

**REGULAR CORNING HEALTHCARE DISTRICT
SERVING SOUTHERN TEHAMA COUNTY**

**CORNING HEALTHCARE DISTRICT
BOARD MEETING
Tuesday Sept 18, 2018
District conference room
275 Solano Street
Corning Healthcare District Campus
Meeting Inquiries (530) 824-5451**

Assistance for those with disabilities; If you have a disability and need accommodation to participate in the meeting, please call Shirley Engebretsen, District Manager, at (530) 824-5451 for assistance so the necessary arrangements can be made.

CALL TO ORDER: 6:00 pm

ROLL CALL: Directors: Charles Rouse, Ross Turner, Yvonne Boles, Lilia Rodriguez, Valanne Cardenas, District Manager: Shirley Engebretsen

ALSO PRESENT Attorney Andrews, Jan Irvin, Don Holden

PLEDGE OF ALLEGIANCE

INVITATION TO PUBLIC TO ADDRESS BOARD:

ADOPTION OF AGENDA:

MINUTES:

POSTED Wednesday, Sept 12, 2018

FINANCIAL REPORT:

PRESIDENT'S REPORT:

COMMENTS AND REPORTS FROM DIRECTORS:

Charles Rouse, Ross Turner, Yvonne Boles, Lilia Rodriguez, Valanne Cardenas,

PROCLAMATION, APPOINTMENTS, RECOGNITIONS, PRESENTATIONS:

District Manager

COMMUNICATIONS, CORRESPONDENCE, AND INFORMATION:

REGULAR AGENDA:

1. Conflict of Interest Hearing
2. Cancer survivor event
3. Carr Fire Families

ADJOURNMENT:

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.
All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all members of the Board. Such records shall be available at the District office located at 145 Solano Street, Corning California This institute is an equal opportunity provider, and employer.

**CORNING HEALTHCARE DISTRICT
BOARD OF DIRECTORS MINUTES
Tuesday, August 21, 2018
DISTRICT CONFERENCE
275 SOLANO STREET
MEUSER BUILDING, CHD CAMPUS**

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Directors: Charles Rouse, Ross Turner, Yvonne Boles, Lilia Rodriguez, Valanne Cardenas

District Manager: Shirley Engebretsen
Admin. Assistant: Janice Irvin
Maintenance: Don Holden

ALSO, PRESENT: Attorney Andrews

PLEDGE OF ALLEGIANCE Given

INVITATION TO PUBLIC TO ADDRESS BOARD: Given

ADOPTION OF AGENDA: Director Valanne Cardenas made a motion to approve the agenda as presented. The motion was seconded and approved.

MINUTES: Director Ross Turner made a motion to approve the minutes as presented for July 2018. Motion was seconded and approved.

FINANCIAL REPORT:

Director Lilia Rodriguez made a motion to approve the Financial Report for July 2018. Motion was seconded and approved.

PRESIDENT'S REPORT: The Carr Fire and the devastation was discussed. Direction was given to place the topic on the September agenda.

DIRECTORS' REPORT: N/A

District Manager:

COMMUNICATIONS, CORRESPONDENCE, AND INFORMATION:

REGULAR AGENDA:

Ruby Rodriquez Adventist Health Clinic

Ruby Rodriquez from Adventist Health Clinic gave a detailed report about the clinic with graph charts. She provided these for each director and staff.

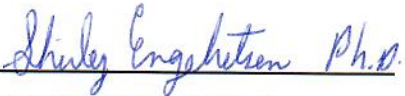
Conflict of Interest Code

Tabled until a public hearing could be held.

Trip to the State Capital

The staff and directors look forward to planning a Trip to the State Capital within the next few months.

ADJOURNMENT: 7:00 P.M.



Shirley Engbretsen Ph. D.
District Manager

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex and familial status. (Not all prohibited bass apply to all programs).

To file a complaint of discrimination, write USDA Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD)."

CORNING HEALTHCARE DISTRICT
Balance Sheet
 As of August 31, 2018

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Rabo Checking	339,136.57
Capital Improvement 1200003612	63,545.68
Edward Jones CD 580-14264-1-1	
CitiBank Natl 6-7-21 PD	34,000.00
Capital One Bank USA 7-19-27	25,000.00
Wells Fargo Bank 3-15-22 PD	20,000.00
Wells Fargo @100.57 1-22-19	30,000.00
Cash from interest on CDs	6,997.41
Capital One Bank USA 3-8-21 PD	20,000.00
Goldman sachs 7-12-19 PD	25,000.00
Goldman Sacha B USDA 2-13-20	30,000.00
State B of India USDA 1/25/23	30,000.00
Edward Jones CD 580-14264-1-1 - Other	0.30
Total Edward Jones CD 580-14264-1-1	<u>220,997.71</u>
Petty Cash	100.00
Total Checking/Savings	<u>623,779.96</u>
Accounts Receivable	
Accounts Receivable	-489.18
Total Accounts Receivable	<u>-489.18</u>
Other Current Assets	
Prepaid Ins.	12,076.95
Total Other Current Assets	<u>12,076.95</u>
Total Current Assets	<u>635,367.73</u>
Fixed Assets	
1210.00-Land Imp-Park Lot	34,081.00
1210.01-Land Imp-Park Lot 1998	71,000.20
Accum Dep Bldg Imp	-84,458.00
Accum Dep Equip	-3,797.00
Accum Dep Land Imp	-122,667.00
Accum Dep Med Bldg	-916,434.00
Bldg Improvements	137,261.63
Land	20,313.00
Land-Demolition Cost	518,035.56
Medical Offic Bldg	3,744,628.76
Office Equipment	5,418.59
Total Fixed Assets	<u>3,403,382.74</u>
TOTAL ASSETS	<u><u>4,038,750.47</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-271.30
Total Accounts Payable	<u>-271.30</u>
Other Current Liabilities	
Accrued Payroll	4,397.15
Contract Retentions Payable	-27,835.31
Interest Payable	24,584.48

CORNING HEALTHCARE DISTRICT

09/11/18

Balance Sheet

Accrual Basis

As of August 31, 2018

	<u>Aug 31, 18</u>
Payroll Liabilities	
Accr Fed W/Hold	90.61
Accr FICA-Employee	46.77
Accr FICA-Employer	46.80
Accr S.D.I.	-2.89
Accr S.U.I.	-531.25
Accr ST W/Hold	104.77
Payroll Liabilities - Other	<u>2,406.53</u>
Total Payroll Liabilities	2,161.34
Payroll Liabilities,	<u>481.84</u>
Total Other Current Liabilities	<u>3,789.50</u>
Total Current Liabilities	3,518.20
Long Term Liabilities	
Loan Payable - USDA	<u>1,388,300.00</u>
Total Long Term Liabilities	<u>1,388,300.00</u>
Total Liabilities	1,391,818.20
Equity	
2310.00-Fund Bal-Ret Earn	2,656,664.35
net assets	56,914.12
Net Income	<u>-66,646.20</u>
Total Equity	<u>2,646,932.27</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,038,750.47</u></u>

CORNING HEALTHCARE DISTRICT
Expenses by Vendor Summary
August 2018

	<u>Aug 18</u>
Alhambra	48.32
Aramark	163.50
At & T U-Verse	336.48
AT&T	40.00
Battle Creek Pest Control	80.00
City of Corning-175 Solano coro 145	71.01
City of Corning-275 Solano coro168	395.88
City of Corning 218 - coro218	81.97
Comcast Business	270.36
Corning Chamber of Commerce	25.00
Digital Deployment	75.00
Law Offices of Thomas N. Andrews	472.50
Mike Smith	150.00
Moule's Tehama County Glass Corp	845.65
Northern Services-155 Solano	770.00
Pacific Gas & Electric	5,552.11
Peerless Bldg Maintenanc Corp	155.00
Rabo Bank Credit Card	2,173.19
S. Engebretsen	127.46
schawaab	128.98
SDRMA - Fire & Liability	198.05
Servicemaster Clean	5,584.80
Special District Risk Management	3,491.46
Streamline	75.00
TODAY'S SENIOR	0.00
WORLD TELECOM SURVEILLANCE INC.	261.25
Your Business Office	262.50
TOTAL	<u>21,835.47</u>

CORNING HEALTHCARE DISTRICT
Account QuickReport ADMIN OTHER EXPENSES
August 1 through September 1, 2018

Type	Date	Num	Name	Memo	Split	Amount
ADMIN-OTHER EXPENS						
Senior Program						
Check	08/01/18	7352	E. Benwell	mileage	Rabo Checking	139.80
Bill	08/01/18		TODAY'S SENIOR	refund for ov...	Accounts Pay...	0.00
Bill	08/30/18		Rabo Bank Credit C...	COST PLUS ...	Accounts Pay...	17.41
Bill	08/30/18		Rabo Bank Credit C...	COST PLUS ...	Accounts Pay...	5.71
Bill	08/30/18		Rabo Bank Credit C...	DOLLAR TR...	Accounts Pay...	5.39
Bill	08/30/18		Rabo Bank Credit C...	Raleys Red ...	Accounts Pay...	2.43
Bill	08/30/18		Rabo Bank Credit C...	Wal Mart Re...	Accounts Pay...	124.42
Bill	08/30/18		Rabo Bank Credit C...	Interland	Accounts Pay...	7.83
Bill	08/30/18		Rabo Bank Credit C...	DOLLAR TR...	Accounts Pay...	12.93
Total Senior Program						315.92
S. Engebretsen						
Check	08/01/18	7351	S. Engebretsen	Redding offic...	Rabo Checking	76.16
Check	08/31/18	7407	S. Engebretsen	Chico staples...	Rabo Checking	51.30
Total S. Engebretsen						127.46
ADMIN-OTHER EXPENS - Other						
Bill	08/01/18	invoic...	Servicemaster Clean	275	Accounts Pay...	2,029.45
Bill	08/01/18	invoic...	Servicemaster Clean	175 Solano	Accounts Pay...	532.95
Bill	08/01/18	6361...	Aramark	service for 07...	Accounts Pay...	54.50
Bill	08/02/18	1031...	Alhambra	07-26-2018	Accounts Pay...	24.16
Bill	08/06/18	08/06...	Aramark	Service date ...	Accounts Pay...	54.50
Bill	08/06/18	08/02...	Corning Chamber o...	Christmas ba...	Accounts Pay...	25.00
Bill	08/06/18	07/16...	Digital Deployment	invoice 97807	Accounts Pay...	75.00
Bill	08/10/18	08/01...	Your Business Office	quartly	Accounts Pay...	262.50
Bill	08/14/18		Streamline	invoice 98042	Accounts Pay...	75.00
Bill	08/14/18		WORLD TELECOM...		Accounts Pay...	261.25
Bill	08/14/18		Aramark		Accounts Pay...	0.00
Bill	08/15/18	6362...	Aramark		Accounts Pay...	0.00
Bill	08/15/18	invoic...	Aramark	invoice 6362...	Accounts Pay...	54.50
Bill	08/23/18	Invoic...	Servicemaster Clean	Strip and wax...	Accounts Pay...	460.00
Bill	08/30/18		Rabo Bank Credit C...	USPS	Accounts Pay...	11.04
Bill	08/30/18		Rabo Bank Credit C...	File Of Life	Accounts Pay...	843.00
Bill	08/30/18		Rabo Bank Credit C...	Dollar Gener...	Accounts Pay...	17.24
Bill	08/30/18		Rabo Bank Credit C...	Best Buy	Accounts Pay...	16.08
Bill	08/30/18		Rabo Bank Credit C...	Staples Chico	Accounts Pay...	154.42
Bill	08/30/18		Rabo Bank Credit C...	Microsoft Store	Accounts Pay...	99.99
Bill	08/30/18		Rabo Bank Credit C...	Wal Mart Re...	Accounts Pay...	18.91
Bill	08/30/18		Rabo Bank Credit C...	Parkinson As...	Accounts Pay...	52.75
Bill	08/30/18		Rabo Bank Credit C...	Intuit Quick B...	Accounts Pay...	9.95
Bill	08/30/18		Rabo Bank Credit C...	Matthew Ben...	Accounts Pay...	76.59
Bill	08/30/18		Rabo Bank Credit C...	orning Ace H...	Accounts Pay...	4.30
Bill	08/30/18		Rabo Bank Credit C...	Best BUy Chi...	Accounts Pay...	73.11
Bill	08/30/18		Rabo Bank Credit C...	Subway	Accounts Pay...	28.12
Bill	08/30/18		Rabo Bank Credit C...	USPS	Accounts Pay...	40.00
Bill	08/30/18		Alhambra	invoice 1031...	Accounts Pay...	24.16
Total ADMIN-OTHER EXPENS - Other						5,378.47
Total ADMIN-OTHER EXPENS						5,821.85
TOTAL						5,821.85

10:02 AM

09/11/18

Accrual Basis

CORNING HEALTHCARE DISTRICT
Income by Customer Summary
August 1 through September 1, 2018

	<u>Aug 1 - Sep 1, 18</u>
Today's Senior Magazine	54.00
Family Counseling Center	481.10
Feather River Hospital	12,035.38
Northern Valley Catholic Social Service - Tehama County	1,891.12
Children First	18,699.98
QUEST DIAGNOSTICS, INC.	647.62
	<u>1,658.00</u>
TOTAL	<u><u>35,467.20</u></u>

9:48 AM

09/11/18

Accrual Basis

CORNING HEALTHCARE DISTRICT

Profit & Loss

August through September 2018

	<u>Aug - Sep 18</u>
Ordinary Income/Expense	
Income	
RENTALS	35,413.20
Total Income	<u>35,413.20</u>
Expense	
stipend	200.00
ADMIN-LEGAL	1,732.50
ADMIN-OTHER EXPENS	
Senior Program	363.22
Advertising	150.00
S. Engebretsen	127.46
ADMIN-OTHER EXPENS - Other	5,378.47
Total ADMIN-OTHER EXPENS	<u>6,019.15</u>
Communications-Telephone	981.83
EMPLOYEE BEN-HLTH INS.	6,982.92
GEN ACCT-OFFICE SUP	128.98
Grants Provided	20,200.00
INS.-Fire & Liability	198.05
Maint-Repair	1,742.34
Outside Services	4,241.67
Payroll Expense	24,343.41
Utility Electric	9,530.14
Utility Water	1,101.83
Total Expense	<u>77,402.82</u>
Net Ordinary Income	-41,989.62
Other Income/Expense	
Other Income	
MISC. INCOME	54.00
Total Other Income	<u>54.00</u>
Net Other Income	54.00
Net Income	<u><u>-41,935.62</u></u>

CORNING HEALTHCARE DISTRICT
Rabo checking register
As of September 11, 2018

10:04 AM
09/11/18
Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
Rabo Checking							
Paycheck	08/01/18	7347	Benwell, Elaine		-SPLIT-	-735.38	393,975.33
Paycheck	08/01/18	7348	Engbreitsen, Shirley I		-SPLIT-	-1,793.56	393,239.95
Paycheck	08/01/18	7349	Holden, Don		-SPLIT-	-1,700.29	391,446.39
Paycheck	08/01/18	7350	Irvin, Janice R		-SPLIT-	-1,238.89	389,746.10
Check	08/01/18	7351	S. Engbreitsen	Reddingbest ...	S. Engbreitsen	-76.16	388,507.21
Check	08/01/18	7352	E. Benwell	mileage	Senior Program	-139.80	388,431.05
Check	08/01/18	7353	Feather River Health...	Grant to assis...	Grants Provided	-20,000.00	388,291.25
Deposit	08/01/18			Deposit	-SPLIT-	15,926.87	384,218.12
Check	08/02/18	7354	Dignity Health Conn...	ESCC Senior ...	Grants Provided	-200.00	384,018.12
Deposit	08/02/18			Deposit	UNDEPOSITE...	829.00	384,847.12
Deposit	08/06/18			Deposit	UNDEPOSITE...	945.56	385,792.68
Bill Pmt -Check	08/06/18	7355	Alhambra		Accounts Paya...	-24.16	385,768.52
Bill Pmt -Check	08/06/18	7356	Aramark		Accounts Paya...	-218.00	385,550.52
Bill Pmt -Check	08/06/18	7357	At & T U-Verse		Accounts Paya...	-88.00	385,462.52
Bill Pmt -Check	08/06/18	7358	Comcast Business	127454452 / ...	Accounts Paya...	-220.69	385,241.83
Bill Pmt -Check	08/06/18	7359	Coming Chamber of...		Accounts Paya...	-25.00	385,216.83
Bill Pmt -Check	08/06/18	7360	Digital Deployment		Accounts Paya...	-75.00	385,141.83
Bill Pmt -Check	08/06/18	7361	Law Offices of Thom...		Accounts Paya...	-472.50	384,669.33
Bill Pmt -Check	08/06/18	7362	Moule's Tehama Co...	Labor and Fu...	Accounts Paya...	-5,500.60	379,168.73
Bill Pmt -Check	08/06/18	7363	Northern Services-1...	75-3120754	Accounts Paya...	-770.00	378,398.73
Bill Pmt -Check	08/06/18	7364	Pacific Gas & Electric		Accounts Paya...	-5,552.11	372,846.62
Bill Pmt -Check	08/06/18	7365	Peerless Bldg Maint...		Accounts Paya...	-70.00	372,776.62
Bill Pmt -Check	08/06/18	7366	Quill Corporation		Accounts Paya...	-351.16	372,425.46
Bill Pmt -Check	08/06/18	7367	Servicemaster Clean		Accounts Paya...	-2,684.09	369,741.37
Bill Pmt -Check	08/06/18	7368	Special District Risk ...		Accounts Paya...	-312.95	369,428.42
Bill Pmt -Check	08/06/18	7369	TODAY'S SENIOR		Accounts Paya...	0.00	369,428.42
Bill Pmt -Check	08/06/18	7370	Waste Management	VOID: refund ...	Accounts Paya...	-214.77	369,213.65
Check	08/07/18	7371	Mike Smith	533-0000136...	Maint-Repair	-150.00	369,063.65
Bill Pmt -Check	08/08/18	7372	Special District Risk ...	26975	Accounts Paya...	-3,491.46	365,572.19
Check	08/08/18	7380	Special District Risk ...		EMPLOYEE B...	0.00	365,572.19
Check	08/08/18	7381	Special District Risk ...		EMPLOYEE B...	0.00	365,572.19
Bill Pmt -Check	08/10/18	7373	Battle Creek Pest C...	34-2046874	Accounts Paya...	-80.00	365,492.19
Bill Pmt -Check	08/10/18	7374	Your Business Office		Accounts Paya...	-262.50	365,229.69
Paycheck	08/15/18	7378	Benwell, Elaine		-SPLIT-	-619.29	364,610.40
Paycheck	08/15/18	7379	Engbreitsen, Shirley I		-SPLIT-	-1,793.56	362,816.84
Paycheck	08/15/18	7375	Holden, Don		-SPLIT-	-1,700.29	361,116.55
Paycheck	08/15/18	7376	Irvin, Janice R		-SPLIT-	-1,238.89	359,877.66
Check	08/15/18	7377	Corning Healthcare ...	USDA loan	Capital Improv...	-6,558.89	353,318.77
Liability Check	08/16/18	7382	Don F Holden	63640007.63...	-SPLIT-	-258.44	353,060.33
Liability Check	08/16/18	7383	Edward Jones A	580-97665	-SPLIT-	-192.00	352,868.33
Liability Check	08/16/18	7384	Edward Jones B	580-97339	-SPLIT-	-407.64	352,460.69
Bill Pmt -Check	08/17/18	7386	Aramark	service date 0...	Accounts Paya...	-54.50	352,406.19
Bill Pmt -Check	08/17/18	7387	At & T U-Verse	127454452 / ...	Accounts Paya...	-248.48	352,157.71
Bill Pmt -Check	08/17/18	7388	AT&T		Accounts Paya...	-40.00	352,117.71
Bill Pmt -Check	08/17/18	7389	City of Corning-175 ...	530-824-5451...	Accounts Paya...	-71.01	352,046.70
Bill Pmt -Check	08/17/18	7390	City of Corning-275 ...	CORO145	Accounts Paya...	-395.88	351,650.82
Bill Pmt -Check	08/17/18	7391	City of Corning 218 ...	CORO168	Accounts Paya...	-81.97	351,568.85
Bill Pmt -Check	08/17/18	7392	Streamline	invoice CORO... invoice 98042	Accounts Paya...	-75.00	351,493.85

CORNING HEALTHCARE DISTRICT
Rabo checking register
 As of September 11, 2018

Type	Date	Num	Name	Memo	Split	Amount	Balance
Bill Pmt -Check	08/17/18	7393	WORLD TELECOM ...		Accounts Paya...	-261.25	351,232.60
Liability Check	08/21/18	20180...	Electronic Federal T...	94-6003824	-SPLIT-	-3,630.78	347,601.82
Liability Check	08/21/18	20180...	Employment Develo...	499-0358-6	-SPLIT-	-572.50	347,029.32
Bill Pmt -Check	08/24/18	7394	Comcast Business	account numb...	Accounts Paya...	-270.36	346,758.96
Bill Pmt -Check	08/24/18	7396	schwaab		Accounts Paya...	-128.98	346,629.98
Bill Pmt -Check	08/24/18	7395	Servicemaster Clean	Strip and wax ...	Accounts Paya...	-460.00	346,169.98
Check	08/27/18	7397	Charles Rouse	meeting 08/21...	stipend	-50.00	346,119.98
Check	08/27/18	7398	Lilia Rodriguez	meeting 08/21...	stipend	-50.00	346,069.98
Check	08/27/18	7399	Yvonne Boles	meeting 08/21...	stipend	-50.00	345,969.98
Check	08/27/18	7400	Valanne Cardenas o	meeting 08/21...	stipend	-50.00	345,929.86
Check	08/31/18	7406	D. Holden	mileage	Maint-Repair	-40.12	345,929.86
Check	08/31/18	7407	S. Engebretsen	Chico staples ...	S. Engebretsen	-51.30	345,878.56
Bill Pmt -Check	08/31/18	7408	Alhambra		Accounts Paya...	-24.16	345,854.40
Bill Pmt -Check	08/31/18	7409	Moule's Tehama Co...		Accounts Paya...	-845.65	345,008.75
Bill Pmt -Check	08/31/18	7410	Northern Services-1...		Accounts Paya...	-770.00	344,238.75
Bill Pmt -Check	08/31/18	7411	Pacific Gas & Electric	75-3120754	Accounts Paya...	-13.54	344,225.21
Bill Pmt -Check	08/31/18	7412	Peerless Bldg Maint...		Accounts Paya...	-155.00	344,070.21
Bill Pmt -Check	08/31/18	7413	Rabo Bank Credit C...		Accounts Paya...	-2,173.19	341,897.02
Bill Pmt -Check	08/31/18	7414	SDRMA - Fire & Lia...		Accounts Paya...	-198.05	341,698.97
Bill Pmt -Check	08/31/18	7415	Servicemaster Clean		Accounts Paya...	-2,562.40	339,136.57
Paycheck	09/01/18	7401	Benwell, Elaine		-SPLIT-	-793.40	338,343.17
Paycheck	09/01/18	7402	Engebretsen, Shirley I		-SPLIT-	-1,793.58	336,549.59
Paycheck	09/01/18	7403	Holden, Don		-SPLIT-	-1,700.30	334,849.29
Paycheck	09/01/18	7404	Irvin, Janice R		-SPLIT-	-1,238.89	333,610.40
Liability Check	09/01/18	7416	Don F Holden	63640007, 63...	-SPLIT-	-129.22	333,481.18
Liability Check	09/01/18	7419	Edward Jones A	580-97665	-SPLIT-	-96.00	333,385.18
Liability Check	09/01/18	7420	Edward Jones B	580-97339	-SPLIT-	-213.16	333,172.02
Deposit	09/01/18			Deposit	UNDEPOSITE...	829.00	334,001.02
Check	09/04/18		E. Benwell	Deposit	Senior Program	-47.30	333,953.72
Deposit	09/05/18	7422		Deposit	-SPLIT-	16,832.41	350,786.13
Total Rabo Checking							350,786.13
TOTAL							-43,189.20
							350,786.13



AHFR Call Center – Providing Scheduling Resources to Corning Health Center!

On October 3, 2018, the Corning Health Center will begin using the Adventist Health Feather River Call Center. To better serve our community, here are some reasons for the change:

1. Faster and more efficient scheduling.
 - a. The Call Center has 12 dedicated staff members, located in Paradise, that will be able to answer any scheduling and health related questions for our patients.
 - i. The average wait time is only 2 minutes and our goal is to make sure your scheduling and other needs are met each time.
 - ii. A Spanish speaking expert is also available throughout the day to help with our large Latino population.
2. No automated process.
 - a. After pressing your choice (three options), you will be connected with a live person. No need to have a callback option, or a message component for scheduling; our Patient Access Representatives will handle your call.
3. Mission Based.
 - a. In living our mission of “Living God’s love by inspiring health, wholeness and hope”, our Patient Access Representatives focus on caring for our patients and helping our patients’ and their ability to get answers to their questions.
4. Triage/Referral Help.
 - a. Patients who are experience some health issues or have health related questions will be connected with our team of triage RN’s.
 - b. When patients’ have referral questions, they can speak to our Referral Specialists. Our Referral Specialists will be able to give updated and current information on the status of a patients’ pending referral.

**CORNING HEALTHCARE DISTRICT
BOARD MEETING
Tuesday Sept 18, 2018
District conference room
275 Solano Street
Corning Healthcare District Campus
Meeting Inquiries (530) 824-5451**

1. **Regular Agenda** – Conflict of Interest Hearing

The law requires the District to review their conflict of interest policy every other year. A public hearing is also required. The announcement for the public hearing is set for September 18th (the night of the regular scheduled meeting) and has been published in the Red Bluff Daily News four times and once in the Corning Observer.

Conflict of Interest Code

**CONFLICT OF INTEREST CODE FOR THE
CORNING HEALTHCARE DISTRICT**

ATTACHMENT A

The Political Reform Act of 1974 (Gov. Code, 81000 et sq.) requires state and local government agencies to adopt and promulgate Conflict of interest Codes. The Fair political practices Commission, has adopted a regulation (Cal. Code Regs., 2, 18730) which contains the terms of a standard Conflict of Interest Code. This regulation, including any future amendments made by the Fair political practices Commission, may be incorporated by reference into a local agency's Conflict of interest Code. Therefore, the terms of California Code of Regulations, title 2, section 18730 and any future amendments to it duly adopted by the Fair Political practices Commission are hereby incorporated by reference into this Code and along with the attachments hereto constitutes the Conflict of interest Code for the Corning Healthcare District.

ATTACHMENT B

CORNING HEALTHCARE DISTRICT CONFLICT OF INTEREST CODE
DESIGNATE EMPLOYEES

Under provisions of the Code, Designated Employees shall file statements of economic interests. Listed below are the designated positions for the Corning Healthcare District and the appropriate disclosure category for filing the statement of economic interest.

POSITION	DISCLOSURE CATEGORY
1. Members of the Board	I, II
2. District Manager	I, II
3. Consultants	I
4. Attorney	I

Reviewed & Revised: March 07, 2011

Reviewed June 19, 2012

ATTACHMENT C

CORNING HEALTHCARE DISTRICT CONFLICT OF INTEREST CODE
DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS

CATEGORY I

Designated employees in this category shall disclose: All sources of income (including gifts, loans and travel payments), interests in real property within the District and investments and business positions in business entities located in, doing business in, planning to do business in, or which have done business during the previous two years in, or which have an interest in real property in the District, including gifts, loans, and travel payments. A person in a Disclosure Category I designated position shall complete all schedules of the FPC form 700 if applicable. Disclosure Category I is intended to require the broadest possible disclosure, consistent with the provisions of the Political Reform Act of 1974 and its' implementing regulations

Consultants , as defined in California Code of Regulations, title 2 section 18701 subdivision (a) (2)¹, shall disclose pursuant to this disclosure category subject to the following limitations.

The District Manager may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements of this Disclosure Category I. Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of disclosure requirements. The District Manager's determination is a public record and shall be retained for public inspection in the same manner and location as the Conflict of Interest Code.

1. California Code of Regulations, title 2, section 18701, subdivision (a) (2) defines "Consultant" as follows:

"Consultant" means an individual who, pursuant to a contract with a state or local government agency;

(A) Makes a governmental decision whether to:

- (i) Approve a rate, rule, or regulation;
- (ii) Adopt or enforce a law;
- (iii) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;
- (iv) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval;
- (v) Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract;
- (vi) Grant agency approval to a plan, design, report, study, or similar item;
- (vii) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or

(B) Serves in a staff capacity with the agency and in that capacity participates in making a governmental decision as defined in regulation 18702.2 or performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code under Government Code section 87302.

CATEGORY II

Designated employees in this category shall disclose: All **interest in real property** within the District, and all **sources of income** (including **gifts, loans and travel payments**), and **investments** and **business positions** in business entities, that provide services, goods, property, supplies, materials, machinery or equipment of any type utilized by the District, or otherwise transact business with or have any contractual relationship with the District during the disclosure period.

CATEGORY III

Designated employees in this category shall disclose: All **interest in real property** within the District, and all **sources of income** (including **gifts, loans and travel payments**), located in, doing business in, planning to do business in, or which have an interest in real property in the District, all **investments** in business entities located in, doing business in, or planning to do business in, or which have an interest in real property in the District, and all **business positions** in business entities located in, doing business in, planning to do business in, or which have an interest in real property in the District.

ATTACHMENT D

CORNING HEALTHCARE DISTRICT CONFLICT OF INTEREST CODE PLACE OF FILING

Where: County Clerk & Recorder
Po Box 250
444 Oak St., Rm. C
Red Bluff CA 96021

Pursuant to Government Code section 87500, subdivisions (k) and (o), the Tehama County Board of Supervisors, as the code reviewing body for the Corning Healthcare District, has determined that the original Form 700 - Statement of Economic Interest for each Designated Employee shall be filed with the Tehama County Clerk-Recorder as the filing officer for the code reviewing body. The District Manager shall provide Form 700 - Statement of Economic Interest to each Designated Employee annually and when that employee assumes or leaves any designated position. The employee shall complete and file the form with the District Manager who will make and retain a copy and forward the original to the Clerk-Recorder at the above address within the time at the above address within the time required by law.

**CORNING HEALTHCARE DISTRICT
BOARD MEETING
Tuesday Sept 18, 2018
District conference room
275 Solano Street
Corning Healthcare District Campus
Meeting Inquiries (530) 824-5451**

1. **Regular Agenda** – Cancer Survivor Event – Yvonne

Director Yvonne Boles would like the Board to consider holding a Breast Cancer Survivor Event in October of next year.

Recommendation: I recommend that we plan now to give us plenty of lead time to prepare for a larger event like this

**CORNING HEALTHCARE DISTRICT
BOARD MEETING
Tuesday Sept 18, 2018
District conference room
275 Solano Street
Corning Healthcare District Campus
Meeting Inquiries (530) 824-5451**

Regular Agenda –We received information from NVCSS to Adopt-A-Family in August. At the last meeting, we were told to put the topic on the September agenda. However, that program is no longer in existence

We researched on the internet and found that all donation locations have been closed.



Shirley Engebretsen <healthyreminders4u@gmail.com>

Adopt-A-Carr-Family Today

1 message

Northern Valley Catholic Social Service, Inc. <aafsh@nvcss.org>

Mon, Sep 3, 2018 at 9:15 AM

Reply-To: manderson@nvcss.org

To: healthyreminders4u@gmail.com



There are still 20+ families on our list, waiting to be adopted.

Adoptions are open through Wednesday, September 5th.

Family wish lists available at nvcss.org



Item Delivery Details

Please drop off your new, tagged items for the family you have selected according to the following schedule.

Dates: September 5th, 6th, 7th and 8th

Times: 11:00AM – 6:00PM

Deliver to NVCSS: **2400 Washington Avenue**
(530) 241-0552

[View Families](#)