Increase in Prepaids	(19,495)
Decrease in Accounts Payable	(43,735)
Increase in Accounts Receivable	(408,339)
Payment of Third Party Settlement	(971,184)
	<hr/>
Increase <Decrease> in Cash	<u><u>(1,952,224)</u></u>

**Soledad Community
Health Care District
612 Main Street, Soledad, CA 93960
(831) 678-2462 | Fax: (831) 678-1539**

RESOLUTION 2023-01

AUTHORIZING SOLEDAD COMMUNITY HEALTH CARE DISTRICT

TO INCUR INDEBTEDNESS AND TO EXECUTE DOCUMENTS

IN CONNECTION WITH A REVOLVING LINE OF CREDIT

FROM 1ST CAPITAL BANK

WHEREAS, Soledad Community Health Care District is a political subdivision of the State of California (the “**District**”).

WHEREAS, the District owns and operates Soledad Medical Clinic, Eden Valley Care Center, and the Women’s Health Care Center.

WHEREAS, to enable the District to continue to offer quality health care to members of the public, the District has a need for capital outlay funding.

WHEREAS, 1st Capital Bank (the “**Lender**”) has agreed to provide the District with a revolving line of credit in a principal amount not to exceed Two Hundred Fifty Thousand Dollars (\$250,000) (the “**Revolving Line of Credit**”), subject to the execution of definitive documentation.

WHEREAS, the Lender and the District will execute a number of written agreements and related documents to renew for one year, in order to assist business operations, the Revolving Line of Credit.

WHEREAS, the Revolving Line of Credit is secured by a pledge of receivables and other enumerated assets of the District (the “**Collateral**”) which is created under the terms of a security agreement with the Lender and perfected by means of the filing of a UCC-1 and the Lender shall be directly assigned, or otherwise granted equitable control over, the cash proceeds of the Collateral.

WHEREAS, the Lender and the District will execute a number of written agreements and related documents to document the Revolving Line of Credit (collectively, the “**Loan Documents**”).

WHEREAS, the District desires to borrow money from the Lender, and the Lender desires to make the Revolving Line of Credit to the District.

WHEREAS, it is in the best interests of the healthcare needs of the communities served by the District for the District to enter into the Revolving Line of Credit with the Lender and, specifically, to execute and enter into the Loan Documents.

**Soledad Community
Health Care District
612 Main Street, Soledad, CA 93960
(831) 678-2462 | Fax: (831) 678-1539**

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Soledad Community Health Care District, as follows:

1. That all actions and findings of the Board of Directors described above are hereby severally ratified, confirmed, approved and adopted in all respects.
2. That the material terms and provisions of the Loan Documents described above are hereby approved in all respects.
3. That the execution of the Loan Documents consistent with the terms above by the District's Chief Executive Officer is hereby authorized and approved.
4. That the Chief Executive Officer and any person or persons designated and authorized to act by the Chief Executive Officer are hereby authorized and directed to secure the Revolving Line of Credit through definitive and final Loan Documents, and to take such other steps and perform such acts, all as in their respective individual judgments may be necessary, appropriate or desirable on behalf of and in the name of the District, to close the Revolving Line of Credit consistent with and to effectuate the intent of this Resolution.

PASSED AND ADOPTED on this 23rd day of February 2023, by the Board of Directors.

AYES:

NO:

ABSTAIN:

Graig Stephens, President, Board of Directors

November 16, 2022
EDEN VALLEY BOARD MEETING

From: Anne Solomon-Courrejou

Due to the 3 minute limit, I am excluding many details of conversations and interactions. If you are interested in knowing more specifics, you can reach me at 831-674-0749.

I'm here today to address the Board specifically. Since August, September, October I have had a few lengthy conversations with administrators and support staff (same for friends with family here at Eden Valley) and we all seem to be getting the same treatment. I naively thought that when they asked me to share my concerns, that they genuinely wanted input. That would be wrong.

A few of you were here when I came to the Board several years ago, so you should recall by what I talked about, that my mother, Lucy, is the most important person to me and our family. My mom has been here at Eden Valley since May 2021. In over a years time we have been so pleased with the care our mother has been receiving. The staff that tends to her immediate, daily needs have been professional, kind, caring and transparent. The Activities staff was always, ALWAYS, available so there was clear, prompt communication regarding scheduling and visitation and my mother's general welfare. I hadn't a complaint one for over a year. I sent cards of appreciation, gift cards, platters of cookies, etc. I was extremely grateful to have Mom here at Eden Valley.

BUT, something changed in July, and continues to be a constant inconvenience. To be clear, this change wasn't with the caregiving staff, other than their morale totally took a nose-dive. Now I can hardly find a consistent person who knows how to schedule a visit and I have to check-in to see if they have me on the schedule correctly. A few times I've been told I cannot visit when I've had a scheduled appointment. I've had to insist. I honestly have to say the new scheduling and visitation policy has a glitch in it at least once a week and often more than that. That NEVER was a problem before August. Some conversations with support staff are absolutely crazy-making the way I'm told one thing and when I go to act on it I'm told something else. I've been documenting conversations so I KNOW what I was told the first time.

Eden Valley was founded by community members for community members and is still supported by community members. Do the right thing by your taxpayers. You are not here just to answer to the Administration. You have a duty to this town and this facility...it's residents and their families.

I am asking you to start asking some questions. Get out into the hallways. Get to know the caregivers and residents.

In the future I'm hoping for more clarity and transparency so there's no more discrepancy in what family members are told regarding Eden Valley policies and practices and what actually happens.

You, Board of Directors, are all we have left. Find out what changed, or who changed, this past summer and get the heart back into Eden Valley and hold on to you 5-Star status.

November 15, 2022

To: Board of Directors
Soledad Community Health Care District
Eden Valley Care Center

From: Adriana Ramelli and Diane Ramelli

This letter is intended to provide a perspective on current challenges at the Eden Valley Care Center (EVCC).

In 2019 we moved our parents to EVCC knowing the facility had a reputation as a warm, friendly, and safe "home" environment for those in need of long-term care. It was clear staff worked with passion in caring for the elderly, and despite the devastating COVID outbreak in 2020, staff continued to show their care and concern. Many of the staff we knew expressed an authentic appreciation to be employed by EVCC. Communication with staff members, other than Mr. Martinez, was open, honest, friendly, and responsive to questions/concerns. Staff returned phone calls and e-mails in a timely fashion. There was access to staff during the day to get help.

Communication

Communications with staff at EVCC has become increasingly difficult. Phone calls are not returned, despite leaving voicemail messages to call. Calls are often transferred to voicemail under the assumption the staff member is on-site at EVCC. This is not the case, as we later learn staff was out for several days with no notification of this action. Often, it requires us to call several times to get any response, or to find someone on site to help. And often the phone is not answered. E-mail correspondence has ceased to exist as a form of communication.

In addition, we are not informed upfront when situations occur. As an example, our mother's hearing aid was mistakenly taken home by a nighttime staff person. The hearing aid was returned the next morning but required a charge. My mother was left deaf for several hours. We learned of the situation from our mother which required us to call EVCC to understand what occurred. This is not unusual. Most incidents which occur are reported by our mother. We are fortunate she is cognitively alert.

Visitation Guidelines

EVCC does not followed State guidelines for visitation which allows for in-room visits. Therefore, it is unclear how residents' rights are protected and enforced. EVCC needs to clearly communicate the policies and procedures established for visitation which include residents' rights for visitation.

EVCC for several months has claimed their guidelines are in place to minimize the risk of COVID. If this is case, then why have we seen staff not wearing masks inside the facility? Visitors cannot enter the facility without a mask. The risk of COVID, therefore, seems heightened by staff not wearing protective equipment, not the visitors. And it appears the COVID outbreaks are staff related.

2023 MONTHLY CENSUS FOR EDEN VALLEY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
<u>AVERAGE DAILY</u>												
<u>CENSUS</u>												
MEDICARE	14											
PRIVATE	3											
MEDI-CAL	24											
HOSPICE												
TOTAL	41	0	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											
OCCUPANCY PERCENTAGE	77%	0%	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	53	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

2023 PATIENT VISIT COUNTS

STAFF	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
SMC												
DR. GIRON	319											
DR. BELTRAN	227											
DR. ROD	179											
DR. PEÑA	221											
OSKAR LIZARAGGA DAVIS PA-C	312											
DR. GAMBOA	189											
X-RAY	148											
MA VISITS	120											
CARE MANAGEMENT	37											
LABORATORY	209											
AMY UNDERWOOD, PA-C	154											
Francisca Bob	102											
WHC												
MARIA SCHELL, NP	339											
DR. CHANDLER	53											
Hossian (MD)	21											
DR. AGUILERA	58											
ULTRA SOUND	104											
MAMMOGRAPHY	57											
JULIA SNELL,RD	70											
CPSP	118											
DR. DE RANIERI	59											
Dr. Barnes	69											
DR. NGUYEN	47											
DR. ESTEVA	-											
Dr. Wright	55											
NST Nurse	27											
Dr. Kublan												
Dr. Uphoff/Millner												
COVID												
VACCINES	0											
TOTAL VISITS	3,294	-	-	-	-	-	-	-	-	-	-	-

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/Millner	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