
PUBLIC NOTICE

Bloss Memorial Healthcare District, A Public Entity • 3605 Hospital Road, • Atwater, California 95301 •
(209) 381-2000 x 7002 • fax: (209) 722-9020

Date: October 25, 2019

Phone: (209) 724-4102

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Bloss Memorial Healthcare District will hold their Finance Committee meeting on Thursday, October 31, 2019 at 1:30 pm in the Board Room at 3605 Hospital Road, Atwater, CA 95301.

Bloss Memorial Healthcare District will hold a Board of Directors meeting on Thursday, October 31, 2019 at 2:00 pm in the Board Room at 3605 Hospital Road, Atwater, Ca 95301.

I, Fily Cale, posted a copy of the agenda of the Board of Directors of Bloss Memorial Healthcare District, said time being at least 24 hours in advance of the meeting of the Board of Directors.

**BLOSS MEMORIAL HEALTHCARE DISTRICT, A Public Entity (BMHD)
 BOARD OF DIRECTORS MEETING
 BOARD ROOM
 Thursday, October 31, 2019
 2:00 pm**

AGENDA FOR PUBLIC SESSION

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

	<u>ACTION</u>	<u>EXHIBIT</u>
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IV. PUBLIC COMMENTS

Comments can be made concerning any matter within the Board’s jurisdiction; but if the matter is not on the agenda, there will be no Board discussion of the issue. Anyone wishing to address the Board on any issue, please stand and approach the microphone.

V. APPROVAL OF MINUTES

A. Approval of September 26, 2019 Board of Directors Meeting	*	1
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VI. FINANCIAL REPORT

A. Approval of September 26, 2019 Finance Committee Minutes	*	2
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C. September Payroll, Electronic Payments & Check Register	*	4

VII. CHIEF EXECUTIVE OFFICER REPORT

VIII. OLD BUSINESS

A. Castle Family Health Centers, Inc Report		5
B. Bloss Board Member Report		

IX. NEW BUSINESS

A. Approval of Revised Policy & Procedure “Meeting Compensation for Board of Directors”	*	6
B. Parking Lot RFPs for Bloss / Castle Sites	*	7

X. AGENDA FOR CLOSED SESSION

Closed Session Items Pursuant the Brown Act will be:
 Section 54954.5(h) Report Involving Trade Secrets – Regarding New Services.
 Estimated date of public disclosure will be in 2019.
 Section 54954.5 (c); 54956.9 Conference with Legal Counsel for Initiation of
 Litigation.
 Section 1461 of the Health and Safety Code – Quality Management.
 Section 54957 Personnel Actions.

XI. NEXT MEETING DATE

XII. ADJOURNMENT

Assistance for those with disabilities: If you have a disability and need accommodation to participate in the meeting, please call Fily Cale at (209) 724-4102 or (209) 381-2000 extension 7000 for assistance so that any necessary arrangements may be made.

Any written materials relating to an agenda item to be discussed in open session of a regular meeting that is distributed within the 24 hours prior to the meeting is available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. These documents are available from the Executive Assistant in administration at 3605 Hospital Road, Suite F, Atwater, California 95301.

**BLOSS MEMORIAL HEALTHCARE DISTRICT (BMHD)
BOARD OF DIRECTORS MEETING
BOARD ROOM
Thursday, September 26, 2019
2:00 pm**

CALL TO ORDER

Kory Billings, Board Chair, called the meeting to order at 2:00 pm.

ROLL CALL

Board Members Present: Zone 1 Vacant; Kory Billings, Chair, Zone 2; Zone 3 Vacant; Al Peterson, Secretary / Treasurer, Zone 4 and Bob Boesch, Zone 5

Others Present: Edward Lujano, CEO; Fily Cale, Executive Assistant; Dawnita Castle, CFO; Ralph Temple, Jr., Legal Counsel; Peter Mojarras, CFHC, COO @ 2:19 pm and John Blomberg, Blomberg & Griffin Accountancy Corp via Teleconference at 2:43 pm

Absent: None

APPROVAL OF AGENDA

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to accept and approve the September 26, 2019 agenda as presented. Motion carried.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

A. August 29, 2019 Board of Directors Meeting, Exhibit 1

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to accept and approve the August 29, 2019 Board of Directors Meeting minutes as presented, Exhibit 1. Motion carried.

FINANCIAL REPORT

A. August 29, 2019 Finance Committee Meeting Minutes, Exhibit 2

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to accept and approve the August 29, 2019 Finance Committee Meeting minutes as presented, Exhibit 2. Motion carried.

B. Chief Financial Officer Report, Exhibit 3

Dawnita Castle, CFO, reported that for August 2019, the Days Cash on Hand had decreased to 434 days and the goal is 90 days. The decrease was due to a Belfor bill for \$139,000 for the water damage, BMHD did receive and record the offset of \$114,000 from the insurance company and \$15,000 hit expense. There were also two CFHC grants, \$40,000 for Day Break Adult Day Health Care Center and \$5,000 for the sports physicals, this caused a net loss after depreciation.

August 2019, BMHD had a net income before depreciation of \$24,857 and a net loss after depreciation of \$37,571.

The investments had a total loss of \$2,599.

C. August 2019 Payroll, Electronic Payments and Check Register, Exhibit 4

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to approve and accept the August Payroll in the amount of \$9,978.78, Accounts payable in the amount of \$1,194,801.41 for a Grant Total Disbursement of \$1,204,780.19, Exhibit 4. Motion carried.

CHIEF EXECUTIVE OFFICER REPORT

Edward Lujano reported that Parlier is up and running for David Thompson and they hope to open doors by the second week in October. All licensures are now in their name and he has received confirmation for Dr. Cho from the State that everything should be received within the next two weeks; at that time BMHD will be able to transfer the management agreement of the physicians over to him. David Thompson stated they should have a retro date to September 6, 2019 as that was when everything was approved and then there will be a reconciliation between the dollars between what BMHD has received and what they would be getting.

Dawnita Castle stated that anything that hits the bank that is actually being deposited, when David Thompson asks for it, BMHD is keeping 5% and it is being recorded as revenue. Kory Billings asked, that even if the retro date is the 6th, BMHD will still keep the 5% until David Thompson is completely finished doing the project. Dawnita Castle stated that anything that is coming in to the NPI that is under BMHD, BMHD is reconciling that part as BMHD is doing all of the work.

Edward Lujano stated that he has been in contact with Wes Isaac, owner of the Parlier building, over the \$5,481 bill and at this point it does not and will not pay it as no service had been done and that BMHD should have been maintaining the facility and if something has been ripped off and taken from the roof, it has nothing to do with him and BMHD should have had more control and due diligence of the building. BMHD has 3 years left on the lease and has also installed a \$60,000 generator, which Isaac Wes will need to figure out how to pay BMHD for that once the lease is up.

An RFP for the parking lot did go out and the bidders who came needed additional information about the core sampling at the Castle site. At the Bloss site they needed understanding of what needed to be done, such as City permits.

The core sample at the Castle site showed everything was fine.

The Bloss site required QK Engineering to come out and do a study. Meanwhile the City of Atwater came out as they had met with QK Engineering on what BMHD needed to do. Handicapped parking in the back has a steep ramp and is out of compliance and we agreed not to use it and should any handicapped behavioral health patient need a ramp they would use the main entrance handicapped ramp.

The current handicapped access ramp in the front of the building is the original ramp and another was built on the other side of the building to accommodate the Day Break patients. The original has handicapped ramp and railing has a slope that is 3 degrees off and is not meeting compliance.

To do the survey and planning by QK Engineering is about \$20,000 and to do the new railing is about \$15,000 and to do the concrete modification by taking out a center slab, grinding and resurfacing is about \$15,000 - \$20,000 and to do the demo and add a new parking lot is about \$150,000.

BMHD had received a previously quote to resurface both site parking lots for \$85,000. BMHD will not need permits as this is just going over the top coat. \$42,500 at the Castle site will be for resurfacing and to add the dirt part.

At the Castle Site we're looking at \$200,000 to do a complete tear down and buildup of the existing and adding the additional parking.

Bloss site has been having problems with the fire alarm system going off several times and this has upset the Fire Marshall because these have been false alarms. Fire Marshal came out and did a walk through, and stated that the building is out of code. He wants to come out and do a complete assessment of the Bloss building from the basement up. According to the Building Code and Permit must have a first inspection within 180 days and then 180 days later they will give you that, there is no grandfathering, only language to upgrade to previous code that they have.

BMHD may want to consider going back and getting quotes for resurfacing of both sites. Kory Billings stated that BMHD is not getting \$80,000 in rent from the building to justify spending \$200,000. Kory Billings stated that perhaps just blocking off a portion of that parking lot, have the portion that is used over by Day Break redone and leave the other area as is. The back parking lot is staff parking and patients driving through as it is a one way parking lot.

Edward Lujano's recommendation is to go out to bid to resurface the two facilities. And to construct a new parking in the dirt area outside of urgent care.

Kory Billings asked if now is the time to look at long term planning for the Bloss is and the potential of a tear down and put up a new building. He met with Lori Waterman, Atwater City Manager today and would like to set up a meeting between him, the City Manager and the Fire Marshal to help smooth some of this out as the City of Atwater has subcontracted their fire issues and they don't understand that if the Bloss Building does down because of a parking lot, the City of Atwater will be getting a building back that they don't want.

Peter Mojarras stated that CFHC is adding another OB physician to the Bloss location and they have run out of space. CFHC is adding the Comprehensive Prenatal Services Program (CPSP) health education and they would like to use the former Policy Substation area in the former administration part of the Bloss Building.

BMHD will move forward with RFPs for resurfacing both parking lots and expanding at the Castle site.

OLD BUSINESS / REPORTS

A. Castle Family Health Centers, Inc (CFHC) Report

Peter Mojarras thanked the Board of Directors for their continue support of CFHC.

Grace Ofelia Ortiz, MD, OB/GYN has been hired and she'll join Dr. Scales at the Bloss site. CFHC is building up their OB program. Dr. Scales does deliveries and Dr. Ortiz does not. The downside to this is that Mercy Hospital is having challenges to support the deliveries of babies as most OB's are only providing care and not doing deliveries. The hospital had an agreement with a Laborists Group and this agreement will be terminated in October and Locums' will be providing deliveries. More patient may consider going to Emanuel Hospital for deliveries.

The Bloss location is limited in growth, CFHC currently has 8 exam rooms with potential 9 on the family medicine side and 7 exam rooms on the OB side. There ae more providers that are considering joining CFHC, but there is no available space to move forward. Most providers want 3 exam rooms.

Edward Lujano stated that the former Policy Substation would accommodate Behavioral Health as they only need office space; and the current Behavioral Health area could be used for the OB exam rooms as they have sinks and running water to plumb into exam rooms.

An optometry student has been retained and he will stay with CFHC; former Mental Health Director for Merced and Alameda Counties, Manuel Jimenez, MFT, will expand his role as a consultant and oversee the LCSW's including recruitment; also aggressively recruiting and excited that the dental program is here for the community.

CFHC also continues to look at any new programs that can be brought in, as CFHC did not receive the 330 Grant.

Kory Billings asked if Peter Mojarras had the actual final number for the sports physicals. Peter Mojarras stated that during the 2 ½ week period it was close to 500, prior to that they had done more and he will get this number. CFHC gives the students a window to come in during a certain time. It would be great to get a couple of local providers per diem, to assist with physicals so that CFHC may meet the needs as the schools need these physicals

Ralph Temple, Legal Counsel, stated that for accountability, if BMHD, gives CFHC a grant, CFHC needs to provide a report.

B. Bloss Board Member Report

Kory Billings reported that the Board of Directors had received a very nice thank you card from Day Break Adult Day Health Care Center clients and staff.

NEW BUSINESS

A. Approval of FYE 2019 Draft Audit, Exhibit 6

Blomberg & Griffin Accountancy Corp presented the FYE 2019 Draft Audit via teleconference. It was a fairly routine audit and nothing out of the ordinary.

The big change was the dental clinics being sold along with re-roofing of the Bloss / Castle sites and a new generator for the Parlier facility.

Dawnita Castle, CFO, once again, did an excellent job, everything was in good order and the audit went very well.

Ralph Temple, Legal Counsel, asked if there were any exceptions. John Blomberg stated that there were no exceptions, no proposed adjustments, everything was fine in that regard.

It was the recommendation of the Finance Committee to approve the FYE 2019 Draft Audit as well.

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to approve and accept the FYE 2019 Draft Audit as presented, Exhibit 6. Motion carrier.

B. CFHC Request of Grant Funds from Ung Goodwin Trust, Exhibit 7

Kory Billings reported that BMHD will be receiving \$6,800 from the Trust and this is one that is immediately put out. This is a separate fund other than the Bloss Trust fund that is received. This is specifically for senior health.

Edward Lujano stated that it is used for flu shots, optometry visits as seniors don't get covered for that and patient visits. He would also like to sponsor a holiday luncheon for Day Break Adult Day Health Care Center clients. Kory Billings requested to be present on the day of the holiday luncheon.

Peter Mojarras presented the grand request from Ung Goodwin Trust to provide, flu shots, vision exams and other medical services for senior 60+ who reside in Merced County and who have no other health insurance coverage for the type of care that CFHC will be providing.

Ralph Temple, Legal Counsel, stated that accounting needs to be provided to Fily Cale, Executive Assistant as Wells Fargo Bank will also need this accounting information.

A motion was made / seconded, (Bob Boesch / Alfonse Peterson) to approve the CFHC Request for Grand Funds from Ung Goodwin Trust, Exhibit 7. Motion carried.

C. Approval of Revised ByLaws, Exhibit 8

Kory Billings presented the revised ByLaws, there were minor changes throughout and now they are being presented for final approval.

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to approve the revised ByLaws as presented, Exhibit 8. Motion carried.

AGENDA FOR CLOSED SESSION

Ralph Temple, Legal Counsel, will have discussion under Section 54957 Personnel Actions.

Edward Lujano, CEO, will have item to be brought up on the current lease with David Thompson, DSCA for Central California Dental Surgery Center.

NEXT MEETING DATE

The next Board of Directors Meeting will be held on Thursday, October 31, 2019 at 2:00 p.m. in the Board Room.

The Finance Committee will also meet on Thursday, October 31, 2019 at 1:30 p.m. in the Board Room.

ADJOURNMENT

As there was no further business, the meeting adjourned into Closed Session at 2:56 pm.

The meeting reconvened into public session and adjourned at 3:21 pm.

Ralph Temple, Legal Counsel, stated that Resolution 19-1 directs the District to add an additional \$10,000 amount to the retirement fund of the Chief Executive Officer.

A motion was made / seconded, (Alfonse Peterson / Bob Boesch) to adopt Resolution 19-1 that will allow the District to make a contribution up to \$10,000 into the 403 (b). Resolution 19-1 will be signed by the Board of Directors secretary. Motion carried.

Meeting adjourned at 3:22 pm.

Respectfully Submitted,

Fily Cale
Executive Assistant

Alfonse Peterson
Board Secretary

**BLOSS MEMORIAL HEALTHCARE DISTRICT, A Public Entity (BMHD)
FINANCE COMMITTEE MEETING
BOARD ROOM
Thursday, September 26, 2019
1:30 p.m.**

Committee: Edward Lujano, CEO; Dawnita Castle, Chief Financial Officer;
Fily Cale, Executive Assistant; Alfonse Peterson, Committee Chair
and Kory Billings, Committee Member

Others Present: None

Absent: None

CALL TO ORDER

Alfonse Peterson, Committee Chair, called the meeting to order at 1:30 p.m. in the Board Room.

APPROVAL OF AGENDA

A motion was made/seconded, (Kory Billings / Edward Lujano) to approve the September 26, 2019 agenda as presented. Motion carried.

PUBLIC COMMENTS

None.

APPROVAL OF FINANCE COMMITTEE MINUTES

A. August 29, 2019 Finance Committee Minutes, Exhibit 1

A motion was made / seconded, (Kory Billings / Edward Lujano) to approve and accept the August 29, 2019 Finance Committee Minutes as presented, Exhibit 1. Motion carried.

REVIEW OF DISTRICT FINANCIAL STATEMENTS, EXHIBIT 2

Dawnita Castle, CFO, reported that as August 31st BMHD's operating cash balance was at \$1,825,845. Days on Cash on Hand did decrease to 434 days. This decrease is due to a bill from Belfor that was for \$129,000. This was for the water damage BMHD accrued. An insurance check was received for \$114,000. The grants to CFHC, \$5,000 for sports physicals and \$40,000

for Day Break Adult Day Health Care Center. And a onetime annual Alliant \$22,000 for insurance.

BMHD had a net gain before depreciation of \$20,857 and a net loss of \$37,571 after depreciation. The loss is due to the grant funds given to CFHC, donations are recorded as expense. This time last year, BMHD had a loss of \$143,519.

A motion was made / seconded, (Kory Billings / Edward Lujano) to approve and accept the Review of District Financial Statements, Exhibit 2 as presented. Motion carried.

A. Recommendation of FYE 2019 Draft Audit, Exhibit 2a

Dawnita Castle, CFO, reported that John Blomberg will be available by phone for the board meeting, should there be any questions.

John Blomberg filed the audit with no issues that he found and his opinion referred that the financials were presented fairly, and BMHD is looking at BMHD having total assets of \$23,257,395. Notes receivable of \$2,150,000 and total revenues of \$2,577,369. Total expenses of \$2,312,422 with a net income of \$264,947 YTD.

A motion was made / seconded, (Kory Billings / Edward Lujano) to recommend approval to the full Board of Directors, Exhibit 2a. Motion carried.

SKDSC FINANCIAL REPORT, EXHIBIT 3

Dawnita Castle reported that SKDSC had total expenses in the amount of \$12,463. There were some repairs for the air conditioner.

A motion was made / seconded, (Kory Billings / Edward Lujano) to approve and accept the SKDSC Financial Report, Exhibit 3 as presented. Motion carried.

WARRANTS AND PAYROLL

A. August 2019 Payroll, Electronic Payments & Check Register, Exhibit 4

Kory Billings asked what San Joaquin Valley Air Pollution Control District in the amount of \$580.00 was for. Dawnita Castle responded that they do an annual environmental inspection.

He also asked what West Coast Gas Company in the amount of \$532.97 was for. Dawnita Castle will look into this and get let him know prior to the board meeting. This was for natural gas.

A motion was made/seconded, (Kory Billings / Edward Lujano) to approve and accept the August 2019 Total Payroll in the amount \$9,978.78 and Total Accounts Payable in the amount of \$1,194,801.41 for a total Grand Total Disbursement of \$1,204,780.19, Exhibit 4. Motion carried.

DISCUSSION

None.

AGENDA FOR CLOSED SESSION

There was no Closed Session item(s) for discussion.

NEXT MEETING DATE/ADJOURNMENT

The next Finance Committee meeting will be held on Thursday, October 31, 2019 at 1:30 pm.

As there was no further business, the meeting adjourned at 1:41 p.m.

Respectfully Submitted,

Fily Cale
Executive Assistant

Alfonse Peterson
Committee Chair

CHIEF FINANCIAL OFFICER REPORT

BMHD had a total net gain before depreciation of \$86,519 for the month compared to a net gain of \$25,337 last year. Expenses include \$11,898 of SKDSC costs.

The September 30, Operating Cash Balance was \$1,844,935 and Days Cash On Hand increased to 521 Days*. In August the DCH was 434 Days.

* Days Cash on Hand (DCH) = Operating Cash / Average Daily Expense (excluding depreciation). DCH indicates Bloss's ability to cover operating expenses. The Benchmark for Health Centers is a minimum of 90 Days.

A summary comparison of operations for the month and the prior year is as follows :

	Sep-19	Sep-18	VARIANCE *	%	Y-T-D Sep-19	Y-T-D Sep-18	Y-T-D VARIANCE *	Y-T-D %
Net Patient Revenue	0	0	0	NA	0	(44,688)	44,688	-100.00%
Other Operating Revenue	22,095	12,451	9,644	77.46%	81,195	(48,757)	130,952	-263.18%
Total Net Operating Revenue	22,095	12,451	9,644	77.46%	81,195	(94,445)	175,640	-185.97%
Operating Expenses Excluding Depreciation	106,186	140,703	34,517	24.53%	346,321	460,149	113,828	24.74%
Net Operating Income (Loss) Before Depreciation	(84,091)	(128,252)	44,161	34.43%	(265,126)	(554,594)	289,468	52.19%
Net Non Operating-Gains/Losses								
Gain/Loss on Investments	2,978	(2,290)	5,268	-230.04%	2,968	7,464	(4,496)	-60.24%
All Other Non-Operating Gains/Losses	167,632	155,879	(11,753)	-7.54%	454,608	474,003	(19,395)	-4.09%
Total Net Non-Operating Income: Losses/Gains	170,610	153,589	(17,021)	-11.08%	457,576	481,467	(23,891)	-4.96%
Total Net Income (Loss) Before Depreciation	86,519	25,337	61,182	241.47%	192,450	(73,127)	265,577	-363.17%
Depreciation Expense	56,912	44,156	12,756	28.89%	173,798	163,124	10,674	6.54%
Net Income (Loss) After Depreciation	29,607	(18,819)	48,426	-257.33%	18,652	(236,251)	254,903	-107.89%

* Note: unfavorable variances are indicated by parenthesis ().

Bloss Memorial HealthCare District
 Operations Summary Report
 Three Months Ending September 30, 2019

BMHD FULL TIME EQUIVALENTS SUMMARY :

(See FTE report included in Financial Reports for detail)

	Sep-19	Sep-18	VARIANCE	%	Y-T-D Sep-19	Y-T-D Sep-18	Y-T-D VARIANCE *	Y-T-D %
EMPLOYEE FTE'S	1.88	0.30	(1.58)	-526.67%	0.80	0.54	(0.26)	-48.15%
CONTRACT FTE'S	4.26	4.47	0.21	4.70%	4.44	3.89	(0.55)	-14.14%
TOTAL FTE'S	6.14	4.77	(1.37)	-28.72%	5.24	4.43	(0.81)	-18.28%

* Note: unfavorable variances above are indicated by parenthesis ().

Full Time Equivalent - Employees for the month are 526.67% more than the prior year with 1.58 more FTE'S

The major (>1 fte) Total Employee FTE increases for the month are comprised primarily of the following :

Department	Cur. Mo. Increase (DECREASE)	YTD Increase (DECREASE)	Reason
Administration	(1.58)	(0.27)	
All other departments < 1 fte var	0.00	0.00	Various departments less than 1 fte variance.
	(1.58)	(0.27)	Brackets () indicate a decrease (favorable) variance

**SEPTEMBER PAYROLL, ELECTRONIC PAYMENTS
& CHECK REGISTER**

Bloss Memorial Healthcare District
 Payroll, Accounts Payable and Funds Disbursements - Summary
 Month of September-19

Payroll			\$31,507.41
Total Payroll			<u><u>\$31,507.41</u></u>

Accounts Payable:

A/P Checks	Bloss	\$125,156.60	\$125,156.60
BLOSS			
Auto Debits		\$93.30	
Electronic Payments to Payroll for CALPERS		\$200.00	
Electronic Payments to DSCA		\$242,537.97	
Total Auto Debits and Electronic Transfers		<u><u>\$242,831.27</u></u>	\$242,831.27
Electronic Payments - ACH		\$0.00	\$0.00

Total Accounts Payable			<u><u>\$367,987.87</u></u>
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Grand Total Disbursements			<u><u>\$399,495.28</u></u>
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BLOSS	Payroll Disbursements for		September-19
	Payroll dated		
Earnings	09/05/19	09/20/19	Total
Regular			-
Overtime			-
Vacation			-
Sick			-
Holiday			-
Salary	4,541.67	4,166.67	8,708.34
Double Time			-
Call In			-
On Call			-
Other		1,150.24	1,150.24
			-
Total	4,541.67	5,316.91	9,858.58
			-
Deductions			-
FICA(+)	347.43	406.80	754.23
Insurance (-)	-	-	-
Emp Deduction(-)/Reimb(+)	20,704.88	-	20,704.88
Christmas Fund (-)	-	-	-
Process Fee (+)	93.79	95.93	189.72
			-
Total	21,146.10	502.73	21,648.83
			-
			-
Net Payroll	\$ 25,687.77	\$ 5,819.64	31,507.41

RUN DATE: 09/30/19
 RUN TIME: 1500
 RUN USER: COOKS

Castle Family Health Centers AP **LIVE**
 CHECK REGISTER BY DATE

C
 FROM 09/01/19 TO 09/30/19

DATE	CHECK NUM	VENDOR NUM	VENDOR NAME	STATUS	STATUS DATE	AMOUNT		
						ISSUED/ CLEARED	VOIDED/ UNCLAIMED	
09/03/19	038507	B0109	KORY BILLINGS	ISSUED	09/03/19	300.00		
09/03/19	038508	B0132	CLARK PEST CONTROL	ISSUED	09/03/19	480.00		
09/03/19	038509	B0250	DENTAL SURGERY CENTERS OF AMERICA	ISSUED	09/03/19	1139.80		
09/03/19	038510	B0058	ENERGY SYSTEMS	ISSUED	09/03/19	3889.88		
09/03/19	038511	B0225	HOFFMAN SECURITY	ISSUED	09/03/19	577.90		
09/03/19	038512	K0003	M-D VENTURES	VOIDED	09/13/19		16457.15	
			COMMENT: INCORRECT AMOUNT, EV					
09/03/19	038513	B0017	MERCED COUNTY - CASTLE AIRPORT	ISSUED	09/03/19	3930.94		
09/03/19	038514	B0212	JAVIER L MENDOZA	ISSUED	09/03/19	2775.00		
			REMITTED TO: NATURAL GARDENS					
09/03/19	038515	B0064	PETERSON, ALFONSE	ISSUED	09/03/19	300.00		
09/03/19	038516	B0260	ROBERT F. BOESCH	ISSUED	09/03/19	100.00		
09/03/19	038517	B0007	RON GRISSOM	ISSUED	09/03/19	120.00		
09/03/19	038518	B0056	CARDMEMBER SERVICE-XXXXXXXXXX9140	ISSUED	09/03/19	165.00		
09/11/19	038519	B0132	CLARK PEST CONTROL	ISSUED	09/11/19	480.00		
09/11/19	038520	B0016	GUARDCO SECURITY SERVICES	ISSUED	09/11/19	12569.76		
09/11/19	038521	B0030	HD SUPPLY FACILITIES MAINTENANCE	ISSUED	09/11/19	216.46		
09/11/19	038522	B0218	JOHN P. NIEMOTKA	ISSUED	09/11/19	400.00		
			REMITTED TO: OCTANE ADVERTISING & DESIGN					
09/11/19	038523	B0014	PG&E (4705482162-5)	ISSUED	09/11/19	6596.02		
09/11/19	038524	B0042	RALPH TEMPLE	ISSUED	09/11/19	3105.00		
09/11/19	038525	B0276	TECHNICON ENGINEERING SERVICES, INC	ISSUED	09/11/19	400.00		
09/11/19	038526	B0013	WEST COAST GAS CO, INC.	ISSUED	09/11/19	559.03		
09/19/19	038527	B0054	CASTLE FAMILY HEALTH CENTERS, INC.	ISSUED	09/19/19	29700.84		
09/19/19	038528	B0026	MERCED IRRIGATION DISTRICT	ISSUED	09/19/19	25807.25		
09/19/19	038529	B0072	BETA HEALTHCARE GROUP	ISSUED	09/19/19	1897.25		
09/19/19	038530	B0216	BLOMBERG & GRIFFIN ACCOUNTANCY	ISSUED	09/19/19	6500.00		
09/19/19	038531	B0132	CLARK PEST CONTROL	ISSUED	09/19/19	299.00		
09/19/19	038532	B0253	JOHNSON CONTROLS FIRE PROTECTION LP	ISSUED	09/19/19	689.93		
09/19/19	038533	K0003	M-D VENTURES	ISSUED	09/19/19	19197.65		
09/19/19	038534	B0133	MERCED COMMERCIAL SWEEPING	ISSUED	09/19/19	240.00		
09/19/19	038535	B0025	MERCED IRRIGATION DISTRICT	ISSUED	09/19/19	323.28		
09/27/19	038536	B0109	KORY BILLINGS	ISSUED	09/27/19	200.00		
09/27/19	038537	B0027	CITY OF ATWATER (010448-000)	ISSUED	09/27/19	1229.22		
09/27/19	038538	B0134	CITY OF ATWATER (020161-000)	ISSUED	09/27/19	654.34		
09/27/19	038539	B0100	FEDEX	ISSUED	09/27/19	13.05		
09/27/19	038540	B0064	PETERSON, ALFONSE	ISSUED	09/27/19	200.00		
09/27/19	038541	B0260	ROBERT F. BOESCH	ISSUED	09/27/19	100.00		
TOTAL \$						125156.60	16457.15	

Bloss Memorial Healthcare District
September-19

Bloss Electronic Transfers

Bloss Auto Debits

Bank Fees - Bloss	93.30
Total	<u>93.30</u>

Electronic Payments to CALPERS	200.00
Electronic Payment to DSCA	242,537.97
Electronic Transfer to LAIF	0.00
Total	<u>242,737.97</u>

Grand Total	<u>242,831.27</u>
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CASTLE FAMILY HEALTH CENTERS, INC REPORT

Castle Family Health Centers Inc
 Operations Summary Report
 Three Months Ending September 30, 2019

Total encounters for the month are 12,151 compared to 9,807 last year 23.90% increase.

Department	Sep-19	Sep-18	VARIANCE	%	Y-T-D Sep-19	Y-T-D Sep-18	Y-T-D VARIANCE *	Y-T-D %
Castle Clinic	4,505	3,999	506	12.65%	14,090	8,575	5,515	64.31%
Specialty Clinic	1,025	554	471	85.02%	3,300	1,178	2,122	180.14%
Bloss Clinic	908	878	30	3.42%	2,481	2,197	284	12.93%
Winton Clinic	1,083	569	514	90.33%	2,697	1,136	1,561	137.41%
Urgent Care	329	315	14	4.44%	886	546	340	62.27%
Lab	2,094	1,698	396	23.32%	6,326	4,069	2,257	55.47%
Radiology	694	582	112	19.24%	2,110	1,200	910	75.83%
Behavioral Health	184	159	25	15.72%	505	384	121	31.51%
Adult Day Health Care	536	393	143	36.39%	1,564	865	699	80.81%
Optometry	373	330	43	13.03%	1,016	599	417	69.62%
Ophthalmology	0	330	(330)	-100.00%	0	738	(738)	-100.00%
Winton Dental	420	0	420	N/A	1,107	0	1,107	N/A
TOTAL ENCOUNTERS	12,151	9,807	2,344	23.90%	36,082	21,487	14,595	67.92%

September-19 Working Days 20 and 1 Holiday
 September-18 Working Days 19 and 1 Holiday

NEW PATIENTS	Sep-19	Sep-18	VARIANCE *	%	Y-T-D Sep-19	Y-T-D Sep-18	Y-T-D VARIANCE *	Y-T-D %
	457	336	121	36.01%	1,459	1,211	248	20.48%

**APPROVAL OF REVISED
MEETING COMPENSATION FOR BOARD OF DIRECTORS
POLICY AND PROCEDURE**

Bloss Memorial Healthcare District, a Public Entity

Policy No.: 100 Subject: <u>Meeting Compensation for Board of Directors Members</u>	Effective Date: June 30, 2005 Reviewed Date: 2/17, 5/18, 10/19 Revised Date: 2/17, 10/19 Approved Date: October 31, 2019
Manual: <u>Finance</u>	Page: <u>1 of 4</u>
Department Approval: Date: October 31, 2019	Administrative Approval: Date: October 31, 2019
Medical Approval: N/A Date:	Committee / Board Approval: Date: October 31, 2019

POLICY

Board of Directors members will be compensated for meeting attendance at Board of Directors meetings and other assigned / appointed meetings as authorized.

PROCEDURE

Resolution 04-02 approved by the Board of **Directors** authorizes payment of \$100.00 per official meeting attended each month up to a maximum of \$500.00 per month.

Official meetings are defined as Regular or Special Board meeting, Committee of the Board of Directors, such as, **ByLaws**, Finance, **Investment**, Policy Committee **and** ~~Performance Improvement Committee (Quality Assurance)~~. Other meetings may also be considered as official

PARKING LOT RFPs FOR BLOSS / CASTLE SITES

All Roads Paving & Grading	\$ 85,000.00
Machado & Sons	\$339,342.20

ESTIMATE

Rick

(209) 617-0346

All Roads Paving & Grading

Po Box 3293

Turlock, Ca 95381

Phone: (209) 534-2552

Email: allroadspaving@yahoo.com

Estimate #

000108

Date

10/23/2019

Description

Total

Estimate

\$85,000.00

Blossom memorial health care district

Blossom parking lot

Clean all parking lot for over lay

Will apply a petro Matt to defected crack areas were needed

Will apply concrete in one sink hole to strengthen foundation than patch with asphalt

Re-striping all parking lines and handicap

Asphalt will be 1/12 up to 2 inches thick

Parking lot 2 castle parking lot

Grade 14,000 sq feet of dirt area

For asphalt parking

Re-striping lines

Will over lay with new asphalt in front entrance way

Seal coating in front parking lot re-striping lines and arrows no curb painting

all work guaranteed one year

This bid includes both parking lots

Remove 3 trees and add asphalt curb

Subtotal

\$85,000.00

Total

\$85,000.00

Rick



Machado & Sons
 1000 South Kilroy Road
 Turlock, CA 95380

Phone: 209-632-5260
 Fax: 209-632-3963

License # 719936
 SBE # 1732125
 MBE # 110900683
 DBE # 42253
 DIR Reg # 1000013872

To:	Bloss Memorial Healthcare District	Contact:	Rick Ramirez
Address:	36005 Hospital Rd STE F Atwater, CA 95301-5173	Phone:	
Project Name:	Bloss Memorial Parking Lots	Bid Number:	19576
Project Location:	Various, Atwater, CA	Bid Date:	10/24/2019

Machado & Sons Construction, Inc. proposes to furnish all labor, material and equipment necessary to complete the following work at the subject site.

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
3605 Hospital Rd					
1	Demo Trees · Cut Down Trees & Haul Off · Remove Tree Stumps	3.00	EACH	\$2,500.00	\$7,500.00
2	Demo Existing A Curb	70.00	LF	\$40.00	\$2,800.00
3	New Parking Lot Grading · Grade Native Sub Grade & Compact	27,750.00	SF	\$0.60	\$16,650.00
4	A Curb · Form, Pour & Strip 14" Curb At Perimeter Of New Parking Lot Area	670.00	LF	\$41.00	\$27,470.00
5	New Parking Furnish, Place & Compact 8" Section Of Base Rock	27,750.00	SF	\$2.02	\$56,055.00
6	New Parking Furnish, Place & Compact 3" Thick Section Of Asphalt	27,750.00	SF	\$2.30	\$63,825.00
7	Grind & Overlay Existing Parking Lot · Grind Existing Asphalt Surface Down 2" And Haul Off Grindings · Place Tack Oil Over Existing Asphalt · Furnish, Place & Company 2" Thick Section Of New Asphalt	20,641.00	SF	\$2.85	\$58,826.85
8	Striping	1.00	LS	\$10,500.00	\$10,500.00
Total Price for above 3605 Hospital Rd Items:					\$243,626.85
1251 Grove Ave					
10	Grind & Overlay Existing Parking Lot · Grind Existing Asphalt Surface Down 2" And Haul Off Grindings · Place Tack Oil Over Existing Asphalt · Furnish, Place & Company 2" Thick Section Of New Asphalt	36,581.00	SF	\$2.35	\$85,965.35
11	Striping	1.00	LS	\$9,750.00	\$9,750.00
Total Price for above 1251 Grove Ave Items:					\$95,715.35
Total Bid Price:					\$339,342.20

Notes:

- Excludes any permits, fees or bond premiums
- Excludes any erosion control install, maintenance or removal
- Excludes any work outside property lines

- Excludes any over excavation or re-compaction of existing ground
- Excludes any handling or removal of spoils generated by others
- Excludes an handling or removal of hazardous materials
- Excludes any storm water pollution control, temporary erosion control or water treatment
- Excludes any landscape, electrical, building or fence work
- Any unsuitable material encountered will be on time & material basis
- Excludes any damage to any roadways or landscape areas outside of our control.
- Excludes water, to be provided by others at no cost to Machado
- Excludes furnish or installation of handrails, sleeves, bollards, light poles, any associated foundations or excavation for those items
- All embeds furnished by others
- Excludes furnish or installation of Waterproofing or Traffic Coatings of any kind
- Excludes any work associated with asphalt paving
- Excludes any work associated with utilities
- Excludes furnish & installation of drains, drain piping, DI, bubblers, man holes, culverts of any kind
- Excludes any work associated with removal of existing structures of any kind
- Excludes furnish or installation of any striping, signage, curb painting or wheel stops
- Excludes grading or backfill of any kind
- Excludes Furnishing Traffic Control. Traffic Control provided by others at no cost to Machado
- Excludes changing of grade or any finish grading
- Excludes any survey, to be provided to Machado at no cost
- Excludes import or export of any materials
- Excludes furnish or maintenance of concrete washout, to be provided at no cost
- Prices subject to a mutually agreed upon contract.
- Owner agrees to protect our work from others.
- The preparation of compacted subgrade to be within one-tenth (1/10th) of a foot to balance.
- No weekend work included except for our convenience
- Unrestricted access for conventional trucks and equipment to be provided at all times.
- ADA requirements are the responsibility of the Architect and Engineer. Machado & Sons Construction Inc. will not be held responsible for meeting ADA requirements on drawings that do not comply.
- This bid is subject to acceptance within Thirty (30) days of its date.
- Machado and Sons Construction is signatory to the Cement Masons, Laborers, and Operating Engineers.
- Any OCIP/CCIP Deduction is included in pricing

Payment Terms:

This proposal is based upon the following move-ins

Grading:

Paving:

Concrete:

Any phasing or additional move-ins may result in additional costs

Net 30 days: Overdue accounts will be charged 1.5% interest per month after 30 days pay terms on any unpaid balance, plus collection or legal fees required.

This quotation applies only to the job described above. All work is to be performed in a workman like manner in accordance with standard practice. Proposal is based on working day shifts, Monday through Friday, day shift. Any alterations/deviations from specifications listed in quotation, involving extra costs will be executed upon written change order over and above the quotation.

In the event of any conflict between language of a contract or other document prepared as a result of this proposal and the language of this proposal, the language of this proposal including but not limited to any conditions or exclusions, shall control.

Scope letter to be incorporated into agreement; proposal is based on the signing of a mutually satisfactory contract.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Machado & Sons Construction Inc.</p> <p>Authorized Signature: _____</p> <p>Estimator: Mike Machado (209) 632-5260 mike@machadoandsons.com</p>
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