



# Soledad Community

HEALTH CARE DISTRICT

AGENDA

APRIL 25, 2024

# Agenda

SOLEDAD COMMUNITY HEALTH CARE DISTRICT  
Regular Meeting of the Board of Directors  
April 25, 2024 @ 4:00 p.m.

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

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1. Call to Order

2. Roll Call

Graig Stephens  
Maggie Campa  
Rosemary Guidotti  
Anne Trebino  
Michael Schell

3. Pledge of Allegiance

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

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

6. Consent Agenda –

Approval of Minutes Action

1. Regular Meeting of March 28, 2024.
2. Finance Committee Meeting of April 17, 2024.

BOARD ACTION: \_\_\_\_\_

7. Public Comment

Members of the public are welcome to participate in the meetings of the Board. Comments of the public will be accepted during the Public Comment portion of the agenda. No action or comments will be taken by the Board on matters not on the agenda. Public comments on agenda items should be made at the time each item is considered. When the Board President recognizes a member of the public for oral comment, such comment shall be three (3) minutes or less, at the discretion of the Board President. We would like a calm presentation so that the importance of what you are presenting is not overshadowed by the manner of the presentation.

8. Communications Coordinator – Adriana Gonzalez

9. Treasurer's Report –

- A. Review of Operating Entities and the District, Mr. Brent Green, CPA  
Financial Statements (*Board will consider the approval of the Treasurer's Report*)

BOARD ACTION: \_\_\_\_\_

10. Monthly Budget Review –  
(Board will consider the approval of the monthly budget for the 2023-2024 fiscal year)

BOARD ACTION: \_\_\_\_\_

11. Conflict of Interest Code –  
1. Notice of Intention

2. Resolution No. 2024-03 of the Board of Directors of the Soledad Community Health Care District to Adopt a Conflict of Interest Code Pursuant to the Political Reform Act of 1974 -

BOARD ACTION: \_\_\_\_\_

3. Staff Report  
4. Conflict of Interest Code  
5. Current Regulation 18730

12. District's CEO Report – Ida Lopez Chan

1. LAFCO MSR Study  
2. Eden Valley Update  
3. Clinic Update  
4. SB 525  
5. Grants

13. Adjournment to the next meeting  
Regular District Board Meeting – Thursday, May 30, 2024 at 4:00 P.M.

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

**Soledad Community Health Care District  
Regular Meeting of the Board of Directors  
March 28, 2024 @ 4:00 p.m.**

**MINUTES**

**1. Call to order at 4:02 p.m. by President, Graig Stephens**

**2. Board of Directors Roll Call.**

**Directors Present:** President, Graig Stephens  
Vice President, Maggie Campa  
Secretary, Rosemary Guidotti  
Treasurer, Anne Trebino  
Board Member, Michael Schell

**Directors Absent:** None

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

**District CPA:** Brent Green

We have a Quorum

**3. Pledge of Allegiance:** Graig Stephens

**4. Mission Statement:** Rosemary Guidotti

**5. President's Welcome:** Graig Stephens

**6. Approval of Minutes:**

**Motion:** The board approved the minutes as mailed from the Special board meeting on February 28, 2024.

**M/S:** Guidotti/Campa

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

**7. Approval of Minutes:**

**Motion:** The board approved the minutes as mailed from the Regular board meeting on February 29, 2024.

**M/S:** Schell/Campa

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

**Soledad Community Health Care District  
Regular Meeting of the Board of Directors  
March 28, 2024 @ 4:00 p.m.**

8. **Public Comment:** None

9. **Outside District Audit Presentation JWT & Associates, LLP Nathan Doty, CPA –**

**Motion:** The board approved to accept the District Audit Report FYE 6/30/23.

**M/S:** Trebino/Guidotti

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

10. **Communications Coordinator:** Adriana reported to the board that she has been working on updating our website pictures. Our ads continue being featured in the Tribune. The Foundations Mother's Day ask has been mailed. On March 24, 2024 Congresswoman Zoe Lofgren visited our campus. March 1<sup>st</sup> was Employee Appreciation Day. Our HR department and Sophie spearheaded the event, treating all staff to delicious donuts as a token of our appreciation. We are finalizing details on the grand opening of our Soda Shop. The staff celebrated an early Easter egg hunt in the garden. Adriana continues working on getting our website certified for transparency. Adriana and Ida are working on the LAFCO MSR Report summary for their upcoming meeting. Adriana and Ida attended the Soledad Rotary Reverse Draw.

11. **Treasurer's Report –**

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

**M/S:** Guidotti/Campa

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

12. **Monthly Budget Review –**

**Motion:** The board approved the monthly budget for the 2023-2024 fiscal year.

**M/S:** Campa/Trebino

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

**Soledad Community Health Care District  
Regular Meeting of the Board of Directors  
March 28, 2024 @ 4:00 p.m.**

**13. Resolution 2024-02 Soledad Community Health Care District Investment Policy –**

**Motion:** The board approved Resolution 2024-02  
**M/S:** Trebino/Campa  
**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell  
**Nays:** -  
**Abstain:** -  
**Absent:** -  
**Motion:** Passed

**14. Review of Bylaws of Soledad Community Health Care District –**

**Motion:** The board approved SCHCD Bylaws.  
**M/S:** Trebino/Guidotti  
**Ayes:** Stephens, Campa, Guidotti, Trebino  
**Nays:** - Schell  
**Abstain:** -  
**Absent:** -  
**Motion:** Passed

**15. Soledad Community Health Care District Public Records Request Policy –**

**Motion:** The board approved the SCHCD Public Records Request Policy.  
**M/S:** Trebino/Campa  
**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell  
**Nays:** -  
**Abstain:** -  
**Absent:** -  
**Motion:** Passed

**16. Soledad Community Health Care District Brown Act Policy –**

**Motion:** The board approved the SCHCD Brown Act Policy.  
**M/S:** Campa/Trebino  
**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell  
**Nays:** -  
**Abstain:** -  
**Absent:** -  
**Motion:** Passed

**Soledad Community Health Care District  
Regular Meeting of the Board of Directors  
March 28, 2024 @ 4:00 p.m.**

**17. Soledad Community Health Care District Transparency Laws and Social Media Policy –**

**Motion:** The board approved the SCHCD Transparency Laws and Social Media Policy.

**M/S:** Guidotti/Trebino

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

**18. Establish Finance Committee –**

**Motion:** The board approved to establish a finance Committee. Committee members will be Max Schell and Graig Stephens.

**M/S:** Campa/Trebino

**Ayes:** Stephens, Campa, Guidotti, Trebino, Schell

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** Passed

**19. Ballot for Election of LAFCO Commissioner Special District Regular Member –**

**Motion:** The board approved to vote for Russell Jeffries.

**M/S:** Stephens/Guidotti

**Ayes:** Stephens, Campa, Guidotti

**Nays:** - Trebino, Schell

**Abstain:** -

**Absent:** -

**Motion:** Passed

**20. District's CEO Report –** Ida started off by sharing thank you notes that have been sent to our staff members from our families. We will be collaborating with the school district to offer Tdap vaccines to 7<sup>th</sup> graders. Ida thanked the board for attending our strategic planning meeting. Ida shared with our board a letter that was in our board packet regarding the Grant Accessibility Act. This month the Leadership Academy focused on Motivating Employee Engagement. The leaders have applied what they are learning and have shared it with their teams. The next session will be titled "Increase your team's effectiveness". Ida and the Foundation Trustees are working together to go through all the applications that were received for the Steve Pritt Memorial and Jack Francioni scholarship. Jason Luckenbach Battalion Chief and the City of Soledad Cal Fire crew conducted a walk through for emergency preparedness. Ida received a letter from the Public Works department telling us about an upgrade that needs to be done to the backflow. The estimated costs are about \$45,000.00. We are currently seeking additional quotes. Graig and Ida will be participating in a zoom meeting with LAFCO which will allow them to provide preliminary

**Soledad Community Health Care District  
Regular Meeting of the Board of Directors  
March 28, 2024 @ 4:00 p.m.**

feedback for a municipal review. The loan to pay off the PPS Settlement in the amount of \$1.1 million was funded today March 28, 2024. The Eden Valley census was at 88% occupancy as of today. Eden Valley self-reported two reports to the state for the flu outbreak and a fall. We have hired one new Certified Nursing Assistant and two new LVN's. Our Director of Nursing Shaunta Brown submitted her resignation. Staff hours have been adjusted at the Women's Center due to OB availability with Natividad providers.

- 21. Meeting Adjourned at 5:39p.m.** – The board will reconvene on April 25, 2024 for a Regular District Board Meeting at 4:00p.m.

Prepared By: \_\_\_\_\_  
Sophie Piña, District Board Secretary

Approved By: \_\_\_\_\_  
Graig Stephens, Board President



**Soledad Community Health Care District  
Finance Committee Meeting  
April 17, 2024 @ 3:30 p.m.**

**MINUTES**

1. **Call to order at 3:30 p.m. by President, Graig Stephens**

2. **Roll Call.**

**Directors Present:** President, Graig Stephens

**Directors Absent:** Board Member, Michael Schell

**Staff Present:** CEO, Ida Lopez Chan  
District Recording Secretary, Sophie Piña  
Human Resources Administrator, Charisma Amador

3. **Pledge of Allegiance:** Graig Stephens

4. **Mission Statement:** Graig Stephens

5. **President's Welcome:** Graig Stephens

6. **Public Comment:** None

7. **Financial Reports –**

**Motion:** No motion was made on the Review of Monthly Financial Statements of Operating Entities and the District.

**M/S:**

**Ayes:**

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** No action was taken

**Motion:** No motion was made on the Monthly Budget Review 2023-2024.

**M/S:**

**Ayes:**

**Nays:** -

**Abstain:** -

**Absent:** -

**Motion:** No action was taken

**Soledad Community Health Care District  
Finance Committee Meeting  
April 17, 2024 @ 3:30 p.m.**

**Motion:** No motion was made on the Draft Budget Review 2024-2025.  
**M/S:**  
**Ayes:**  
**Nays:** -  
**Abstain:** -  
**Absent:** -  
**Motion:** No action was taken

Ida explained the Accounts Payable process and review. She also reminded the Finance committee of the quarterly meeting dates.

- 8. **Meeting Adjourned at 4:40p.m.** – The Committee will reconvene on Wednesday June 5, 2024 for a Finance Committee Meeting at 3:30p.m.

Prepared By: \_\_\_\_\_  
Sophie Piña, District Board Secretary

Approved By: \_\_\_\_\_  
Graig Stephens, Board President

# Soledad Community Health Care District

Balance Sheet

As of March 31, 2024

	<u>31-Mar-24</u>	<u>31-Mar-23</u>	<u>Variance</u>
<b>Assets</b>			
<b>Current Assets</b>			
Cash & Cash Equivalents	4,202,334	1,610,088	2,592,246
Assets Limited as to Use - Current	105	105	-
Patient Accounts Receivable - Net	1,951,521	1,790,221	161,300
Other Receivables	50,285	64,412	(14,127)
Inventories	113,615	113,144	471
Prepaid Expenses & Deposits	157,989	161,129	(3,140)
	<u>6,475,849</u>	<u>3,739,099</u>	<u>2,736,750</u>
<b>Fixed Assets:</b>			
Buildings & Improvements	10,772,534	10,713,058	59,476
Equipment	3,027,243	3,027,243	-
Construction in Progress	-	148,315	(148,315)
	<u>13,799,777</u>	<u>13,888,616</u>	<u>(88,839)</u>
Accum Depr	<u>(8,200,726)</u>	<u>(7,692,512)</u>	<u>(508,214)</u>
	<u>5,599,051</u>	<u>6,196,104</u>	<u>(597,053)</u>
<b>Total Assets</b>	<b><u>12,074,900</u></b>	<b><u>9,935,203</u></b>	<b><u>2,139,697</u></b>
<b>Liabilities:</b>			
<b>Current Liabilities:</b>			
Accounts Payable	266,753	289,421	(22,668)
Accrued Payroll & Benefits	572,085	660,869	(88,784)
Estimated Third Party Settlements	4,839,424	1,475,623	3,363,801
1st Capital Bank - Line of Credit	-	250,000	(250,000)
Current Portion - Long-term Debt	321,869	139,280	182,589
	<u>6,000,131</u>	<u>2,815,193</u>	<u>3,184,938</u>
<b>Long-Term Debt</b>	<u>4,626,990</u>	<u>3,838,870</u>	<u>788,120</u>
<b>Total Liabilities</b>	<b><u>10,627,121</u></b>	<b><u>6,654,063</u></b>	<b><u>3,973,058</u></b>
<b>Net Assets (Assets Minus Liabilities)</b>	<b><u>1,447,779</u></b>	<b><u>3,281,140</u></b>	<b><u>(1,833,361)</u></b>
<b>Summary of Net Assets</b>			
Beginning of Year - July 1st	1,039,477	3,754,035	
Increase <Decrease> in Net Assets	<u>408,302</u>	<u>(472,895)</u>	
<b>End of Period</b>	<b><u>1,447,779</u></b>	<b><u>3,281,140</u></b>	
<b>Number of Days of Cash on Hand</b>	<b><u>114.24</u></b>	<b><u>43.77</u></b>	

# Soledad Community Health Care District

Statement of Revenues, Expenses, and Changes in Net Assets

For the Nine Months Ended:

March 31, 2024

Operating Revenues:	<u>31-Mar-24</u>	<u>31-Mar-23</u>	<u>Variance</u>
Medical Services	16,944,028	15,377,378	1,566,650
Contractual Adjustments	(3,628,109)	(5,043,988)	1,415,879
Estimated PPS	<u>(1,125,000)</u>	<u>-</u>	<u>(1,125,000)</u>
	12,190,919	10,333,390	1,857,529
Other Operating Revenues	186,963	93,508	93,455
	<u>12,377,882</u>	<u>10,426,898</u>	<u>1,950,984</u>
<b>Operating Expenses:</b>			
Salaries & Wages	5,128,779	5,175,728	(46,949)
Professional Fees	3,086,218	2,466,758	619,460
Supplies	1,293,034	1,023,991	269,043
Employee Benefits	1,084,852	1,142,825	(57,973)
Utilities	305,884	296,614	9,270
Other Operating Expenses	281,736	212,480	69,256
Purchased Services	234,719	235,178	(459)
Insurance	232,046	205,644	26,402
Rents and Leases	36,485	29,555	6,930
	<u>11,683,753</u>	<u>10,788,773</u>	<u>894,980</u>
<b>Operating Income &lt;Loss&gt; Before Depreciation</b>	694,129	(361,875)	1,056,004
<b>Less Depreciation</b>	<u>(376,713)</u>	<u>(382,608)</u>	<u>5,895</u>
<b>Operating Income &lt;Loss&gt; After Depreciation</b>	317,416	(744,483)	1,061,899
<b>Non-Operating Revenues &lt;Expenses&gt;</b>			
District Property Tax Revenues	213,715	208,671	5,044
Grants & Contributions	7,402	213,260	(205,858)
Investment Income	2,174	652	1,522
Interest Expense	<u>(132,405)</u>	<u>(150,995)</u>	<u>18,590</u>
	90,886	271,588	(180,702)
<b>Increase &lt;Decrease&gt; in Net Assets</b>	<u><b>408,302</b></u>	<u><b>(472,895)</b></u>	<u><b>881,197</b></u>
<b>Summary of Income by Operation</b>			
Eden Valley Care Center	1,772,124	308,759	1,463,365
Clinic & Women's Health Center	(705,609)	(205,531)	(500,078)
District	<u>(658,213)</u>	<u>(576,123)</u>	<u>(82,090)</u>
	<u><b>408,302</b></u>	<u><b>(472,895)</b></u>	<u><b>881,197</b></u>
<b>Other Items:</b>			
Contractual Adjustments %	<u>28.05%</u>	<u>32.80%</u>	
Salaries to Gross Revenues	<u>30.27%</u>	<u>33.66%</u>	
Professional Fees to Gross Revenues	<u>18.21%</u>	<u>16.04%</u>	

# Soledad Community Health Care District

## Account Summaries

Description	31-Mar-24	31-Mar-23	Variance
<b>Cash &amp; Cash Equivalents:</b>			
1st Capital Bank	2,718,566	978,110	1,740,456
Mechanics Bank	1,456,146	606,535	849,611
LAIF	16,613	16,066	547
US Bank	4,728	3,096	1,632
Petty Cash	6,281	6,281	-
<b>Totals</b>	<b>4,202,334</b>	<b>1,610,088</b>	<b>2,592,246</b>

### Accounts Receivable

Eden Valley - Net	1,608,296	1,040,323	567,973
Clinic - Net	343,225	749,898	(406,673)
<b>Totals</b>	<b>1,951,521</b>	<b>1,790,221</b>	<b>161,300</b>

### Summary of Income by Month

July	163,884	(306,626)	
August	242,008	(446,273)	
September	206,954	(82,121)	
October	351,927	(58,172)	
November	101,229	(173,506)	
December	(3,848)	104,729	
January	82,873	(147,174)	
February	74,914	383,104	
March	313,361	123,144	
April			
May			
June			
<b>Totals</b>	<b>1,533,302</b>	<b>(602,895)</b>	<b>2,136,197</b>
Grants Received	-	130,000	
Estimated PPS	(1,125,000)	-	Favorable
	<b>408,302</b>	<b>(472,895)</b>	<Unfavorable>

### Gross Revenues by Type

Medical Clinic	9,447,096	55.75%	
Medi-Cal	3,925,896	23.17%	52.37%
Medicare	2,806,470	16.56%	37.43%
Other	708,410	4.18%	9.45%
Private	56,156	0.33%	0.75%
<b>Totals</b>	<b>16,944,028</b>	<b>100.00%</b>	<b>100.00%</b>

# Soledad Community Health Care District

## Account Summaries

<u>Eden Valley Care Center by Dept</u>	<u>31-Mar-24</u>	<u>31-Mar-23</u>	<u>Variance</u>
<b>Revenues - Net</b>			
Medi-Cal	3,863,697	2,631,229	1,232,468
Medicare	3,403,172	1,942,058	1,461,114
Other Insurance	637,882	344,246	293,636
Private	58,879	340,589	(281,710)
Other Income	38,377	49,620	(11,243)
	<u>8,002,007</u>	<u>5,307,742</u>	<u>2,694,265</u>
<b>Expenses:</b>			
Medicare Certified Unit	1,938,571	1,754,152	184,419
General Administration	978,878	883,322	95,556
Nursing Administration	933,134	296,449	636,685
Dietary	589,668	376,917	212,751
Employee Benefits	412,570	429,014	(16,444)
Physical, Occupational & Speech Therapy	294,928	249,604	45,324
Activities, Education & Soda Shop	252,670	158,932	93,738
Housekeeping and Laundry	244,079	197,186	46,893
Plant Operations & Maintenance	218,321	327,696	(109,375)
Medical Records, Central Supply, Pharmacy	213,270	136,409	76,861
Taxes, Insurance, Depreciation, Interest	153,794	189,302	(35,508)
	<u>6,229,883</u>	<u>4,998,983</u>	<u>1,230,900</u>
<b>Net Income &lt;Loss&gt;</b>	<u><b>1,772,124</b></u>	<u><b>308,759</b></u>	<u><b>1,463,365</b></u>

<u>Eden Valley Care Center by Type</u>	<u>31-Mar-24</u>	<u>31-Mar-23</u>	<u>Variance</u>
<b>Revenues - Net</b>			
Medi-Cal	3,863,697	2,631,229	1,232,468
Medicare	3,403,172	1,942,058	1,461,114
Other Insurance	637,882	344,246	293,636
Private	58,879	340,589	(281,710)
Other Income	38,377	49,620	(11,243)
	<u>8,002,007</u>	<u>5,307,742</u>	<u>2,694,265</u>
<b>Expenses:</b>			
Salaries	3,094,916	2,942,521	152,395
Professional Fees	1,129,903	441,967	687,936
Supplies	697,581	334,344	363,237
Benefits	675,374	677,102	(1,728)
Utilities	212,481	208,911	3,570
Other Operating Expenses	157,730	93,064	64,666
Purchased Services	112,240	115,712	(3,472)
Insurance	98,916	128,059	(29,143)
Depreciation	50,742	57,303	(6,561)
	<u>6,229,883</u>	<u>4,998,983</u>	<u>1,230,900</u>
<b>Net Income &lt;Loss&gt;</b>	<u><b>1,772,124</b></u>	<u><b>308,759</b></u>	<u><b>1,463,365</b></u>

# Soledad Community Health Care District

## Account Summaries

<u>Soledad Medical Clinic / Women's Health Center</u>	<u>31-Mar-24</u>	<u>31-Mar-23</u>	<u>Variance</u>
<b>Revenues - Net</b>			
Gross Revenues	9,447,096	10,233,253	(786,157)
Contractual Adjustments	(5,219,807)	(5,157,986)	(61,821)
Other Revenues	28,320	240,624	(212,304)
	<u>4,255,609</u>	<u>5,315,891</u>	<u>(1,060,282)</u>
<b>Expenses:</b>			
Salaries	1,488,122	1,810,605	(322,483)
Professional Fees	929,801	1,091,610	(161,809)
Doctors	901,998	791,175	110,823
Supplies	578,043	679,751	(101,708)
Employee Benefits	328,911	413,997	(85,086)
Depreciation	325,663	324,189	1,474
Interest Expense	132,405	150,995	(18,590)
Utilities	93,403	87,703	5,700
Purchased Services	62,852	46,081	16,771
Insurance	61,043	59,873	1,170
Other Operating Expenses	58,977	65,443	(6,466)
	<u>4,961,218</u>	<u>5,521,422</u>	<u>(560,204)</u>
<b>Net Income &lt;Loss&gt;</b>	<u><b>(705,609)</b></u>	<u><b>(205,531)</b></u>	<u><b>(500,078)</b></u>

<u>Summary of Income by Month</u>	<u>March</u>	<u>Jul - Feb</u>	<u>Total</u>
Eden Valley Care Center	394,290	1,428,576	1,822,866
Soledad Medical Clinic / Women's Health Center	50,799	694,255	745,054
District	<u>(89,870)</u>	<u>(568,035)</u>	<u>(657,905)</u>
Sub-Total	355,219	1,554,796	1,910,015
Estimated PPS	(375,000)	(750,000)	(1,125,000)
Depreciation	<u>(41,858)</u>	<u>(334,855)</u>	<u>(376,713)</u>
Totals	<u><b>(61,639)</b></u>	<u><b>469,941</b></u>	<u><b>408,302</b></u>

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# Soledad Community Health Care District

## Account Summaries

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### Summary of Cash Flows:

#### Cash Flows for the Nine Months Ended:

Increase <Decrease> in Net Assets	408,302
Add: Increase in Third Party Settlement (Current Year)	1,125,000
Loan Proceeds - 1st Capital # 0006	1,100,000
Depreciation	376,713
Decrease in Accounts Receivable	45,136
Less: Decrease in Accrued Payroll	(4,234)
Increase in Prepaids	(26,143)
Payment of Long-Term Debt	(96,821)
Decrease in Accounts Payable	(110,727)
Payment of Third Party Settlement	(174,394)
Decrease in Line of Credit	(250,000)
	<hr/>
Increase <Decrease> in Cash	<b><u>2,392,832</u></b>

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**SOLEDAD COMMUNITY HEALTH CARE DISTRICT**

Budget to Actual Summary

Operating Budget FY 2023-2024

March 31, 2024

	<u>Total Budget YTD</u>	<u>Total Actual YTD</u>	<u>Eden Valley Actual YTD</u>	<u>Clinic Actual YTD</u>	<u>District Actual YTD</u>
<b>Operational Revenues:</b>					
Gross Patient Revenues	17,634,410	16,944,028	7,496,932	9,447,096	-
Contractual Adjustments	(6,049,610)	(4,753,109)	466,698	(5,219,807)	-
Other Operating Revenues	125,435	186,963	38,368	19,752	128,843
	<u>11,710,235</u>	<u>12,377,882</u>	<u>8,001,998</u>	<u>4,247,041</u>	<u>128,843</u>
<b>Operational Expenditures:</b>					
Salaries	5,946,890	5,128,778	3,094,916	1,488,122	545,740
Professional Fees	2,386,050	3,086,218	1,129,903	1,831,799	124,516
Employee Benefits	1,193,170	1,084,852	675,374	328,911	80,567
Supplies	1,056,900	1,293,035	697,581	578,043	17,411
Utilities	308,025	305,884	212,481	93,403	-
Insurance & Taxes	243,640	251,795	103,051	76,656	72,088
Purchased Services	242,850	234,719	112,240	62,852	59,627
Other Operating Expenses	171,300	261,987	140,085	38,894	83,008
Rents & Leases	35,320	36,485	13,510	4,470	18,505
	<u>11,584,145</u>	<u>11,683,753</u>	<u>6,179,141</u>	<u>4,503,150</u>	<u>1,001,462</u>
<b>Gross Margin</b>	<u>126,090</u>	<u>694,129</u>	<u>1,822,857</u>	<u>(256,109)</u>	<u>(872,619)</u>
<b>General &amp; Administrative</b>					
Allocation of District Expenditures	-	-	600,877	400,585	(1,001,462)
Depreciation	374,605	376,713	50,742	325,663	308
<b>Total General &amp; Administrative</b>	<u>374,605</u>	<u>376,713</u>	<u>651,619</u>	<u>726,248</u>	<u>(1,001,154)</u>
<b>Net Margin</b>	<u>(248,515)</u>	<u>317,416</u>	<u>1,171,238</u>	<u>(982,357)</u>	<u>128,535</u>
<b>Other Income &lt;Expenditure&gt;</b>					
Property Tax Revenues	306,190	213,715	-	-	213,715
Grants and Contributions	200,065	7,402	-	7,282	120
Investment Income	1,760	2,174	9	1,286	879
Interest Expense	(184,500)	(132,405)	-	(132,405)	-
	<u>323,515</u>	<u>90,886</u>	<u>9</u>	<u>(123,837)</u>	<u>214,714</u>
<b>Net Surplus &lt;Deficit&gt;</b>	<u>75,000</u>	<u>408,302</u>	<u>1,171,247</u>	<u>(1,106,194)</u>	<u>343,249</u>

**SOLEDAD COMMUNITY HEALTH CARE DISTRICT**

Eden Valley Care Center - Budget to Actual

Operating Budget FY 2023-2024

March 31, 2024

	<u>Eden Valley Care Center</u>	<u>9 Months Budget YTD</u>	<u>9 Months Actual YTD</u>	<u>Variance</u>
<b>Operational Revenues:</b>				
Gross Patient Revenues	8,915,050	6,686,285	7,496,932	810,647
Contractual Adjustments	333,850	250,390	466,698	216,308
Other Operating Revenues	81,745	61,310	38,368	(22,942)
	<u>9,330,645</u>	<u>6,997,985</u>	<u>8,001,998</u>	<u>1,004,013</u>
<b>Operational Expenditures:</b>				
Salaries	4,532,775	3,399,580	3,094,916	304,664
Professional Fees	449,400	337,050	1,129,903	(792,853)
Supplies	600,200	450,150	697,581	(247,431)
Employee Benefits	962,370	721,780	675,374	46,406
Utilities	283,400	212,550	212,481	69
Other Operating Expenses	113,800	85,350	140,085	(54,735)
Purchased Services	130,500	97,875	112,240	(14,365)
Insurance & Taxes	184,000	138,000	103,051	34,949
Rents & Leases	18,000	13,500	13,510	(10)
	<u>7,274,445</u>	<u>5,455,835</u>	<u>6,179,141</u>	<u>(723,306)</u>
<b>Gross Margin</b>	<u>2,056,200</u>	<u>1,542,150</u>	<u>1,822,857</u>	<u>280,707</u>
<b>General &amp; Administrative</b>				
Allocation of District Expenditures	827,100	620,325	600,877	19,448
Depreciation	65,700	49,275	50,742	(1,467)
<b>Total General &amp; Administrative</b>	<u>892,800</u>	<u>669,600</u>	<u>651,619</u>	<u>17,981</u>
<b>Net Margin</b>	<u>1,163,400</u>	<u>872,550</u>	<u>1,171,238</u>	<u>298,688</u>
<b>Other Income &lt;Expenditure&gt;</b>				
Grants and Contributions	15,000	11,250	-	(11,250)
Investment Income	-	-	9	9
	<u>15,000</u>	<u>11,250</u>	<u>9</u>	<u>(11,241)</u>
<b>Net Surplus &lt;Deficit&gt;</b>	<u>1,178,400</u>	<u>883,800</u>	<u>1,171,247</u>	<u>287,447</u>

**SOLEDAD COMMUNITY HEALTH CARE DISTRICT**

Medical Clinic - Budget to Actual

Operating Budget FY 2023-2024

March 31, 2024

	<u>Medical Clinic Womens Health</u>	<u>9 Months Budget YTD</u>	<u>9 Months Actual YTD</u>	<u>Variance</u>
<b>Operational Revenues:</b>				
Gross Patient Revenues	14,597,500	10,948,125	9,447,096	(1,501,029)
Contractual Adjustments	(8,400,000)	(6,300,000)	(5,219,807)	1,080,193
Other Operating Revenues	75,500	56,625	19,752	(36,873)
	<u>6,273,000</u>	<u>4,704,750</u>	<u>4,247,041</u>	<u>(457,709)</u>
<b>Operational Expenditures:</b>				
Professional Fees	2,582,000	1,936,500	1,831,799	104,701
Salaries	2,461,600	1,846,200	1,488,122	358,078
Supplies	796,125	597,095	578,043	19,052
Employee Benefits	534,150	400,610	328,911	71,699
Utilities	127,300	95,475	93,403	2,072
Insurance & Taxes	116,850	87,640	76,656	10,984
Purchased Services	118,300	88,725	62,852	25,873
Other Operating Expenses	46,600	34,950	38,894	(3,944)
Rents & Leases	9,650	7,240	4,470	2,770
	<u>6,792,575</u>	<u>5,094,435</u>	<u>4,503,150</u>	<u>591,285</u>
<b>Gross Margin</b>	<u>(519,575)</u>	<u>(389,685)</u>	<u>(256,109)</u>	<u>133,576</u>
<b>General &amp; Administrative</b>				
Allocation of District Expenditures	551,400	413,550	400,585	12,965
Depreciation	432,275	324,205	325,663	(1,458)
<b>Total General &amp; Administrative</b>	<u>983,675</u>	<u>737,755</u>	<u>726,248</u>	<u>11,507</u>
<b>Net Margin</b>	<u>(1,503,250)</u>	<u>(1,127,440)</u>	<u>(982,357)</u>	<u>145,083</u>
<b>Other Income &lt;Expenditure&gt;</b>				
Grants and Contributions	241,750	181,315	7,282	(174,033)
Investment Income	1,600	1,200	1,286	86
Interest Expense	(246,000)	(184,500)	(132,405)	52,095
	<u>(2,650)</u>	<u>(1,985)</u>	<u>(123,837)</u>	<u>(121,852)</u>
<b>Net Surplus &lt;Deficit&gt;</b>	<u>(1,505,900)</u>	<u>(1,129,425)</u>	<u>(1,106,194)</u>	<u>23,231</u>

# SOLEDAD COMMUNITY HEALTH CARE DISTRICT

District - Budget to Actual

Operating Budget FY 2023-2024

March 31, 2024

	District	9 Months Budget YTD	9 Months Actual YTD	Variance
<b>Operational Revenues:</b>				
Gross Patient Revenues	-	-	-	-
Contractual Adjustments	-	-	-	-
Other Operating Revenues	10,000	7,500	128,843	121,343
	<u>10,000</u>	<u>7,500</u>	<u>128,843</u>	<u>121,343</u>
<b>General &amp; Administrative (District)</b>				
Salaries	934,810	701,110	545,740	155,370
Professional Fees	150,000	112,500	124,516	(12,016)
Other Expenses	68,000	51,000	83,008	(32,008)
Employee Benefits	94,375	70,780	80,567	(9,787)
Insurance	24,000	18,000	72,088	(54,088)
Purchased Services	75,000	56,250	59,627	(3,377)
Rents & Leases	19,440	14,580	18,505	(3,925)
Supplies	12,875	9,655	17,411	(7,756)
	<u>1,378,500</u>	<u>1,033,875</u>	<u>1,001,462</u>	<u>32,413</u>
<b>Gross Margin</b>	<u>(1,368,500)</u>	<u>(1,026,375)</u>	<u>(872,619)</u>	<u>153,756</u>
<b>General &amp; Administrative</b>				
Allocation of District Expenditures	(1,378,500)	(1,033,875)	(1,001,462)	(32,413)
Depreciation	1,500	1,125	308	817
<b>Total General &amp; Administrative</b>	<u>(1,377,000)</u>	<u>(1,032,750)</u>	<u>(1,001,154)</u>	<u>(31,596)</u>
<b>Net Margin</b>	<u>8,500</u>	<u>6,375</u>	<u>128,535</u>	<u>122,160</u>
<b>Other Income &lt;Expenditure&gt;</b>				
Property Taxes	408,250	306,190	213,715	(92,475)
Grants and Contributions	10,000	7,500	120	(7,380)
Investment Income	750	560	879	319
	<u>419,000</u>	<u>314,250</u>	<u>214,714</u>	<u>(99,536)</u>
<b>Net Surplus &lt;Deficit&gt;</b>	<u>427,500</u>	<u>320,625</u>	<u>343,249</u>	<u>22,624</u>

## **NOTICE OF INTENTION TO ADOPT THE CONFLICT OF INTEREST CODE OF THE SOLEDAD HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Soledad Health Care District (the "District") intends to adopt the District's Conflict of Interest Code (the "Code") pursuant to Government Code section 87306.

The Code designates those employees, members, officers, and consultants who make or participate in the making of decisions and are subject to the disclosure requirements of the District's Code. The District's proposed Code will formally adopt the Standard Code of the Fair Political Practices Commission, include positions that must be designated, establish disclosure categories which are assigned to each position based on their official duties, designate a Committee and declare officials who manage public investments.

The proposed Code will be considered by the Board of Directors on April 25, 2024, at 4p.m. at 612 Main Street, Soledad, California. Any interested person may be present and comment at the public meeting or may submit written comments concerning the proposed amendment.

Copies of the proposed Conflict of Interest Code may be reviewed at 612 Main Street, Soledad, California, and copies obtained from, the office of the Office Manager noted below.

Any comments or inquiries should be directed to the attention of Executive Assistant, Sophia Pina, 612 Main Street, Soledad, California; (831) 223-1651; spina@schcd.com. Written comments must be submitted no later than April 25, 2024, at 12p.m.



**RESOLUTION NO. 2024-03**

**RESOLUTION OF THE BOARD OF DIRECTOR OF THE SOLEDAD HEALTH CARE DISTRICT TO ADOPT A CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974**

**WHEREAS**, the State of California enacted the Political Reform Act of 1974, Government Code section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Soledad Health Care District (the "District") and requires all public agencies to adopt and promulgate a conflict of interest code; and

**WHEREAS**, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the District being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

**WHEREAS**, notice of the time and place of a public meeting on **April 25, 2024**, and of consideration by the Board of Directors of, the proposed Conflict of Interest Code was provided each affected designated position and publicly posted for review; and

**WHEREAS**, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors on **April 25, 2024**, at which all present were given an opportunity to be heard on the proposed Code.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Soledad Health Care District that the Board of Directors does hereby adopt the

proposed Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Executive Assistant and available to the public for inspection and copying during regular business hours;

**BE IT FURTHER RESOLVED** that the said Conflict of Interest Code shall be submitted to the Monterey County Board of Supervisors for approval and said Code shall become effective immediately upon approval of the proposed Conflict of Interest Code.

**BE IT FURTHER RESOLVED** that any previously adopted Conflict of Interest Codes are rescinded upon the effective date of the proposed Conflict of Interest Code.

**APPROVED AND ADOPTED** this 25th day of April, 2024.

\_\_\_\_\_  
President, Board of Directors  
Soledad Health Care District

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors  
Soledad Health Care District

**SOLEDAD HEALTH CARE DISTRICT**  
**BOARD MEMO**

**DATE:** April 22, 2024  
**TO:** Board of Directors  
**FROM:** Sophia Piña  
**RE:** **ADOPT RESOLUTION # 2024-03 TO ADOPT A CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT**

**FORM MOTION**

It is recommended that the Board of Directors adopt Resolution No. 2024-03 adopting the Conflict of Interest Code of Soledad Health Care District.

**BACKGROUND**

The Political Reform Act (the “Act”) requires all public agencies to adopt and maintain a Conflict of Interest Code containing the rules for disclosure of personal assets and the prohibition from making or participating in making governmental decisions that may affect any personal assets. The Conflict of Interest Code must specifically designate all agency positions that make or participate in the making of decisions and assign specific types of personal assets to be disclosed that may be affected by the exercise of powers and duties of that position. (Gov. Code §§ 87300, 87302.)

The Act further requires that agencies regularly review and update their Codes as necessary when directed by the code-reviewing body or when change is necessitated by changed circumstances. (Gov. Code §§ 87306 and 87306.5.)

Review shows that the District needs to formally adopt the Standard Conflict of Interest Code provided by the Fair Political Practices Commission (FPPC) which incorporates 2 Cal. Code of Regs. Section 18730 by reference as the provisions of the Code, declares officials that manage the investment of public funds, lists all positions required to be designated in the Code, including Consultants and New Positions, designate a Committee and establishes a list of disclosure categories for assignment to designated positions and consultants based on the duties of each position.

**CONCLUSION**

Adopt Resolution No. 2024-03 adopting the Conflict of Interest Code of Soledad Health Care District and directing that such Code be submitted to the Monterey County Board of Supervisors as the District’s code-reviewing body (Gov. Code § 82011) requesting approval of the amendment as required under Government Code section 87303.

Attachment: Proposed Conflict of Interest Code.



**CONFLICT OF INTEREST CODE**  
**OF THE**  
**SOLEDAD COMMUNITY HEALTH CARE DISTRICT**

**(Adopted April 25, 2024)**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regulations section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Soledad Community Health Care District** (“**District**”).

All officials and designated positions shall file their statements of economic interests with the **Executive Assistant** as the District's Filing Officer/Official. The **Executive Assistant** shall make and retain a copy of all statements filed by the Board of Directors President/Chief Executive Officer and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of Monterey. The **Executive Assistant** shall retain the original statements filed by all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

# APPENDIX

## CONFLICT OF INTEREST CODE

### OF THE

## SOLEDAD COMMUNITY HEALTH CARE DISTRICT

### PART "A"

#### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3(b), are NOT subject to the District's Code, but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>1</sup>:

Members of the Board of Directors and their Alternates

President/Chief Executive Officer

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

## DESIGNATED POSITIONS

### GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Legal Counsel	1, 2
 <b><u>MEMBERS OF BOARDS,</u></b> <b><u>COMMITTEES &amp; COMMISSIONS</u></b>	
Finance Committee	1, 2

Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals providing services as a Consultant defined in Regulation 18700.3, or in a new position created since this Code was last approved that makes or participates in making decisions, as identified in Reg. 18734, shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Chief Executive Officer may determine that due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.) The Chief Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

## PART "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the Designated Position must disclose for each disclosure category to which the designated is assigned. "Investment" means financial interests in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District. This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in, or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type utilized by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Position's Department.

(Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations)

**§ 18730. Provisions of Conflict of Interest Codes.**

(a) Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict of interest code within the meaning of Section 87300 or the amendment of a conflict of interest code within the meaning of Section 87306 if the terms of this regulation are substituted for terms of a conflict of interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, Sections 81000, et seq. The requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Section 87100, and to other state or local laws pertaining to conflicts of interest.

(b) The terms of a conflict of interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) Section 1. Definitions.

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (Regulations 18110, et seq. ), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

(2) Section 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

(3) Section 3. Disclosure Categories.

This code does not establish any disclosure obligation for those designated employees who are also specified in Section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to article 2 of chapter 7 of the Political Reform Act, Sections 87200, et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Section 87200; and

(C) The filing officer is the same for both agencies.<sup>1</sup>

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee shall disclose in the employee's statement of economic interests those economic interests the employee has which are of the kind described in the disclosure categories to which the employee is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's

disclosure categories are the kinds of economic interests which the employee foreseeably can affect materially through the conduct of the employee's office.

(4) Section 4. Statements of Economic Interests: Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict of interest code.<sup>2</sup>

(5) Section 5. Statements of Economic Interests: Time of Filing.

(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

(C) Annual Statements. All designated employees shall file statements no later than April 1. If a person reports for military service as defined in the Servicemember's Civil Relief Act, the deadline for the annual statement of economic interests is 30 days following the person's return to office, provided the person, or someone authorized to represent the person's interests, notifies the filing officer in writing prior to the applicable filing deadline that the person is subject to that federal statute and is unable to meet the applicable deadline, and provides the filing officer verification of the person's military status.

(D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided the person did not make or participate in the making of, or use the person's position to influence any decision and did not receive or become entitled to receive any form of payment as a result of the person's appointment. Such persons shall not file either an assuming or leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation the person did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

(6) Section 6. Contents of and Period Covered by Statements of Economic Interests.

(A) Contents of Initial Statements.

Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

(B) Contents of Assuming Office Statements.



Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.

(C) Contents of Annual Statements. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Section 87302.6, the day after the closing date of the most recent statement filed by the member pursuant to Regulation 18754.

(D) Contents of Leaving Office Statements.

Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

(7) Section 7. Manner of Reporting.

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) Investment and Real Property Disclosure.

When an investment or an interest in real property<sup>3</sup> is required to be reported,<sup>4</sup> the statement shall contain the following:

1. A statement of the nature of the investment or interest;

2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property equals or exceeds \$2,000, exceeds \$10,000, exceeds \$100,000, or exceeds \$1,000,000.

(B) Personal Income Disclosure. When personal income is required to be reported,<sup>5</sup> the statement shall contain:

1. The name and address of each source of income aggregating \$500 or more in value, or \$50 or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was \$1,000 or less, greater than \$1,000, greater than \$10,000, or greater than \$100,000;
3. A description of the consideration, if any, for which the income was received;
4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;
5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.

(C) Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported,<sup>6</sup> the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;

2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than \$10,000.

(D) Business Position Disclosure. When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which the employee is a director, officer, partner, trustee, employee, or in which the employee holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

(8) Section 8. Prohibition on Receipt of Honoraria.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on the member's or employee's statement of economic interests.

(B) This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

(C) Subdivisions (a), (b), and (c) of Section 89501 shall apply to the prohibitions in this section.

(D) This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Section 89506.

(8.1) Section 8.1. Prohibition on Receipt of Gifts in Excess of \$520.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$520 in a calendar year from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on the member's or employee's statement of economic interests.

(B) This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

(C) Subdivisions (e), (f), and (g) of Section 89503 shall apply to the prohibitions in this section.

(8.2) Section 8.2. Loans to Public Officials.

(A) No elected officer of a state or local government agency shall, from the date of the election to office through the date that the officer vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

(B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(C) No elected officer of a state or local government agency shall, from the date of the election to office through the date that the officer vacates office, receive a personal loan from

any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while the official holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.

2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans from a person which, in the aggregate, do not exceed \$500 at any given time.

4. Loans made, or offered in writing, before January 1, 1998.

(8.3) Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of the officer's election to office through the date the officer vacates office, receive a personal loan of \$500 or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.

2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 1998.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

(8.4) Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.

2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:

a. The date the loan was made.

b. The date the last payment of \$100 or more was made on the loan.

c. The date upon which the debtor has made payments on the loan aggregating to less than \$250 during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.

2. A loan that would otherwise not be a gift as defined in this title.

3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.

4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.

5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

(9) Section 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use the employee's official position to influence the making of any governmental decision which the employee knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of the official's immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect investment worth \$2,000 or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth \$2,000 or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating \$500 or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$500 or more provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

(9.3) Section 9.3. Legally Required Participation.

No designated employee shall be prevented from making or participating in the making of any decision to the extent the employee's participation is legally required for the decision to be made.



The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make the employees' participation legally required for purposes of this section.

(9.5) Section 9.5. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of section 9, no state administrative official shall make, participate in making, or use the official's position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of the official's immediate family has, within 12 months prior to the time when the official action is to be taken:

(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value \$1,000 or more.

(10) Section 10. Disclosure of Disqualifying Interest.

When a designated employee determines that the employee should not make a governmental decision because the employee has a disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

(11) Section 11. Assistance of the Commission and Counsel.

Any designated employee who is unsure of the duties under this code may request assistance from the Fair Political Practices Commission pursuant to Section 83114 and Regulations 18329 and 18329.5 or from the attorney for the employee's agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

(12) Section 12. Violations.

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Sections 81000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Section 87100 or 87450 has occurred may be set aside as void pursuant to Section 91003.

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<sup>1</sup> Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Section 81004.

<sup>2</sup> See Section 81010 and Regulation 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

<sup>3</sup> For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

<sup>4</sup> Investments and interests in real property which have a fair market value of less than \$2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

<sup>5</sup> A designated employee's income includes the employee's community property interest in the income of the employee's spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

<sup>6</sup> Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

Note: Authority cited: Section 83112, Government Code. Reference: Sections 87103(e), 87300-87302, 89501, 89502 and 89503, Government Code.

#### **HISTORY**

1. New section filed 4-2-80 as an emergency; effective upon filing (Register 80, No. 14).  
Certificate of Compliance included.
2. Editorial correction (Register 80, No. 29).
3. Amendment of subsection (b) filed 1-9-81; effective thirtieth day thereafter (Register 81, No. 2).
4. Amendment of subsection (b)(7)(B)1. filed 1-26-83; effective thirtieth day thereafter (Register 83, No. 5).
5. Amendment of subsection (b)(7)(A) filed 11-10-83; effective thirtieth day thereafter (Register 83, No. 46).
6. Amendment filed 4-13-87; operative 5-13-87 (Register 87, No. 16).
7. Amendment of subsection (b) filed 10-21-88; operative 11-20-88 (Register 88, No. 46).
8. Amendment of subsections (b)(8)(A) and (b)(8)(B) and numerous editorial changes filed 8-28-90; operative 9-27-90 (Reg. 90, No. 42).

9. Amendment of subsections (b)(3), (b)(8) and renumbering of following subsections and amendment of Note filed 8-7-92; operative 9-7-92 (Register 92, No. 32).
10. Amendment of subsection (b)(5.5) and new subsections (b)(5.5)(A)-(A)(2) filed 2-4-93; operative 2-4-93 (Register 93, No. 6).
11. Change without regulatory effect adopting Conflict of Interest Code for California Mental Health Planning Council filed 11-22-93 pursuant to title 1, section 100, California Code of Regulations (Register 93, No. 48). Approved by Fair Political Practices Commission 9-21-93.
12. Change without regulatory effect redesignating Conflict of Interest Code for California Mental Health Planning Council as chapter 62, section 55100 filed 1-4-94 pursuant to title 1, section 100, California Code of Regulations (Register 94, No. 1).
13. Editorial correction adding History 11 and 12 and deleting duplicate section number (Register 94, No. 17).
14. Amendment of subsection (b)(8), designation of subsection (b)(8)(A), new subsection (b)(8)(B), and amendment of subsections (b)(8.1)-(b)(8.1)(B), (b)(9)(E) and Note filed 3-14-95; operative 3-14-95 pursuant to Government Code section 11343.4(d) (Register 95, No. 11).
15. Editorial correction inserting inadvertently omitted language in footnote 4 (Register 96, No. 13).
16. Amendment of subsections (b)(8)(A)-(B) and (b)(8.1)(A), repealer of subsection (b)(8.1)(B), and amendment of subsection (b)(12) filed 10-23-96; operative 10-23-96 pursuant to Government Code section 11343.4(d) (Register 96, No. 43).
17. Amendment of subsections (b)(8.1) and (9)(E) filed 4-9-97; operative 4-9-97 pursuant to Government Code section 11343.4(d) (Register 97, No. 15).

18. Amendment of subsections (b)(7)(B)5., new subsections (b)(8.2)-(b)(8.4)(C) and amendment of Note filed 8-24-98; operative 8-24-98 pursuant to Government Code section 11343.4(d) (Register 98, No. 35).
19. Editorial correction of subsection (a) (Register 98, No. 47).
20. Amendment of subsections (b)(8.1), (b)(8.1)(A) and (b)(9)(E) filed 5-11-99; operative 5-11-99 pursuant to Government Code section 11343.4(d) (Register 99, No. 20).
21. Amendment of subsections (b)(8.1)-(b)(8.1)(A) and (b)(9)(E) filed 12-6-2000; operative 1-1-2001 pursuant to the 1974 version of Government Code section 11380.2 and Title 2, California Code of Regulations, section 18312(d) and (e) (Register 2000, No. 49).
22. Amendment of subsections (b)(3) and (b)(10) filed 1-10-2001; operative 2-1-2001.  
Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2001, No. 2).
23. Amendment of subsections (b)(7)(A)4., (b)(7)(B)1.-2., (b)(8.2)(E)3., (b)(9)(A)-(C) and footnote 4. filed 2-13-2001. Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2001, No. 7).
24. Amendment of subsections (b)(8.1)-(b)(8.1)(A) filed 1-16-2003; operative 1-1-2003.  
Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District,

- nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2003, No. 3).
25. Editorial correction of History 24 (Register 2003, No. 12).
26. Editorial correction removing extraneous phrase in subsection (b)(9.5)(B) (Register 2004, No. 33).
27. Amendment of subsections (b)(2)-(3), (b)(3)(C), (b)(6)(C), (b)(8.1)-(b)(8.1)(A), (b)(9)(E) and (b)(11)-(12) filed 1-4-2005; operative 1-1-2005 pursuant to Government Code section 11343.4 (Register 2005, No. 1).
28. Amendment of subsection (b)(7)(A)4. filed 10-11-2005; operative 11-10-2005 (Register 2005, No. 41).
29. Amendment of subsections (a), (b)(1), (b)(3), (b)(8.1), (b)(8.1)(A) and (b)(9)(E) filed 12-18-2006; operative 1-1-2007. Submitted to OAL pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2006, No. 51).
30. Amendment of subsections (b)(8.1)-(b)(8.1)(A) and (b)(9)(E) filed 10-31-2008; operative 11-30-2008. Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2008, No. 44).
31. Amendment of section heading and section filed 11-15-2010; operative 12-15-2010. Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of*

*Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2010, No. 47).

32. Amendment of section heading and subsections (a)-(b)(1), (b)(3)-(4), (b)(5)(C), (b)(8.1)-(b)(8.1)(A) and (b)(9)(E) and amendment of footnote 1 filed 1-8-2013; operative 2-7-2013.

Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2013, No. 2).

33. Amendment of subsections (b)(8.1)-(b)(8.1)(A), (b)(8.2)(E)3. and (b)(9)(E) filed 12-15-2014; operative 1-1-2015 pursuant to section 18312(e)(1)(A), title 2, California Code of Regulations.

Submitted to OAL for filing and printing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2014, No. 51).

34. Redesignation of portions of subsection (b)(8)(A) as new subsections (b)(8)(B)-(D), amendment of subsections (b)(8.1)-(b)(8.1)(A), redesignation of portions of subsection (b)(8.1)(A) as new subsections (b)(8.1)(B)-(C) and amendment of subsection (b)(9)(E) filed 12-1-2016; operative 12-31-2016 pursuant to Cal. Code Regs. tit. 2, section 18312(e). Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision,

April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2016, No. 49).

35. Amendment of subsections (b)(8.1)-(b)(8.1)(A) and (b)(9)(E) filed 12-12-2018; operative 1-11-2019 pursuant to Cal. Code Regs., tit. 2, section 18312(e). Submitted to OAL for filing and printing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2018, No. 50).

36. Amendment of subsections (b)(8.1)-(8.1)(A) filed 12-23-2020; operative 1-1-2021 pursuant to Cal. Code Regs., tit. 2, section 18312(e). Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2020, No. 52).

37. Amendment of subsections (b)(3)(C), (b)(5)(C), (b)(5.5), (b)(5.5)(A)(2), (b)(7)(D), (b)(8)(A), (b)(8.1)(A), (b)(8.2)(A), (b)(8.2)(C)-(D), (b)(8.3)(A), (b)(9), (b)(9.3), (b)(9.5), (b)(10) and (b)(11) and footnote 5 filed 5-12-2021; operative 6-11-2021 pursuant to Cal. Code Regs., tit. 2, section 18312(e). Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974



Administrative Procedure Act rulemaking requirements and not subject to procedural or substantive review by OAL) (Register 2021, No. 20).

## 2024 MONTHLY CENSUS FOR EDEN VALLEY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
<u>AVERAGE DAILY CENSUS</u>												
MEDICARE	17	18	19									
PRIVATE	1	1	1									
MEDI-CAL	31	28	31									
HOSPICE												
<b>TOTAL</b>	<b>49</b>	<b>47</b>	<b>51</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<u>OCCUPANCY</u>												
DAYS IN MONTH	31	29	31	30	31	30	31	31	30	31	30	31
TOTAL POSSIBLE DAYS	1,643	1,537	1,643	1,770	1,829	1,770	1,829	1,829	1,770	1,829	1,770	1,829
TOTAL ACTUAL DAYS	1,545	1,392	1,603									
OCCUPANCY PERCENTAGE	94%	91%	98%	0%	0%	0%	0%	0%	0%	0%	0%	0%
NUMBER OF FACILITY BEDS	59	59	59	59	59	59	59	59	59	59	59	59
NUMBER OF BEDS AVAILABLE	10	12	8	59	59	59	59	59	59	59	59	59

## 2023 MONTHLY CENSUS FOR EDEN VALLEY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
<u>AVERAGE DAILY</u>												
<u>CENSUS</u>												
MEDICARE	14	25	23	26	22	21	18	23	22	15	18	18
PRIVATE	3	4	5	3	4	4	3	3	2	1	1	1
MEDI-CAL	24	23	24	26	29	29	30	31	31	32	32	32
HOSPICE												
<b>TOTAL</b>	<b>41</b>	<b>52</b>	<b>52</b>	<b>55</b>	<b>55</b>	<b>54</b>	<b>51</b>	<b>57</b>	<b>55</b>	<b>48</b>	<b>51</b>	<b>51</b>
<u>OCCUPANCY</u>												
DAYS IN MONTH	31	28	31	30	31	30	31	31	30	31	30	31
TOTAL POSSIBLE DAYS	1,643	1,484	1,643	1,770	1,829	1,770	1,829	1,829	1,770	1,829	1,770	1,829
TOTAL ACTUAL DAYS	1,264	1,452	1,587	1,647	1,722	1,629	1,566	1,767	1,628	1,512	1,530	1,581
OCCUPANCY PERCENTAGE	77%	98%	97%	93%	94%	92%	86%	97%	92%	83%	86%	86%
NUMBER OF FACILITY BEDS	53	53	53	59	59	59	59	59	59	59	59	59
NUMBER OF BEDS AVAILABLE	12	1	1	4	4	5	8	2	4	11	8	8

2024 PATIENT VISIT COUNTS

SMC STAFF	JAN	Avg Pt. Per Day	FEB	Avg Pt. Per Day	MAR	Avg Pt. Per Day	APR	Avg Pt. Per Day	MAY	Avg Pt. Per Day	JUN	Avg Pt. Per Day	JUL	Avg Pt. Per Day	AUG	Avg Pt. Per Day	SEPT	Avg Pt. Per Day	OCT	Avg Pt. Per Day	NOV	Avg Pt. Per Day	DEC	
DR. GIRON	461	15	454	16	453	15																		
DR. BELTRAN	268	9	296	10	297	10																		
DR. ROD	133	4	145	5	152	5																		
DR. PEÑA	337	11	300	10	384	12																		
OSKAR																								
LIZARAGGA																								
DAVIS PA-C	340	11	371	13	347	11																		
DR. GAMBOA	218	7	185	6	210	7																		
X-RAY	106	3	125	4	144	5																		
MA VISITS	200	6	111	4	92	3																		
CARE MNGMT	29	1	23	1	30	1																		
LABORATORY	278	9	277	10	249	8																		
MARIA SCHELL,NP	325	10	180	6	131	4																		
WHC		0		0		0																		
DR. CHANDLER	40	1	0	0	0	0																		
HOSSAIN (MD)	19	1	56	2	22	1																		
DR. MILLNER	20	1	24	1	0	0																		
ULTRA SOUND	104	3	79	3	75	2																		
MAMMOGRAPHY	60	2	42	1	33	1																		
CFSP	133	4	103	4	118	4																		
DR. ESTEVA	104	3	97	3	46	1																		
DR. WRIGHT	121	4	93	3	51	2																		
NST NURSE	21	1	11	0	6	0																		
DR. SADEQUE	30	1	0	0	0	0																		
COVID																								
VACCINES																								
<b>TOTAL VISITS</b>	<b>3,347</b>	<b>93</b>	<b>2,972</b>	<b>96</b>	<b>2,840</b>	<b>87</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#</b>	<b>#</b>	<b>#</b>	<b>-</b>	<b>#</b>	<b>-</b>	<b>#</b>	<b>-</b>	<b>#</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#</b>	

2023 PATIENT VISIT COUNTS

SMC STAFF	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	Avg Pt. Per Day	
DR. GIRON	319	364	416	330	390	443	225	484	436	452	22	
DR. BELTRAN	227	178	297	193	252	243	224	290	156	307	19	
DR. ROD	179	92	104	121	154	166	102	197	83	143	29	
DR. PEÑA	221	213	337	305	329	346	308	416	264	249	21	
OSKAR												
LIZARAGGA												
DAVIS PA-C	312	263	298	274	357	336	289	302	330	356	24	
DR. GAMBOA	189	185	187	124	216	156	35	78	185	233	17	
X-RAY	148	141	146	158	193	159	129	144	133	123	7	
MA VISITS	120	87	111	73	104	68	65	165	99	129	6	
CARE MNGMT	37	37	35	34	31	41	4	28	38	19	2	
LABORATORY	209	211	254	243	289	297	283	301	263	308	14	
AMY												
UNDERWOOD, PA-C	154	206	275	189	225	217	282	234	188	216	22	
Francisca Bob	102	0										
WHC												
MARIA												
SCHELL, NP	339	345	243	287	374	344	332	396	258	355	18	
DR. CHANDLER	53	0	59	135	21	16	21	24	21	37	18.5	
Hossian (MD)	21	42	19	0	24	40	50	34	18	37	18.5	
DR. MILLNER					76	21	59	31	55	97	19	
DR. AGUILERA	58	0	16	0								
ULTRA SOUND	104	90	88	74	106	90	88	104	76	106	9	
MAMMOGRAPHY	57	6	34	50	50	49	14	52	58	62	12	
JULIA SNELL, RD	70	60	95	76	72	7	0	0	0	0	0	
CPSP	118	115	159	136	132	9	111	115	101	139	8	
DR. DE RANIERI	59	18	0	37	39	14	14	0	0	19	19	
Dr. Barnes	69	94	38	53	78	41	21	68	18	16	16	
DR. NGUYEN	47	18	19	46	59	41	21	0	0	0	0	
DR. ESTEVA	-	81	101	68	43	23	40	65	22	44	22	
Dr. Wright	55	51	138	21	89	129	98	91	97	55	18	
NST Nurse	27	14	20	33	39	5	18	15	26	10	2	
Dr. Sadeaque								87	49	88	18	
COVID												
VACCINES	0	34	13	12			9	0				
<b>TOTAL VISITS</b>	<b>3,294</b>	<b>2,980</b>	<b>3,502</b>	<b>3,072</b>	<b>3,742</b>	<b>3,325</b>	<b>2,818</b>	<b>3,721</b>	<b>2,952</b>	<b>3,600</b>	<b>330</b>	<b>363</b>

NOV	Avg Pt. Per Day	DEC	Avg Pt. Per Day
426	14	424	14
233	8	263	8
151	5	135	4
320	11	290	9
343	11	256	8
198	7	168	5
145	5	104	3
238	8	159	5
48	2	33	1
288	10	234	8
230	8		0
	0		0
	0		0
306	10	273	9
61	2	37	1
40	1	0	0
37	1	68	2
	0	0	0
112	4	63	2
46	2	24	1
	0	0	0
103	3	113	4
	0	0	0
0	0	0	0
0	0	0	0
74	2	58	2
94	3	114	4
0	0	15	0
570	2	65	2
<b>3,563</b>	<b>116</b>	<b>2,896</b>	<b>91</b>

Dear All,  
Thank you for all  
you do in the care  
of my mom,

Nadia  
Kiama

HAVE A BEAUTIFUL

EASTER!