



P. O. Box 95
San Andreas, CA 95249
(209) 754-4468 Phone
(209) 754-2537 Fax

**Meeting of the Board of Directors
Wed. July 22, 2020
9 am
Mark Twain Medical Center Classroom 5
768 Mountain Ranch Rd,
San Andreas, CA**

Three Participation Options:

- 1. Tele-Conference Meeting:
Conference Call Information
(605) 475-2875 Code 4864697**
- 2. In Attendance With The Following Guidelines:
Social Distancing (6 ft)
Face Covering is Required**
- 3. WebEx**

Agenda

Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

- 1. Call to order:**
- 2. Roll Call:**

This Institution is an Equal Opportunity Provider and Employer

Agenda – July 22, 2020 MTHCD Board Meeting

3. Approval of Agenda: Public Comment - **Action**

4. Public Comment on matters not listed on the Agenda:

The purpose of this section of the agenda is to allow comments and input from the public on matters within the jurisdiction of the Mark Twain Health Care District not listed on the Agenda. (The public may also comment on any item listed on the Agenda prior to Board action on such item.) **Limit of 3 minutes per speaker.** The Board appreciates your comments however it will not discuss and cannot act on items not on the agenda.

5. Consent Agenda: Public Comment - **Action**

All Consent items are considered routine and may be approved by the District Board without any discussion by a single roll-call vote. Any Board Member or member of the public may remove any item from the Consent list. If an item is removed, it will be discussed separately following approval of the remainder of the Consent items.

A. Un-Approved Minutes:

- Un-Approved Finance Committee Meeting Minutes for June 24, 2020.
- Un-Approved Board Meeting Minutes for June 24, 2020.

B. Correspondence:

- Calaveras County Nov. 3, 2020 Election Deadlines (7-13-2020)

6. MTHCD Reports:

A. President’s Report:.....Ms. Reed

- Association of California Health Care Districts (ACHD):
 - ACHD July Advocate:
- Meetings with MTHCD CEO:
- Appointment of Interim MTHCD Treasurer: Public Comment:

B. MTMC Community Board Report:.....Ms. Al-Rafiq

C. MTMC Board of Directors:.....Ms. Reed

D. Chief Executive Officer’s Report:.....Dr. Smart

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- Calaveras Mobile Health Collaborative (CMHC) – Update:
- July 29 – VSHWC – Meeting:
- Thank You Ad: **Action:**
- Other:

E. Stay Vertical Calaveras:.....Mr. Shetzline

- SVC Survey Results:
- Area 12 Agency on Aging - Fall Prevention Program:.....Dr. Smart

F. Valley Springs Health & Wellness Center:.....Dr. Smart

- Construction Finance:
- VSHWC “Quality” Report: (MedStatix)
- Pharmacy – Room 400:
- VS H&W Center – Draft Policies and Forms: Public Comment – **Action**
 - Policies - Valley Springs Health & Wellness Center:

Punctuation & Grammar Changes – Please Submit to District Office Staff.

1. Revised – Communicable Disease Reporting 071420
2. Revised - Flat Rate Fee Program 062420
3. Revised - Medical Records Security and Retention 052620
4. Revised - Registration of Established Patient 062420
5. Revised - Registration of New Patient 062420

G. Ad Hoc Real Estate: Ms. Al-Rafiq / Ms. Reed

- Update on Valley Springs Property - Phase II:

7. Committee Reports:

A. Finance Committee:.....TBD

- Financial Statements (June. 2020): Public Comment – **Action**.....Mr. Wood

B. Ad Hoc Policy Committee:Ms. Sellick

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C. Ad Hoc Personnel Committee:Ms. Reed / Ms. Toepel

8. **Board Comment and Request for Future Agenda Items:**

A. Announcements of Interest to the Board or the Public:

B. Community Connection:

9. **Board Vacancy**.....Ms. Reed

A. Interviews

- Candidate 1 - 10:30 - 10:50 am
- Candidate 2 - 10:50 - 11:20 am
- Candidate 3 - 11:20 - 11:40 am
- Candidate 4 - 11:40 - 12:00 am

B. Final Deliberations:

C. Appointment by Vote: Public Comment - **Action**

10. **Next Meeting:**

A. The next meeting will be Wednesday Aug. 26, 2020 starting at 9 am.

11. **Adjournment:** Public Comment – **Action**

Effective - Mar 17, 2020.

California Gov. Gavin Newsom issued [Executive Order \(N-29-20\)](#), which, in part, supersedes Paragraph 11 of Executive Order (N-25-20) issued on Thursday. The new Executive Order excuses a legislative body, under the Ralph M. Brown Act, from providing a physical location for the public to observe and comment if certain conditions are met. A physical location does not need to be provided if the legislative body:

1. Holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically;”
2. Implements a procedure for receiving and “swiftly resolving” requests for reasonable modification or accommodations from individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt in favor of accessibility.

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3. Gives advance notice of the public meeting and posts agendas according to the timeframes and procedures already prescribed by the Brown Act (i.e. 72 hours for regular meetings and 24 hours for special meetings) and
4. Gives notice of the means by which members of the public may observe the meeting and offer public comment, in each instance where notice or agendas are posted.

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Agenda – July 22, 2020 MTHCD Board Meeting



P. O. Box 95
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Finance Committee Meeting
Mark Twain Medical Center Education Center – Classroom 5
768 Mountain Ranch Road
San Andreas, CA 95249
7:30 am
Wed. June 24, 2020

Two Participation Options:

- 1. Tele-Conference Meeting**
Conference Call Information
(605) 475-2875 Code 4864697
- 2. In Attendance With The Following Guidelines:**
Social Distancing (6 ft)
No Screening but Face Covering is Required

Un- Approved Minutes

Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

1. Call to order:

The meeting was called to order by Ms. Atkinson, Treasurer at 7:31am.

2. Roll Call:

Committee Member	Present in Person	Present – Conf. Call	Time of Arrival
Ms. Atkinson		X	
Ms. Toepel		X	
Ms. Hack	X		

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Minutes – June 24, 2020 MTHCD Finance Committee Meeting

3. Approval of Agenda: Public Comment Action:

Public comment: Hearing None

Motion to approve: Ms. Toepel

Second: Ms. Hack

Vote: 3-0

4. Public Comment On Matters Not Listed On The Agenda:

Hearing None.

5. Consent Agenda: Public Comment Action

A. Un-Approved Minutes:

- Finance Committee Meeting Minutes for May 27, 2020:

Public comment: Hearing None

Motion to approve: Ms. Hack

Second: Ms. Toepel

Vote: 3-0

6. Chief Executive Officer's Report:

- **VSHWC – Construction Finance:**

Dr. Smart: Gave an update on the 10% construction retainer that will be processed with USDA and paid. Diede Construction, upon payment of the retainer, will be responsible for concerns during a one-year warranty period such as the HVAC unit that needed to be fixed.

- **FEMA – Disaster Relief:**

Dr. Smart: Is working on the FEMA application. The deadline is 60 days after the conclusion of the COVID disaster.

- **VSHWC – Revenue:**

Dr. Smart: US Bank was set up as Athena Net's lock box to capture clinic payments which are coming in. The account will be swept monthly into an accounts receivable account and reconciled.

Mr. Wood: The revenue will be reported as a narrative until he and Mr. Hohenbrink devise a way to book it on the financial reports (pkt. pg. 8).

7. Accountant's Report:

May 2020 Financials Will Be Presented to The Committee: Public Comment **Action**

Mr. Wood: Will correct Sunrise Pharmacy to be a Medical Office Building (MOB) Lease as it has no other tie to the District or the Clinic books. He is working on collecting a \$13k (+/-) reimbursement for the MTMC sewer permit fee and the Common Area Maint. (CAM) charges.

Public comment: Hearing None

Motion to approve: Ms. Hack

Second: Ms. Toepel

Vote: 3-0

- **401k Program – Match Contribution:** Public Comment **Action**

Dr. Smart: The Committee can consider an annual recommendation to the Board to match the 401k participant's funds which is generally 3-6% (approx. \$173. & \$345 respectively) for this fiscal year. Each year the Board will have the option to change the match depending on budget. Human Resources (HR) will discuss with staff at the next Clinic Staff meeting.

Public comment: Hearing None

Motion to approve a 6% 401k match: Ms. Toepel

Second: Ms. Hack

Vote: 3-0

- **2020 – 2021 Budget:** Public Comment **Action**

Mr. Hohenbrink: The budget was built on goals of the Clinic and they have been met. On April 3, 2020 the Clinic got the RHC designation so the Cost Capture Period will be July 1, 2020 thru June 30, 2021.

Mr. Wood: Will address the following changes to the budget: (1) Eliminate \$400k in projects (2) Robo Doc funding \$65k (3) Stay Vertical Calaveras \$14k and \$17k for sponsorships.

Dr. Smart: Explained the proposed project of Robo Doc and how the Clinic pediatrician can assist the school nurses (4) in caring for students which are predominantly Medi-Cal delivering better school attendance. In addition, the District is working with Area 12 Agency on Aging to expand the Stay Vertical Calaveras into all 5 of the agency's counties.

Public comment: Hearing None

Motion to approve budget as amended: Ms. Hack

Second: Ms. Toepel

Vote: 3-0

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Minutes – June 24, 2020 MTHCD Finance Committee Meeting

8. Treasurer's Report:

- Reserve Account Allocations: Public Comment **Action**

Mr. Hohenbrink: Reserve allocations has no impact on cost capture period reporting.

Dr. Smart: Deems the process important so the item was tabled for the July agenda.

9. Comments and Future Agenda Items:

Public comment: Hearing None

10. Next Meeting:

- The Finance Committee meeting will be held on the same day as the Board meeting starting at 7:30 am. The next meeting will be on Wed. July 22, 2020.

11. Adjournment: **Action**

Motion to adjourn: Ms. Toepel

Second: Ms. Hack

Vote: 3-0

Effective - Mar 17, 2020.

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Minutes – June 24, 2020 MTHCD Finance Committee Meeting



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Un- Approved Minutes

Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

1. Call to order:

The Meeting was called to order by Lin Reed, President at 9:01am

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Minutes – June 24, 2020 MTHCD Board Meeting

2. Roll Call:

Board Member	Present by Conf Call	Absent / Excused	Time of Arrival
Ms. Reed	X		
Ms. Atkinson	X		
Ms. Sellick		X	
Ms. Al-Rafiq	X		
Ms. Toepel	X		

3. Approval of Agenda: Public Comment - Action

Public Comment: Hearing None
Moved to approve: Ms. Al-Rafiq
Second: Ms. Toepel
Vote: 4-0

4. Public Comment on matters not listed on the Agenda:

Hearing none:

5. Consent Agenda: Public Comment - Action

A. Un-Approved Minutes:

- Un-Approved Finance Committee Meeting Minutes for May 27, 2020.
- Un-Approved Board Meeting Minutes for May 27, 2020.
- Un-Approved Special Board Meeting Minutes for June 1, 2020
- Un-Approved Special Board Meeting Minutes for June 10, 2020

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Minutes – June 24, 2020 MTHCD Board Meeting

B. Correspondence:

- CA Dept Pub Health - Medicare & Medi-Cal Certificate Eff 4-3-2020:
- Desiree Murray: MTHCD Ken McInturf Scholarship (Laptop) Thank You (6-4-2020):
- Ellie Willard: MTHCD Ken McInturf Scholarship (Laptop) Thank You (6-14-2020):
- Muriel Strange: MTHCD Ken McInturf Scholarship (Laptop) Thank You (6-14-2020):

Public Comment: Hearing None

Moved to approve: Ms. Atkinson

Second: Ms. Toepel

Vote: 4-0

6. MTHCD Reports:

A. President's Report:

- **Association of California Health Care Districts (ACHD):**

- ACHD June Advocate:

Ms. Reed: Announced ACHD has a new CEO, Kathy Martin who comes with CA Hospital Assoc. and CA Dept of Ed experience.

- **Meetings with MTHCD CEO:**

Ms. Reed: Continues weekly meetings with the CEO regarding projects: The District CEO continues his weekly meetings with the MTMC CEO. Discussion of having Zoom or WebEx Board meetings.

B. MTMC Community Board Report:

Ms. Al-Rafiq: The Community Board got to meet the new surgeon, Dr. Merritt: have clean credentials for staff: policies were approved: clinics are almost back to normal from COVID closures: they approved adding 3 members to the board and plan to up-date bylaws to go from a 7 member board to 9 members: the Angels Camp clinic will get an internist plus 3 primary care providers: MTMC lost \$1.9 million even after the COVID reimbursements.

C. MTMC Board of Directors:

Ms. Reed: There is no meeting in June.

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Minutes – June 24, 2020 MTHCD Board Meeting

D. Chief Executive Officer's Report:

- **Robo-Doc:**

Dr. Smart: Described the opportunity to assist 4 school nurses in providing health care to Calaveras students through telehealth; there would be 4 of 14 sites equipped for the nurses to work out of; a coordinator would need to be hired.

- **Resolution – 2020 – 05 State Disability Insurance: Public Comment – Action**

Dr. Smart: Addressed the need for a State Disability Insurance Account for employees which requires the resolution.

Public Comment: Hearing None

Moved to approve: Ms. Toepel

Second: Ms. Atkinson

Vote: 4-0

E. Stay Vertical Calaveras:

Mr. Shetzline: Will develop and conduct a survey then bring the results to the July meeting.

- **Area 12 Agency on Aging - Fall Prevention Program:**

Dr. Smart: Is developing a partnership with the agency to expand the Fall Prevention Program to all 5 counties within the agency i.e.: Amador, Calaveras, Tuolumne, Alpine and Mariposa.

F. Valley Springs Health & Wellness Center:

- **Construction Finance:**

Dr. Smart: The District will be processing the retainer (10%) with USDA. Diede Construction will be responsible for warranty issues for a year. There will be \$45k for Pharmacy tenant improvements.

- **VSHWC "Quality" Report: (MedStatix)**

- **Pharmacy – Room 400: (Floor Plan in Folders)**

Dr. Smart: Pharmacy plans are about ready to be submitted to the County.

- **VS H&W Center – New Organization Chart: Public Comment – Action**

Public Comment: Hearing None

Moved to approve: Ms. Al-Rafiq

Second: Ms. Atkinson

Vote: 4-0

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Minutes – June 24, 2020 MTHCD Board Meeting

G. Ad Hoc Real Estate:

- Update on Valley Springs Property - Phase II:

Ms. Reed: Asked staff to do a follow-up.

7. Committee Reports:

A. Finance Committee:

- **401k Program – Match Contribution:** Public Comment: **Action**

Dr. Smart: It is the end of the fiscal year and time to consider the annual match. Finance Committee recommends 6%. Future matches will be considered at fiscal year-end and tied to the budget.

Public Comment: Hearing None

Moved to approve a 6% match: Ms. Al-Rafiq

Second: Ms. Toepel

Vote: 4-0

- **Board Stipend- Reporting 1099 vs W-2:** Public Comment: **Action**

Ms. Atkinson: Explained the Board receives a monthly stipend and reimbursements for expenses and how it is reported on a 1099 vs a W-2.

Public Comment: Hearing None

Moved to approve reporting on a W-2: Ms. Toepel

Second: Ms. Atkinson

Vote: 2-1

Abstained: 1

Motion failed:

- **Financial Statements (May. 2020):** Public Comment – **Action**

Mr. Wood: Referenced his narrative (pkt. pg. 35) for health care revenue; he is making progress in collecting the Common Area Maint. (CAM) amounts and the \$13k (+/-) reimbursement for MTMC sewer permit fee: the balance sheet is strong with a good cash position: District investments are good however he expects investment returns to decline in the next 12-24 months.

Public Comment: Hearing None

Moved to approve: Ms. Toepel

Second: Ms. Atkinson

Vote: 3-0

Ms. Al-Rafiq lost connection.

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Minutes – June 24, 2020 MTHCD Board Meeting

- **Budget 20-2021:** Public Comment: **Action**

- Kelly Hohenbrink - Will Phone In:

Dr. Smart: Thanked everyone involved in the budget process. The following changes need to be included (1) Eliminate \$400k in projects (2) Robo Doc funding \$65k (3) Stay Vertical Calaveras \$14K and \$17k for sponsorships.

Mr. Hohenbrink: The Rural Health Clinic (RHC) was formally approved on April 3rd so the Cost Capture period will be June 30, 2020 to July 1, 2021.

Public Comment: The budget shows an ambitious goal for visits including a loss for the 1st year.

Moved to approve as amended: Ms. Al-Rafiq

Second: Ms. Toepel

Vote: 4-0

B. Ad Hoc Policy Committee:

Meeting was cancelled due to COVID:

C. Ad Hoc Personnel Committee:

Ms. Reed: No meeting was held.

D. Community Grants:

Ms. Stout: Because of COVID the Committee had to adjust the process but even so letters went out earlier this week. Each applicant will receive a thank you letter. Grant recipient letters included an agreement (MOU) to sign to receive their funds. Staff will make arrangements to get pictures from each grant recipient.

8. Board Comment and Request for Future Agenda Items:

A. Announcements of Interest to the Board or the Public:

Ms. Stout: Announced the filing period to run for reelection in the Nov. 3, 2020 election. Candidates for office may obtain nomination papers between July 13 and August 7, 2020. If incumbents fail to file for reelection the date will extend to August 12, 2020.

B. Community Connection:

9. Next Meeting:

A. The next meeting will be Wednesday July 22, 2020 starting at 9 am.

This Institution is an Equal Opportunity Provider and Employer

Minutes – June 24, 2020 MTHCD Board Meeting

10. Adjournment: Public Comment – **Action**

Public Comment: Hearing None

Moved to adjourn at 10:34 am: Ms. Ms. Al-Rafiq

Second: Ms. Atkinson

Vote: 3-0

Ms. Toepel had to leave the call.

Effective - Mar 17, 2020.

California Gov. Gavin Newsom issued [Executive Order \(N-29-20\)](#), which, in part, supersedes Paragraph 11 of Executive Order (N-25-20) issued on Thursday. The new Executive Order excuses a legislative body, under the Ralph M. Brown Act, from providing a physical location for the public to observe and comment if certain conditions are met. A physical location does not need to be provided if the legislative body:

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Minutes – June 24, 2020 MTHCD Board Meeting



COUNTY OF CALAVERAS

REBECCA TURNER
Registrar of Voters

REGISTRAR OF VOTERS

891 Mountain Ranch Road
San Andreas, CA 95249
Phone: (209)754-6376
Fax: (209)754-6733
Electionsweb@co.calaveras.ca.us

July 13, 2020

RE: Notice of General District Election

Notice is hereby given that the General Election will be held in this district on November 3, 2020.

- Mark Twain Health Care District

The names of the offices for which candidates may be nominated are as follows.

- 2 Directors, 4 year terms, 1 Director, 2 year term

Declaration of candidacy forms for eligible candidates desiring to file for any of the elective offices may be obtained from the Election Department, Government Center, 891 Mountain Ranch Rd, San Andreas, CA 95249. Forms shall be available commencing on July 13, 2020 and shall be filed with the Election Official, no later than 5:00 p.m., August 7, 2020.

In the event there are no nominees or an insufficient number of nominees for any elective office and a petition for an election is not timely filed, an appointment to such elective offices shall be made pursuant to section 10515 of the Elections Code.

Enclosed is a copy of the Legal Notice Publication, for posting in your district office, pursuant to Election Code Section 12113.

Amie Yopez & Kelsea Stefanick
Deputy Registrars of Voters
(209) 754-6376
electionsweb@co.calaveras.ca.us

LEGAL NOTICE

NOTICE IS GIVEN that the positions listed below are open for the November 3, 2020 Presidential General Election

Qualifications: The candidate must be a registered voter and reside within the City or District. If the election is by trustee or division the candidate must reside within that division or trustee area.

School Districts

Calaveras Office of Education – 3 Members, 4 year terms
Trustee Area No. 2, 4 & 5

San Joaquin Delta – 4 Members, 4 year terms
Trustee Area No. 1, 2, 5 & 6 *Trustee areas 1, 2 & 6 do not extend into Calaveras.*

Calaveras Unified School District – 2 Members, 4 year terms
Trustee Area No. 1 & 3

Bret Harte Union – 3 Members, 4 year terms

Mark Twain Union Elementary – 3 Members, 4 year terms

Vallecito Union – 2 Members, 4 year terms

City of Angels

City Council – 3 Council Members, 4 year terms

Health Care District

Mark Twain – 2 Directors, 4 year terms, 1 Director, 2 year term

Community Services Districts

Appaloosa Road – 2 Directors, 4 year terms

Circle XX – 2 Directors, 4 year terms, 1 Director, 2 year term

Copper Cove Rocky Road – 3 Directors, 4 year terms

Lynn Park Acres – 3 Directors, 4 year terms, & 1 Director, 2 year term

Mountain Ranch – 2 Directors, 4 year terms

Copper Valley – 2 Directors, 4 year terms

Three Cent Flat – 2 Directors, 4 year terms, 2 Directors, 2 year terms

Wallace – 2 Directors, 4 year terms

Water Districts

Calaveras County

Division 1 – 4 year term

Division 5 – 4 year term

Fire Protection Districts

Altaville-Melones – 1 Director, 4 year term

Calaveras Consolidated – 4 Directors, 4 year terms

Central Calaveras – 2 Directors, 4 year terms

Copperopolis – 3 Directors, 4 year terms, 1 Director, 2 year term

Ebbetts Pass – 3 Directors, 4 year terms

Mokelumne Hill – 2 Directors, 4 year terms, 1 Director, 2 year term

Murphys – 2 Directors, 4 year terms

San Andreas – 2 Directors, 4 year terms

West Point – 2 Directors, 4 year terms, 1 Director, 2 year term

Public Utility Districts

Calaveras – 3 Directors, 4 year terms

Union – 2 Directors, 4 year terms

Valley Springs – 2 Directors, 4 year terms

Recreation & Park Districts

San Andreas – 2 Directors, 4 year terms

Sanitary Districts

Mokelumne Hill – 2 Directors, 4 year terms,

Murphys – 3 Directors, 4 year terms, 2 Directors, 2 year terms

San Andreas – 3 Directors, 4 year terms

Veterans Memorial Districts

Angels Camp – 2 Directors, 4 year terms

Ebbetts Pass – 3 Directors, 4 year terms, 1 Director, 2 year term (2 shall be Veterans)

Jenny Lind – 2 Directors, 4 year terms (2 shall be a Veterans)

Mokelumne Hill – 2 Directors, 4 year terms, (1 shall be Veteran)

San Andreas – 2 Directors, 4 year terms

West Point Veterans – 3 Directors, 4 year terms, 2 Director, 2 year term (3 shall be Veterans)

NOTICE IS FURTHER GIVEN that the filing period opens July 13, 2020 and closes at 5:00 p.m. on August 7, 2020, after which time no declarations of candidacy will be accepted for filing. If an incumbent does not file their declaration of candidacy on or before August 7, 2020, the filing period will be extended to August 12, 2020, for anyone other than the incumbent for that particular office.

NOTICE IS FURTHER GIVEN that the hours for filing nomination papers and declarations of candidacy will be from 8:00 a.m. to 4:00 p.m. Mondays through Fridays excluding holidays. On filing deadlines the office hours will be extended to 5:00 p.m. During this filing period, nomination papers and declarations of candidacy can be obtained from the Elections Department, Government Center, 891 Mountain Ranch Road, San Andreas, CA. For additional information contact the County Elections Office at (209) 754-6376.

Publish: July 1, 2020
Bill: Elections Dept.

Rebecca Turner
Calaveras County Clerk-Recorder/Registrar of Voters



ACHD Advocate

July 2020

In This Edition:

- A Message from ACHD
- Legislative Update
- Upcoming Events
- Important Resources

A Message from ACHD

ACHD continues to thank you for your Districts' commitment to supporting your communities and caring for patients during these trying times.

We are excited to welcome Cathy Martin as ACHD's new CEO. Cathy started on Monday, July 6th and has already hit the ground running. Feel free to contact [Cathy](#) with any questions. She looks forward to getting to know all of you in the coming months. Read ACHD's announcement on Cathy's appointment [here](#).



[ACHD's 68th Annual Meeting, Meeting the Moment](#), is going virtual! We hope you will join us for our first ever virtual event on **September 23-25**.

Due to the nature of this year's event, we are postponing ACHD's annual Awards. Instead, we would like to honor and recognize all of our hardworking Districts and their staff as they continue to serve on the front lines of this pandemic. We will be producing a short video spotlighting the commitment and care that Districts have provided their patients and communities. The video will be featured during the Annual Meeting, on our website and social media platforms. **We invite you to submit short videos/pictures of your District in action** to [Marina Servantez](#).

As a reminder, ACHD continues to maintain our [COVID-19 modeling tool](#), which can be used to gain a better understanding of how your community compares with others throughout the country. [Click here to listen](#) to Marina Servantez, Member Services Specialist, discuss this tool on CSDA's podcast, On the Record.

Lastly, we are very happy to announce Mayers Memorial Hospital District is our most recent Re-Certified Healthcare District! Please join us in congratulating them!

Legislative Update

Governor

Governor Newsom has resumed his daily noon press conferences relating to COVID-19. ACHD continues to monitor these for pertinent information. The state has launched a [PPE procurement website](#). The [site](#) is a marketplace to help fill a critical gap for all sectors during the COVID-19 pandemic.

Budget

On June 29, the Governor signed the 2020 State Budget and trailer bills. The Budget reflects estimated spending of \$5.7 billion in response to the COVID-19 pandemic. Expenditures include PPE necessary to reopen the economy, hospital surge preparation, and other expenditures to support populations at greater risk of contracting COVID-19. Action is expected on additional measures when the Legislature returns.

Legislature

Due to an uptick in COVID-19 cases among Legislators and staff, the Senate and Assembly have postponed returning from summer recess until July 27, giving them just over a month to take action on legislation before they adjourn the 2-year session.

The Legislature convened informational hearings specific to the impacts, responses and challenges of skilled nursing facilities (SNFs) during the pandemic. The hearings focused on staffing, infectious disease response, testing, and PPE shortages and procurement. You can watch the Assembly hearing [here](#) and the Senate hearing [here](#). In response, ACHD hosted a call for Healthcare Districts that operate dependent or independent SNFs and [submitted this letter](#) to the Legislature specific to SNF responses and impacts of COVID-19.

Bills of Note:

[SB 977 \(Monning\): Health care system consolidation: Attorney General approval and enforcement.](#)

ACHD's high-priority oppose bill passed off of the Senate floor in a narrow vote, 21-11. [SB 977](#) would require health systems sales, affiliations, and mergers with health care facilities to be approved by the State Attorney General. The bill does not account for the current process for Healthcare District asset transfers. SB 977 will next be heard next in the Assembly Health Committee. [ACHD's oppose letter can be found here.](#)

[AB 890 \(Wood\): Nurse practitioners: scope of practice: practice without standardized procedure](#)

ACHD's high-priority support bill, [AB 890](#) will be heard next in Senate Business, Professions and Economic Development Committee. Please **help ACHD get this bill signed into law this year** by sending a letter of support [to your Senator](#). You can read [ACHD's letter of support here](#) and [use this sample letter](#) to easily submit your support. Email finished letters to [Sarah Bridge](#) to submit on your behalf.

Upcoming Events

PRESENTED BY:

Larry Walker
President of The Walker Company Healthcare Consulting

ACHD WEBINAR EDUCATION SERIES

**Foundations for Success:
Advancing ACHD Member Governance
and Executive Leadership**

JULY 22, 2020 AT 10:00 AM PST

[ACHD Webinar Series: Foundations for Success: Advancing ACHD Member Governance and Executive Leadership](#)

Wednesday, July 22, 2020, 10:00 a.m. PST
Free Webinar for All

This webinar will explore two key factors of governance responsibility: Governance practices and performance assessment, and CEO performance evaluation.

[Register Here](#)

Meeting the Moment: ACHD's 68th Annual Meeting



ACHD September 23-25, 2020
ASSOCIATION OF CALIFORNIA
HEALTHCARE DISTRICTS
Virtual Event



Meeting the Moment: ACHD's 68th Annual Meeting

This event will provide opportunities for networking with colleagues, sessions to hear from subject matter experts and dedicated time to sharing and collaborating on various Healthcare District responses to the COVID-19 pandemic. Early bird pricing is valid through August 21, 2020. Additionally, if you register 5 or more Members from your District, you receive \$10 off each registration!


[Register Here](#)

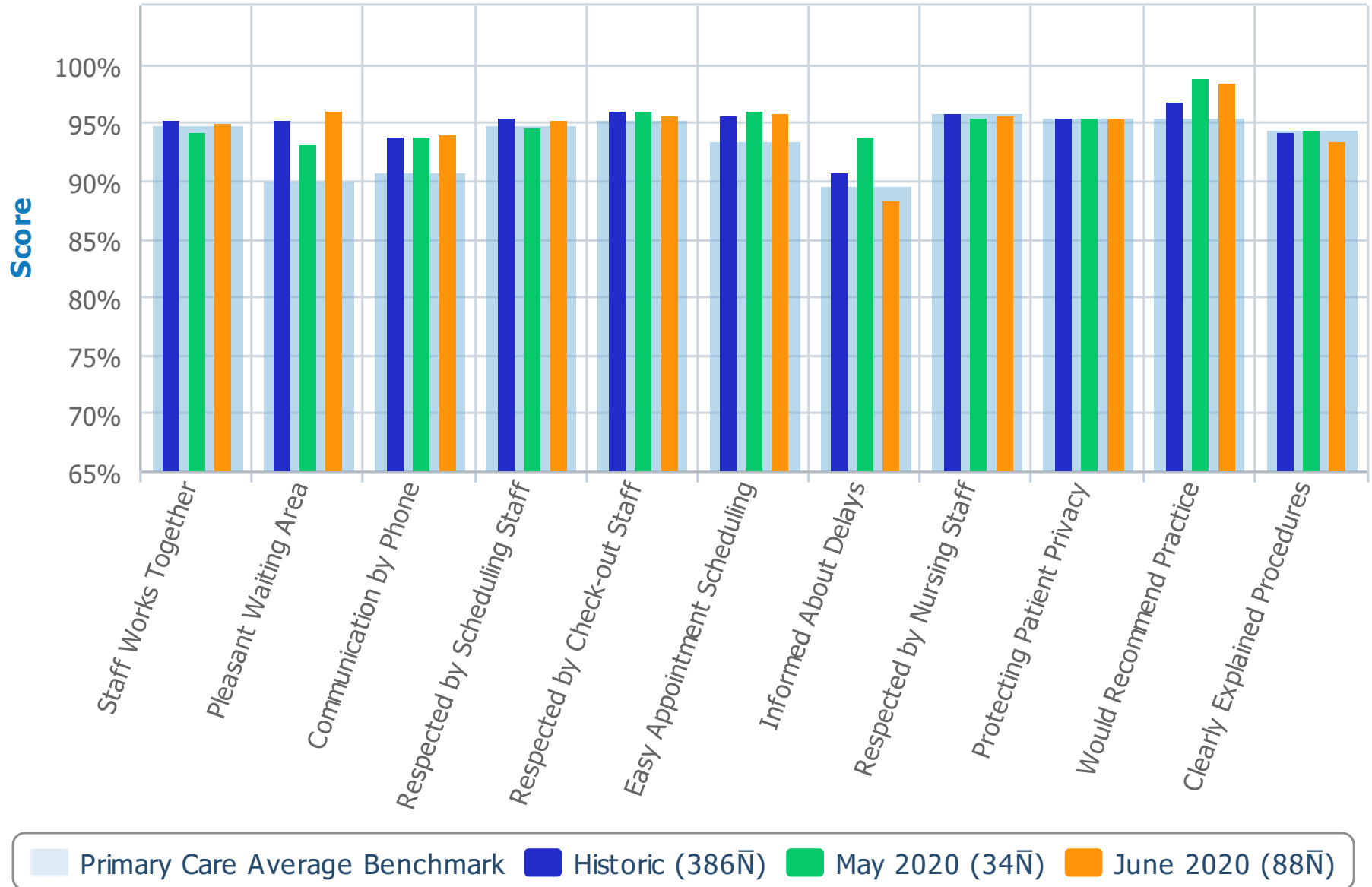
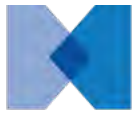
The Association of California Healthcare Districts (ACHD) represents Healthcare Districts throughout the state's urban, suburban and rural areas. California is home to 79 Healthcare Districts that play a profound role in responding to the specialized health needs of local communities by providing access to essential health services to tens of millions of Californians while also having direct accountability to the communities that Districts serve. In many areas, Healthcare Districts are the sole source of health, medical and well-being services in their communities.

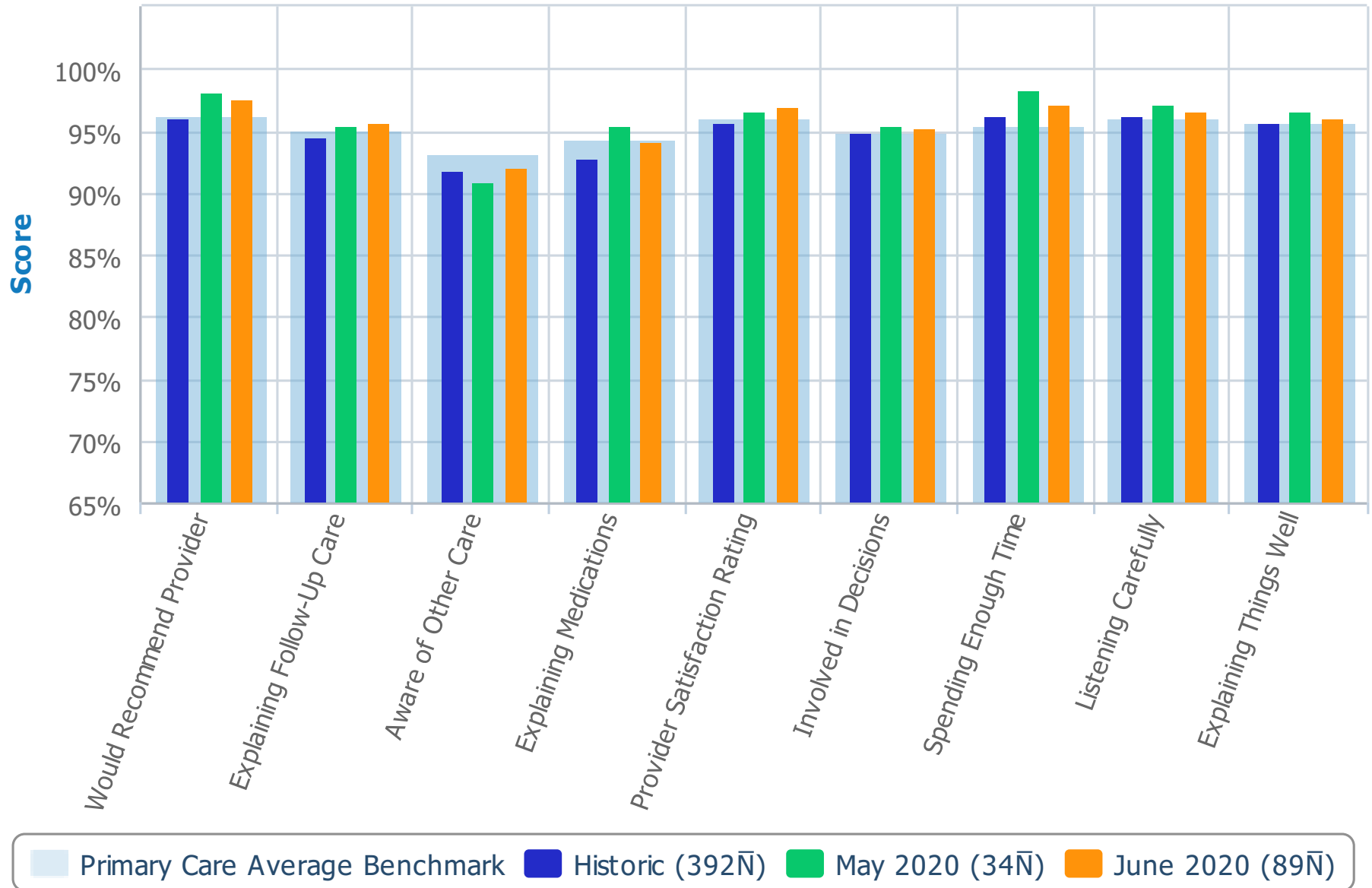
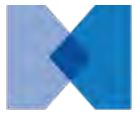
Learn more at www.achd.org.

Association of California Healthcare Districts
www.achd.org



	A	B	C	D	E	F	G	H	I	
1	OUT LAY REPORT AND REQUEST FOR REIMBURSEMENT									
2	Draw Request Number:	Mark Twain Health Care District			Construction of New Health Clinic					
3		768 Mountain Ranch Road, San Andreas, CA 95249			Payment Requested					
4	#17	Initial Budget	Current Budget	Previous Paid to Date	#17	Paid to Date		Balance Remaining	%	
5	Misc. Soft Costs									
6	Administrative/Legal	530,075.00	530,075.00	530,237.50		530,237.50		(162.50)	-0.03%	
7	Financing/Cost of issuance	325,000.00	275,000.00	233,124.25		233,124.25		41,875.75	15.23%	
8	Land Acquisition	890,000.00	890,000.00	890,000.00		890,000.00		-	0.00%	
9	Furniture Fixtures/Equipment	350,000.00	350,000.00	350,000.00		350,000.00		-	0.00%	
10	Structured cabling/IT	250,000.00	250,000.00	216,983.69		216,983.69		33,016.31	13.21%	
11	Inspection Fees OVER BUDGET			23,760.86		23,760.86		(23,760.86)		
12	Non-Construction overage			70,723.78		70,723.78				
13				-		-				
14	Architectural design/other architectural			-		-				
15	Architect/Engineer fees	433,600.00	480,665.00	520,532.91		520,532.91		(39,867.91)	-8.29%	
16	Other architectural and engineering fees			-		-				
17				-		-				
18	3rd party project management	157,725.00	269,820.00	265,189.24		265,189.24		4,630.76	1.72%	
19	Monument sign		30,000.00	20,012.69		20,012.69		9,987.31	33.29%	
20	Construction w/ sales tax									
21				-		-				
22				-		-				
23				-		-				
24				-		-				
25	Construction Contract	3,587,575.00	5,991,765.00	5,641,765.00	350,000.00	5,991,765.00		-	0.00%	
26				-		-				
27	sidewalks	25,000.00				-				
28				-		-				
29	Contingency (see tab for detail)	713,837.00	634,895.00		214,176.53	214,176.53		420,718.47	66.27%	
30										
31	Contingency as a Percent of Total	20.00%	11.00%							
32	Total	7,262,812.00	9,702,220.00	8,762,329.92	564,176.53	9,326,506.45		446,437.33	4.60%	
33										
34	PROJECT FUNDING BREAKDOWN									
35										
36	Mark Twain Health Care District (applicant)	1,062,812.00	1,205,455.00	1,205,455.00		1,205,455.00		-	0.00%	
37	Mark Twain Health Care District (applicant)	600,000.00	600,000.00	600,000.00		600,000.00		-	0.00%	
38	USDA Loan, Series A	5,600,000.00	6,782,000.00	6,476,304.61	305,695.39	6,782,000.00		-	0.00%	
39	USDA Subsequent Loan, Series B		678,000.00	34,000.00	258,481.14	292,481.14		385,518.86	56.86%	
40										
41	Total	7,262,812.00	9,265,455.00	8,315,759.61	564,176.53	8,879,936.14		385,518.86	4.16%	
42										
43	FUNDS - DIFFERENCE									
44	Date of Outlay Report	7/14/2020								
45	APPROVAL AND SIGNATURE SECTION									
46	OWNER'S APPROVAL:									
47										
48										
49	Executive Director or Board President	DATE		OWNER CERTIFICATION: I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.						
50										
51	ENGINEER/ARCHITECT APPROVAL:									
52										
53										
54	Architect	DATE		Invoices will be approved by the borrower and their engineer, as appropriate, and submitted to the processing office for concurrence. The review and acceptance of project costs, including construction pay estimates, by USDA Rural Development does not attest to the correctness of the amounts, the quantities shown or that the work has been performed under the terms of the agreements or contracts.						
55										
56	USDA RURAL DEVELOPMENT									
57	CONCURRENCE:									
58										
59										
60	Tonja Galentine	DATE								
61										





**MARK TWAIN HEALTH CARE DISTRICT
RURAL HEALTH CLINICS
POLICY AND PROCEDURES**

POLICY: Communicable Disease Reporting	REVIEWED: 7/1/19; <u>7/14/20</u>
SECTION: Mandatory Reporting	REVISED: <u>7/14/20</u>
EFFECTIVE: <u>July Board Meeting</u>	MEDICAL DIRECTOR:

Deleted: 7/31/19

Subject: Communicable Disease Reporting

Objective: To comply with State and CDC Communicable Disease Reporting.

Response Rating: Mandatory

Required Equipment: Morbidity Report Form

1. REPORTING GUIDELINES

After diagnosing a patient with a reportable disease or condition, the provider or designee will follow the instructions given on the “Confidential Morbidity Report” (CMR) for specific reporting guidelines. The Clinic will refer to the CDC List of Nationally Notifiable Medical Conditions to ensure all designated conditions are reported to State agencies (<https://www.cdc.gov/nndss/conditions/notifiable/2018/infectious-diseases/>)

2. CONDITIONS TO BE REPORTED IMMEDIATELY

The following conditions should be reported immediately by telephone to (209) 754-6460. In light of existing outbreaks and the potential for epidemics, the Calaveras County Health Department has included those diseases marked with an asterisk (*) as being of utmost importance and are requesting that these diseases be reported immediately by telephone.

- a. Anthrax (human or animal)
- b. Botulism (infant, foodborne, wound)
- c. Brucellosis, human
- d. Cholera
- e. Ciguatera fish poisoning
- f. Dengue virus infection
- g. Diphtheria
- h. Domoic Acid Poisoning (Amnesic Shellfish Poisoning)
- i. Escherichia Coli 0157:H7 Infection
- j. Flavivirus infection of undetermined species
- k. Hemolytic Uremic Syndrome
- l. Influenza, novel strains (human)
- m. *Measles (Rubeola)
- n. *Meningococcal Infections

Communicable Disease Reporting
Policy Number 40

- o. Novel virus infection with pandemic potential
- p. Paralytic Shellfish Poisoning
- q. Plague (Human or Animal)
- r. Rabies (Human or Animal)
- s. Scomboroid Fish Poisoning
- t. Shiga toxin (detected in feces)
- u. Smallpox (Variola)
- v. Tularremia, human
- w. Viral Hemorrhagic Fevers
- x. Yellow Fever
- y. Zika virus
- z. Occurrence of any unusual disease
- aa. Outbreaks of any disease

For outbreaks of any disease the report should specify if institutional and/or open community.

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3. CONDITIONS TO BE REPORTED WITHIN ONE (1) WORKING DAY

- a. Amebiasis
- b. Babesiosis
- c. Campylocacteriosis
- d. Chickenpox
- e. Chikungunya virus
- f. Cryptosporidiosis
- g. Encephalitis, specify etiology: Viral, Bacterial, Fungal, Parasitic
- h. *Foodborne Disease
- i. Haemmophilus Influenza Invasive Disease, all serotypes
- j. Hantavirus infection
- k. *Hepatitis A (acute infection)
- k. Human Immunodeficiency Virus (HIV), acute infection
- l. Listeriosis
- m. Malaria
- n. Meningitis, Specify Etiology: Viral, Bacterial, Fungal, Parasitic
- *Pertussis (Whooping Cough)
- o. Poliovirus Infection
- p. Psittacosis
- q. Q Fever
- r. Relapsing Fever
- s. Salmonellosis (other than typhoid fever)
- t. Shigellosis
- u. Streptococcal Infections (Outbreaks of any type and Individual cases of food handlers and dairy workers only).
- v. Syphylis
- w. Trichnosis
- x. *Tuberculosis/Tuberculosis suspect
- y. Typhoid Fever, cases and carriers

- z Vibrio Infections
- aa. West Nile Virus (WNV) Infection
- bb Yersiniosis
- bb. COVID-19 (Coronavirus)

4. CONDITIONS TO BE REPORTED WITHIN SEVEN (7) CALENDER DAYS:

- a. Anaplasmosis
- b. Brucellosis, animal
- c. Chancroid
- d. Chlamydial Infections
- e. Coccydiomycosis
- f. Colorado Tick Fever
- g. Creutzfeldt-Jacob disease and other transmissible Spongiform Encephalopathies
- h. Cyclosporiasis
- i. Cysticercosis ot taeniasis
- j. Ehrlichiosis
- k. Giardiasis
- l. Gonococcal Infections
- m. Hepatitis B (specify acute case or chronic)
- n. Hepatitis C (specify acute case or chronic)
- o. Hepatitis Delta (D) (specify acute or chronic case)
- p. Hepatitis Em acute infection
- q. Legionellosis
- r. Leprosy (Hansens Disease)
- s. Leptospirosos
- t. Lyme Disease
- u. Mumps
- v. Respiratory Syncytial Virus (report a death of a patient less than five years of age)
- w. Rickettsial Diseases (non-Rocky Mountain Spotted Fever), including Typhus and Typhus-like illnesses
- x. Rocky Mountain Spotted Fever
- y. Rubella (German Measles)
- z. Rubella Syndrome, Congenital
- aa. Tetanus
- bb. Tulaemeia, animal

5. NON-COMMUNICABLE DISEASES AND CONDITIONS TO BE REPORTED WITHIN SEVEN (7) CALENDER DAYS.

The following conditions should be reported within seven (7) calendar days from the time of identification:

- a. Alzheimer’s Disease and related conditions
- b. Disorders characterized by lapses of consciousness

c. Cancer

~~6. COVID-19 RESPONSE: Clinic will test and report based current on State and County requirements.~~

7. FOLLOW-UP PROCEDURES

The provider will notify the Clinic Manager and the staff who have been in contact with these patients and recommend follow-up procedures.

8. INTERNAL DOCUMENTATION

A copy of all reporting documents is kept on file in the Clinic Manager's Office.

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REVISED

**MARK TWAIN HEALTH CARE DISTRICT
RURAL HEALTH CLINICS
POLICY AND PROCEDURES**

POLICY: Flat Rate Fee Program	REVIEWED: 11/12/18; 2/13/20; 5/13/20; <u>6/24/20</u>
SECTION: Admitting	REVISED: 2/13/20; 5/13/20; <u>6/24/20</u>
EFFECTIVE: <u>July</u> , Board Meeting	MEDICAL DIRECTOR:

Deleted: May

Subject: Flat Rate Fee Program

Objective: To provide cash pay, uninsured patients with a fixed fee-for-service

Response Rating:

Required Equipment:

Procedure:

1. The Flat Rate Fee Program is a pre-determined flat, all inclusive fee for uninsured, cash pay patients.
2. The flat fee is based upon the anticipated MediCal Prospective Reimbursement rate of \$145.00 per patient encounter.
3. The flat fee must be paid in full before the patient who has been assessed and is a non-emergency patient is seen by a provider, with any additional charges collected at the end of the visit prior to the patient leaving the Clinic
 - a. Flat fee includes:
 - Physical examination by provider
 - 2-view x-ray (*additional charges apply if more than 2 views are taken*)
 - Point-of-care lab testing
 - Specimen collection for transfer of specimen to outside laboratory
 - Tetanus and/or flu shot; antibiotic and/or ketorolac injection; (*vaccines other than tetanus or flu are additional*)
 - EKG

Flat Rate Fee Program
Policy Number 78

-One follow-up for dressing change, suture removal, or follow-up for chief complaint; and a second antibiotic injection.

4. If more than one follow-up visit for dressing change or follow-up of chief complaint is required, the patient will be charged a \$40 fee which will cover up to two dressing change visits and the required supplies or one follow-up visit to evaluate status of chief complaint.
5. Flat Rate Fee Program was approved by the District Board of Trustees on 3/27/19 for implementation on the first day of service and has since been revised to include additional service elements.
6. Patients who require services beyond those included in the flat rate fee program outlined above will be advised the cost of those services in writing. The services will be priced as follows:
 - a. Vaccines: fee schedule in use on the day of service plus the current vaccine administration fee.
 - b. X-rays and other services: 100% of the fee schedule in use on the days of service less a 50% discount for cash payment.
 - c. Payment will be required on the day of service.
6. Each patient utilizing the Flat Rate Fee Program will be asked to review and sign a form titled Flat Rate Fee Schedule Acceptance Form (available in both English and Spanish). This form outlines the flat rate fee program benefits and limitations for the patient. Each Flat Fee Agreement is good for six (6) months and must be renewed if the patient wishes to continue with the program. The signed form will be scanned into the EMR and the original returned to the patient for their records.
7. The Behavioral Health Program is not included in the Flat Rate Fee Program.
8. In acknowledgement that some patient's insurance will not cover Behavioral Health Services, a discount of 50% from the Clinic's fee schedule will be extended.
9. Behavioral Health Services will be paid prior to service being rendered.

Flat Rate Fee Program
Policy Number 78

**MARK TWAIN HEALTH CARE DISTRICT
RURAL HEALTH CLINICS
POLICY AND PROCEDURES**

POLICY: Security And Retention Of Medical Records	REVIEWED: 7/1/19; <u>7/1/20</u>
SECTION: Medical Records	REVISED: <u>7/1/20</u>
EFFECTIVE: <u>July Board Meeting</u>	MEDICAL DIRECTOR:

Deleted: 7/31/19

Subject: Security and retention of medical records

Objective: Patient medical records will be maintained in an Electronic Medical Record application (EMR). Should downtime processes be required, all paper medical records in the Clinic shall be kept in a secure locked location until they can be scanned into the EMR.

Response Rating: Mandatory

Required Equipment:

Procedure:

1. The Clinic will utilize an Electronic Medical Record (EMR) to record patient demographics, problem list, medication list, and documentation of treatment rendered.
2. Should the EMR be unavailable due to downtime of the system, power failure or other unexpected event, paper forms will be used to document patient demographics, problem list, medication list, and treatment rendered.
3. Any paper records generated will be stored in the secure, locked location (drawer, cabinet, desk) located in the receptionist work area until Clinic staff can scan those paper records into the EMR.
4. After being scanned into the EMR, the paper records will be forwarded to the Administrative Medical Assistant to ensure claims are created for each patient encounter.
5. Medical records may be handled only by providers involved in the care of the patient, designated Clinic employees and employees of copy services who have signed authorizations to duplicate records.
6. MediCal Medical and Dental programs require patient records, including radiographcs, must be retained for a minimum of 10 years after the last date of service.

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7. Back-up functionality is maintained by the electronic medical record vendor(s) to ensure access to historical medical and dental records.

8. Should the practice disengage from an EMR, a copy of the legacy medical and/or dental records will be obtained, stored on the local server, and made available via the new software for patient care and patient access.

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REVISED

**MARK TWAIN HEALTH CARE DISTRICT
RURAL HEALTH CLINICS
POLICY AND PROCEDURES**

POLICY: Registration Of Established Patient	REVIEWED: 11/12/18; 2/14/20; <u>7/1/20</u>
SECTION: Admitting	REVISED: 2/14/20; <u>7/1/20</u>
EFFECTIVE: <u>July Board Meeting</u>	MEDICAL DIRECTOR:

Deleted: 2/26/20

Subject: Registration of established patient

Objective: To register the patient quickly, efficiently, and accurately

Response Rating:

Required Equipment:

Procedure:

1. Greet the patient in a friendly and professional manner. If there are no other patients waiting, ask the patient for their name and date of birth, locating them in the EMR for registration purposes.
2. Ask the patient for their insurance card and photo identification. For minor patients, obtain the photo identification of the adult accompanying the patient. Insurance cards and photo identification are required for every patient registration. In the case of telemedicine visits, the patient may be asked to show their insurance card to the Receptionist or Medical Assistant so that information can be verified against what is currently present in the EMR.
3. Ask the patient to be seated and indicate you will be with them momentarily.
4. Using the information provided on the sign in sheet or as a result of information received directly from the patient, search patient's date of birth and name
5. Select the correct patient.
6. If a walk-in patient, add to the schedule for the time of arrival by clicking time slot on schedule and adding name.
7. Verify patient's insurance eligibility.
8. Verify correct information is entered in the patient's demographics in EMR.
7. Verify the patient's emergency contact name and phone number.

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- a. Ensure there is an alternative emergency contact phone number other than the patient's primary phone number. If there is no other phone number document in the EMR "declines alternative emergency contact phone number"
 - b. If the patient denies an emergency contact state "declined" and enter "000-000-0000" for the emergency contact number.
- 9 Scan the patient's insurance cards and photo identification into the EMR.
 11. Ask the patient to sign any required admitting forms after confirming the patient's PCP and entering same in the EMR.
 12. Scan the signed forms into the EMR.
 13. Collect any required co-payments. Provide the patient with a receipt for their payment.
 14. If the patient arrives with a serious illness or injury that requires immediate medical attention, treatment will begin immediately regardless of the patient's insurance or arrival time.

**MARK TWAIN HEALTH CARE DISTRICT
RURAL HEALTH CLINICS
POLICY AND PROCEDURES**

POLICY: Registration of New Patient	REVIEWED: 11/12/18; 2/14/20; <u>6/24/20</u>
SECTION: Admitting	REVISED: 2/14/20; <u>6/24/20</u>
EFFECTIVE: <u>July Board Meeting</u>	MEDICAL DIRECTOR:

Deleted: 2/26/20

Subject: Registration of a new patient

Objective: To register patients quickly, efficiently, and accurately

Response Rating:

Required Equipment:

Procedure:

1. Greet the patient in a friendly and professional manner, asking them to sign in on the sign-in sheet.
2. Ask the patient for their insurance card and photo identification. For minor patients, obtain the photo identification of the adult accompanying the patient. Insurance cards and photo identification are required for every patient registration. In the case of telemedicine visits, the patient may be asked to show their insurance card to the Receptionist or Medical Assistant so that information can be verified against what is currently present in the EMR.
3. Ask the patient to be seated and indicate you will be with them momentarily.
4. Using the information provided on the sign in sheet, search patient's date of birth in the Electronic Medical Record (EMR) using the search function, then check for a patient with the same name and date of birth.
5. If patient is not found in the EMR, this indicates the patient is new to the Clinic.
6. Add the patient's demographic information.
7. Add the patient's emergency contact name and phone number.
 - a. Ensure there is an alternative emergency contact phone number other than the patient's primary phone number. If there is no other phone number document in the EMR "declines alternative emergency contact phone number"
 - b. If the patient denies an emergency contact state "declined" and enter "000-000-0000" for the emergency contact number.

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Registration of New Patient
Policy Number 153

7. Verify patient's insurance eligibility.
8. Scan the patient's insurance cards and photo identification into the EMR.
9. Ask the patient to sign the required admitting forms, after confirming the patient's PCP and entering same in the EMR.
10. Scan the signed forms into the EMR.
11. Collect any required co-payments. Provide the patient with a receipt for their payment.
12. If the patient arrives with a serious illness or injury that requires immediate medical attention, treatment will begin immediately regardless of the patient's insurance or arrival time.



P. O. Box 95
San Andreas, CA 95249
(209) 754-4468 Phone
(209) 754-2537 Fax

Agenda Item: Financial Reports (as of June, 2020)
Item Type: Action
Submitted By: Rick Wood, Accountant
Presented By: Rick Wood, Accountant

BACKGROUND:

The June 30, 2020 financial statements are attached for your review and approval.

- Please note that the June 30, 2020 financial reports will stay in DRAFT form until the 2019 – 2020 Audit has been completed. While the revenue and expense won't change dramatically, the Balance Sheet will definitely go through some adjustments.
- As of 07/16/20 the Clinic has generated uncollected claims of \$369,263 and the current balance of actual payments being held at US Bank is \$90,000. Dr. Smart has set up an Automated ACH sweep process that will move this money automatically at the end of each month to our operating account.
- Rental revenue continues to come in, and we have now collected the past due CAM charges.
- District revenue (property tax) will be reconciled in July/August when the County provides us with a final report, and District related expenses are tracking well compared to budget.
- The Balance Sheet shows a strong cash position.
- The Investment & Reserves Report looks great! CalTRUST and Five Star Bank have done well in this fiscal year.

**Mark Twain Health Care District
Annual Budget Recap**

	06/30/20 Actual Y-T-D	2019 - 2020 Annual Budget				
		Total District	Clinic	Rental	Projects	Admin
Non-Cash rent revenue	1,094,553	1,200,000	0	1,200,000	0	0
Revenues	1,692,183	3,676,864	2,080,234	232,958	0	1,363,672
Total Revenue	2,786,736	4,876,864	2,080,234	1,432,958	0	1,363,672
Non-Cash depr expense		(384,665)	(346,120)	(36,045)	0	(2,500)
Expenses	(4,019,051)	(4,686,939)	(2,271,601)	(924,024)	(652,000)	(839,314)
Total Expenses	(4,019,051)	(5,071,604)	(2,617,721)	(960,069)	(652,000)	(841,814)
Surplus(Deficit)	(1,232,315)	(194,740)	(537,487)	472,889	652,000	521,858

**Mark Twain Health Care District
Direct Clinic Financial Projections**

	VSHWC		6/30/2020	
	1			
	2019/2020 Budget	Actual Month	Actual Y-T-D	Actual vs Budget
4083.39 Sunrise Pharmacy Gross Revenues				
4083.49 Urgent care Gross Revenues	2,097,973	454	16,498	0.00%
4083.60 Contractual Adjustments	(34,637)	0	(51,948)	
Net Patient revenue	2,063,337	454	(35,450)	0.00%
4083.90 Flu shot, Lab income, physicals	765			0.00%
4083.91 Medical Records copy fees	383			0.00%
4083.92 Other - Plan Incentives	15,750			0.00%
Total Other Revenue	16,898	0	0	0.00%
	2,080,235	454	(35,450)	-1.70%
7083.09 Other salaries and wages	(650,053)	(74,233)	(780,679)	120.09%
7083.10 Payroll taxes	(42,278)	(4,617)	(48,673)	115.13%
7083.12 Vacation, Holiday and Sick Leave	(9,751)			0.00%
7083.13 Group Health & Welfare Insurance	(107,259)	0	(31,164)	29.05%
7083.14 Group Life Insurance	(1,040)			0.00%
7083.15 Pension and Retirement	(16,251)			0.00%
7083.16 Workers Compensation insurance	(13,001)	(1,697)	(13,597)	104.58%
7083.18 Other payroll related benefits	(975)			0.00%
Total taxes and benefits	(190,555)	(6,314)	(93,434)	49.03%
Labor related costs	(840,608)	(80,548)	(874,113)	103.99%
7083.05 Marketing		(40)	(7,096)	
7083.20 Medical - Physicians	(549,564)	(141,644)	(413,074)	75.16%
7083.22 Consulting and Management fees	(101,250)	(20,272)	(260,822)	257.60%
7083.23 Legal - Clinic	0		(27,900)	0.00%
7083.25 Registry Nursing personnel	(1,875)			0.00%
7083.26 Other contracted services	(84,563)	(16,636)	(65,565)	77.53%
7083.29 Other Professional fees	(5,625)		(11,199)	199.08%
7083.36 Oxygen and Other Medical Gases	(1,599)	(35)	(533)	33.34%
7083.38 Pharmaceuticals	(68,513)			0.00%
7083.41 Other Medical Care Materials and Supplies	(10,240)	(16,391)	(129,632)	1265.94%
7083.44 Linens	(2,048)			0.00%
7083.48 Instruments and Minor Medical Equipment	(11,878)			0.00%
7083.74 Depreciation - Equipment	(112,857)			0.00%
7083.45 Cleaning supplies	(9,896)			0.00%
7083.62 Repairs and Maintenance Grounds	(5,900)		(1,122)	19.02%
7083.72 Depreciation - Bldgs & Improvements	(233,263)			0.00%
7083.80 Utilities - Electrical, Gas, Water, other	(93,253)	(3,656)	(50,069)	53.69%
8870.00 Interest on Debt Service	(269,494)		(60,469)	22.44%
7083.43 Food	(819)	(24)	(935)	114.16%
7083.46 Office and Administrative supplies	(8,601)	(2,610)	(27,450)	319.15%
7083.69 Other purchased services	(134,280)	(3,463)	(49,874)	37.14%
7083.81 Insurance - Malpractice	(30,265)	(831)	(8,814)	29.12%
7083.82 Other Insurance - Clinic			(23,332)	0.00%
7083.85 Telephone and Communications	(10,240)		(4,739)	46.28%
7083.86 Dues and Subscriptions	(1,903)	(141)	(19,387)	1018.77%
7083.87 Outside Training	(4,915)		(199)	4.05%
7083.88 Travel costs	(4,096)		(3,704)	90.44%
7083.89 Recruiting	(20,177)	(221)	(25,153)	124.66%
Non labor expenses	(1,777,114)	(205,963)	(1,191,068)	67.02%
Total Expenses	(2,617,722)	(286,511)	(2,065,181)	78.89%
Net Expenses over Revenues	(537,487)	(286,057)	(2,100,632)	390.82%

**Mark Twain Health Care District
Rental Financial Projections**

Rental

6/30/2020

		2019/2020 Budget	Actual Month	Actual Y-T-D	Actual vs Budget
9260.01	Rent Hospital Asset amortized	1,200,000	91,021	1,094,553	91.21%
		0			
	Rent Revenues	1,200,000	91,021	1,094,553	91.21%
9520.62	Repairs and Maintenance Grounds	0		(6,079)	
9520.80	Utilities - Electrical, Gas, Water, other, Phone	(684,000)	(49,770)	(618,632)	90.44%
9520.72	Depreciation	(36,045)	(9,928)	(121,437)	336.90%
9520.82	Insurance	(2,000)			0.00%
	Total Costs	(722,045)	(59,697)	(746,147)	103.34%
	Net	477,955	31,323	348,406	194.55%
9260.02	MOB Rents Revenue	227,181	49,078	219,815	96.76%
9521.75	MOB rent expenses	(233,024)		(240,514)	103.21%
	Net	(5,843)	49,078	(20,699)	354.25%
9260.03	Child Advocacy Rent revenue	5,777	750	9,000	155.79%
9522.75	Child Advocacy Expenses	(5,000)		(297)	5.95%
	Net	777	750	8,703	1120.04%
		1,432,958	140,848	1,323,367	92.35%
		(960,069)	(59,697)	(986,958)	102.80%
	Summary Net	472,889	81,151	336,409	71.14%

**Mark Twain Health Care District
Projects, Grants and Support
6/30/2020**

	2019/2020 Budget	Actual Month	Actual Y-T-D	Actual vs Budget
Project grants and support	(652,000)		(465,163)	71.34%
8890.00 Foundation	(500,000)		(377,000)	75.40%
8890.00 Stay Vertical	(52,000)		(52,000)	100.00%
8890.00 Golden Health Grant Awards	(100,000)		(36,163)	36.16%
Project grants and support	(652,000)	0	(465,163)	71.34%

**Mark Twain Health Care District
General Administration Financial Projections**

Admin

6/30/2020

	2016/2017	2017/2018	2019/2020 Budget	Actual Month	Actual Y-T-D	Actual vs Budget
9060.00 Income, Gains and losses from investments	4,423	5,045	250,000	23,848	389,072	155.63%
9160.00 Property Tax Revenues	935,421	999,443	1,098,672	92,086	1,105,029	100.58%
9010.00 Gain on Sale of Asset						
9400.00 Miscellaneous Income (1% Minority Interest)	0	0	15,000	11,455	(47,231)	-314.87%
Summary Revenues	<u>939,844</u>	<u>1,004,488</u>	<u>1,363,672</u>	<u>127,388</u>	<u>1,446,871</u>	<u>106.10%</u>
8610.09 Other salaries and wages	<u>(33,587)</u>	<u>(235,531)</u>	<u>(362,024)</u>	<u>(14,938)</u>	<u>(200,318)</u>	55.33%
8610.10 Payroll taxes			(22,225)	(1,143)	(14,132)	63.59%
8610.12 Vacation, Holiday and Sick Leave			(5,430)			0.00%
8610.13 Group Health & Welfare Insurance		(663)	(59,734)		(12,383)	20.73%
8610.14 Group Life Insurance			(579)			0.00%
8610.15 Pension and Retirement			(9,051)	(655)	(1,905)	21.05%
8610.16 Workers Compensation insurance			(7,240)		(1,226)	16.93%
8610.18 Other payroll related benefits			(543)			0.00%
Benefits and taxes	0	(663)	(104,802)	(1,798)	(29,647)	28.29%
Labor Costs	<u>(33,587)</u>	<u>(236,194)</u>	<u>(466,826)</u>	<u>(16,737)</u>	<u>(229,965)</u>	49.26%
8610.22 Consulting and Management Fees	(392,908)	(332,287)	(61,500)	(191)	(13,922)	22.64%
8610.23 Legal	(15,195)	(20,179)	(30,000)		(13,738)	45.79%
8610.24 Accounting /Audit Fees	(13,945)	(18,090)	(123,000)	(5,713)	(59,232)	48.16%
8610.43 Food			(1,538)		(868)	56.46%
8610.46 Office and Administrative Supplies	(4,310)	(19,685)	(20,000)	(465)	(20,017)	100.08%
8610.62 Repairs and Maintenance Grounds			0			
8610.69 Other				(1,952)	(12,877)	
8610.74 Depreciation - Equipment	(35,556)	(26,582)	(2,500)			0.00%
8610.75 Rental/lease equipment	(11,198)	(57,593)	(9,200)			0.00%
8610.80 Utilities			0		(705)	
8610.82 Insurance	(16,578)	(17,043)	(35,000)		(17,747)	50.71%
8610.83 Licenses and Taxes			0			
8610.85 Telephone and communications			0			
8610.86 Dues and Subscriptions	(12,554)	(14,731)	(19,475)	(112)	(13,779)	70.75%
8610.87 Outside Trainings	(1,920)	(3,030)	(15,375)		380	-2.47%
8610.88 Travel	(6,758)	(17,363)	(15,375)		(4,669)	30.37%
8610.89 Recruiting			(10,250)		(1,898)	18.52%
8610.90 Other Direct Expenses	(10,895)	(5,488)	(31,775)	(5,127)	(58,591)	184.39%
7084.41 Sunrise Pharmacy Expenses					(2,174)	
Non-Labor costs	<u>(521,817)</u>	<u>(532,071)</u>	<u>(374,988)</u>	<u>(13,560)</u>	<u>(219,835)</u>	58.62%
Total Costs	<u>(555,404)</u>	<u>(768,265)</u>	<u>(841,814)</u>	<u>(30,297)</u>	<u>(449,801)</u>	53.43%
Net	<u>384,440</u>	<u>236,223</u>	<u>521,859</u>	<u>97,091</u>	<u>997,070</u>	191.06%

Mark Twain Health Care District
Balance Sheet
As of June 30, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
1001.10 Umpqua Bank - Checking	90,315.17
1001.20 Umpqua Bank - Money Market	6,440.85
1001.30 Bank of Stockton	363,779.30
1001.40 Five Star Bank - MTHCD Checking	57,059.36
1001.50 Five Star Bank - Money Market	2,191,535.37
1001.60 Five Star Bank - VSHWC Checking	132,454.02
1001.65 Five Star Bank - VSHWC Payroll	174,878.36
1820 VSHWC - Petty Cash	400.00
Total Bank Accounts	\$ 3,016,862.43
Accounts Receivable	
1200 Accounts Receivable	-1,580.06
Total Accounts Receivable	-\$ 1,580.06
Other Current Assets	
1001.70 Umpqua Investments	1,513.65
1003.30 CalTRUST	10,526,923.31
1069 Due from Calaveras County	-87,158.64
115.05 Due From Calaveras County	4,843.95
115.20 Accrued Lease Revenue	15,232.17
130.40 Prepaid Valley Springs Clinic	689,008.69
1301.40 Prepaid VSHWC	48,336.05
Total Other Current Assets	\$ 11,198,699.18
Total Current Assets	\$ 14,213,981.55
Fixed Assets	
150.00 Land and Land Improvements	0.00
150.10 Land	1,189,256.50
150.20 Land Improvements	150,307.79
Total 150.00 Land and Land Improvements	\$ 1,339,564.29
151.00 Buildings and Improvements	0.00
151.10 Building	2,123,677.81
151.20 Building Improvements	2,276,955.79
151.30 Building Service Equipment	168,095.20
Total 151.00 Buildings and Improvements	\$ 4,568,728.80
152 VSHWC	5,379,882.39
152.1 VSHWC Consulting Services	4,646.25
152.10 Fixed Equipment	700,625.02
152.15 Furniture & Furnishings	7,813.00
152.92 VSHWC Clinic Land Costs	1,262,242.27
1521.30 CIP Equipment	45,300.14
160.00 Accumulated Depreciation	-5,342,089.82

Total Fixed Assets	\$	<u>7,966,712.34</u>
Other Assets		
1710.10 Minority Interest in MTMC - NEW		240,462.88
180.60 Capitalized Lease Negotiations		356,574.25
Total 180.30 Intangible Assets	\$	<u>597,037.13</u>
2219 Capital Lease		6,560,837.01
Total Other Assets	\$	<u>7,157,874.14</u>
TOTAL ASSETS	\$	<u>29,338,568.03</u>
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 Accounts Payable		66,171.19
Total Accounts Payable	\$	<u>66,171.19</u>
Other Current Liabilities		
200.00 Accts Payable & Accrued Expenes		
200.10 Other Accounts Payable		25,127.39
Total 200.00 Accts Payable & Accrued Expenes	\$	<u>25,127.39</u>
2021 Accrued Payroll - Clinic		33,961.05
210.00 Deide Security Deposit		2,275.00
211.00 Valley Springs Security Deposit		1,000.00
2110.00 Payroll Liabilities - New Account for 2019		-1,411.92
226 Deferred Rental Revenue		38,393.35
Total Other Current Liabilities	\$	<u>99,344.87</u>
Total Current Liabilities	\$	<u>165,516.06</u>
Long-Term Liabilities		
2128.01 Deferred Capital Lease		1,668,810.33
2128.02 Deferred Utilities Reimbursement		3,031,189.67
2129 Other Third Party Reimbursement - Calaveras County		0.00
2210 USDA Loan - VS Clinic		6,145,187.50
Total Long-Term Liabilities	\$	<u>10,845,187.50</u>
Total Liabilities	\$	<u>11,010,703.56</u>
Equity		
290.00 Fund Balance		19,560,179.85
Net Income		-1,232,315.38
Total Equity	\$	<u>18,327,864.47</u>
TOTAL LIABILITIES AND EQUITY	\$	<u>29,338,568.03</u>

**Investment & Reserves Report
30-Jun-20**

Reserve Funds	Minimum Target	12/31/2018 Balance	2019 Allocated	2019 Interest	6/30/2020 Balance	Annual Funding Goal
Valley Springs HWC - Operational Reserve Fund	2,200,000	0	0	0	0	0
Capital Improvement Fund	12,000,000	0	0	0	0	0
Technology Reserve Fund	1,000,000	0	0	0	0	0
Lease & Contract Reserve Fund	3,000,000	0	0	0	0	0
Loan Reserve Fund	1,300,000	0	0	0	0	0
Reserves & Contingencies	19,500,000	0	0	0	0	0

CalTRUST	2019 - 2020		Annualized Rates	Duration
	6/30/2020	Interest Earned		
Valley Springs HWC - Operational Reserve Fund	0	0		
Capital Improvement Fund	0	0		
Technology Reserve Fund	0	0		
Lease & Contract Reserve Fund	0	0		
Loan Reserve Fund	0	0		
Total CalTRUST	10,526,923	316,129	3.60%	1 Year or Less
Five Star				
General Operating Fund	57,059	567.93		
Money Market Account	2,191,535	64,833.93		
Valley Springs - Checking	132,454	233.36		
Valley Springs - Payroll	174,878	71.87		
Total Five Star	2,555,927	65,707.09	1.89%	1 Year or Less
Umpqua Bank				
Checking	212,910	0.00		
Money Market Account	4,927	1,555.29		
Investments	1,514	5,681.63		
Total Savings & CD's	219,351	7,236.92	1.60%	
Bank of Stockton				
	363,779	0	0.00%	1 Year or Less
Total in interest earning accounts	13,665,980	389,073		
Potential Unrealized Loss				
Total Without Unrealized Loss		389,073		

Mark Twain Health Care District's (District) Investment Policy No. 22 describes the District's commitment to managing risk by selecting investment products based on safety, liquidity and yield. Per California Government Code Section 53600 et. seq., specifically section 53646 and section 53607, this investment report details all investment-related activity in the current period. District investable funds are currently invested in Umpqua Bank, Five Star Bank, and the CalTRUST investment pool, all of which meet those standards; the individual investment transactions of the CalTRUST Pool are not reportable under the government code. That being said, the District's Investment Policy remains a prudent investment course, and is in compliance with the "Prudent Investor's Policy" designed to protect public funds. The report for this period does reflect any deviation from the District's Investment Policy.

Mark Twain Health Care District

JOURNAL

June 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
06/05/2020	Journal Entry	19054		Period 5/17 - 5/30 Wages - District	8610.09	8610.09 Other salaries and wages - Admin.	\$7,469.20	
				Period 5/17 - 5/30 Wages - Clinic	7083.09	7083.09 Other salaries and wages - Clinic	\$28,163.37	
				Period 5/17 - 5/30 Employer Tax Expense (MediCare) District	8610.10	8610.10 Payroll taxes - Admin.	\$108.32	
				Period 5/17 - 5/30 Employer Tax Expense (MediCare) Clinic	7083.10	7083.10 Payroll taxes - Clinic	\$408.38	
				Period 5/17 - 5/30 Employer Tax Expense (SocSec) Dist.	8610.10	8610.10 Payroll taxes - Admin.	\$463.09	
				Period 5/17 - 5/30 Employer Tax Expense (SocSec) Clinic	7083.10	7083.10 Payroll taxes - Clinic	\$1,746.16	
				Period 5/17 - 5/30 Employer Tax Expense (SUI & IT) Dist.	8610.10	8610.10 Payroll taxes - Admin.	\$0.00	
				Period 5/17 - 5/30 Employer Tax Expense (SUI & IT) Clinic	7083.10	7083.10 Payroll taxes - Clinic	\$71.79	
				Period 5/17 - 5/30 Medicare - ER & EE	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$1,033.40
				Period 5/17 - 5/30 SocSec - ER & EE	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$4,418.50
				Period 5/17 - 5/30 Federal W/H	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$4,250.51
				Period 5/17 - 5/30 State W/H	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$2,021.63
				Period 5/17 - 5/30 State SUI & CA Employment Training	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$71.79
				Period 5/17 - 5/30 401(k) Deductions	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$1,581.51
				Period 5/17 - 5/30 VSHWC Payroll Acct	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$861.00
				Period 5/17 - 5/30 Payroll Processing Expense - Dist.	8610.22	8610.22 Consulting and Management Fees - District	\$172.20	
				Period 5/17 - 5/30 Payroll Processing Expense - VS Clinic	7083.22	7083.22 Consulting and Management fees - Clinic	\$688.80	
				Period 5/17 - 5/30 Payroll Liabilities	2110.00	2110.00 Payroll Liabilities - New Account for 2019	\$11,795.81	
				Period 5/17 - 5/30 VSHWC Payroll Acct	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$11,795.81
				Period 5/17 - 5/30 Checks Issued	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$684.66
				Period 5/17 - 5/30 Direct Deposit - VSHWC Payroll Acct	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$24,368.31
							\$51,087.12	\$51,087.12
06/19/2020	Journal Entry	19055		Period 5/31 - 6/13 Wages - District	8610.09	8610.09 Other salaries and wages - Admin.	\$7,469.20	
				Period 5/31 - 6/13 Wages - Clinic	7083.09	7083.09 Other salaries and wages - Clinic	\$31,219.97	
				Period 5/31 - 6/13 Employer Tax Expense (MediCare) Dist.	8610.10	8610.10 Payroll taxes - Admin.	\$108.30	
				Period 5/31 - 6/13 Employer Tax Expense (MediCare) Clinic	7083.10	7083.10 Payroll taxes - Clinic	\$444.47	
				Period 5/31 - 6/13 Employer Tax Expense (SocSec) Dist.	8610.10	8610.10 Payroll taxes - Admin.	\$463.09	
				Period 5/31 - 6/13 Employer Tax Expense (SocSec) Clinic	7083.10	7083.10 Payroll taxes - Clinic	\$1,900.65	
				Period 5/31 - 6/13 Employer Tax Expense (SUI & IT) Dist.	8610.10	8610.10 Payroll taxes - Admin.	\$0.00	
				Period 5/31 - 6/13 Employer Tax Expense (SUI & IT) Clinic	7083.10	7083.10 Payroll taxes - Clinic	\$45.75	
				Period 5/31 - 6/13 MediCare - ER & EE	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$1,105.55
				Period 5/31 - 6/13 SocSec - ER & EE	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$4,727.47
				Period 5/31 - 6/13 Federal W/H	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$4,651.69
				Period 5/31 - 6/13 State W/H	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$2,205.41
				Period 5/31 - 6/13 State SUI & CA Employment Training	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$45.75
				Period 5/31 - 6/13 Health Plan Deductions	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$563.93
				Period 5/31 - 6/13 401(k) Deductions	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$1,601.88
				Period 5/31 - 6/13 VSHWC Payroll Acct	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$95.00
				Period 5/31 - 6/13 Payroll Processing Expense - Dist.	8610.22	8610.22 Consulting and Management Fees - District	\$19.00	
				Period 5/31 - 6/13 Payroll Processing Expense - VS Clinic	7083.22	7083.22 Consulting and Management fees - Clinic	\$76.00	
				Period 5/31 - 6/13 Payroll Liabilities	2110.00	2110.00 Payroll Liabilities - New Account for 2019	\$12,735.87	
				Period 5/31 - 6/13 VSHWC Payroll Acct	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$12,735.87
				Period 5/31 - 6/13 Checks Issued	2110.00	2110.00 Payroll Liabilities - New Account for 2019		\$557.23
				Period 5/31 - 6/13 Direct Deposit - VSHWC Payroll Acct	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$26,192.52
							\$54,482.30	\$54,482.30

Mark Twain Health Care District

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June 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
06/30/2020	Journal Entry	19047		Rent - Resource Connection	9260.03	9260.03 Child Advocacy Rent Revenue		\$750.00
				Rent - Resource Connection	1001.10	1001.10 Umpqua Bank - Checking - NEW	\$750.00	
							\$750.00	\$750.00
06/30/2020	Journal Entry	19048		Clinic Deposit	1001.10	1001.10 Umpqua Bank - Checking - NEW	\$454.08	
				Clinic Deposit	4083.49	4083.49 VSHWC Gross Revenues		\$454.08
							\$454.08	\$454.08
06/30/2020	Journal Entry	19049		June 2020 Transfers	1001.10	1001.10 Umpqua Bank - Checking - NEW		\$200,000.00
				June 2020 Transfers	1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW	\$200,000.00	
							\$200,000.00	\$200,000.00
06/30/2020	Journal Entry	19050		MOB Rents	9260.02	9260.02 MOB Rents Revenue		\$13,006.77
				MOB Rents	1001.10	1001.10 Umpqua Bank - Checking - NEW	\$13,006.77	
							\$13,006.77	\$13,006.77
06/30/2020	Journal Entry	19051		Monthly Service Fee	7083.69	7083.69 Other purchased services - Clinic	\$934.76	
				Monthly Service Fee	1001.60	1001.60 Five Star Bank - VSHWC Checking - NEW-1		\$934.76
							\$934.76	\$934.76
06/30/2020	Journal Entry	19052		Transfer to Payroll Account	1001.60	1001.60 Five Star Bank - VSHWC Checking - NEW-1		\$150,000.00
				Transfer to Payroll Account	1001.65	1001.65 Five Star Bank - VSHWC Payroll	\$150,000.00	
							\$150,000.00	\$150,000.00
06/30/2020	Journal Entry	19056		Check #1028 Cleared Bank	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$684.66
				Check #1029 Cleared Bank	1001.65	1001.65 Five Star Bank - VSHWC Payroll		\$557.23
				Checks Cleared	2110.00	2110.00 Payroll Liabilities - New Account for 2019	\$1,241.89	
							\$1,241.89	\$1,241.89
06/30/2020	Journal Entry	19057		Minority Interest MTSJ Ops	9205.03	9205.03 Minority Interest MTSJ Ops - NEW		\$10,571.78
				Minority Interest MTSJ Invest	9205.04	9205.04 Minority Interest MTSJ Invest - NEW		\$882.92
				Minority Interest in MTMC	1710.10	1710.10 Minority Interest in MTMC - NEW	\$11,454.70	
							\$11,454.70	\$11,454.70
06/30/2020	Journal Entry	19058		Deferred Third Party Reimbursement	2129	2129 Other Third Party Reimbursement - Calaveras County	\$92,085.75	
				Property Tax Revenues	9160.00	9160.00 Property Tax Revenues - District		\$92,085.75
							\$92,085.75	\$92,085.75
06/30/2020	Journal Entry	19059		Deffer Capital Lease	2128.01	2128.01 Deferred Capital Lease	\$35,506.59	
				Interest Income	9260.01	9260.01 Deferred Lease Income		\$26,527.15
				Capital Lease	2219	2219 Capital Lease		\$8,979.44
				Deffer Utility Reimbursement	2128.02	2128.02 Deferred Utilities Reimbursement	\$64,493.41	
				Other Income	9260.01	9260.01 Deferred Lease Income		\$64,493.41
							\$100,000.00	\$100,000.00
06/30/2020	Journal Entry	19060		Depreciation Expense	9520.72	9520.72 Depreciation	\$9,927.56	
				Capital Lease	2219	2219 Capital Lease		\$9,927.56
							\$9,927.56	\$9,927.56
06/30/2020	Journal Entry	19061		Dell - Equipment for Clinic	1521.30	1521.30 CIP Equipment	\$3,008.87	
				Sphinx Med Tech - Medical Supplies	7083.41	7083.41 Other Medical Care Materials and Supplies - Clinic	\$246.63	
				Starbucks - Gift Cards	7083.43	7083.43 Food - Clinic	\$24.45	
				Language Line - Translation Line	7083.46	7083.46 Office and Administrative supplies - Clinic	\$114.55	
				Amazon - Popsocket for Ipad	7083.46	7083.46 Office and Administrative supplies - Clinic	\$10.71	
				Amazon - Protector & Grip for Ipad	7083.46	7083.46 Office and Administrative supplies - Clinic	\$115.71	
				Amazon - Headphones for Ipad	7083.46	7083.46 Office and Administrative supplies - Clinic	\$39.15	
				Staples - Clinic Supplies	7083.46	7083.46 Office and Administrative supplies - Clinic	\$99.88	
				Staples - Brother Toner for Clinic	7083.46	7083.46 Office and Administrative supplies - Clinic	\$665.81	
				Calaveras Mini Storage	7083.69	7083.69 Other purchased services - Clinic	\$145.00	
				Medstatix - Invoice #27510	7083.69	7083.69 Other purchased services - Clinic	\$150.00	

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				Lowe's - Office Supplies	8610.69	8610.69 Other - IT Services- District	\$22.84	
				Quickbooks Monthly Sub.	8610.69	8610.69 Other - IT Services- District	\$150.00	
				Cal.Net Monthly Sub.	8610.86	8610.86 Dues & Subscriptions - District	\$19.90	
					1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$4,813.50
							\$4,813.50	\$4,813.50
TOTAL							\$690,238.43	\$690,238.43

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06/05/2020	Bill Payment (Check)	1331	Alpine Natural Gas		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$9.18
					2000	2000 Accounts Payable	\$9.18	
							\$9.18	\$9.18
06/05/2020	Bill Payment (Check)	1332	Anthem Blue Cross		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$3,662.44
					2000	2000 Accounts Payable	\$3,662.44	
							\$3,662.44	\$3,662.44
06/05/2020	Bill Payment (Check)	1333	Arnaudo Bros., L.P.		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$20,260.54
					2000	2000 Accounts Payable	\$20,260.54	
							\$20,260.54	\$20,260.54
06/05/2020	Bill Payment (Check)	1334	AT&T 209 772-7070 662 VSHWC Main Phone Line		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$83.37
					2000	2000 Accounts Payable	\$83.37	
							\$83.37	\$83.37
06/05/2020	Bill Payment (Check)	1335	AT&T 209-772-2791 VSHWC		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,314.11
					2000	2000 Accounts Payable	\$1,314.11	
							\$1,314.11	\$1,314.11
06/05/2020	Bill Payment (Check)	1336	AT&T 795-2997749		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$74.10
					2000	2000 Accounts Payable	\$74.10	
							\$74.10	\$74.10
06/05/2020	Bill Payment (Check)	1337	Best Best & Krieger, LLP		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$430.00
					2000	2000 Accounts Payable	\$430.00	
							\$430.00	\$430.00
06/05/2020	Bill Payment (Check)	1338	Blue Mountain Custom Fabrics		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,881.25
					2000	2000 Accounts Payable	\$1,881.25	
							\$1,881.25	\$1,881.25
06/05/2020	Bill Payment (Check)	1339	Calaveras County Water District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$2,787.30
					2000	2000 Accounts Payable	\$2,787.30	
							\$2,787.30	\$2,787.30
06/05/2020	Bill Payment (Check)	1340	Calaveras Public Utility District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$2,067.60
					2000	2000 Accounts Payable	\$2,067.60	
							\$2,067.60	\$2,067.60
06/05/2020	Bill Payment (Check)	1341	Calaveras Telephone		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$473.47
					2000	2000 Accounts Payable	\$473.47	
							\$473.47	\$473.47
06/05/2020	Bill Payment (Check)	1342	California Special Districts Association - Financial		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$2,631.40
					2000	2000 Accounts Payable	\$2,631.40	
							\$2,631.40	\$2,631.40
06/05/2020	Bill Payment (Check)	1343	Cejka Search		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$2,000.00
					2000	2000 Accounts Payable	\$2,000.00	
							\$2,000.00	\$2,000.00
06/05/2020	Bill Payment (Check)	1344	Clark Pest Control of Stockton, Inc.	Acct. # 2759300	1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$75.00
					2000	2000 Accounts Payable	\$75.00	
							\$75.00	\$75.00
06/05/2020	Bill Payment (Check)	1345	Dr. Joana Motiu		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$3,421.25
					2000	2000 Accounts Payable	\$3,421.25	

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							\$3,421.25	\$3,421.25
06/05/2020	Bill Payment (Check)	1346	Dr. Deborah Salom		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$9,018.75
					2000	2000 Accounts Payable	\$9,018.75	
							\$9,018.75	\$9,018.75
06/05/2020	Bill Payment (Check)	1347	Ebbetts Pass Gas Services		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$194.03
					2000	2000 Accounts Payable	\$194.03	
							\$194.03	\$194.03
06/05/2020	Bill Payment (Check)	1348	James Mosson		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$6,360.00
					2000	2000 Accounts Payable	\$6,360.00	
							\$6,360.00	\$6,360.00
06/05/2020	Bill Payment (Check)	1349	Kirk Stout		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$170.00
					2000	2000 Accounts Payable	\$170.00	
							\$170.00	\$170.00
06/05/2020	Bill Payment (Check)	1350	McKesson Medical Surgical		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$4,849.20
					2000	2000 Accounts Payable	\$4,849.20	
							\$4,849.20	\$4,849.20
06/05/2020	Bill Payment (Check)	1351	MedPro Waste Disposal LLC		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$65.00
					2000	2000 Accounts Payable	\$65.00	
							\$65.00	\$65.00
06/05/2020	Bill Payment (Check)	1352	Nuance Communications, Inc.		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,716.00
					2000	2000 Accounts Payable	\$1,716.00	
							\$1,716.00	\$1,716.00
06/05/2020	Bill Payment (Check)	1353	PG&E 07532672789-5 James Dalton(Angels Camp)	Acct # 0753262789-5	1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$3,113.69
					2000	2000 Accounts Payable	\$3,113.69	
							\$3,113.69	\$3,113.69
06/05/2020	Bill Payment (Check)	1354	PG&E 2148202072-0		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$59.46
					2000	2000 Accounts Payable	\$59.46	
							\$59.46	\$59.46
06/05/2020	Bill Payment (Check)	1355	Radiologica		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,364.00
					2000	2000 Accounts Payable	\$1,364.00	
							\$1,364.00	\$1,364.00
06/05/2020	Bill Payment (Check)	1356	RJ Pro Innovative I.T. Services		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$338.24
					2000	2000 Accounts Payable	\$338.24	
							\$338.24	\$338.24
06/05/2020	Bill Payment (Check)	1357	San Andreas Sanitary District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$6,083.07
					2000	2000 Accounts Payable	\$6,083.07	
							\$6,083.07	\$6,083.07
06/05/2020	Bill Payment (Check)	1358	Staples		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$241.02
					2000	2000 Accounts Payable	\$241.02	
							\$241.02	\$241.02
06/05/2020	Bill Payment (Check)	1359	Streamline		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$200.00
					2000	2000 Accounts Payable	\$200.00	
							\$200.00	\$200.00
06/05/2020	Bill Payment (Check)	1360	The Valley Springs News		1001.40	1001.40 Five Star Bank - MTHCD Checking -		\$88.00

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					2000	NEW 2000 Accounts Payable	\$88.00	\$88.00
06/05/2020	Bill Payment (Check)	1361	Your Type Graphic Design		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$820.59
					2000	2000 Accounts Payable	\$820.59	\$820.59
06/05/2020	Bill Payment (Check)	1362	AMS.NET		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$5,609.70
					2000	2000 Accounts Payable	\$5,609.70	\$5,609.70
06/05/2020	Bill Payment (Check)	1363	Harvard M. Robbins, M.D.		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$20,000.00
					2000	2000 Accounts Payable	\$20,000.00	\$20,000.00
06/05/2020	Bill Payment (Check)	1364	Suzanne Dietrich		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,785.00
					2000	2000 Accounts Payable	\$1,785.00	\$1,785.00
06/09/2020	Bill Payment (Check)	1365	AT&T OneNet		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,180.03
					2000	2000 Accounts Payable	\$1,180.03	\$1,180.03
06/09/2020	Bill Payment (Check)	1366	Calaveras Public Utility District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$162.05
					2000	2000 Accounts Payable	\$162.05	\$162.05
06/09/2020	Bill Payment (Check)	1367	Cheryl Duncan Consulting		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$19,026.25
					2000	2000 Accounts Payable	\$19,026.25	\$19,026.25
06/09/2020	Bill Payment (Check)	1368	MedPro Billing, LLC		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,080.00
					2000	2000 Accounts Payable	\$1,080.00	\$1,080.00
06/09/2020	Bill Payment (Check)	1369	MesaLabs		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$291.30
					2000	2000 Accounts Payable	\$291.30	\$291.30
06/09/2020	Bill Payment (Check)	1370	PG&E 39918320076 Cancer		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$191.91
					2000	2000 Accounts Payable	\$191.91	\$191.91
06/09/2020	Bill Payment (Check)	1371	PG&E 89195984003 Cancer/Infusion		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$596.77
					2000	2000 Accounts Payable	\$596.77	\$596.77
06/09/2020	Bill Payment (Check)	1372	San Andreas Sanitary District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$409.02
					2000	2000 Accounts Payable	\$409.02	\$409.02
06/10/2020	Bill Payment (Check)	1373	Calaveras Baseball		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,500.00
					2000	2000 Accounts Payable	\$1,500.00	\$1,500.00
06/10/2020	Bill Payment (Check)	1374	CalaverasGROWN		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$9,250.00
					2000	2000 Accounts Payable	\$9,250.00	\$9,250.00

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06/10/2020	Bill Payment (Check)	1375	Habitat for Humanity		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,000.00
					2000	2000 Accounts Payable	\$1,000.00	
							\$1,000.00	\$1,000.00
06/10/2020	Bill Payment (Check)	1376	Hospice of Amador and Calaveras		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$6,000.00
					2000	2000 Accounts Payable	\$6,000.00	
							\$6,000.00	\$6,000.00
06/10/2020	Bill Payment (Check)	1377	Murphys Senior Center		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$4,800.00
					2000	2000 Accounts Payable	\$4,800.00	
							\$4,800.00	\$4,800.00
06/10/2020	Bill Payment (Check)	1378	San Andreas Fire Protection District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$6,812.97
					2000	2000 Accounts Payable	\$6,812.97	
							\$6,812.97	\$6,812.97
06/10/2020	Bill Payment (Check)	1379	Sierra Hope		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$10,000.00
					2000	2000 Accounts Payable	\$10,000.00	
							\$10,000.00	\$10,000.00
06/17/2020	Bill Payment (Check)	1381	Debbie Sellick		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$300.00
					2000	2000 Accounts Payable	\$300.00	
							\$300.00	\$300.00
06/17/2020	Bill Payment (Check)	1382	Kathy Toepel		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$300.00
					2000	2000 Accounts Payable	\$300.00	
							\$300.00	\$300.00
06/17/2020	Bill Payment (Check)	1383	Lin Reed		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$300.00
					2000	2000 Accounts Payable	\$300.00	
							\$300.00	\$300.00
06/17/2020	Bill Payment (Check)	1384	Talibah Al-Rafiq		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$300.00
					2000	2000 Accounts Payable	\$300.00	
							\$300.00	\$300.00
06/18/2020	Bill Payment (Check)	1432	Alpine Natural Gas		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$216.55
					2000	2000 Accounts Payable	\$216.55	
							\$216.55	\$216.55
06/18/2020	Bill Payment (Check)	1433	AT&T 209 772-7070 662 VSHWC Main Phone Line		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$87.63
					2000	2000 Accounts Payable	\$87.63	
							\$87.63	\$87.63
06/18/2020	Bill Payment (Check)	1434	AT&T 248 134-7000		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$27.83
					2000	2000 Accounts Payable	\$27.83	
							\$27.83	\$27.83
06/18/2020	Bill Payment (Check)	1435	AT&T 457-7		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$4.61
					2000	2000 Accounts Payable	\$4.61	
							\$4.61	\$4.61
06/18/2020	Bill Payment (Check)		Calaveras Power Agency	Voided	2000	2000 Accounts Payable	\$0.00	
							\$0.00	
06/18/2020	Bill Payment (Check)	1436	California Waste Recovery Systems		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$617.34
					2000	2000 Accounts Payable	\$617.34	

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							\$617.34	\$617.34
06/18/2020	Bill Payment (Check)	1437	Campora Propane		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$30.00
					2000	2000 Accounts Payable	\$30.00	
							\$30.00	\$30.00
06/18/2020	Bill Payment (Check)	1438	City of Angels		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$959.55
					2000	2000 Accounts Payable	\$959.55	
							\$959.55	\$959.55
06/18/2020	Bill Payment (Check)	1439	Clark Pest Control of Stockton, Inc.	Acct. # 2759300	1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$75.00
					2000	2000 Accounts Payable	\$75.00	
							\$75.00	\$75.00
06/18/2020	Bill Payment (Check)	1440	Delta Building Maintenance		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$4,766.66
					2000	2000 Accounts Payable	\$4,766.66	
							\$4,766.66	\$4,766.66
06/18/2020	Bill Payment (Check)		Ebbetts Pass Gas Services	Voided	2000	2000 Accounts Payable	\$0.00	
							\$0.00	
							\$0.00	
06/18/2020	Bill Payment (Check)	1441	J.M. Keckler Medical Sales, Inc.		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$2,468.77
					2000	2000 Accounts Payable	\$2,468.77	
							\$2,468.77	\$2,468.77
06/18/2020	Bill Payment (Check)	1442	J.S. West		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$105.16
					2000	2000 Accounts Payable	\$105.16	
							\$105.16	\$105.16
06/18/2020	Bill Payment (Check)	1443	Kirk Stout		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$272.00
					2000	2000 Accounts Payable	\$272.00	
							\$272.00	\$272.00
06/18/2020	Bill Payment (Check)	1444	Mary Carley		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$140.00
					2000	2000 Accounts Payable	\$140.00	
							\$140.00	\$140.00
06/18/2020	Bill Payment (Check)	1445	McKesson Medical Surgical		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$4,967.38
					2000	2000 Accounts Payable	\$4,967.38	
							\$4,967.38	\$4,967.38
06/18/2020	Bill Payment (Check)	1446	PG&E 42630399709 Hospital		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$7,929.99
					2000	2000 Accounts Payable	\$7,929.99	
							\$7,929.99	\$7,929.99
06/18/2020	Bill Payment (Check)	1447	PG&E 74021406306 SAFMC		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$624.12
					2000	2000 Accounts Payable	\$624.12	
							\$624.12	\$624.12
06/18/2020	Bill Payment (Check)	1448	RJ Pro Innovative I.T. Services		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,579.16
					2000	2000 Accounts Payable	\$1,579.16	
							\$1,579.16	\$1,579.16
06/18/2020	Bill Payment (Check)	1449	Signal Service, Inc.		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$175.00
					2000	2000 Accounts Payable	\$175.00	
							\$175.00	\$175.00
06/18/2020	Bill Payment (Check)	1450	Your Type Graphic Design		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$206.54

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					2000	2000 Accounts Payable	\$206.54	
							\$206.54	\$206.54
06/24/2020	Bill Payment (Check)	1406	San Andreas Sanitary District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$858.94
					2000	2000 Accounts Payable	\$858.94	
							\$858.94	\$858.94
06/30/2020	Bill Payment (Check)	1451	California Department of Public Health		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$141.00
					2000	2000 Accounts Payable	\$141.00	
							\$141.00	\$141.00
06/30/2020	Bill Payment (Check)	1408	Calaveras Power Agency		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$21,431.44
					2000	2000 Accounts Payable	\$21,431.44	
							\$21,431.44	\$21,431.44
06/30/2020	Bill Payment (Check)	1409	Alpine Natural Gas		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$225.73
					2000	2000 Accounts Payable	\$225.73	
							\$225.73	\$225.73
06/30/2020	Bill Payment (Check)	1410	AT&T - 831-000-9337 371		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,302.40
					2000	2000 Accounts Payable	\$1,302.40	
							\$1,302.40	\$1,302.40
06/30/2020	Bill Payment (Check)	1411	AT&T 209 772-7070 662 VSHWC Main Phone Line		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$30.77
					2000	2000 Accounts Payable	\$30.77	
							\$30.77	\$30.77
06/30/2020	Bill Payment (Check)	1412	AT&T 209-772-2791 VSHWC		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,175.62
					2000	2000 Accounts Payable	\$1,175.62	
							\$1,175.62	\$1,175.62
06/30/2020	Bill Payment (Check)	1413	AT&T 754-9362		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,118.67
					2000	2000 Accounts Payable	\$1,118.67	
							\$1,118.67	\$1,118.67
06/30/2020	Bill Payment (Check)	1414	AT&T 795-2997749		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$62.06
					2000	2000 Accounts Payable	\$62.06	
							\$62.06	\$62.06
06/30/2020	Bill Payment (Check)	1415	Calaveras Public Utility District		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$324.10
					2000	2000 Accounts Payable	\$324.10	
							\$324.10	\$324.10
06/30/2020	Bill Payment (Check)	1416	Delta Building Maintenance		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$9,533.32
					2000	2000 Accounts Payable	\$9,533.32	
							\$9,533.32	\$9,533.32
06/30/2020	Bill Payment (Check)	1417	La Contenta Plaza		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,344.54
					2000	2000 Accounts Payable	\$1,344.54	
							\$1,344.54	\$1,344.54
06/30/2020	Bill Payment (Check)	1418	Novarad Corporation		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$1,091.27
					2000	2000 Accounts Payable	\$1,091.27	
							\$1,091.27	\$1,091.27
06/30/2020	Bill Payment (Check)	1419	Shred-It		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$245.39
					2000	2000 Accounts Payable	\$245.39	
							\$245.39	\$245.39

Mark Twain Health Care District

JOURNAL

June 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
06/30/2020	Bill Payment (Check)	1420	Staples		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$791.93
					2000	2000 Accounts Payable	\$791.93	
							\$791.93	\$791.93
06/30/2020	Bill Payment (Check)	1421	Suburban Propane-Ortho		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$409.32
					2000	2000 Accounts Payable	\$409.32	
							\$409.32	\$409.32
06/30/2020	Bill Payment (Check)	1422	Harvard M. Robbins, M.D.		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$20,000.00
					2000	2000 Accounts Payable	\$20,000.00	
							\$20,000.00	\$20,000.00
06/30/2020	Bill Payment (Check)	1423	Joel Eidelson, MD		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$111,668.00
					2000	2000 Accounts Payable	\$111,668.00	
							\$111,668.00	\$111,668.00
06/30/2020	Bill Payment (Check)	1424	Dr. Deborah Salom		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$8,658.00
					2000	2000 Accounts Payable	\$8,658.00	
							\$8,658.00	\$8,658.00
06/30/2020	Bill Payment (Check)	1425	James Mosson		1001.40	1001.40 Five Star Bank - MTHCD Checking - NEW		\$14,850.00
					2000	2000 Accounts Payable	\$14,850.00	
							\$14,850.00	\$14,850.00
TOTAL							\$387,262.85	\$387,262.85

*Letter of Introduction
Resume of Carol Beck Crosby*

Valley Springs, CA

Mark Twain Health Care District
RE: Board of Directors
Attn: Peggy Stout
To Whom It May Concern:

I am desiring the position on the Board of Directors in the Mark Twain Health Care District. I strongly believe in high quality care for our community. As a wife, mother, sister, daughter and grandmother I have had many opportunities of involvement in the care of my family members and friends. I have been close to and provided help to people needing health care and assistance from our local hospital. I can utilize my experience from hospital settings and as an educator to promote the agenda of Mark Twain Health Care District of providing high quality hospital care.

My experience includes hospital Lab Technologist, Research Associate (UCD), Electron Microscopy Technician and Lab Supervisor. As such, I enjoyed the ability to organize research utilizing my precision and quality lab skills. I have been responsible for authoring many Standard Operating Procedures for Sutter Memorial Hospital and San Joaquin Delta College Electron Microscopy program.

I have also had the rewarding opportunity to teach Biology, Anatomy and Physiology and Chemistry for twenty years.

I feel my varied experience and education endow my candidacy with unique viewpoints to contribute to this board. I would also enjoy contributing my involvement as a community member of Calaveras County.

Thank you for considering this proposal,

Sincerely,

Carol Beck Crosby

PROFESSIONAL OBJECTIVE:

Desire a position on the Mark Twain Health Care Board of Directors.

CERTIFICATION:

Teaching Credential: Biology, Math and Chemistry, National University, 1997

Electron Microscopy Technician Certificate, SJDC, 1989

EDUCATION:

Graduate Studies: Teacher's Certification Program, National University, 1996-97.

Bachelor of Science Degree: Microbiology, University of California, Davis, December 1992. UC Regent's Scholar, founding member of Microbiology Club.

Associate in Arts Degree: Natural Science, San Joaquin Delta College, 1989. High Honors, Alpha Gamma Sigma Honor Society, SJDC Dean's List.

PROFESSIONAL EXPERIENCE:

Adjunct Teacher: Biological Electron Microscopy

San Joaquin Delta College, Stockton, CA./ January 2019-December 2019

Taught Biological Ultrastructure and Advanced Biological Ultramicrotomy. Utilized computer software technology to enhance student learning. Maintained student statistics using assessment software. Assigned and evaluated research projects and reports.

Lab Technologist (Part time):

St. Joseph's Medical Center, Stockton, CA./ April 2017-Oct 2017

Performed various duties associated with clinical laboratory functions. Operated automated laboratory equipment, processing of specimens, use of hospital/laboratory systems. Trained in Hematology, Chemistry and Specimen Processing departments.

Teacher: AP Biology, Biology, Anatomy & Physiology, and Chemistry

Calaveras Unified School District/ November 2006 – June 2016.

Organized and assembled labs for students. Graded lab reports and assessed student knowledge of curriculum. Utilized computer software technology to enhance student learning. Maintained student statistics using assessment software. Assigned and evaluated research projects and reports. Science department chairperson 5 years.

Adjunct Teacher: Electron Microscopy:

San Joaquin Delta College/ August 2004- 2007.

Taught Biological Ultrastructure for the Electron Microscopy program. Utilized computer software technology to enhance student learning. Maintained student statistics using assessment software. Assigned and evaluated research projects and reports.

Teacher: Science, Math, Biology, AP Biology, and Chemistry:

Lincoln Unified School District, August 1997- 2006.

Organized and assembled labs for students. Graded lab reports and assessed student knowledge of curriculum. Utilized computer software technology to enhance student learning. Maintained student statistics using assessment software. Assigned and evaluated research projects and reports.

Electron Microscopy Lab Supervisor: San Joaquin Delta College, October 1994-April 1997.

Instructed students in use of electron microscopes, ultramicrotomes, specimen preparation, staining methods, equipment and supervised overall operation of the laboratory. Maintained all equipment, kept inventory and ordered supplies as needed. Designed Standard Operating Procedures (SOPs) for all microscopes. Maintained chemicals and hazardous waste disposal.

Head Electron Microscopy Technician (Pathology Lab): Sutter Memorial Hospital, Sacramento, January 1993-October 1994.

Responsible for supervision and training of other lab personnel, general maintenance, inventory control, report writing and administrative responsibilities. Specimen preparation using ultramicrotomy and staining techniques and electron microscopy for diagnosis by pathologist. Maintained chemicals and hazardous waste disposal. Wrote SOPs for all lab equipment.

Electron Microscopy Technician: Department of Rheumatology, University of California, Davis, June 1990-December 1991.

Responsible for research studies, using electron microscopy. Specialized in cryo-ultramicrotomy and immunocytochemistry.

Staff Research Associate: Department of Food Science and Technology, University of California, Davis, June 1989-June 1990. Responsible for muscle research grant from MDA, electron microscopy, cryo-ultramicrotomy and immunocytochemistry.

COMMUNITY INVOLVEMENT:

Member of Valley Springs Optimist Club (Turkey Trot Coordinator) 2009- 2015: Organized and coordinated this annual event as a fund raiser for The Resource Connection Food Bank.

- Still continue to sponsor this event from my business, Morning Sun Yoga.

Science Bowl Coach Calaveras Unified School District (2006 – 2015): Led students in training for competition in the California Regional Science Bowl competition.

Project Regrowth: (2015) Coordinated Science project with CHS students to grow oak trees from acorns and transplant to the Butte Fire damaged areas.

July 9, 2020

Peggy Stout

Mark Twain Health Care District Office
P O Box 95
768 Mt. Ranch Rd.
San Andreas, CA 96249
(209) 754-4468
pstout@methcd.org

RE: Letter of Interest for open Board of Director's seat

Dear Ms. Stout,

Please accept this letter of interest for the open Board of Directors position on the Mark Twain Health Care District. I have served as a member of the Finance Committee since 2019 and have contributed to two budget cycles. Further, I usually attended many board meetings as an interested community member to provide insights as a community member for those issues impacting our community.

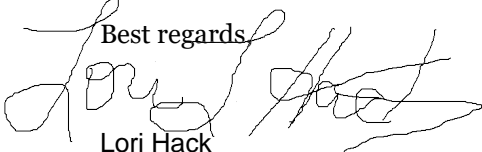
Having worked for a District Hospital in Antelope Valley and consulted with County Health Systems throughout the state, I am very interested in supporting the health care district in which I reside. I currently reside in our Arnold home more than half time and have registered to vote in Calaveras County. I am a committed member of the Calaveras Community and pay county property taxes for our home in Arnold.

I look forward to expanding my volunteer services and providing expertise to work with the current board in a more robust fashion.

My resume is attached for your review and consideration.

Thank you for this opportunity.

Best regards

A handwritten signature in black ink, appearing to read "Lori Hack", written over the typed name.

Lori Hack

Arnold, CA 95223
Lori.hack@objecthealth.com

Resume and Experience

Lori L. Hack, MBA

CEO – OBJECT HEALTH – SAN FRANCISCO



Lori Hack is CEO of Object Health, LLC, and is a nationally recognized expert in health care program development and evaluation. Prior to this she was Interim CEO of CalRHIO a San Francisco Consortium of health plans, providers and community stakeholders. Having more than 25 years of managed care experience, Ms. Hack served as CEO of Alta Bates Medical Group from 1992 to 2000 negotiating shared services contracts with payers and providers. Most recently she has developed community-based care delivery organizations in the Bay Area and beyond using health information technology strategies and services.

Ms. Hack has experience with hospital and health plan operations and most recently on state level initiatives for clinical integration activities for EHR implementation, business intelligence analysis and operational workflow planning and implementation. She has extensive experience in compliance, privacy and security of health information and payer and provider contracting. Finally, Ms. Hack has coordinated public and private sector boards, work groups and national conferences to successfully achieve milestones, deliverables using consensus driven coordination and techniques.

Object Health is also actively involved in the implementation of ACOs, payor/provider partnerships and re-contracting for rural markets for the National Rural ACO, Adventist Health System and Empire State ACO. She also provided strategic planning and facilitation of completing the Mental Health Services Act (MHSA) Technological Needs Component. Ms. Hack previously served as Program Manager for the state technology initiative of the MHSA by developing the guidelines, templates and evaluation tools for the use of county funds in this component. As a volunteer, she serves as the Interim CEO for the California E Health Collaborative, a non-profit devoted to supporting local health information exchange.

EDUCATION

Master in Business Administration, University of Southern California
Bachelor of Arts, Psychology, University of California at Los Angeles.

RELEVANT EXPERIENCE

Object Health, CEO, 2006-Present

Serves as principal and CEO of Object Health, a management consulting group that assists health care organizations and communities with leveraging health information to improve operational efficiencies and clinical health outcomes. Provides ACO and PCMH consulting, clinical integration consulting for large clinics, multi-specialty groups and hospitals. Provider strategic planning, grant support and operations for Blue Shield of CA grants. Provides managed care consulting support to Adventist Health System, HealthNet, Inland Empire Health Plan, Planned Parenthood Affiliates of California and other health systems currently. Works with the California Department of Health Care Services on data collection and reporting for MediCal providers. Previously worked with the Department of Mental Health creating the technology

AREAS OF EXPERTISE

-) Managed Care Contracting
-) Health Plan Operations
-) Privacy and Security Policy
-) Value Based Payment Modeling
-) Credentialing, Quality Assurance

roadmap for EHR implementation. Negotiates behavioral health payment agreements and provides management of operations to behavioral health organizations.

As Chair of the Board of the California eHealth Collaborative, supported local HIE implementation efforts at the County and regional level. Served as private sector liaison to the California Privacy and Security Advisory Board under the direction of California's Secretary of Health and Human Services. Previously served as lead consultant for privacy and security efforts for the Long Beach Health Network, which received a Federal grant to develop a HIE in the Greater Long Beach area, the San Joaquin HIE, the Inland Empire HIE (now Manifest) and the Santa Cruz HIE.

Object Health is also actively involved in the implementation of electronic health records through their work with DHCS, CalHIPSO and HITEC LA, supporting more than 2100 Eligible Providers in achieving Meaningful Use Incentive funds. This work includes Planned Parenthood of Los Angeles, Pasadena, Glendale, Mar Monte and other FQHCs such as Miller Women and Children clinics.

CalRHIO, Interim CEO, 2005-2006

Served as Interim CEO for the start-up of the organization and as liaison to state and federal programs. Previously responsible for the development and implementation of the new 501 (c) (3) organization including all aspects of organization and board development, strategic planning, operations, budget and fundraising. Additionally, coordinated efforts on a statewide and national basis with the leaders in health care IT to support the mission and achieve the goals of the organization. Developed strategy to support health information exchange in California in conjunction with national efforts and communication of the vision and mission to stakeholders within the California.

Health Technology Center, Executive Director, 2002-2005

Responsible for operations, fundraising, research and Partnership support for not for profit 501c(3) technology research organization. Provided management of Partnership relations and development, research methodology and integrity, strategic planning and new product development

HSS, Inc, Vice President, Operations, 1999-2002

Provided executive management of operations, client installations, marketing and finances for physician reimbursement consulting and software programs for Hospitals, IPAs and Health plans. Utilized an ASP model software solution to health plans, medical groups and Hospitals, developed payment mechanisms in preparation for pay for performance programs.

Alta Bates Medical Group, Executive Director, 1992-1999

As Executive Director of Alta Bates Medical Group, was responsible for the strategic planning, network expansion and operations of the organization. The IPA grew from an initial group of 120 physicians to over 800 with multiple partnerships and networks serving more than 120,000 capitated patients. Developed relationships with physicians, payors and delivery system leadership to advance the reputation and performance of the medical group.

- Assisted in the growth of the IPA from \$12 Million in annual revenue to \$77 Million
- Provided strategic planning for contracting, compensation, finances, and network expansion for physician group
- Work with vendors to support early adoption of electronic medical record in physician offices
- Negotiated payer, provider and MSO contract on behalf of IPA physicians, enhancing revenue by 20%
- Promoted IPA to top rated group in the state for service and clinical quality, improved financial performance in less than two years
- Responsible for all aspects of IPA operations growing from 25 to 150 employees
- Coordinated the merger of operations to the EBMN and application for a Knox-Keene license until such time as Sutter Connect was available for use by the IPA.

Antelope Valley Medical Center, Director, Managed Care, 1989-1992

Served in the capacity of contract negotiator overseeing staff that managed more than 70% of the revenue of the Health District hospital as well as management of day to day operations and contracting for the IPA operations.

- Managed and negotiated all managed care and Medi-Cal contracts on behalf of district hospital
- Provided strategic planning for contracting, compensation, finances, and network expansion
- Negotiated payer, provider and MSO contract on behalf of IPA,
- Provided support to IT infrastructure implementation of on-line messaging with IPA and department staff
- Participated in budget cycle and strategic planning for service line growth in cardiovascular and laparoscopic surgery

Prior experience includes Director Provider Relations, Care America Health Plan, Director of Claims Processing CIGNA Health Plan, 1985-1992

PRESENTATIONS:

National and International Speaker, Most recently with, CHIA, ACHE, HIMSS Bay Area, HFMA, Society for Health Care Planning and Marketing, Physician Forum, Gingrich Center for Health Transformation, Harvard Business School, Abu Dhabi Global Medical Forum, Florida Health Information Network, eHI Initiative, World Health and Technology Congress and other venues within HealthTech, the National IPA Coalition and client retreats.

VOLUNTEER ROLES and ASSOCIATIONS

Finance Committee Mark Twain Health Care District 2019 to present, California Health Informatics Association: Data Integrity Task Force 2019 to present, California E-Health Collaborative 2010 to present

SELECT PUBLICATIONS

Kim, K. K., Browe, D. K., Logan, H. C., Holm, R., Hack, L., & Ohno-Machado, L. (2013). Data governance requirements for distributed clinical research networks: triangulating perspectives of diverse stakeholders. *Journal of the American Medical Informatics Association*. Online first 12/3/13. doi: 10.1136/amiajnl-2013-002308.

Kim, KK, Hack, L. [California Trust Framework: A Brief Report](http://www.ucdmc.ucdavis.edu/phi/Programs/cheq/cheqresources.html) (Jan. 30, 2014). California Health eQuality, University of California Davis.
<http://www.ucdmc.ucdavis.edu/phi/Programs/cheq/cheqresources.html>

Kim, KK, Gordon, D, Hack, L. [Health Information Exchange Case Study: Redwood MedNet](#) (Jan. 30, 2014). California Health eQuality, University of California Davis.

Lori L. Hack, Object Health, William Henning MD, Natalie Martin, Chris Chan MD, Kathy Thunholm, (2014), EPrescribing analysis for providers serving Medicaid population in Southern California. EDM Symposium. Online, <http://network.bepress.com/explore/medicine-and-health-sciences/public-health/health-services-research>

California Attorney General's report titled "Medical Identity Theft: Recommendations for the Age of Electronic Medical Records." December 2013,
oag.ca.gov/sites/all/files/agweb/pdfs/privacy/medical_id_theft_recommend.pdf

K.K. Kim, PhD, MPH, MBA, J. Bell, PhD, MPH, MN, L. Hack, MBA, J.G. Joseph, MD, PhD, D. Lindeman, PhD, A. Neuwelt, MPH, H. Rodriguez, PhD, MPH, **J. Varellas**. Platforms for Integrated Care Coordination of Patient-centered Chronic Illness Management in the Community. *Journal of the American Medical Informatics Association*, 2014



Nancy Park Minkler
Arnold, CA 95223

nancy@parkminkler.com

July 16, 2020

Sent via email only to pstout@mthcd.org

Board of Directors
Mark Twain Health Care District Board
PO Box 95
San Andreas, CA 95249

Re: Application for Appointment to Board of Directors

Dear Board of Directors,

I am submitting this letter to apply for appointment to the open seat on the board of directors of the Mark Twain Health Care District. I have been a resident of Calaveras County since 2013. My husband and I first lived in Arnold where we started the Park Minkler law firm, representing local public agencies, businesses, non-profit organizations, and individuals. Since 2018, I have run the firm as a solo practitioner, advising local businesses and individuals on matters ranging from real property disputes to estate planning. My husband and I now live in Murphys with our two boys, ages two and four.

I am interested in becoming a member of the health care district board to help improve our community's access to health care. When I first moved to Calaveras County, I was skeptical of the quality and availability of medical care in the area. Having lived most of my life in larger cities I thought I might have to accept a lower standard of care, but I have been consistently impressed with the quality of care I and my family have received, from annual check-ups to the birth of our two children. I am aware that providing health care in rural areas is a challenge, and ensuring access to health care will be even more challenging in the near future as the Covid-19 threat continues. I would like to be a part of the effort to meet these challenges.

I believe that I would serve the district well as a board member, not only because I believe in its mission, but because I have relevant practical experience. Since 2009, I have advised and represented many public agencies, which would give me an in-depth understanding of the district's and the Board's governance structure. I also believe that my experience as an attorney, although not in the health care industry, would be helpful in understanding and analyzing contracts, regulations, employment matters, and other legal issues that arise within the district's operations. Lastly, I have experience serving on a board, having been a member of the Bear Valley Music Festival board of directors since 2013 and serving as the board's co-president during the festival's 50th Anniversary season.

I would very much appreciate an opportunity to speak with the board about how I might serve the district and look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "Nancy Minkler". The signature is written in a cursive style with a large, flowing 'N' and 'M'.

Nancy Park Minkler

Enclosure



Nancy Park Minkler

Arnold, California 95223 • • nancy@parkminkler.com

Experience

Park Minkler, Attorney at Law, *Arnold, California* 2013 to present
Owner

- Provide legal advice to local businesses, including wineries, real estate brokers, and an internet service provider.
- Represent clients in litigation regarding real property and contract disputes.
- Represent employees on claims of disability discrimination and wage and hour violations, including a successful appeal before the Ninth Circuit Court of Appeals.
- Provide estate planning services to clients.

Meyers Nave Riback Silver & Wilson, *Los Angeles and Oakland, California* 2009 – 2013
Associate Attorney

- Provided legal counsel and training to public agencies on labor and employment matters.
- Represented public agencies in litigation in state and federal court and arbitration.
- Representative clients included the City of Los Angeles, the City of Stockton, the City of Richmond, and the El Dorado Irrigation District.

Schneider Wallace Cottrell Brayton Konecky LLP, *San Francisco, California* 2006 – 2009
Associate Attorney

- Represented class members in class action lawsuits regarding employment discrimination, wage and hour violations, and disability access.

Law Offices of Shirley D. Jacobs, *Pleasanton, California* 2005 – 2006
Associate Attorney

- Represented clients in family law matters.

AmeriCorps for Community Engagement and Education, *Austin, Texas* 2001-2002
Bilingual Tutor

- Tutored second- and third-grade students in Spanish and English.

Education

University of Texas School of Law, *Austin, Texas*
Juris Doctor, 2004

University of Texas at Austin, Plan II Honors Program, *Austin, Texas*
BA Plan II (Humanities), cum laude, 2001, *Phi Beta Kappa*

Licenses/Admissions

Admitted to practice law in the State of California; District Courts of California, Northern and Eastern Districts; Ninth Circuit Court of Appeals

Community Involvement

Bear Valley Music Festival, current Board Member and former Co-President of the Board of Directors

July 9, 2020

Mark Twain Health Care District
Board Members
C/O Peggy Stout

RE: Board of Directors / Open Position

Good Day -

My wife and I recently relocated from Southern California to Copperopolis. We are now looking for ways in which we can help support our new community. While in Southern California, we were financial supporters of the Orange Coast Medical Center Foundation, I was on the advisory board of the non-profit group Patriots and Paws and on the boards of two Home Owner Associations.

The bulk of my professional life has been in Commercial Real Estate. I have experience running the day-to-day operations of large complexes, developing best practices for maintaining properties and overseeing the maintenance operations of properties throughout the United States. This, coupled with my accounting background, has allowed me to gain a strong understand of operating and construction budgets, leases and financial reporting.

Based on what I have been able to learn about the MTHCD, I believe my background and skills will allow me to assist the team in meeting its' overall goals and objectives in serving the overall health care needs of the community. I would very much like to be considered for the open board member position.

I am thankful for this opportunity and honored to be able to join your team.

Sincerely,

Richard Randolph
Copperopolis, CA 95228

RICHARD L. RANDOLPH



Copperopolis, CA 95228

Qualifications

- ❖ Competent in all aspects of Facilities Management including Operations, Maintenance, Planning, Budgeting, Tenant Improvements, Energy Management, Security and Safety.
- ❖ Skilled in all aspects of P&L responsibilities / business planning and development.
- ❖ Experienced in supervising and managing a large number of various personnel, including third party vendors, assuring the timely and accurate completion of projects.
- ❖ Twenty years of practical application, extensive training and formal education at the University level.

Work History

Vice President – Account Manager / Angus Systems Group

2006 – Current

- ❖ Secured and worked with clients on the deployment of a web-based Work Order & Preventive Maintenance System. Directly involved in implementing in over 1.3 Billion Sq. Ft. of commercial Real Estate
- ❖ Worked with clients in the development of “Best Practices” .associated with work order & preventive maintenance workflow.
- ❖ Responsible for the communicating clients’ needs in terms of future system enhancements & workflow back to our internal development group.

Managing Director – Technical Services / CB Richard Ellis – Building Technology Engineers

1997- 2006

- ❖ Develop contracts, specifications and procedures covering preventative maintenance, general maintenance, building operations and safety.
- ❖ Design and implement a variety of programs involving energy reduction/de-regulation and bulk purchasing. Programs to date have resulted in annual operating cost reductions in excess of \$20 million.
- ❖ Responsible for the development of a joint venture between CB Richard Ellis and the EMCOR Group, forming Building Technology Engineers of North America.
- ❖ Oversaw the daily operations of 900 Building Engineers (across the Country) with 15 different regional managers

Senior Facilities Manager, The Koll Company (Acquired by CBRE in 1997)

1992-1995

- ❖ Provided a full range of facilities management services to Hughes Aircrafts 3.2 million square foot portfolio in Southern California.
- ❖ Managed operation/maintenance budgets in excess of \$12million and has profit/loss responsibilities as an “Out-Sourced” facilities management company.

Director of Administrative Services, The Koll Company

1988-1992

- ❖ Orchestrated the purchase/lease of all office equipment/supplies and office space for all company locations throughout the Western United States.
- ❖ Oversaw the development and implementation of telecommunication services for all locations throughout the Western United States.

Supervisor, Administrative Services, State Farm Ins.

1979-1988

- ❖ Supervised 50 maintenance employees at 30 locations throughout Southern California

- ❖ Purchased supplies, equipment, food services and printing.
- ❖ Managed the microfilming and storage of thousands of records/files

Education

BA degree in Business Administration/Accounting, California State University, Fullerton, 1979

Affiliations

Building Owners and Managers Association (BOMA)

International Facilities Managers Association (IFMA)

Real Estate Round Table (Washington DC based Real Estate trade association)