



CAMBRIA COMMUNITY HEALTHCARE DISTRICT REGULAR BOARD MEETING FEBRUARY 25, 2025 – 9:00 AM

The regular meeting of the Cambria Community Healthcare District will be held at Old Cambria Grammar School, 1350 Main Street Cambria, California.

Join Zoom Meeting

<https://us02web.zoom.us/j/86333366877?pwd=otQMTiz9cvm9ratEeRBOs6O8IyAyIT.1>

Meeting ID: 863 3336 6877 Passcode: 657021
+1 669 444 9171 US +1 669 900 6833 US (San Jose)

AGENDA

A. OPENING

1. Call to order
2. Pledge of Allegiance
3. Establishment of a quorum

B. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

1. Public members wishing to address the Board on matters other than scheduled items may do so when recognized by the President of the Board of Directors, Cecilia Montalvo. Presentations are limited to a maximum of three minutes per person.

C. CONSENT AGENDA

1. Approve Minutes from January 28, 2025, Regular Board Meeting.
2. Approve Minutes from February 4, 2025, Special Board Meeting.

D. REPORTS

1. Operations Report: Operations Manager Tim Nurge, Supervisors Paul Hoover and Michael Bryant
2. Administrative/Financial Review: Administrator Linda Hendy
3. Committee Reports: January 2025
 - a. *President's Report*: Cecilia Montalvo
 - b. *Property & Facilities*: Laurie Mileur
 - c. *Healthcare Advocacy & Outreach*: Dawn Kulesa
 - d. *Finance*: Iggy Fedoroff
 - e. *Development*: Laurie Mileur

E. REGULAR BUSINESS

1. Contract for Owner Advisor Services for the New Ambulance Station
2. Mid-Year Budget Review
3. Key Billing Indicators
4. Ambulance Fleet Review

F. DECLARATION OF FUTURE AGENDA ITEMS

G. ADJOURNMENT

The next regular meeting of the Cambria Community Healthcare District Board of Directors will be held on March 25, 2025, at 9:00 A.M. at the Old Cambria Grammar School, 1350 Main Street Cambria, California.

Copies of the monthly agenda, staff reports, and written materials provided to the Board of Directors for Open Session agenda items may be obtained online at www.cambria-healthcare.org and at the District office located at 2511 Main Street, Cambria, during regular business hours. Closed-session items are not available for public review. Any changes or additions to the agenda will be posted at the District office and on the District website.

Note: While board members may not engage in dialog with the public during the board meeting, individual members may choose to incorporate an answer to a question posed by the public during their discussion of an agenda item.



**CAMBRIA COMMUNITY HEALTHCARE DISTRICT
REGULAR BOARD MEETING MINUTES
January 28, 2025**

A. OPENING

1. Vice President Mumper called the meeting to order at 9:04 am.
2. Vice President Mumper led the Pledge of Allegiance.
3. Board of Directors members Bruce Mumper, Iggy Fedoroff, and Laurie Mileur were present. Cecilia Montalvo and Dawn Kulesa were present via Zoom.

Administrator Linda Hendy, Operations Manager Tim Nurge, and Office Manager Jennifer Harley were present. Operations Supervisor Mike Bryant was present via Zoom.

B. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

1. No members of the public provided comment.

C. CONSENT AGENDA

1. The Minutes from the December 17, 2024, Regular Board meeting were presented for review and approval. Director Fedoroff motioned to approve, Director Mumper seconded, and the Board approved the motion by roll call, 5/0.

Public Comment: There were no public comments.

D. REPORTS

1. **Operations Report:** Operations Manager Tim Nurge presented the monthly report for December 2024. The report discussed transport activities, response times, and a CalTrans update on Highway One.
2. **Administrative/Financial Review:** The December 2024 financial reports were presented by Administrator Linda Hendy.
3. **Committee Reports:**
 - a. President's Report: Following the recent fires in Los Angeles, President Montalvo reflected on the importance of first responders.
 - b. Property & Facilities / Facility Project Ad-Hoc: Director Mileur updated the Board on the status of the Owner's Advisor Services Request for Proposal for the new ambulance station.
 - c. Healthcare Advocacy & Outreach: Director Kulesa announced she is working on two articles for February, one on fitness and the other on heart health.
 - d. Finance: Director Fedoroff stated the District is ahead of targets in the budget.
 - e. Development Committee: Administrator Hendy will provide updated financials for the 503(c) Trust in February.

E. REGULAR BUSINESS

1. **Actions Related to the Sale of General Obligation Bonds – Resolutions 53-25 and 51-25–**
On an approved change to the order of Agenda items, this item was completed before the Operations Report and Administrative/Financial Review.

Jon Isom, Isom Advisors, presented via Zoom and reviewed and fielded questions from the Board regarding the two resolutions presented for approval. Prior submitted questions were addressed, and suggestions were made for corrections to the resolutions requested.

Public Comment: There were no public comments.

Motion #1: Director Fedoroff motioned to approve Resolution 53-25, subject to noted corrections; Director Mileur seconded, and the Board approved Resolution 53-25 by roll call, 5/0.

Motion #2: Director Fedoroff motioned to approve Resolution 51-25, subject to noted corrections; Director Mileur seconded, and the Board approved Resolution 51-25 by roll call, 5/0.

2. **Fiscal Year Audit 2023-2024—Presentation** This item was completed before the Operations Report and Administrative/Financial Review due to an approved change to the order of agenda items.

Administrator Hendy introduced Adam Guise, CPA of Moss, Levy, and Hartzheim LLP, who were present via Zoom. Guise gave a brief report on the findings of his team's fiscal year 2023-2024 audit.

Public Comment: There were no public comments.

Motion: No action was required by the Board on this item.

3. **Ambulance Unit-23 Loan Agreement – Resolution 52-25 –** Administrator Hendy presented Resolution 52-25 as a formality to proceed with the Government Obligation Contract with Republic First National Corporation to purchase Ambulance Unit-23.

Public Comment: There were no public comments.

Motion: Director Mileur motioned to approve Resolution 52-25, President Montalvo seconded, and the Board approved Resolution 52-25 by roll call, 5/0.

4. **Establish Independent Citizens’ Bond Oversight Committee for Measure C-24 – Resolution 50-25 –** Director Mileur explained the requirement of establishing an independent Citizens’ Bond Oversight Committee as part of the accountability measures for the bond proceeds. Director Fedoroff suggested changing the makeup of the five committee members to include two “at-large members” and eliminating the “parent or guardian of a child in the District” as a requirement.

Public Comment: There were no public comments.

Motion: Director Fedoroff motioned to approve Resolution 50-25, incorporating additional “at-large” member changes. Director Mileur seconded, and the Board approved Resolution 50-25 by roll call, 5/0.

5. **Key Performance Indicators (KPI) Biannual Report**—Operations Manager Nurge presented the Key Performance Indicators biannual report with the suggestion to monitor Advanced Airway Placement and Specialty Care Trauma: On Scene Time metrics for another six months to gather additional data before evaluating the metrics and training needs.

Public Comment: There were no public comments.

Motion: No action was required by the Board on this item.

6. **Renewal of California Special Districts Association (CSDA) Membership**—Administrator Hendy updated the Board on the District’s requirement to maintain an active membership in CSDA to participate in the Special District Insurance Program offered by the Special District Risk Management Authority (SDRMA).

Public Comment: There were no public comments.

Motion: Director Fedoroff motioned to approve the District’s 2025 California Special Districts Association membership, Director Mileur seconded, and the Board approved the motion by roll call, 5/0.

7. **Establish a Debt Management Policy**—Administrator Hendy informed the Board that the District must establish a debt management policy as a bond requirement. Director Fedoroff requested a correction in Section E of the proposed policy, changing “Director of Administrative Services” in paragraph two to “Administrator.”

Public Comment: There were no public comments.

Motion: Director Mileur moved to approve new Policy 2170—Debt Management. Director Fedoroff seconded, and the Board approved the motion by roll call, 5/0.

F. DECLARATION OF FUTURE AGENDA ITEMS

1. General Counsel Legal Services Contract
2. Mid-Year Financial Review
3. Owner’s Advisor Services Contract
4. Trust Account Financials

G. ADJOURNMENT

The meeting was adjourned at 11:00 am.



**CAMBRIA COMMUNITY HEALTHCARE DISTRICT
SPECIAL BOARD MEETING MINUTES
February 4, 2025**

A. OPENING

1. The meeting was called to order at 10:02 am.
2. Board of Directors members Cecilia Montalvo, Iggy Fedoroff, Bruce Mumper, and Dawn Kulesa were present via Zoom. Director Mileur was absent.

Administrator Linda Hendy and Office Manager Jennifer Harley were also present via Zoom.

B. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

1. No members of the public provided comment.

C. REGULAR BUSINESS

1. **Approve Contract for New General Counsel Representation** – President Montalvo and Administrator Hendy provided details about Best Best & Krieger LLP, the proposed new general counsel. They addressed questions about hourly rates and their impact on the current budget.

Public Comment: There were no public comments.

Motion: Director Fedoroff motioned to approve the contract with Best Best & Krieger LLP, Director Kulesa seconded, and the Board approved the motion, 4/0.

D. ADJOURNMENT

The meeting was adjourned at 10:10 am.



OPERATIONS REPORT Board of Directors Meeting February 25, 2025

Operations Manager, Tim Nurge
Supervisors Michael Bryant and Paul Hoover

Operations Report for January 2025

Operations Manager Nurge:

- **Transport Activity Report** – In January 2025, there has been an increase of forty-two (42) total incidents and an increase of seventeen (17) incidents requiring transport compared to January 2024.
- **Response Times and Delays** – In January 2025, 95.2% of calls were responded to within ten (10) minutes in Cambria. One (1) call was delayed due to a distance deep in the Park Hill area. One (1) call was delayed due to dispatch communication failure, and one (1) call was delayed by two minutes due to shift change.
- **San Luis Ambulance (SLA) Transports/Coverage** – In January 2025, San Luis Ambulance had (1) Code-3 and (0) Code-2 calls in the CCHD service area. San Luis Ambulance was dispatched to “move up and cover” Cambria five (5) times Code-8 and (0) times Code-11 for a total time covering the CCHD response area of 3 hours and 31 minutes.

CCHD responded to nine (9) Code-3 and zero (0) Code-2 calls in the San Luis Ambulance service area. CCHD crews were dispatched to “move up and cover” the San Luis Ambulance service area forty-five (45) times Code-8 and eight (8) times Code-11 for a total time covering the San Luis Ambulance service area of 23 hours and 41 minutes.
 - ❖ Code 2 Call - Emergency call that does not require the use of lights and sirens to respond
 - ❖ Code 3 Call - Emergency call that requires the use of lights and sirens to respond
 - ❖ Code 8 Call - A term used when an ambulance is staged (parked) between two response areas. (Summit/Villa Creek)
 - ❖ Code 11 Call – A term used when an ambulance is staged (parked) between two response areas. (Areas 2, 3 & 5)
- **Monterey County Calls** – District crews responded to one (1) call in Monterey County during January 2025 compared to one (1) call in January 2024. Currently, CCHD is the only

ALS Agency to cover the southern area of coastal Monterey County. District staff monitor regular updates from Caltrans regarding the Highway One road closure.

- **Staffing/Employees** – One of our full-time EMTs has successfully passed her Paramedic Exam and is awaiting her state license. Once she receives it, she will begin the required paramedic training shifts with the District. Another full-time EMT is currently enrolled in the paramedic program at Cuesta Community College.
- **Recruitment** – We have received several applications for EMT positions and expect to recruit one more reserve EMT in February.
- **Training** – One reserve EMT completed his new EMT training, and one reserve Paramedic earned his accreditation in January. The San Luis Obispo County Emergency Medical Services Agency (EMSA) has issued additional protocol updates that are now in effect, and our staff has diligently implemented them.
- **IT** – Operations Manager Nurge and the Supervisors are considering replacing the current in-house data collection software with Image Trend for incident log reporting and analytics.
- **Outreach** – District crew members provided EMS standby coverage for the Castle to Coast Fun Run in January and participated at the Farmer’s Market Hands-Only CPR (HOCPR) on February 7, 2025.
- **Other** – Operations Manager Nurge received delivery of the new ambulance, Unit 23. Stryker installed the District-owned power load gurney, and Supervisor Hoover installed the narcotic safe. After the final installation of the unit radios, the unit was placed into service at the end of February.

Supervisor Bryant:

Equipment/ Medications:

- Expired supplies and medications have been replaced, ensuring all ambulances remain fully stocked.
- The annual Bound Tree license authorization form has been successfully renewed and signed by the EMSA Medical Director.
- New uniform t-shirts and hats have been received and distributed to staff.

SLO County Emergency Medical Services Authority (EMSA):

- **IV Fluid Shortage** - The ongoing nationwide IV fluid shortage persists. Although allocations are anticipated to be lifted in Q1 2025, stringent supplier allocations remain effective as of February.
- The District ensures an adequate IV fluid supply by utilizing multiple suppliers and maximizing order limits.
- Current conservation strategies remain effective, such as discontinuing IV fluids for "TKO" administration.
- Supervisor Bryant continues to monitor the IV fluid situation actively and will update the Board of any significant changes.

Supervisor Hoover:

Ambulance Unit Performance/Maintenance:

- Unit 22 –
 - Perry Ford conducted a service check of noise coming from the rear end of the unit. After four days, Ford was unable to replicate or identify the noise.
 - Nelsons Garage repaired the A/C leak and earlier rodent damage to the heater and the A/C box.
- Unit-18 – Nelsons Garage performed routine maintenance.

Ambulance Unit	Current Mileage
18	240,343
20	106,041
21	44,234
22	36,840

Controlled Substance:

- Received an order of Fentanyl; Supervisor Hoover logged, tallied, and placed it into the required narcotics safe.

Facility/Station Repairs:

- No maintenance issues or repairs were reported for the facilities in January.

Equipment:

- No Report

DISTRICT ACTIVITY REPORT PAGE 1

01/01/2025 through 01/31/2025

Incident Totals				Transport Totals			
	2025	2024	Change		2025	2024	Change
Dry Runs - w/Treatment	14	8	6	Local Patients	48	34	14
Dry Runs - CX Enroute	12	13	-1	Non-Local Patients	11	8	3
Total Dry Runs	26	21	5	Total Patients	59	42	17
Stand-bys	53	31	22	Medical Transports	51	38	13
Public Assists/Relations	0	1	-1	Trauma Transports	6	4	2
Walk-in Public Relations	1	2	-1	Traffic Accidents	0	0	0
Total Incidents	139	97	42	Total Transports	59	42	17

Hospital Destinations

	2025	2024	Change
French	32	18	14
Sierra Vista	20	20	0
Twin Cities	4	3	1
Rendezvous w/Heli	1	0	1
Facility Not-Listed	0	0	0
Trauma Center (Sierra Vista)	5	5	0
STEMI Center (French)	1	0	1

Monterey County Responses

	2025	2024	Change
Medical Transports	1	0	1
Trauma Transports	0	0	0
Dry Runs	0	1	-1
Stand-bys	0	0	0
Total Incidents	1	1	0

**Year-to-Date Comparison
Ambulance Response Statistics
From January 2025 to January 31 2025**

	2025	2024	Change
Total Responses	139	97	42
Patients Transported	59	42	17
Total Dry Runs	26	21	5
Dry Runs - w/Treatment	14	8	6
Dry Runs - CX Enroute	12	13	-1
Stand-bys	53	31	22
Total Monterey County Incidents	1	1	0

DISTRICT ACTIVITY REPORT PAGE 2
01/01/2025 through 01/31/2025

San Luis Ambulance Activity

Code 8	=	5	
Code 11	=	0	
Code 2 calls	=	0	} (calls into CCHD response area)
Code 3 calls	=	1	
Total time SLAS covered CCHD area = 3 hrs 31 mins			

Cambria Community Healthcare District Activity

Total time CCHD committed to other incidents (Month) = 122 hrs 5 mins			
Code 8	=	45	
Code 11	=	8	
Code 2 calls	=	0	} (calls into SLAS response area)
Code 3 calls	=	9	
Total time CCHD covered SLAS area = 23 hrs 41 mins			

Definitions:

Code 8 : Cover two areas

Example: -Code 8 Villa Creek means covering Morro Bay response area and Cambria response area

 -Code 8 Hwy 46 Summit means covering Cambria response area and covering North County response area (i.e. Paso Robles, Templeton, Atascadero and outlying areas)

Code 11 : Covering one area

Example: -Code 11 Morro Bay means we are now only covering the Morro Bay response area (i.e. Cayucos, Morro Bay, Los Osos)

Code 2 : Non-Emergency Call

Code 3 : Emergency Call

Time-On-Task : TOT Refers to the amount of time committed to a call or task, more specifically, this is the amount of time a unit is unavailable to respond to a call in the District's response area only. Units may still be available for calls outside the District's response area during TOT periods depending on SLO County needs for mutual aid.



**Administrator/Finance Report
Board of Directors Meeting
February 25, 2025**

Linda Hendy, Administrator/Finance

Finance:

Reporting financial performance for January 2025 and the year-to-date fiscal year 2024/2025.

Income Statement:

January 2025 Monthly/Year-To-Date vs Budget

- **Income:** In January, net ambulance billing amounted to \$86,201, of which \$7,901 was favorable to the budget. This brings the year-to-date ambulance net billing total to \$609,798, which is favorable to the budget by \$28,008.
 - In January, there were 59 ambulance transport activities, compared to 42 during the same month the previous year.
 - In January, the District received a General and Special Tax revenue deposit of \$394,448 unfavorable to budget in the amount of \$3,552. Total year-to-date tax revenue of \$810,611 is favorable to the budget in the amount of \$23,611.
- **Other Income:** One dispatched call was provided to Monterey County in January, noting a decrease in budgeted revenue in the amount of \$2,000 and year-to-date unfavorable to budget in the amount of \$10,000.

District crew members offered standby services for the Castle to Coast Fun Run, increasing January revenue by \$1,000. The year-to-date actual shows the revenue from PG&E for the Diablo Canyon contract.

- **Expense:** Total expenses in January were \$25,495, favorable to budget, resulting in a favorable year-to-date variance of \$88,863.
 - Payroll Expenses: In January, payroll expenses were favorable compared to the budget, showing a positive variance of \$5,618. However, the PERS Unfunded Liability expense has increased by \$5,498 monthly, resulting in a year-to-date unfavorable variance of \$35,384. The Workers' Compensation Insurance payment for December and January was made in January, reflecting an unfavorable variance and a favorable year-to-date amount of \$12,466.
 - Operating Expenses: In January, operating expenses were \$1,813, favorable to budget, and year-to-date expenses were favorable by \$4,882. The budget line item Other reflects a decrease due to the timing of the cost for preparing the District's GASB 75 reports, which are due in April.

The District budgeted \$10,000 for the anticipated election for Board of Directors positions representing Divisions 1, 3, and 5. Three candidates filed for candidacy, all of whom were incumbents. The County did not receive additional petitions for candidacy; therefore, no election was held.

The District's Liability Insurance payment for December and January was made in January, reflecting an unfavorable variance for the month and an unfavorable year-to-date amount of \$644.

- **Other Expenses:** Line-item Bond expense reflects a favorable variance of \$18,686 due to a timing issue; the County of San Luis Obispo has not issued invoices for the election costs associated with Measure C-24.
- **Net Income:** The January financials reflect an unfavorable net income of \$17,629. However, the year-to-date net income is favorable to the budget by \$92,174.
- **Asset Payments/Cash Flow:** January financials reflect the monthly payments of \$2,100 for medical equipment (Zoll Monitors) and \$3,625 for Ambulance Unit-22.

Other Business:

- Administrator Hendy submitted the required annual Special District Financial Transactions Report to the California State Controller. Government Code section 53891 mandates that the financial transactions of each local agency be forwarded to the State Controller's Office within seven months after the closing of the fiscal year, based on data from audited financial statements.
- Administrator Hendy and Office Manager Harley have offered administrative support to the Property and Facility Committee, aiding in the Owner Advisor selection process.
- Republic First Nation and KS Bank successfully financed the new ambulance unit 23, and funding to RedSky Emergency Vehicles has been completed.
- Administrator Hendy provided District data and financial reports to support the bond rating presentation. Director Mileur and Administrator Hendy then participated in the S&P Bond Rating Group presentation alongside Jon Isom, Rick Brandis, underwriter with Oppenheimer, and legal counsel Katie Dobson.

Cambria Community Healthcare District
Summary of Revenues and Expenses
JANUARY 2024, and Year-To-Date JULY-JANUARY 2024/2025

	January Actual	January Budget	Variance	July - January YTD Actual	July - January YTD Budget	Variance
Ambulance Revenue						
Ambulance Billings	334,144	290,000	44,144	2,384,162	2,371,588	12,574
Prior Year Income	613	-	613	3,405	-	3,405
Total Ambulance Income	334,756	290,000	44,756	2,387,566	2,371,588	15,978
Insurance Adjustments/Contra	(248,556)	(211,700)	(36,856)	(1,775,919)	(1,777,618)	1,699
Sent to Collections	-	-	-	(1,065)	(7,680)	6,615
Bad Debt	-	-	-	(784)	(4,500)	3,716
Ambulance Income	86,201	78,300	7,901	609,798	581,790	28,008
Tax Income						
General Tax	213,400	220,000	(6,600)	403,913	397,000	6,913
Special Assessment Tax	181,048	178,000	3,048	406,697	390,000	16,697
Total Tax Income	394,448	398,000	(3,552)	810,611	787,000	23,611
Other Income						
Monterey Contract	2,000	4,000	(2,000)	16,000	26,000	(10,000)
Rental Income	-	-	-	600	600	-
Misc. Income	-	100	(100)	105	700	(595)
Bad Debt Recovery	552	200	352	2,307	1,850	457
Grant Income	-	-	-	-	-	-
Interest Income	16	300	(284)	1,424	1,400	24
Stand By/Event Income	1,000	-	1,000	8,246	-	8,246
Donations -Amb. Procurement	-	-	-	-	-	-
Total Other Income	3,568	4,600	(1,032)	28,682	30,550	(1,868)
Total Income	484,216	480,900	3,316	1,449,091	1,399,340	49,751
Payroll Expenses						
Administration	16,933	15,420	(1,513)	114,429	107,940	(6,489)
Full Time Employees	62,996	75,500	12,504	478,267	539,500	61,233
Part Time Employees	23,815	14,000	(9,815)	141,597	98,000	(43,597)
Payroll Tax Expense	5,552	5,400	(152)	42,220	37,800	(4,420)
Employee Medical/Dental	18,699	17,500	(1,199)	127,728	122,500	(5,228)
PERS Pension Expense	8,606	8,200	(406)	39,173	59,400	20,227
PERS - Unfunded Liability	17,978	12,480	(5,498)	125,864	90,480	(35,384)
Uniforms	2,449	750	(1,699)	3,673	5,250	1,577
Workers Comp. Insurance	19,245	-	(19,245)	38,534	51,000	12,466
Retiree Health	8,368	8,750	382	60,182	61,250	1,068
Total Payroll Expense	184,640	158,000	(26,640)	1,171,666	1,173,120	1,454
Operating Expenses						
Contacted Services	-	-	-	-	-	-
Audit Fees	12,000	10,000	(2,000)	12,000	10,000	(2,000)
Billing Services	610	700	91	4,701	4,900	199
Other	-	3,660	3,660	-	5,820	5,820
Payroll Services	787	850	63	3,137	4,000	863
Total Contracted Services	13,397	15,210	1,813	19,838	24,720	4,882
Dues and Subscriptions	408	220	(188)	10,839	8,640	(2,199)
Education/Travel/Mileage	643	350	(293)	1,942	2,450	508
Election Expense	-	10,000	10,000	-	10,000	10,000
Facility Maintenance	760	1,000	240	5,103	7,000	1,897
Legal	210	1,000	790	1,560	7,000	5,440
Liability Insurance	15,201	-	(15,201)	39,644	39,000	(644)
License/Permits	7,992	500	(7,492)	9,899	3,500	(6,399)
Office and Computer Supplies	1,629	1,625	(4)	11,709	11,375	(334)
Storage	-	240	240	480	720	240
Training	425	450	25	1,099	3,150	2,051
Utilities	4,294	2,500	(1,794)	20,871	17,200	(3,671)
Total Operating Expenses	44,960	33,095	(11,865)	122,986	134,755	11,769

Cambria Community Healthcare District
Summary of Revenues and Expenses
JANUARY 2024, and Year-To-Date JULY-JANUARY 2024/2025

	January Actual	January Budget	Variance	July - January YTD Actual	July - January YTD Budget	Variance
Fleet Expenses:						
Communication Equipment	-	1,100	1,100	792	1,100	308
Fuel	2,893	2,500	(393)	17,945	20,500	2,555
Unit - 18	220	650	430	6,344	4,750	(1,594)
Unit - 20	-	-	-	1,710	500	(1,210)
Unit - 21	-	250	250	460	1,750	1,290
Unit - 22	1,004	200	(804)	2,690	2,500	(190)
Unit - 23	45,000	45,000	-	45,000	45,000	-
Interest Expense	-	-	-	-	775	775
Medical Supplies/Equipment	7,376	5,000	(2,376)	35,344	35,000	(344)
Total Fleet Expenses	56,493	54,700	(1,793)	110,286	111,875	1,589
Total Operating Expenses	101,453	87,795	(13,658)	233,272	246,630	13,358
Other Expenses						
Bank and Credit Card Charges	370	300	(70)	1,973	2,100	127
Bond Expense	1,314	20,000	18,686	7,827	25,000	17,173
Contingency/Outreach/Public Ed.	-	500	500	899	3,500	2,601
Equipment	-	-	-	-	-	-
Miscellaneous	-	300	300	-	2,100	2,100
PP-GEMT Fee	10,632	12,000	1,368	29,004	36,000	6,996
Sales Tax	107	115	8	750	805	55
Total Other Expenses	12,423	33,215	20,792	40,454	69,505	29,051
Total Expenses	298,515	279,010	(19,505)	1,445,392	1,489,255	43,863
Net Operating Income	185,701	201,890	(16,189)	3,698	(89,915)	93,613
Other Income/Expense						
Grant /Equipment Procurement	43,561	45,000	(1,439)	43,561	45,000	(1,439)
Covid Relief	-	-	-	-	-	-
Total Other Income	43,561	45,000	(1,439)	43,561	45,000	(1,439)
Net Income	229,261	246,890	(17,629)	47,259	(44,915)	92,174

Asset Payments - Cash Flow 2024-2025

Asset Monthly Payments	January Actual			July - January		
Zoll Monitors	(2,100)	(2,100)	-	(8,400)	(8,400)	-
Ambulance Unit 22	(3,625)	(3,625)	-	(14,500)	(14,500)	-
Net Income less Asset Expense	223,536	241,165	(17,629)	24,359	(67,815)	92,174

Cambria Community Healthcare District Monthly Banking Financial Report

JANUARY 2025

Pacific Premier Bank Operating Account

Beginning Balance	\$	120,011.05	
Income		519,423.06	
Tax Income			
Less Checking Expenses		(472,324.35)	
Bank Fee(s)		(6.75)	
Ending Balance			<u>\$ 167,103.01</u>

Pacific Premier Bank Money Market Account

Reserve Account			
Beginning Balance	\$	70,192.78	
Transfer from Operating Account		150,000.00	
Interest		15.92	
Ending Balance			<u>\$ 220,208.70</u>

Local Agency Investment Fund Account

Operating Reserves			
Beginning Balance	\$	10,555.63	
Transfer from Operating Account		50,000.00	
Interest		381.34	
Ending Balance			<u>\$ 60,936.97</u>

ALL ACCOUNTS TOTAL

\$ 448,248.68

PPB Trust Account

Beginning Balance	\$	67,793.28	
Deposit		2,728.50	
Less Checking Expense		(47,457.54)	
Bank fee (paper statement)		(2.00)	
Withdrawal payables(Qgiv)		-	
Ending Balance			<u>\$ 23,062.24</u>

Accounts Prior Year Total Comparison (Not including Trust Account)

JANUARY	2025		\$	448,248.68	
JANUARY	2024		\$	504,673.19	
Difference			\$	<u>(56,424.51)</u>	

Cambria Community Healthcare District

Transaction Detail by Account

January 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
11200 PP (5645) Operating					
01/03/2025	Check		Payroll People	Payroll 12-15-24 to12-31-24 Payday 1-05-2025	-52,945.25
01/03/2025	Check		CalPERS Fiscal Services Division		-75.00
01/06/2025	Check		CalPERS Fiscal Services Division		-5,578.80
01/06/2025	Check		CalPERS Fiscal Services Division		-1,324.50
01/06/2025	Check		CalPERS Fiscal Services Division		-1,139.56
01/06/2025	Bill Payment (Check)	ACH	CalPERS Fiscal Services Division		-21,177.93
01/06/2025	Bill Payment (Check)	ACH	WEX Bank -	Invoice # 92521792	-1,941.73
01/06/2025	Bill Payment (Check)	3652	Robert W Sayers		-883.27
01/06/2025	Bill Payment (Check)	3651	MP Cloud Technologies		-599.00
01/06/2025	Bill Payment (Check)	3642	Cal-Tec Computers		-420.00
01/06/2025	Bill Payment (Check)	3647	Heidi Holmes-Nagy		-359.70
01/06/2025	Bill Payment (Check)	3648	Life Assist		-319.18
01/06/2025	Bill Payment (Check)	3645	Coastal Copy	Acct# CC45	-227.63
01/06/2025	Bill Payment (Check)	3650	Mission Country Disposal	Acct# 4130-8101951	-211.02
01/06/2025	Bill Payment (Check)	3653	SEIU Local 620		-209.52
01/06/2025	Bill Payment (Check)	3646	Graybar Financial Services	Contract# 100-5910031-001	-163.24
01/06/2025	Bill Payment (Check)	3641	Antonio Mercado		-150.00
01/06/2025	Bill Payment (Check)	3643	Cambria Business Center	Annual renewal PMB #103	-144.96
01/06/2025	Bill Payment (Check)	3644	Cambria Hardware Center	Acct# 205	-100.30
01/06/2025	Bill Payment (Check)	3655	Uline		-90.77
01/06/2025	Bill Payment (Check)	3649	Madison Harris	Paramedic lic. renewal/TB test reimbursement	-41.54
01/06/2025	Bill Payment (Check)	3654	SpectrumVoIP	Acct# 8059278304	-21.41
01/06/2025	Bill Payment (Check)	ACH	PG&E - ending 135-3	Acct# 4378486135-3	-11.49
01/08/2025	Bill Payment (Check)	ACH	PG&E - ending in 816-2	Acct# 3886196816-2	-1,176.85
01/08/2025	Bill Payment	ACH	FNBO	Acct #s ending in 1532 & 1585	-947.04

Cambria Community Healthcare District

Transaction Detail by Account

January 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
	(Check)				
01/08/2025	Bill Payment (Check)	ACH	PG&E - #A ending 348-9	Acct# 9976402348-9	-530.44
01/08/2025	Bill Payment (Check)	ACH	US Bank Card	Account ending in 3652	-429.06
01/08/2025	Bill Payment (Check)	ACH	FNBO	Acct #s ending in 1532 & 1585	-285.35
01/08/2025	Bill Payment (Check)	ACH	FNBO	Acct #s ending in 1532 & 1585	-190.90
01/08/2025	Bill Payment (Check)	ACH	FNBO	Acct #s ending in 1532 & 1585	-160.03
01/08/2025	Bill Payment (Check)	ACH	PG&E - ending 810-8	Acct# 5179258810-8	-159.53
01/09/2025	Expense		WORLDPAY CC		-283.06
01/15/2025	Bill Payment (Check)	3658	SDRMA WC	Member# 7576 W/C invoice	-19,245.43
01/15/2025	Bill Payment (Check)	3657	SDRMA P/L	Member# 7576 P/L invoice	-15,201.34
01/15/2025	Bill Payment (Check)	3656	Moss, Levy & Hartzheim LLP	Invoice# I-2700	-12,000.00
01/15/2025	Bill Payment (Check)	Wire Transfer	Department of Health Care Services	Inv# GEM0523Y2BV	-10,631.79
01/15/2025	Expense		Pacific Premier Bank	PP-GEMT Wire Fee	-40.00
01/16/2025	Bill Payment (Check)	3660	Ameritas Life Insurance Corp.	Policy# 58022-00001 and 00002	-1,395.60
01/16/2025	Bill Payment (Check)	3659	Airgas West		-753.67
01/16/2025	Bill Payment (Check)	3663	Nelsons Garage, Inc.		-683.13
01/16/2025	Bill Payment (Check)	3666	SEIU Local 620		-209.52
01/16/2025	Bill Payment (Check)	3664	Perry Ford		-200.00
01/16/2025	Bill Payment (Check)	3661	BoundTree Medical		-178.49
01/16/2025	Bill Payment (Check)	3665	Pitney Bowes		-119.58
01/16/2025	Bill Payment (Check)	3662	Kitzman Water (Culligan)	Acct# 190231	-67.00
01/17/2025	Check		Payroll People		-45,543.87
01/17/2025	Check		CalPERS Fiscal Services Division		-75.00
01/23/2025	Bill Payment (Check)	3670	California Special District Assoc.	Membership ID: 1104	-7,747.00
01/23/2025	Bill Payment (Check)	3669	BoundTree Medical	Acct# 106918	-2,183.89
01/23/2025	Bill Payment	3680	Zoll Medical Corp.		-2,091.08

Cambria Community Healthcare District

Transaction Detail by Account

January 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
	(Check)				
01/23/2025	Bill Payment	3672	CCSD	Acct# 450-0245-001	-528.00
	(Check)				
01/23/2025	Bill Payment	3675	Mutual of Omaha	Group ID# G000BZ6W	-144.00
	(Check)				
01/23/2025	Bill Payment	3673	Life Assist		-2,175.46
	(Check)				
01/23/2025	Bill Payment	3667	Adamski Moroski Madden Cumberland & Green		-1,062.38
	(Check)				
01/23/2025	Bill Payment	3678	Verizon Wireless	Acct# 271000184-00002	-445.53
	(Check)				
01/23/2025	Bill Payment	3668	Airgas West		-356.85
	(Check)				
01/23/2025	Bill Payment	3677	Streamline		-249.00
	(Check)				
01/23/2025	Bill Payment	3679	Wells Fargo Vendor Financial Services	Cust# 1051980762	-191.98
	(Check)				
01/23/2025	Bill Payment	3671	Cambria Auto Supply	Acct# 7299	-100.76
	(Check)				
01/23/2025	Bill Payment	3676	Orkin	Acct# 2388	-95.00
	(Check)				
01/23/2025	Bill Payment	3674	Matthew Hallmark		-15.00
	(Check)				
01/27/2025	Bill Payment	ACH	CalPERS Fiscal Services Division		-15,398.33
	(Check)				
01/27/2025	Bill Payment	ACH	CalPERS Fiscal Services Division		-1,359.17
	(Check)				
01/27/2025	Bill Payment	ACH	CalPERS Fiscal Services Division		-652.75
	(Check)				
01/27/2025	Bill Payment	ACH	CalPERS Fiscal Services Division		-490.58
	(Check)				
01/27/2025	Bill Payment	ACH	CalPERS Fiscal Services Division		-76.83
	(Check)				
01/28/2025	Bill Payment	3682	Danny Takaoka		-2,491.83
	(Check)				
01/28/2025	Bill Payment	3681	Daniel Cariaga		-1,522.24
	(Check)				
01/28/2025	Bill Payment	3686	Heidi Holmes-Nagy		-1,249.95
	(Check)				
01/28/2025	Bill Payment	3685	Donald Melendy		-809.12
	(Check)				
01/28/2025	Bill Payment	3684	Denise Coddling		-600.74
	(Check)				
01/28/2025	Bill Payment	3683	David Cosley		-269.34
	(Check)				
01/28/2025	Bill Payment	ACH	KS StateBank		-3,621.48

Cambria Community Healthcare District

Transaction Detail by Account

January 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
	(Check)				
01/30/2025	Check		CalPERS Fiscal Services Division		-5,356.67
01/30/2025	Check		CalPERS Fiscal Services Division		-1,324.50
01/30/2025	Check		CalPERS Fiscal Services Division		-1,165.45
01/30/2025	Bill Payment (Check)	3688	Robert W Sayers		-883.27
01/30/2025	Bill Payment (Check)	3687	Charter Communications	Acct# 8413120780044228	-426.50
01/30/2025	Bill Payment (Check)	3689	Wex Bank		-154.57
01/30/2025	Bill Payment (Check)	3690	BoundTree Medical	Acct# 106918	-68.91
01/30/2025	Bill Payment (Check)	ACH	Pitney Bowes		-12.78
01/30/2025	Expense	Wire Transfer	RedSky Emergency Vehicles	Crestline CCL150 Type III Ambulance - Deposit	-61,200.78
01/30/2025	Expense		Bank of America		-40.00
01/30/2025	Expense		EDIS		-10.50
01/31/2025	Expense		Pacific Premier Bank		-6.75
Total for 11200 PP (5645) Operating					\$ - 315,221.45



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
BOARD AGENDA STAFF REPORT – 01

TO: Board of Directors
FROM: Dr. Laurie Mileur, Director
DATE: February 25, 2025
DESCRIPTION: Contract for Owner Advisor Services for the New Ambulance Station

RECOMMENDATION

Approval of the contract for Owner Advisor Services for the New Ambulance Station.

FISCAL IMPACT

- District Operating Budget - None at this time.
- Measure C-24 GO Bond - \$283,165

DISCUSSION

On January 6, 2025, the District issued a Request for Proposals (RFP) for Owner Advisor Services for the new ambulance station. In response to the RFP, the District received proposals from two firms, Vanir and Kitchell. The District's Selection Committee evaluated and scored these proposals based on established criteria. After the evaluation and scoring, the committee invited both firms for interviews on February 5, 2025. Following these interviews, the committee determined that, in their opinion, the best-qualified firm was Kitchell and began contract negotiations. The attached contract for Kitchell to provide Owner Advisor Services for the new ambulance station has been provided for board review and approval. The contract has been reviewed by the Selection Committee and District legal counsel.

ATTACHMENT(S)

1. Draft Contract for Kitchell as Owner Advisor Services for the new ambulance station.

BOARD ACTION

Motion to approve the contract for Kitchell to provide Owner Advisor Services for the new ambulance station.

UNANIMOUS: __

MONTALVO__ MILEUR__ FEDOROFF__ MUMPER__ KULESA__

Staff Report - 01

PLACEHOLDER

Contract for Owner Advisor Services



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

BOARD AGENDA STAFF REPORT – 02

TO: Board of Directors
FROM: Igor Fedoroff, Director
Linda Hendy, Administrator
DATE: February 25, 2025
DESCRIPTION: Mid-Year Budget Review

RECOMMENDATION

Receive revenue and expenditure projections for Fiscal Year 2024-2025 compared to the 2024-2025 Budget and 2024-2025 Actual (Attachment 1).

FISCAL IMPLICATIONS / BUDGET STATUS

The approved budget for 2024-2025 reflects operating and grant income of \$2,456,613 and operating expenditures of \$2,394,100, projecting a net income unfavorable by \$6,287. The 2024-2025 projections indicate operating revenue and grant income of \$2,490,489 and operating expenditures of \$2,431,368, resulting in an unfavorable variance of \$7,240 and an additional variance of \$953.

DISCUSSION

The 2024-2025 projections are determined by adding the actual revenues and expenditures for the first seven months of the fiscal year (July - January) to the projected revenues and expenditures for the remaining five months. These projections rely on current and prior-year trends and are adjusted for anticipated seasonal timing differences. This discussion item will compare the total yearly projections with the approved budget.

The attached documents, Attachment 1 and 2, provide an analysis of the total projected revenue and projected expenditures in relation to the budget for Fiscal Year 2024-2025 and the actuals for that same period. This analysis is performed at a summary level by budget category.

CONCLUSION

NET INCOME

The projected net operating income and grant income reflect a positive net income of \$59,121.

ATTACHMENT(S)

1. Mid-Year Update 2024-2025 – Summary of Revenues and Expenses
2. Mid-Year PowerPoint Presentation

Cambria Community Healthcare District
Summary of Revenues and Expenses
Mid-Year Update 2024-2025

	July-January	February - June	Mid-Year	2024-2025	
	YTD Actual	Projected	Total Projected	YTD Budget	Variance
<u>Ambulance Revenue</u>					
Ambulance Billings	2,384,162	1,460,000	3,844,162	3,821,588	22,574
Prior Year Income	3,405	-	-	-	-
Total Ambulance Income	2,387,567	1,460,000	3,844,162	3,821,588	22,574
Insurance Adjustments/Contra	(1,775,919)	(1,056,079)	(2,831,998)	(2,833,697)	1,699
Sent to Collections	(1,065)	(3,840)	(4,905)	(11,520)	6,615
Bad Debt	(784)	(2,500)	(3,284)	(7,000)	3,716
Ambulance Income	609,799	397,581	1,003,975	969,371	34,604
<u>Tax Income</u>					
General Tax	403,913	271,000	674,913	669,041	5,872
Special Assessment Tax	406,697	274,396	681,093	675,386	5,707
Total Tax Income	810,610	545,396	1,356,006	1,344,427	11,579
<u>Other Income</u>					
Monterey Contract	16,000	10,000	26,000	44,000	(18,000)
Rental Income	600	600	1,200	1,200	-
Misc. Income	105	23,500	23,605	24,200	(595)
Bad Debt Recovery	2,307	1,000	3,307	2,850	457
Interest Income	1,424	365	1,789	1,765	24
Stand By/Event Income	8,246	-	8,246	-	8,246
Donations -Amb. Procurement	-	-	-	-	-
Total Other Income	28,682	35,465	64,147	74,015	(9,868)
Total Income	1,449,091	978,442	2,424,128	2,387,813	36,315
<u>Payroll Expenses</u>					
Administration	114,429	85,000	199,429	185,040	14,389
Full Time Employees	478,267	378,500	856,767	918,000	(61,233)
Part Time Employees	141,597	70,000	211,597	168,000	43,597
Payroll Tax Expense	42,220	27,750	69,970	64,800	5,170
Employee Medical/Dental	127,728	87,500	215,228	210,000	5,228
PERS Pension Expense	39,173	41,000	80,173	100,400	(20,227)
PERS - Unfunded Liability	125,864	90,000	215,864	155,040	60,824
Uniforms	3,673	5,000	8,673	9,000	(327)
Workers Comp. Insurance	38,534	-	38,534	51,000	(12,466)
Retiree Health	60,182	43,750	103,932	105,000	(1,068)
Total Payroll Expense	1,171,667	828,500	2,000,167	1,966,280	33,887
<u>Operating Expenses</u>					
Contacted Services	-	-	-	-	-
Audit Fees	12,000	-	12,000	10,000	2,000
Billing Services	4,701	3,500	8,201	8,400	(199)
Other	-	5,000	5,000	7,620	(2,620)
Payroll Services	3,137	2,625	5,762	6,625	(863)
Total Contracted Services	19,838	11,125	30,963	32,645	(1,682)
Dues and Subscriptions	10,839	1,100	11,939	9,740	2,199
Election	-	1,000	1,000	10,000	(9,000)
Education/Travel/Mileage	1,942	1,750	3,692	4,200	(508)
Facility Maintenance	5,103	5,000	10,103	12,000	(1,897)
Legal	1,560	5,000	6,560	12,000	(5,440)
Liability Insurance	39,644	-	39,644	39,000	644
License/Permits	9,899	2,500	12,399	10,000	2,399
Office and Computer Supplies	11,709	8,125	19,834	19,500	334
Storage	480	240	720	960	(240)
Training	1,099	2,250	3,349	5,400	(2,051)

Utilities	20,871	11,900	32,771	29,000	3,771
Total Operating Expenses	122,984	49,990	142,011	151,800	(11,471)
Fleet Expenses					
Communication Equipment	792	-	792	1,100	(308)
Fuel	17,945	12,500	30,445	33,000	(2,555)
Unit - 18	6,344	3,250	9,594	8,000	1,594
Unit - 20	1,710	600	2,310	1,100	1,210
Unit - 21	460	1,250	1,710	3,000	(1,290)
Unit - 22	2,690	1,000	3,690	3,500	190
Unit - 23	-	-	45,000	45,000	-
Interest Expense	-	300	300	1,075	(775)
Medical Supplies/Equipment	35,344	25,000	60,344	60,000	344
Total Fleet Expenses	65,285	88,900	154,185	155,775	(1,590)
Total Operating Expenses	188,269	138,890	327,159	340,220	(13,061)
<u>Other Expenses</u>					
Bank and Credit Card Charges	1,973	1,500	3,473	3,600	(127)
Bond Expense	7,827	15,000	22,827	25,000	(2,173)
Contingency/Outreach/Public Ed. Equipment	899	2,500	3,399	6,000	(2,601)
Miscellaneous	-	-	-	-	-
PP-GEMT Fee	-	1,500	1,500	3,600	(2,100)
PP-GEMT Fee	29,004	42,489	71,493	48,000	23,493
Sales Tax	750	600	1,350	1,400	(50)
Total Other Expenses	40,453	63,589	104,042	87,600	16,442
Total Expenses	1,400,389	1,030,979	2,431,368	2,394,100	37,268
Net Operating Income	48,702	(52,537)	(7,240)	(6,287)	(953)
<u>Other Income/Expense</u>					
Grant /Equipment Procurement	43,561	22,800	66,361	68,800	(2,439)
	-	-	-	-	-
Total Other Income	43,561	22,800	66,361	68,800	(2,439)
Net Income	92,263	(29,737)	59,121	62,513	(3,392)
Reserve Funding - LAIF		-	-		
Net of Reserve Funding	92,263	(29,737)	59,121	62,513	(3,392)



Mid-Year Budget Review

Cambria Community Healthcare District
February 25, 2025



The 2024-2025 Projections are calculated by adding the first seven months of the fiscal year (July-January) actual revenue and expenditures to the projected revenues and expenditures for the last five months.

Projections are based on current and prior-year trends and are adjusted by expected seasonal timing differences.

Today's review will compare the total year projections with the approved budget and provide explanations on variances (Increases/Decreases).

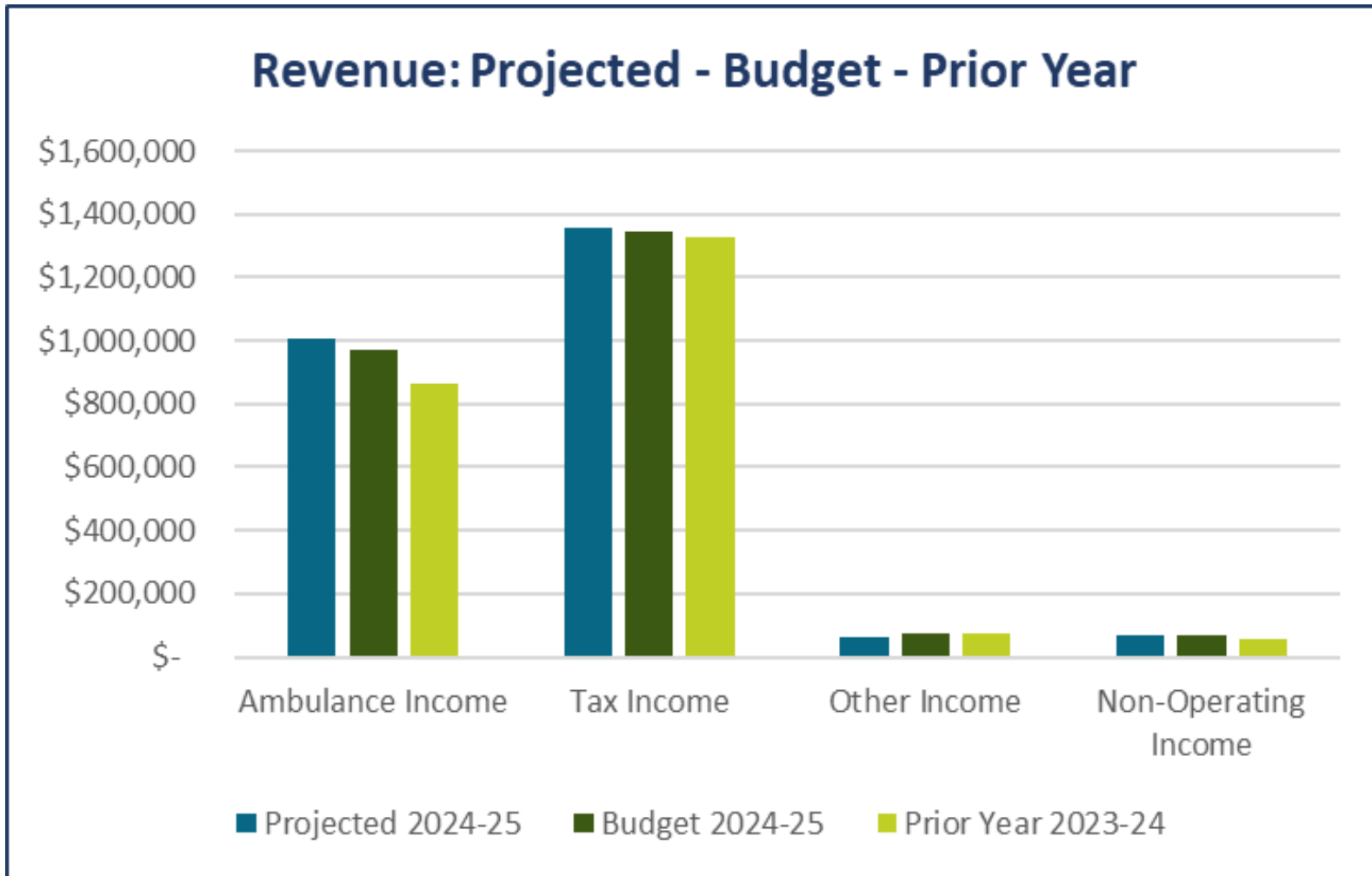


2024/25 Mid-Year Budget Projections

BUDGET CATEGORY	2024/25 PROJECTED	2024/25 BUDGET	BUDGET VARIANCE
Operating Revenue	\$2,424,128	\$2,387,813	\$36,315
Other-Operating Revenue	\$66,361	\$68,880	(\$2,439)
Operating Expense	(\$2,431,368)	(\$2,394,100)	(\$37,268)
Net Income	\$59,121	\$62,513	(\$3,392)

Cambria Community Healthcare District

We are experiencing steady revenue growth, which supports emergency services in our community.



REVENUE ANALYSIS

Ambulance Revenue: \$34,604 favorable to budget

Ambulance revenues show a favorable increase of 3.44% compared to the budget and 7.75% compared to prior year actuals. Participation in the PP-GEMT State program has increased insurance reimbursements for Medi-Cal beneficiaries, boosting revenue from ambulance transports. Additionally, staff continue their efforts to collect outstanding claims, thereby reducing the accounts sent to collections or written off as bad debt.

General and Special Assessment Tax: Projected to exceed the budgeted amount by \$11,579

In February, the District received an updated countywide revenue estimate from the SLO County Tax Collector's office. The County estimates an additional \$21,658 for 2024-2025 and forecasts secured growth at 4%.

Revenue Analysis (continued)

Other Income: \$39,776 unfavorable to budget

- Standby/Event Income is projected to be \$8,246 above budget. The District renewed a Letter of Agreement with Diablo Canyon Power Plant to participate in emergency radiological training and to provide emergency medical transport in case of an emergency at the facility.
- For the fiscal year 2024-2025, grant income is projected to be \$68,800. Each year, the community contributes donations through the CCHD 501(c)(3) trust account, which are subsequently transferred to the District's operating account to fund equipment purchases approved by the Board. In total, grant funds amounting to \$45,000 were used for the down payment on the new ambulance, Unit 23, in addition to a grant received from the Cambria Community Council.
- AMR/Monterey County Contract (next slide)

Revenue Analysis (continued)

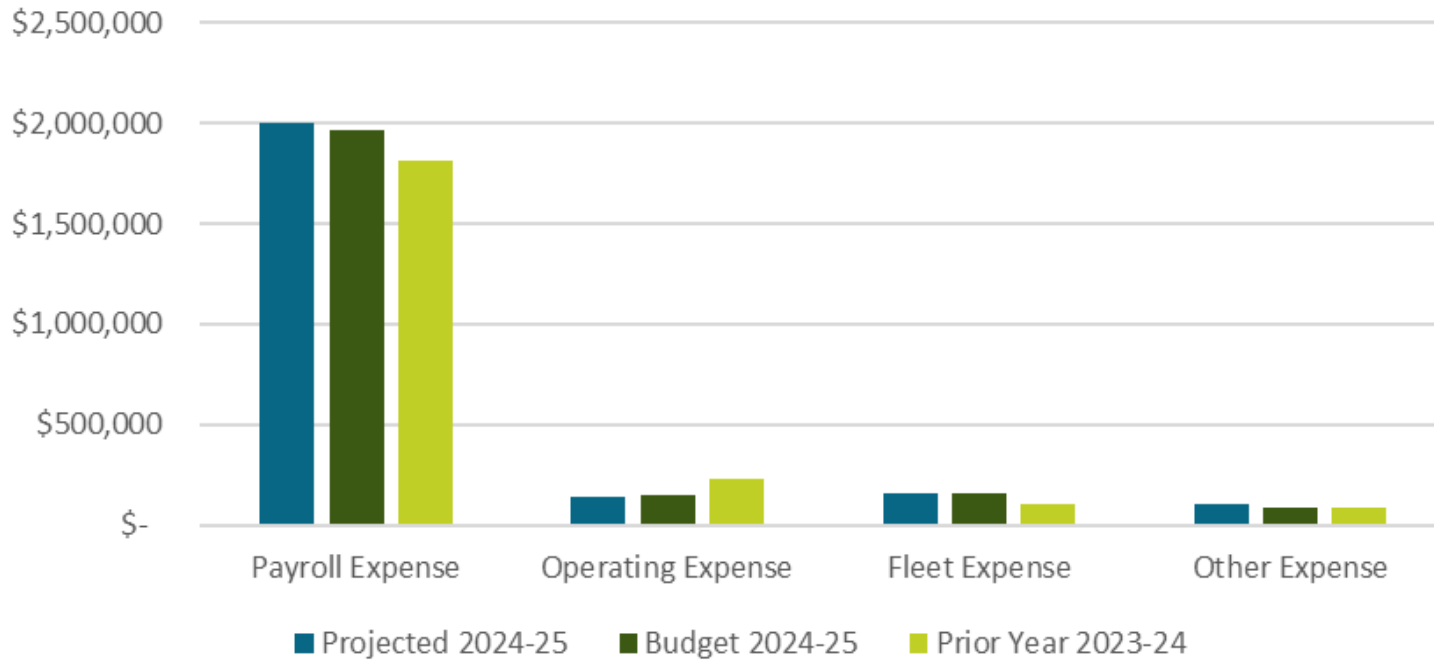
Monterey County Transports Per Month	2023-24 Actual	2024-25 Actual	2024-25 Budget
July	4,000	2,000	4,000
August	2,000	2,000	2,000
September	4,000	4,000	4,000
October	4,000	4,000	4,000
November	8,000	-	4,000
December	4,000	2,000	4,000
January	4,000	2,000	4,000
February	2,000		2,000
March	2,000		4,000
April	2,000		4,000
May	8,000		4,000
June	2,000		4,000
Total	46,000	16,000	44,000

- The District expects a decrease of \$18,000 in revenue from the Monterey Contract line item.
- As of January, the District experienced a significant drop in dispatch calls to Monterey County, receiving eight calls compared to fifteen in the previous year.
- The Finance Committee adopted a cautious approach to budget projections for the remaining five months, thus decreasing the budgeted revenue by \$18,000.



**Cambria Community Healthcare District
Operating Expenditures**

Operating Expenses: Projected - Budgeted - Prior Year



Total operating expenditures, projected at \$2,431,368, are expected to be \$37,268 unfavorable to the budget.

Operating Expenditure Analysis

- **Payroll Expenses:** \$33,887 unfavorable to budget
 - Projected reductions in two budget line items include a decrease of \$20,227 in PERS Pension Expenses. For the 2024-2025 fiscal year, the current employee composition in the CalPERS system mainly consists of Safety PEPRAs employees, leading to a lower percentage requirement for employer pension contributions. The budget line item for workers' compensation also forecasts a decrease. Each year, SDRMA requires an audit of wages to estimate the amount for workers' compensation insurance. The audit conducted in 2024 resulted in a reduction of the premium for this fiscal year.
 - The budget line for PERS Unfunded Liability is projected to increase by \$60,824. The 2024-2025 budget accounts for the expected amounts from CalPERS when calculating the minimum required employer contributions report. A second actuarial valuation report was received, which raises the District's amortization of the unfunded accrued liability. This increase was noted in the monthly financials provided to the Board. Administrator Hendy revised the process for estimating the unfunded liability costs for future budgeting.

CalPERS Unfunded Accrued Liability Per Month	Actual	Budget	Variance
	Miscellaneous Pepra (Admin)	491	134
Safety First Pepra	653	143	509
Miscellaneous Classic (Admin)	1,359	1,248	111
Safety First Classic	15,418	11,231	4,187
Employer Contribution Total:	\$ 17,921	\$ 12,756	\$ 5,165
	Projected YTD Unfavorable Variance		60,824

*CalPERS unfunded accrued liability (UAL) is the difference between the assets in a pension fund and the amount of future benefits it's expected to pay.

Operating Expenditure Analysis (continued)

- **Operating Expenses:** \$13,061 favorable to budget
 - The District allocated \$10,000 for the upcoming election for Board of Directors positions representing Divisions 1, 3, and 5. Three candidates, all incumbents, filed for candidacy. No election was held since the County did not receive any additional petitions for candidacy. The District has not received an invoice from the County, so it uses an estimated \$1,000 for administrative costs related to the election.
 - The budget line-item legal expenses are projected to be favorable compared to the budget by \$5,440. During this fiscal year, the District's legal counsel resigned from providing general counsel to our Special District and others in the County. In February, a new legal counsel was contracted to provide services. The draft budget for 2025-2026 will reflect an increase in expenses due to the hourly rate hike.
 - Utilities have continued to rise and are expected to exceed the budget by \$3,771.



Operating Expenditure Analysis (continued)

- **Fleet Expenses:** \$1,590 favorable to budget
 - Projections indicate expenses favorable to budget in the amount of \$1,590. Fuel costs have lowered due to fewer ambulance transports. Repairs and routine maintenance for the ambulance units align with budget projections.
 - In February, the District received delivery of a new Type III Ambulance, designated as Unit 23.

NEW AMBULANCE UNIT 23	Actual	Budget	Variance
	Purchase Price	204,201	283,000
Radios and Gurney Install	5,500	-	5,500
Cambria Community Council 2024 Grant	(20,000)	(23,800)	3,800
District Trust Community Donations	(46,701)	(45,000)	(1,701)
Financed Amount	\$ 143,000	\$ 214,200	\$ (71,200)

Operating Expenditure Analysis (continued)

Other Expenses: \$16,442 unfavorable to budget

- The budget line item for the PP-GEMT Fee is expected to be unfavorable compared to the budget, amounting to \$23,493. This fiscal year, participation fees in the GEMT program have decreased from the projected figure. However, an unexpected expense related to program costs from the prior year has emerged due to a recent audit. The Department of Health and Human Services (HHSD) conducted an audit of the GEMT program for FY2018-19, FY2019-20, and FY2020-21, resulting in a required repayment to HHSD for an overpayment of \$30,489 made to the District.

** The Department of Health Care Services (DHCS) initiated the Public Provider Ground Emergency Medical Transport (PP-GEMT) program in January 2023 to enhance reimbursement rates for non-contracted emergency medical transports serving Medi-Cal beneficiaries.*

Conclusion:

- The District's Mid-Year Budget Review forecasts a positive net income of \$59,121.
- While we have successfully met several goals this fiscal year, the District continues to prioritize the funding of the reserve account for unexpected expenses.

Highlights:

- Purchased a new ambulance, Unit 23
- Bond Measure C-24 passed with 76.5% community support.





CAMBRIA COMMUNITY HEALTHCARE DISTRICT

BOARD AGENDA STAFF REPORT – 03

TO: Board of Directors

FROM: Linda Hendy, Administrator
Jennifer Harley, Office Manager

DATE: February 25, 2025

DESCRIPTION: Key Billing Indicators (KBI) Initial Report

RECOMMENDATION

Recommend maintaining billing data collection for ambulance claims to assist with future budgeting and fee schedule decisions.

FISCAL IMPACT

None at this time.

DISCUSSION

The District generates revenue from three primary sources: ambulance services, taxes, and miscellaneous income. Revenue from ambulance services accounts for roughly 40% of the annual total, while property taxes, grants, and other miscellaneous sources contribute approximately 60%. The District consistently strives to maximize allowable insurance reimbursements for the services provided.

Four payer types are identified in our billing process, referring to who is billed and pays our ambulance claims:

- Medi-Cal/Cencal
- Medicare
- Self Pay (paid directly by the patient)
- Traditional insurance (all insurance providers other than Medi-Cal/Cencal and Medicare).

Insurance information for claims is obtained from the hospital or the patient. If no insurance information has been provided, the patient is billed directly (Self Pay) for the entire claim amount, accompanied by a note requesting insurance details. The claim is submitted to the identified primary payer (Medi-Cal/Cencal, Medicare, Self Pay, or Traditional Insurance) for payment. After applying the payment from the primary payer and any relevant adjustments, the remaining balance, typically comprising a deductible, coinsurance, or copayment, is billed to a secondary payer, such as Medi-Cal/Cencal, Self Pay (patient), or Traditional insurance.

In October 2024, Office Manager Harley created a new tracking system for ambulance claims and their associated payments. According to preliminary data collected from October 2024 to mid-February 2025, the average percentage paid on claims is 23.89%. Primary payers cover, on average, approximately 20.71% of the initial claim amount. Secondary payers typically cover an average of 101.56% of the remaining balance on claims settled by primary payers.

For further details, please consult the attached Key Billing Indicators for Average Percentage Paid on Claims and Paid Claims by Primary and Secondary Payers.

CONCLUSION

Office Manager Harley will continue to track data and prepare and present KBI reports semi-annually.

ATTACHMENT(S)

1. Key Billing Indicator – Average of % Paid on Claims – Oct 24 – Feb 25
2. Key Billing Indicator – Paid Claims by Primary and Secondary Payers – Oct 24 – Feb 25

BOARD ACTION

None at this time.



Key Billing Indicator
Average % Paid on Claims
 (Oct 2024 - Feb 2025)

Primary Payer (First Billed)

Payer Type	Amount Billed	Amount Paid	Avg % Paid
Cencal	142,262.50	27,130.22	19.07%
Medicare	718,310.00	87,082.42	12.12%
Self Pay (Patient)	32,694.18	3,679.00	11.25%
Traditional Ins	490,331.50	168,626.53	34.39%
Primary Total	1,383,598.18	286,518.17	20.71%

Secondary Payer (Second Billed)

Payer Type	Amount Billed	Amount Paid	Avg % Paid
Cencal	3,749.14	10,474.70	279.39%
Medicare	-	-	0.00%
Self Pay (Patient)	15,701.64	10,421.98	66.38%
Traditional Ins	23,886.80	23,115.75	96.77%
Secondary Total	43,337.58	44,012.43	101.56%

Payer Type	Amount Billed	Amount Paid	Avg % Paid
Primary Total	1,383,598.18	286,518.17	20.71%
Secondary Total	-	44,012.43	3.18%
Grand Total	1,383,598.18	330,530.60	23.89%
**Secondary Avg % Paid based on Primary Amount Billed			



Key Billing Indicator
Paid Claims by Primary and Secondary Payers
 (Oct 2024 - Feb 2025)

ATTACHMENT 2

Primary Payer	Amount Billed	Amount Paid	Avg % Paid	Average of # Days Billed to Paid	Claim Count
Cencal/Medi-Cal					
Cencal	124,825.00	23,970.32	19.20%	24	21
Medi-Cal	17,437.50	3,159.90	18.12%	18	3
Cencal/Medi-Cal	142,262.50	27,130.22	19.07%		24
Medicare					
Medicare	706,855.00	85,553.22	12.10%	16	133
Medicare - RR	11,455.00	1,529.20	13.35%	21	2
Medicare	718,310.00	87,082.42	12.12%		135
Self Pay (Patient)	32,694.18	3,679.00	11.25%	117	16
Traditional Ins					
AARP	1,400.00	-	0.00%	33	2
Advantek	6,210.00	4,933.66	79.45%	183	1
Adventist Health	6,180.00	4,715.10	76.30%	43	1
Aetna	33,072.50	4,155.30	12.56%	24	10
Aetna Medicare	12,230.00	1,620.05	13.25%	13	3
Blue Cross/Anthem	119,651.50	48,935.19	40.90%	65	27
Blue Shield FEP	5,667.50	5,567.50	98.24%	29	1
Blue Shield of CA	31,512.50	25,406.28	80.62%	42	9
CCPN	60,492.50	8,137.15	13.45%	32	12
Cigna	700.00	479.00	68.43%	28	1
Global Excel Mgmt	6,157.50	3,050.00	49.53%	64	1
Health Net	13,612.50	3,093.49	22.73%	138	5
Humana	10,662.50	981.82	9.21%	127	2
Kaiser	6,367.50	606.01	9.52%	47	1
Kiaser - North	6,120.00	5,970.00	97.55%	32	1
Relation Insurance (Kaiser)	51,015.00	22,974.91	45.04%	44	9
Scan Healthplan	6,060.00	713.59	11.78%	48	1
UHC Medicare Advantage	35,882.50	5,581.76	15.56%	53	7
UMR	6,240.00	2,437.01	39.05%	27	1
United Healthcare	51,350.00	10,341.23	20.14%	38	11
United Healthcare Medicare Adv	11,807.50	1,687.48	14.29%	24	2
USAA	700.00	700.00	100.00%	28	1
VA	700.00	-	0.00%	31	1
VA Admin-Comm Care	6,540.00	6,540.00	100.00%	19	1
Traditional Ins	490,331.50	168,626.53	34.39%		111
Primary Payer Totals	1,383,598.18	286,518.17	20.71%		286

Secondary Payer	Amount Billed	Amount Paid	Avg % Paid	Average of # Days Billed to Paid	Claim Count
Cencal	3,749.14	10,474.70	279.39%	14	16
Self Pay (Patient)	15,701.64	10,421.98	66.38%	80	50
Traditional Ins					
AARP	5,674.19	5,674.19	100.00%	13	26
Aetna	189.73	189.73	100.00%	27	1
Aetna Senior Supplemental	194.24	194.24	100.00%	10	1
Blue Cross/Anthem	8,727.61	8,470.56	97.05%	24	39
Blue Shield	387.94	387.94	100.00%	6	2
Blue Shield Blue Card Prog	191.36	191.36	100.00%	29	1
Blue Shield FEP	195.97	195.97	100.00%	5	1
Blue Shield of CA	2,559.05	2,045.05	79.91%	7	9
CHAMPVA Medicare Crossover	193.34	193.34	100.00%	6	1
GEHA	206.14	206.14	100.00%	14	1
Health Net	566.31	566.31	100.00%	21	3
Humana	953.29	953.29	100.00%	4	5
Mutual of Omaha	587.06	587.06	100.00%	8	3
Principal Financial (Mutual)	193.70	193.70	100.00%	27	1
State Farm	193.34	193.34	100.00%	20	1
Transamerica	190.63	190.63	100.00%	23	1
Tricare for Life	1,112.73	1,112.73	100.00%	9	4
United American Ins	383.80	383.80	100.00%	9	2
United Healthcare Select Plus	404.71	404.71	100.00%	12	1
USAA	781.66	781.66	100.00%	35	4
Traditional Ins	23,886.80	23,115.75	96.77%		107
Secondary Payer Totals	43,337.58	44,012.43	101.56%		173
Grand Totals	1,383,598.18	330,530.60	23.89%		459



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

BOARD AGENDA STAFF REPORT – 04

TO: Board of Directors
FROM: Tim Nurge, Operations Manager
DATE: February 25, 2025
DESCRIPTION: Ambulance Fleet Review

RECOMMENDATION

Review Ambulance fleet and medical equipment biannually.

FISCAL IMPACT

None at this time.

DISCUSSION

The District's ambulance fleet includes five ambulances: Units 18, 20, 21, 22, and 23. Below is a brief description of each unit's age, mileage, and current usage.

Unit 18 is a 2016 Type-III diesel ambulance with over 240,410 miles on the odometer and currently serves as the backup unit for Medic 11. It has a diesel engine, which is known for its longevity. The configuration of the compartments in Unit 18 is also a significant advantage, facilitating ease of use. In the future, it can be remounted onto a brand-new chassis for approximately \$153,000. There is also the option to remount Unit 18 to a 4x4 unit, depending on the condition of Unit 21 at that time. This remounting process would take four to six months, which is significantly shorter and more cost-effective than purchasing a brand-new unit. During this period, both Unit 21 and Unit 20 can serve as backups, rather than relying solely on Unit 20 as the backup for the District.

Unit 20 is a 2019 Type-II gas ambulance with 105,367 miles on its odometer. It currently serves as an emergency backup or special-purpose unit. Unit 20 is a sprinter van that also carries heavy equipment (O2 tanks, gurneys, etc.), which can create extra wear on the unit. Unit 20 is smaller and not ideal for long transport times or navigating steep hills, which are common in the area. Unit 20 would be helpful if no other units were available or for other duties. It will not be placed in service unless necessary, minimizing both repair costs and depreciation. While Unit 20 cannot be remounted, it would serve as an ideal backup during the remounting of another unit or while long-term repairs are being performed.

Unit 21 is a 2005 Type-I diesel 4x4 ambulance and the District's oldest ambulance. It has only 44,200 miles on its odometer and serves as a backup unit to Medic 12. With its 4x4 capabilities, Unit 21 is highly useful during flooding and other specialized rescue operations. Although these situations are uncommon, the 4x4 unit has proven highly beneficial in specific circumstances. Unit 21 should not be remounted, as its compartments are designed for fire and BLS equipment and not sized for ALS equipment. The age of the wiring and electronics also makes it an unsuitable candidate for remounting.

Unit 22 was purchased in July 2023 with five years of financing that extends to July 2028. It functions as the first-out unit for Medic 11 and has 37,457 miles on its odometer. On average, Unit 22 travels approximately 30,000 miles each year. Although it is less than two years old, there have been occasions when Unit 22 has been out of service for repairs for extended periods.

Unit 23 was purchased in January 2025 with a six-year financing plan extending to January 2031. It serves as the first-out unit for Medic 12 and has 750 miles on the odometer. Unit 23 is estimated to drive about 30,000 to 35,000 miles each year.

CONCLUSION

The District’s backup units drive approximately 5,000 to 10,000 miles per year. Given their age, mileage, and specifications, all three units may require replacement or significant repairs within the next three years. Additionally, if Unit 18 were to be remounted, we would have only one backup unit (Unit 21) available for use for four to six months. Operationally, it makes the most sense to retain all three units as we continue to assess our budget and operational needs. Should a situation arise that necessitates a cash flow infusion, Unit 20 can still be surplus. All three backup units are out of warranty and may require major repairs, so keeping a third backup as additional “insurance” would help prevent any operational disruptions.

ATTACHMENT(S)

None

BOARD ACTION

None

UNANIMOUS: __

MONTALVO __ MILEUR __ FEDOROFF __ MUMPER __ KULESA __