FRIDAY, MARCH 15, 2019  
12:00 noon meeting  
Lunch provided for Board members & invited guests

I. CALL TO ORDER  
II. PUBLIC COMMENTS  
5 minutes allowed per speaker, with a cumulative total of 15 minutes per group  
For further details and policy see Request for Public Comments notices available in the meeting room

III. INFORMATION ITEMS  
A. None

IV. OLD BUSINESS  
A. None

V. MINUTES  
*A. Thursday, November 5, 2018 (Addendum A – Pp21-31)

VI. PRESENTATIONS  
A. Update on Grants & Contracts Inventory  
(Addendum B – Pp32-36)  
Aimee Ebner

VII. NEW BUSINESS  
*A. Resolution No. 03.15.19(01)-1 – Acknowledging Selection of the New Board  
*B. Resolution No. 03.15.19(02)-2 – Ratifying Appointment of the Chairperson and Confirming Election of Officers for Calendar Year 2019  
*C. Resolution No. 03.15.19(03)-3 – Confirming Appointment of Corporate Officers for Calendar Year 2019  
*D. Resolution No. 03.15.19(04)-4 - Naming Authorized Signatories for Banking Accounts & Setting Signature Authority Limits  
*E. Resolution No. 03.15.19(05)-5 – Bank of America/Merrill Lynch Deposit Account & Treasury Management Services Banking Resolution and Certificate of Incumbency  
*F. Audit Committee

VIII. BOARD MEMBER COMMENTS/FUTURE AGENDA ITEMS

IX. FINAL ADJOURNMENT

Next Regular Meeting: TBD

If you have a disability, please contact us 72 hours prior to scheduled meeting time by calling 760-740-6383 to arrange reasonable accommodations
TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Tanya Howell, Corporate Secretary

Background: The minutes of the Regular Meeting held on Thursday, November 5, 2018, are respectfully submitted for approval (Addendum A).

Budget Impact: N/A

STAFF RECOMMENDATION: Approval of the Thursday, November 8, 2018, Regular Meeting minutes.

Motion: X

Individual Action:

Information:

Required Time:
TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: Aimee Ebner will update the Board on grants managed by Health Development (Addendum B).

Budget Impact: None.

STAFF RECOMMENDATION:

Motion:

Individual Action:

Information: X

Required Time:
Resolution No. 03.15.19(01)-1 Acknowledging Selection of the New Board for Calendar Year 2019

TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: Article III, Section 3.02 requires that the member, Palomar Health, select the Chief Executive Officer and Chief Financial Officer of Palomar Health as ex officio members, with vote, of the Health Development Board, and that the Directors of the Health Development Board shall be selected by Palomar Health. In January 2019, the Chairman of the Board of Directors of Palomar Health selected the following members to serve on the Health Development Board of Directors:

- Tom Kumura, FHFMA
- Jeff Griffith, EMT-P
- Rick Engel, MD

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board acknowledge the selection of the Chief Executive Officer and Chief Financial Officer of Palomar Health as ex officio members, with vote; and the selection of Tom Kumura, FHFMA; Jeff Griffith, EMT-P; and Rick Engel, MD, as Directors of the Palomar Health Development, Inc., Board, adopting Resolution No. 03.15.19(01)-1 to memorialize the acknowledgment.

Motion:

Individual Action: X

Information:
RESOLUTION NO. 03.15.19(01)-1

Acknowledging Selection of the New Board for Calendar Year 2019

WHEREAS, Palomar Health (“the Member”) shall select the Chief Executive Officer and Chief Financial Officer of Palomar Health as ex officio members of the Board of Palomar Health Development, Inc., (“Health Development”), pursuant to Section 3.02 of the Health Development Bylaws; and,

WHEREAS, the Directors of Health Development shall be selected by the Member, pursuant to Section 3.03 of the Health Development Bylaws; and,

WHEREAS, the Member has duly selected the following to serve as ex officio Directors of the Health Development Board, with vote: Diane L. Hansen, Chief Executive Officer; and Carlos A. Bohorquez, Chief Financial Officer, of Palomar Health; and,

WHEREAS, the Member has duly selected the following to serve as the Directors of the Health Development Board: Tom Kumura, FHFMA; Jeff Griffith, EMT-P; and Rick Engel, MD.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the selection of the new Board of Directors by the Member is hereby acknowledged.

PASSED AND ADOPTED at the meeting of the Board of Directors of Health Development held on March 15, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

DATED: March 15, 2019

APPROVED: 

ATTESTED:

Tom Kumura, FHFMA, Chairperson
Board of Directors
Palomar Health Development, Inc.

_________________________, Secretary
Board of Directors
Palomar Health Development, Inc.
Resolution No. 03.15.19(02)-2 Ratifying Appointment of the Chairperson and Confirming Election of Officers for Calendar Year 2019

TO: Palomar Health Development Board
MEETING DATE: Friday, March 15, 2019
FROM: Carlos A. Bohorquez, Director

Background: The Bylaws of Palomar Health Development, Inc. ("Health Development") {ARTICLE IV, Section 4.03(a) as amended February 3, 2014} require that the Board’s Annual Meeting be held in January or February. For good cause, that meeting is being held in the month of March.

ARTICLE IV, Section 4.07 also requires that the Board elect officers at its Annual Organizational Meeting: “One member shall be elected as Chairperson, one as Vice-Chairperson and one as Secretary. The Board may also appoint the Treasurer at the Annual Organizational Meeting.”

• The officers for Calendar Year 2018 were:
  o Hans Christian Sison, LVN, Chairperson
  o Jeff Griffith, EMT-P, Vice-Chairperson
  o Ray McCune, RN, Secretary
  o Hubert U. King, Treasurer

When the Board of Directors of Palomar Health appointed members to the Health Development Board of Directors, that body named Tom Kumura, FHFMA, as Chairperson for Calendar Year 2019. That appointment requires ratification by this Board.

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board ratify Tom Kumura, FHFMA, as Chairperson and elect a Vice-Chairperson, a Secretary and a Treasurer, and then adopt Resolution No. 03.15.19(02)-2 after it is amended to include the names of all officers.

Motion:

Individual Action: X
Information:
Required Time:
RESOLUTION NO. 03.15.19(02)-2

Ratifying Appointment of the Chairperson and Confirming Election of Officers for Calendar Year 2019

WHEREAS, the Directors of Palomar Health Development, Inc. (“Health Development”), shall be elected by Palomar Health (“the Member”), pursuant to Section 3.03 of the Health Development Bylaws; and,

WHEREAS, the Member has duly appointed the following to serve as the Chairperson: Tom Kumura, FHFMA; and,

WHEREAS, the Health Development Board shall elect officers at its annual meeting, pursuant to Section 4.07 of the Health Development Bylaws.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the appointment of the Chairperson of the Board of Directors by the Member is hereby ratified; and,

IT IS HEREBY FURTHER RESOLVED by the Board of Directors of Health Development that the remaining slate of officers is hereby elected for Calendar Year 2019:

Tom Kumura, FHFMA
Chairperson

Vice-Chairperson
Secretary
Treasurer

PASSED AND ADOPTED at the meeting of the Board of Directors of Health Development held on March 15, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

DATED: March 15, 2019

APPROVED: ____________________________ ATTESTED: ____________________________

Tom Kumura, FHFMA, Chairperson
Board of Directors
Palomar Health Development, Inc.

_______________________________, Secretary
Board of Directors
Palomar Health Development, Inc.
Resolution No. 03.15.19(03)-3 Confirming Appointment of the Corporate Officers for Calendar Year 2019

TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: The Bylaws of Palomar Health Development, Inc. {ARTICLE IV, Sections 5.01-5.02} state the officers of the Corporation shall be a President, a Secretary, and a Chief Financial Officer. Further, the officers of the Corporation shall be chosen annually by, and shall serve at the pleasure of, the Board.

- The current slate of Corporate Officers was appointed at the May 14, 2018, meeting, “to remain in those offices until the Annual Organizational Meeting for 2019”. Those officers were:
  - Diane Hansen, President
  - Hubert U. King, Chief Financial Officer
  - Tanya Howell, Secretary

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board appoint the following slate: Diane L. Hansen, Carlos A. Bohorquez, and Tanya Howell, to serve as President, Chief Financial Officer and Secretary, respectively, of the Corporation. Staff further recommends that the Board adopt Resolution No. 03.15.19(03)-3 Confirming Appointment of the Officers of the Corporation, as amended to include the names of those officers appointed at this evening’s meeting.

Motion:

Individual Action: X

Information:
RESOLUTION NO. 03.15.19(03)-3

RESOLUTION OF THE BOARD OF DIRECTORS OF
PALOMAR HEALTH DEVELOPMENT, INC.
CONFIRMING APPOINTMENT OF THE OFFICERS OF THE CORPORATION

WHEREAS, the Officers of the Corporation Palomar Health Development, Inc. [Health Development] shall be a President, a Chief Financial Officer, and a Secretary – pursuant to Section 5.01 of the Health Development Bylaws; and,

WHEREAS, the Officers of the Corporation of Health Development shall be chosen annually by, and shall serve at the pleasure of, the Board – pursuant to Section 5.02 of the Health Development Bylaws.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the following slate is hereby appointed Officers of the Corporation of Health Development, to remain in those offices until the Annual Meeting for 2020:

President
Chief Financial Officer
Secretary

PASSED AND ADOPTED at the meeting of the Board of Directors of Palomar Health Development held on March 15, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

DATED: March 15, 2019

APPROVED: ____________________________

ATTESTED: ____________________________

Tom Kumura, FHFMA, Chairperson
Board of Directors
Palomar Health Development, Inc.

, Secretary
Board of Directors
Palomar Health Development, Inc.
TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: The Bylaws of Palomar Health Development, Inc. (“Palomar Health Development”) (ARTICLE VII, Section 7.03, as amended October 31, 2012) state that the Board shall determine which persons shall be authorized from time to time on the Corporation’s behalf to sign checks, drafts, or other orders for payment of money; to sign acceptance notes, or other evidences of indebtedness; to enter into contracts; or to execute and deliver other documents and instruments.

In January 2015, the Board designated in Resolution No. 01.27.15(05)-5 the following to sign checks, drafts, or other orders for payment of money on the Corporation’s behalf, said designations to be made by title:

President, Corporation
Chief Financial Officer, Corporation
Vice President Revenue Cycle, Palomar Health

Under the new organizational structure of Palomar Health, the position “Vice President Revenue Cycle” was replaced with the position “Controller”. Based on this titular change, the attached Resolution has been edited to reflect the following designations by title:

President, Corporation
Chief Financial Officer, Corporation
Controller, Palomar Health

Further, Item 1) regarding signature authority limits in the above-referenced Resolution provided the following authorization:

1) The Vice President Revenue Cycle, Palomar Health, is authorized to provide a single signature for amounts below $10,000.01;

That authorization has been edited in the attached Resolution as noted below:

1) The Controller, Palomar Health, is authorized to provide a single signature for amounts below $10,000.01;

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board adopt Resolution No. 03.15.19(04)-4 Naming Authorized Signatories for Banking Accounts and Setting Signature Authority Limits with the changes outlined above.

Motion:

Individual Action: X

Information:

Required Time:
RESOLUTION OF THE BOARD OF DIRECTORS OF
PALOMAR HEALTH DEVELOPMENT, INC.
NAMING AUTHORIZED SIGNATORIES FOR BANKING ACCOUNTS &
SETTING SIGNATURE AUTHORITY LIMITS

WHEREAS, the Board of Palomar Health Development, Inc., a 501(c)(3) corporation [the
“Corporation”], desires to designate authorized signatories for the Corporation’s checking
accounts;

NOW, THEREFORE, BE IT RESOLVED, that the following signatories for the accounts are
hereby designated, which designation supersedes previous such resolutions:

President, Corporation
Chief Financial Officer, Corporation
Controller, Palomar Health

AND, WHEREAS, the Board of the Corporation also desires to set signature authority
limits for the Corporation’s checking accounts;

NOW, THEREFORE, BE IT RESOLVED, that the following limits are authorized:

1) The Controller, Palomar Health, is authorized to provide a single signature for
   amounts below $10,000.01; and,

2) Any amounts exceeding $10,000.00 require dual signatures, unless they are signed
   by the President of the Corporation or the Chief Financial Officer of the
   Corporation, in which case a single signature shall suffice; and,

3) Amounts exceeding $249,999.00 shall require action by the Corporation’s Board.

PASSED AND ADOPTED at the Annual Meeting of the Board of Directors of Palomar
Health Development, Inc., held on March 15, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

DATED: March 15, 2019

APPROVED: Tom Kumura, FHFMA, Chairperson
ATTESTED: Board of Directors
Board of Directors
Tom Kumura, FHFMA, Chairperson
Board of Directors
Palomar Health Development, Inc.
Palomar Health Development, Inc.
Resolution No. 03.15.19(05)-5
Bank of America/Merrill Lynch Deposit Account & Treasury Management Services Banking Resolution & Certificate of Incumbency

TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: Palomar Health Development, Inc., maintains banking accounts with Bank of America/Merrill Lynch. Adoption of the attached Bank of America/Merrill Lynch Deposit Account & Treasury Management Services Banking Resolution & Certificate of Incumbency (No. 03.15.19(05)-5) is required in order to provide the Bank with specimen signatures of the current corporate officers and other authorized signatories. This superseding Resolution has been updated based on the following actions:

- Changes to the organizational structure of Palomar Health
- The anticipated appointment at today’s meeting of Carlos A. Bohorquez as the corporate Chief Financial Officer

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board adopt Resolution No. 03.15.19(05)-5 Bank of America/Merrill Lynch Deposit Account & Treasury Management Services Banking Resolution & Certificate of Incumbency.

Motion:

Individual Action: X

Information:

Required Time:
## Notes:
Please enable Macros

### CLIENT INFORMATION

Please select one of the following options:

- [ ] New Resolution/Incumbency
- [ ] Update Incumbency (Used to Add or Delete individual authorized signers)
- [x] Supersede Resolution/Incumbency (Replaces any and all prior banking resolutions)

**ORGANIZATION LEGAL NAME** (Must match legal name indicated in company formation documents)

**PALOMAR HEALTH DEVELOPMENT INC**

- This Banking Resolution and Certificate of Incumbency will apply to all accounts the Organization maintains with us.
- The Organization adopts the following Banking Resolution and Certificate of Incumbency (with specimen signatures)*

The undersigned certifies that:

1) Any individual (each an "Authorized Signer") with any of the following Titles

<table>
<thead>
<tr>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>PRESIDENT</td>
</tr>
<tr>
<td>CHIEF FINANCIAL OFFICER</td>
</tr>
<tr>
<td>CONTROLLER</td>
</tr>
</tbody>
</table>

is authorized, acting alone, including by electronic signature, electronic record or other electronic form, (a) to establish accounts from time to time for the Organization at Bank of America, N.A. (the “Bank”), as well as to operate and close such accounts, (b) to enter into any and all agreements and transactions contemplated by the provision of treasury management services by the Bank, including but not limited to Electronic Funds Transfer Services, and (c) designate persons to operate each such account including closing the account, and to designate persons to act in the name and on behalf of the Organization/Client with respect to the establishment and operation of treasury management services.

2) the person whose signature, name, and title appear in the “AGREEMENT, TAX INFORMATION CERTIFICATION and AUTHORIZATION” section of the Deposit Account Documentation Signature Card (“Signature Card”) and those persons listed below on the Incumbency Certificate, are Authorized Signers who are authorized, including by electronic signature, electronic record or other electronic form, to establish accounts and to designate persons to operate each such account and to execute contracts and agreements (including treasury management service agreements, including but not limited to Electronic Funds Transfer Agreements) with the Bank and that the signatures of such Authorized Signers are genuine.

3) the persons who signed in the Designated Account Signers section of the Signature Card are authorized to operate any accounts opened with the deposit account documentation unless otherwise noted on the Signature Card, and that the signatures of such Designated Account Signers are genuine.

4) the foregoing is a complete, true and correct copy of the banking resolutions adopted by the Board of Directors, the Members or the General Partners, Commission, Council or Governing Board as applicable, of the Organization, government entity or authority and that the resolutions are still in full force and effect and have not been amended or revoked and do not exceed the objects or powers of the Organization, government entity, authority or the powers of its management or Governing Board, Commission or Council.

### Incumbency Certificate:

<table>
<thead>
<tr>
<th>Add/Delete</th>
<th>Name</th>
<th>Title</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add</td>
<td>DIANE L. HANSEN</td>
<td>PRESIDENT</td>
<td></td>
</tr>
<tr>
<td>Add</td>
<td>CARLOS A. BOHORQUEZ</td>
<td>CHIEF FINANCIAL OFFICER</td>
<td></td>
</tr>
<tr>
<td>Add</td>
<td>KATHY CLANCY</td>
<td>CONTROLLER</td>
<td></td>
</tr>
</tbody>
</table>

* If you choose to provide your own Banking Resolution and Certificate of Incumbency (with specimen signatures), it must be attached to the signature card.

This Banking Resolution and Certificate of Incumbency must be signed as follows:

- **Corporations**: Secretary or assistant secretary of the company must sign.
- **Any Partnership type**: One of the general partners must sign. If the general partner is an organization, show the name of the general partner and include capacity of signer.
- **Limited Liability Company**:
  - **Member Managed LLC**: One of the members or an officer of the company must sign. If the member or manager is an organization, show the name of the member or manager and include capacity of signer.
  - **Manager Managed LLC**: The manager or managers or an officer authorized of the company must sign. If the member or manager is an organization, show the name of the member or manager and include capacity of signer.
- **Other unincorporated organizations**: An officer of the organization who is authorized by the by-laws or operating agreement of the company must sign.
- **Government entities, authorities or agencies**: An authorized signer of the government entity/authority who is authorized by the statutes must sign.
<table>
<thead>
<tr>
<th>Title:</th>
<th>SECRETARY</th>
</tr>
</thead>
</table>

Type or Print Name of Certifying Individual
TANYA L. HOWELL

Name of Company who is General Partner or Member, leave blank if not applicable. (Type or print Name of company including the legal name of any member, managing member, manager, or general partner who is signing and who is not an individual)

| Signature: | Date: |
TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: During their audit of the FY2017 Financial Statements for Palomar Health Development, Aldrich CPAs determined that the gross revenues of the corporation exceeded $2M. In their Audit Report, they made notification to the Board that, under the California Nonprofit Integrity Act of 2004, charities with gross revenues in excess of $2M must establish and maintain an Audit Committee. It was further explained that the Audit Committee could not include staff members, the President or Chief Executive Officer, or the Treasurer or Chief Financial Officer of the Organization. Any two of the three remaining members of the Board were eligible for appointment to the Audit Committee. Based on that information, the auditor recommended the formation of an Audit Committee.

As this Board governs under the rules of the Brown Act, advice of counsel was sought and obtained regarding the formation of an Audit Committee. The Amended & Restated Bylaws of the corporation were also reviewed. In accordance with Article IV, §4.12 of the Bylaws: “The Board may, by Resolution adopted by a majority of the number of Directors then in office, create one or more Board committees, each consisting of at least two Directors, to serve at the pleasure of the Board. Board committees may be standing (no set term) or special (set term). Appointments of Directors to Board committees shall be made by the Board. Any such Board committee, to the extent provided in a Resolution of the Board, may be given the authority of the Board except with respect to:”, and there are several specific limitations further defined within that section of the Bylaws.

At the November 4, 2017, meeting this Board passed Resolution No. 11.04.17(06)-2, which addressed the formation of a Board Audit Committee and appointed two members of the Board to that Committee by name. One of those named Committee members, Joy Gorzeman, resigned from the Palomar Health Board, effecting her automatic resignation from this Board. As membership was by name rather than title, the Committee was unable to hold an inaugural meeting prior to presentation of the FY2018 Financial Statement Audit Report to the full Board.

On advice of Counsel, a superseding Resolution was drafted, presented and approved at the November 5, 2018, Board meeting. That Resolution, No. 11.05.18(05)-2, mirrored the previous Resolution, with the exception that instead of appointing members by name, they were instead appointed by title (e.g., “the two Palomar Health-appointed Directors of the Board not appointed Chairperson of the Board”). Based on the wording of the current Resolution, Directors Griffith and Engel are the CY2019 members of the Audit Committee.

A timeline for completion of the FY2019 Financial Statement Audit has been drafted by the Finance team. That timeline anticipates a presentation to the Audit Committee in mid-November. Following that review, the formal review and approval by the full Board would occur in early to mid-December at the second Regular Meeting of the Board.
No action with regard to scheduling an Audit Committee meeting is being requested at this time, pending formalization of the draft audit timeline once the audit work has begun.

**Budget Impact:** None.

**STAFF RECOMMENDATION:**

- **Motion:**
- **Individual Action:**
- **Information:** X
- **Required Time:**
Setting the Date for the Remaining Regular Meeting for Calendar Year 2019

TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: The Bylaws of Palomar Health Development, Inc. {ARTICLE IV, Section 4.03(a), amended January 7, 2015} require that the Board pass a Resolution stating the date, time and location of the Board’s second regular meeting for the calendar year.

As this is the Annual Meeting of the Board, the attached Resolution stating the date, time and place of the Board’s remaining regular meeting for the calendar year has been drafted. The Board is requested to choose between the two following dates, with a start time of 12:00 noon.

<table>
<thead>
<tr>
<th>DATE</th>
<th>PURPOSE OF MEETING</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday December 9, 2019</td>
<td>Second Regular Meeting Fiscal Year 2019</td>
<td>1st Floor Conference Room</td>
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<tr>
<td></td>
<td></td>
<td>Palomar Health Administration</td>
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<td></td>
<td></td>
<td>456 E. Grand Avenue, Escondido</td>
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<tr>
<td>OR</td>
<td></td>
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<tr>
<td>Wednesday December 11, 2019</td>
<td>Second Regular Meeting Fiscal Year 2019</td>
<td>1st Floor Conference Room</td>
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<td>Palomar Health Administration</td>
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<tr>
<td></td>
<td></td>
<td>456 E. Grand Avenue, Escondido</td>
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</tbody>
</table>

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board set the date, time and place for the Board’s second regular meeting for Calendar Year 2019, and that the Board adopt Resolution No. 03.15.19(06)-6 after it has been amended to reflect the date, time and location chosen.

Motion:

Individual Action: X

Information:

Required Time:
RESOLUTION OF THE BOARD OF DIRECTORS OF
PALOMAR HEALTH DEVELOPMENT, INC.
SETTING THE DATE, TIME & LOCATION FOR THE
REMAINING BOARD MEETING FOR CALENDAR YEAR 2019

WHEREAS, Palomar Health Development, Inc. [Health Development] is required, pursuant to Section 54954 of the California Government Code and Section 4.03(b) of the Health Development Bylaws, to pass a resolution adopting the time, place and location of the regular board meetings.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the following are the date, time and location of the remaining regular meeting for Calendar Year 2019 (January – December):

<table>
<thead>
<tr>
<th>DATE</th>
<th>PURPOSE OF MEETING</th>
<th>LOCATION</th>
</tr>
</thead>
</table>
| Monday December 9, 2019, OR Wednesday December 11, 2019 12:00 noon | Regular Meeting Fiscal Year 2019 | 1st Floor Conference Room  
Palomar Health Administration  
456 E. Grand Avenue, Escondido |

PASSED AND ADOPTED at the meeting of the Board of Directors of Health Development, held on March 15, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

DATED: March 15, 2019

APPROVED: Tom Kumura, FHFMA, Chairperson  
Board of Directors  
Palomar Health Development, Inc.

ATTESTED: ________________________________ , Secretary  
Board of Directors  
Palomar Health Development, Inc.
TO:         Palomar Health Development Board

MEETING DATE:   Friday, March 15, 2019

FROM:       Carlos A. Bohorquez, Director

Background:  At each regularly scheduled meeting of the Board of Directors of Health Development, the staff members provide the most recent financial report. Aimee Ebner will review the Health Development February 2019 & YTD Fiscal Year 2019 Financial Report (Addendum C).

Budget Impact:  None.

STAFF RECOMMENDATION:  Staff recommends approval of the Health Development February 2019 & YTD Fiscal Year 2019 Financial Reports.

Motion:        X

Individual Action:

Information:

Required Time:
TO: Palomar Health Development Board

MEETING DATE: Friday, March 15, 2019

FROM: Carlos A. Bohorquez, Director

Background: At the regularly scheduled meeting of the Health Development Board in October 2011, the Board approved the creation of a Financial and Accounting Services Agreement between Palomar Health Development (PHD) and Palomar Health (PH) for reimbursement of the time spent by the PH Finance Department to provide administrative oversight both for the grants being managed through PHD and the studies being conducted through the Research Institute (RI).

That agreement has been amended by the Board from time to time, most notably by:

- The addition of an automatic renewal clause to the agreement’s term; and,

- The removal of reimbursement for Research Institute studies as those are no longer being conducted.

The agreement is administratively reviewed on an annual basis to ensure that compensation is being paid at an appropriate level and that any recommended changes to compensation have been presented to the Board for approval prior to implementation.

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends approval of the automatic renewal of the Financial and Accounting Services Agreement between Palomar Health Development and Palomar Health, effective on July 1, 2019, with no change to the $2,000 per month in reimbursement to Palomar Health.

Motion: X

Individual Action:

Information:

Required Time:
# ADDENDUM A

## Meeting Minutes

<table>
<thead>
<tr>
<th>ATTENDANCE ROSTER</th>
<th>MEETING DATES</th>
<th>5/14/18</th>
<th>11/5/18</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MEMBERS</strong></td>
<td></td>
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</tr>
<tr>
<td>Hans Christian Sison, LVN, Chair</td>
<td>C</td>
<td>E</td>
<td></td>
</tr>
<tr>
<td>Jeff Griffith, EMT-P, Vice-Chair</td>
<td>P</td>
<td>P</td>
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<tr>
<td>Dara Czerwonka, MSW</td>
<td>P</td>
<td>P</td>
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<tr>
<td>Diane Hansen, Treasurer</td>
<td>P</td>
<td>P</td>
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<tr>
<td>Hugh King</td>
<td>E</td>
<td>P</td>
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<tr>
<td>Ray McCune, RN</td>
<td>E</td>
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<tr>
<td><strong>Staff Attendee</strong></td>
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<tr>
<td>Tanya Howell, Secretary</td>
<td>P</td>
<td>P</td>
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<tr>
<td><strong>Guest Presenters</strong>&lt;sup&gt;1&lt;/sup&gt;</td>
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</tbody>
</table>

P = Present  E = Excused  C = Chair

---

<sup>1</sup> See text of minutes for names of invited guests/presenters
I. CALL TO ORDER

- Vice Chairperson Jeff Griffith called the meeting to order at 12:05 p.m.
- Quorum comprised of Directors Griffith, Czerwonka, Hansen & King

II. PUBLIC COMMENTS
- There were no public comments

III. INFORMATION ITEMS
- None

VII. NEW BUSINESS*


MOTION: By Director King, seconded by Director Czerwonka, to approve Resolution No. 11.05.18(04)-1 – Authorizing Acceptance of the Independent Audit of the Annual Financial Report of Palomar Health Development, Inc., for Fiscal Year End 2018 as the Annual Report. Carried by the following vote, taken by roll call: Ayes: Directors Czerwonka, Griffith, Hansen & King. Absent: Chairperson Sison

- Representing the auditing firm Aldrich CPAs + Advisors, Andy Maffia, Partner (who oversaw the entire audit process), and Sarah Giddens, Senior Associate (who conducted the field work), presented the auditor’s findings using the presentation included as Addendum A of the agenda packet, which was comprised of the Report to the Board of Directors and the Audited Financial Statements
  - Both reports will be dated as of today but are currently in draft form in case the Board has questions that require that edits be made
  - The Executive Summary (P22) provides key takeaway points
    - The firm was hired to render an opinion and rendered an unmodified opinion, the highest level of confidence and the same opinion rendered last year
  - Internal Control (P23)
  - The firm wasn’t hired to provide an opinion on internal controls, but was required to consider them in the course of completing the opinion on the financial statements

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker
**AGENDA ITEM**

- **DISCUSSION**

  - Under that limited review, nothing was found
  - Board Communication Letter *(Pp24-25)*
    - Areas identified as risks were reviewed and resolved to satisfaction of auditors
    - Focused on cash and on receivables, ensuring that amounts due on contracts were been earned and due, with revenues recognized appropriately
    - Reviewed journal entries to ensure proper segregation of duties with no one person handling all parts of the transaction, as well as grant revenue and the line of credit with Palomar Health
    - Did not identify any material weaknesses or deficiencies
    - There were no difficulties with management, and the only real item was a recommendation for the Board to appoint an Audit Committee
    - Secretary Tanya Howell indicated to Mr. Maffia that although the Audit Committee was created last year, due to the loss of Board members during the year, an inaugural meeting was never held
      1. A Superseding Resolution on that matter is on the agenda for today’s meeting
    - Mr. Maffia stated that the auditors would like to meet with the new Audit Committee twice a year – once before and once after the audit
  - Summary of Uncorrected Misstatement *(P26)*
    - No uncorrected misstatements were actually posted to the financial statements, as only one is immaterial to the financial statements
    - Only have one speaks highly of the accounting function within the organization and points to the accuracy of the financial information
    - The auditors must keep track of each to determine if they might have been material in the aggregate
  - Management Representation Letter *(Pp27-28)*
    - Very similar to that issued in the prior year
  - Independent Auditors’ Report *(P31)*
    - Provided an unmodified opinion
  - Statements of Financial Position *(P32)*
    - There was some discussion about the relationship between PHD & Palomar Health regarding assets vs. liabilities, but the deficit is positively trending downward, from $972K last year to $841K this year
      - Similar to prior year, cash is down, mostly due to the LoC which is due in 2021, but will likely be adjusted if PHD is unable to pay it in full

**CONCLUSIONS/ACIONS**

**FOLLOW-UP/RESP PARTY**

---

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
**DISCUSSION**

- **Statement of Activities (Pp33-34)**
  - Revenue and Expenses showed a positive change in Net Assets, with more Revenues than Expenses
- **Statements of Cash Flows (P35)**
  - Provides a review of the cash account, which did decrease, mostly due to the LoC and the impact of various other accounts
- **Notes to Financial Statements (Pp36-39)**
  - Contains everything required to allow an understanding of the organization throughout the year

**OLD BUSINESS**

**A. PRIOR MEETING ACTION ITEMS**

- Secretary Howell stated that there were two topics on which there was to have been follow-up
  - **REVIEW OF THE RESEARCH INSTITUTE’S ROLE**
    - Hala Helm, VP Risk, Legal & Compliance, stated that there were ongoing research projects being conducted within the Palomar Health District prior to her arrival, and some of the funding related to those projects ran through Palomar Health Development, Inc., under the auspices of the Research Institute
    - Research within the District has been restructured, and COO Sheila Brown has placed a moratorium on any new research projects or renewals of existing projects, with plans to revisit the research projects structure in the coming year to determine whether it matches the goals and objectives of the District
      - If so, then an appropriate structure will be set in place to manage any new projects, including determining internal governance, and the multidisciplinary composition of the team
    - Director Hansen also indicated that there was some question about disbanding the Research Institute, but she didn’t feel that step was necessary at this time
  - **INAUGURAL AUDIT COMMITTEE MEETING**
    - This topic will be addressed under Section VII.B.

**MINUTES**

**A. Regular Meeting, Monday, May 14, 2018**

**MOTION:** By Director Czerwonka, seconded by Director Hansen and carried to approve the minutes of the Regular Meeting of Monday, May 14, 2018. All in favor. None opposed.

- No discussion
**VI. PRESENTATIONS**

<table>
<thead>
<tr>
<th>A. First 5 Commission Funded Programs at Palomar Health</th>
<th>Information Only</th>
<th>The Board is to be invited to upcoming graduation ceremonies</th>
</tr>
</thead>
</table>

- **Healthy Development Services (HDS)**
  - Utilizing the presentation included as Addendum C of the agenda packet, Cindy Linder, RN, BSN, Regional Coordinator for HDS, provided information on the HDS program
  - It has been 20 years since the tobacco tax was enacted, and those taxes provide a revenue stream that feeds this program in all of California’s 58 counties, providing the funding to serve children under the age of 5
  - This is year 4 of our third 5-year contract, which pays for about 20 FTEs, including Case Managers, Speech Therapists, Occupational Therapists, Physical Therapists, and Behavioral Health Specialists
  - The services are for children who would not be eligible for services at schools/by insurance companies as their concerns/delays are not severe enough to qualify
  - HDS is a county-wide project, with Palomar Health as the lead in the North Inland County
  - The North Inland Community Partners (P51) are the referral sources for most of the children in the program
    - 60% come from primary care providers; 20% come from the remaining partners listed; and 20% come by word of mouth
  - HDS demographics (P52) are reviewed each year to confirm that we’re really serving our local community; however, the SANDAG demographic numbers are only published every 10 years
    - Over the last 10 years, the Hispanic demographic has reduced from 89% to 66%, due in large part because in the early years the program worked more closely with community clinics, not the expanded set of current partners
    - Services to 0-3 year-olds has increased 5% over the prior year
    - There was some discussion about new demographics related to millennials and military populations, both of which require different approaches to treatment
  1. In response to an inquiry by Director Hansen, Ms. Linder indicated that the military does provide similar services through a contract with Rady for on-base services, but there is some stigma in the military associated with accessing services, so many prefer to be off-site

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
<table>
<thead>
<tr>
<th>(I.A) AGENDA ITEM</th>
<th>CONCLUSIONS/ACTIONS</th>
<th>FOLLOW-UP/RESP PARTY</th>
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<tbody>
<tr>
<td>DISCUSSION</td>
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<td></td>
<td>a) She indicated there is also a new app that military families can use which has been well received</td>
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<td>o Ms. Linder stated that the needs of each child are reviewed, then they and their parents attend the following as appropriate: group meetings, speech therapy, gym classes and sessions with a physical therapist</td>
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<td>o Director Griffith commented that his daughter is a behavioral health technician, and she has often discussed the fact that educating the parents is a huge part of the equation</td>
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<td>o Ms. Linder stated that they program is required to keep a record of the parents’ attendance, not just that of the children</td>
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<td>o There are also children who are found to be more appropriate for services from other programs, and the staff at HDS does everything in their power to obtain those more appropriate referrals</td>
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<td></td>
<td>o Developmental Trajectories (P55)</td>
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<td>o The blue line represents a typical trajectory</td>
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<td>o The red line represents the anticipated trajectory for a child with delays</td>
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<td>o The green line represents the trajectory for a child who has received treatment</td>
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<td>1) The gap is very wide without treatment, but it narrows considerably with treatment</td>
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<td>o Ms. Linder provided a brief case study of one of the children who didn’t qualify for the transition to school and was referred to HDS, was assessed and made progress</td>
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<td>o As each child is different, the HDS team is grateful that the funder allows them to take a step back and assess each as an individual</td>
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<td>o Funds are limited, not due to fewer smokers, but because sustainability funding was taken by the State</td>
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<td>o QA Survey (P57)</td>
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<td>o All families are surveyed, and comments aren’t required, but are always offered</td>
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<td></td>
<td>o Thank you for allowing us to do this important work</td>
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<td>FIRST STEPS</td>
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<td>o Virginia Barragan, FACHE, PT, MOMT, DPT, VP Continuum of Care, introduced herself and indicated that she would be making the presentation on the First 5 First Steps program as Shirin Strauss was unable to attend due to a death in the family</td>
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<td></td>
<td>o Funding is just over $1.2M annually, with a total of $8.9M for the first seven years</td>
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<td>o Services are providing using a home visiting parent educator model, and the first families just graduated</td>
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</table>
|                   | o Palomar Health partnered with all of North County and offers services all the way to the coast, with the Vista Community Clinic serving

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
**AGENDA ITEM**

- **DISCUSSION**

  coastal families
  - All members of the staff are lactation educators, and many are certified in infant massage
  - The program is very focused on parent education, including engaging fathers, based on an evidence-based model and curriculum developed by Healthy Families America (HFA) and Parents As Teachers (PAT)
  - In response to an inquiry by Director Griffith regarding whether there was any medical education provided in addition to other educational and support services for the family (e.g., is there any way to teach them to handle things like infant seizures), Ms. Barragan indicated that the parents often call the program when they don’t know what to do, and they are generally referred to their pediatricians
  - Attaching prenatally provides better outcomes, with many of the services provided to teen moms, military moms with no family support system in the area, etc.
  - Demographics (P65) – A large percentage of the parents are Hispanic/Latino, and almost half haven’t completed high school
  - The team goes to the family, wherever that might be, as some are homeless, and home visits are conducted in any location where the parent feels safe
  - Educational sessions and workgroups are also conducted with other families, allowing connections with other moms in similar situations
    - The annual holiday event provides the only gift many of the children will receive
  - First Steps also has numerous community partners (P67)
  - Samplng of Outcomes: FY17-18 to Date (P68)
    - 310 families have been served, with over 2,500 home visits
    - 42% of the families increased their base household income between enrollment and graduation
  - Sampling of Clinical Outcomes (P69)
    - Exceptional outcomes
  - The program may be receiving additional funding for which an RFP won’t have to be submitted, as CalWORKs loved the First Steps model and wanted to create their own program
    - The program will be an expansion of funding from that source to existing First Steps programs, with $370K in anticipated funding for a January 1, 2019, go-live
  - The North County Home Visiting Collaborative will be hosting a Legislative Breakfast on April 26, 2019
    - All partners are coordinating, and legislators will be invited

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*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
### Board of Directors – Meeting Minutes – Monday, November 5, 2018

#### (I.A) Agenda Item

<table>
<thead>
<tr>
<th>DISCUSSION</th>
<th>CONCLUSIONS/ACTIONS</th>
<th>FOLLOW-UP/RESP PARTY</th>
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<tbody>
<tr>
<td><strong>o</strong> Client Success Story <em>(P71)</em> – see slide</td>
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<tr>
<td><strong>o</strong> Ms. Barragan stated that the children are all now 3, and the team is celebrating with graduation ceremonies, to which the Board will be invited</td>
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#### B. Update on Grants & Contracts Inventory

**Information Only**

- Aimee Ebner, Staff Accountant I, provided an overview of current, expired and pending grants *(See Addendum E for details)*
  - First Steps had carryover funds from FY2017
  - Bioterrorism/Emergency Preparedness funding had a countywide reduction for FY2019, and the total available also includes carryover funds from prior years

- Michelle Shores, Director of Forensic Health Services, joined Ms. Ebner to discuss the following two grants
  - **New Alternatives/Green Oaks Ranch**
    - The current nurse practitioner is retiring, so a replacement has been hired as a PT1, and they are looking for second PT1 to make it a full FTE
    - The current physician, Dr. Graf, is also retiring, so Dr. Mary Spencer’s contract has been provisioned to allow her to perform oversight for the program until the position can be replaced
  - **Emergency Medical Services**
    - Ms. Shores indicated that this is a pilot program to provide exams for domestic violence
    - There have been 267 exams, not including the follow-up exams
    - An inventory of patients through September indicated that of the 236 exams conducted, 201 of the patients had a strangulation
    - Prosecutors have a 72% filing rate for felony cases where a medical exam was conducted, which falls to 32% without
      1) Most of the cases are not even going to trial, the exams are able to provide so much evidence
    - A secondary grant has also been given that allows the team to do forensic interviews of children who might have been witnesses
      1) The grant also provides for the children to receive one-time counseling
    - The program is serving as a national model and, with the approval of Administration, Ms. Shores will be granting an interview to *The Washington Post* to discuss this new program, including the strangulation protocol
    - With others, Ms. Shores was able to identify a gap in the consent law, which has now been changed to allow minors to have the right to consent for medical and forensic care without parental consent
    - The Foundation will be holding a gala on June 1, 2019, and they are inviting fire fighters and law enforcement

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, NOVEMBER 5, 2018**

(I.A) **AGENDA ITEM**

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<tr>
<td>o Ms. Shores also noted that she is working with Michelle Gunnett on the x-ray protocols for strangulation, then EMS will be trained at our ER to know what to look for, after which the program will be rolled out countywide</td>
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<td>o Director Griffith thanked Ms. Shores for doing a great job to expand what was an almost de-funded program</td>
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<td>o The Marjorie Mosher Schmidt Child Abuse Program no longer has funding, but previously received funds are still rolling over to provide the required continuing education for the forensic nurses, who appear as expert witnesses in court</td>
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<td>o The two pharmacy grants were defunded as neither funder was able to continue providing support through funding</td>
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<td>o CalWORKs is pending, and Ms. Ebner will be meeting with Shirin Strauss on Tuesday to submit the budget</td>
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**VII. NEW BUSINESS* (Continued)**

**B. Resolution No. 11.05.18(05)-2 – Authorizing the Creation of an Audit Committee and Appointing Members to that Committee (Superseding)**

**MOTION:** By Director King, seconded by Director Hansen, to approve Resolution No. 11.05.18(05)-2 – Authorizing the Creation of an Audit Committee and Appointing Members to that Committee *(Superseding)*. Carried by the following vote, taken by roll call: Ayes: Directors Czerwonka, Griffith, Hansen & King. Absent: Chairperson Sison

- The Resolution as originally drafted required appointment of Audit Committee members by name, which became problematic when one of the two named members resigned from the Palomar Health Board, thereby effecting her resignation from the PHD Board and its Audit Committee
- The new Resolution names Audit Committee members by position, based on the following rules from the Bylaws
  - There must be at least 2 members of the Board on the committee
    - Directors Hansen & King are excluded from the Board as they are officers of the corporation
    - That leaves the 3 Board members from whom to choose a 2-person committee, so the Resolution names Audit Committee members as “the two Palomar Health-appointed members of the Board not appointed Chairperson of the Board”

**B. Medical Director First 5 Healthy Development Services – Byron Chow, MD**

**MOTION:** By Director Czerwonka, seconded by Director King and carried to approve the medical directorship of Byron Chow, MD, for the First 5 Healthy Development Services program. All in favor, none opposed.

- No discussion

**C. Medical Director First 5 First Steps – Byron Chow, MD**

**MOTION:** By Director King, seconded by Director Hansen and carried to approve the medical directorship of Byron

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
### BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, NOVEMBER 5, 2018

#### AGENDA ITEM

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<tbody>
<tr>
<td>1.</td>
<td>DISCUSSION</td>
<td>Chow, MD, for the First 5 First Steps program. All in favor, none opposed.</td>
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</table>
| 2. | Prior to review of the remaining actionable items, Director Hansen indicated that both she and Director Czerwonka needed to leave for another meeting, which would have compromised the quorum  
   - All members of the Board agreed that it would be appropriate for votes to occur on the remaining items, with the formal presentation of those materials to follow Directors Hansen & Czerwonka’s departure |  |
| 5. | Operating Budget – Health Development | MOTION: By Director Hansen, seconded by Director Czerwonka and carried to ratify the operating budget for Palomar Health Development, Inc., as developed during the Palomar Health budgeting process. All in favor. None opposed. | |
| 6. | Resolution No. 11.05.18(06)-3 – Setting the Date, Time & Location for the Annual Organizational Meeting for Calendar Year 2019 | MOTION: By Director Czerwonka, seconded by Director Hansen to approve Resolution No. 11.05.18(06)-3 Setting the Date, Time & Location for the Annual Organizational Meeting for Calendar Year 2019, as written, with both date options. Carried by the following vote, taken by roll call: Ayes: Directors Czerwonka, Griffith, Hansen & King. Absent: Chairperson Sison | Board Assistant Howell will obtain signatures on the Resolution, then will post it on the PHD page within the PH website |

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker.*
**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, NOVEMBER 5, 2018**

**(I.A) AGENDA ITEM**

**• DISCUSSION**

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<tr>
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<tbody>
<tr>
<td>• Referencing Page 17, Board Assistant Howell stated there were two potential dates for the meeting: Monday, April 8, 2019, or Tuesday, April 9, 2019, with a recommended meeting start time on either date of 12:00 noon, to be held in the First Floor Conference Room in the Palomar Health Administration Building, 456 E. Grand Avenue, Escondido, California</td>
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<tr>
<td>• As the membership of this Board will change by Palomar Health Board appointment prior to the end of this calendar year, Director Czerwonka’s motion was to hold both dates, with the new Board to decide on a final date prior to meeting</td>
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<tr>
<td>• No discussion</td>
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<thead>
<tr>
<th>F. Resolution No. 11.05.18(07)-4 – Bank of America/Merrill Lynch Deposit Account &amp; Treasury Management Services Banking Resolution &amp; Certificate of Incumbency</th>
<th>MOTION: By Director Czerwonka, seconded by Director King to approve Resolution No. 11.05.18(07)-4 – Bank of America/Merrill Lynch Deposit Account &amp; Treasury Management Services Banking Resolution &amp; Certificate of Incumbency. Carried by the following vote, taken by roll call: Ayes: Directors Czerwonka, Griffith, Hansen &amp; King. Absent: Chairperson Sison</th>
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<tbody>
<tr>
<td>• Board Assistant Howell will obtain appropriate signatures on the original resolution and forward it to the Finance team for the bank</td>
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</table>

**VIII. BOARD FUTURE AGENDA ITEMS**

| • N/A |

**IX. ADJOURNMENT**

MOTION: The meeting was adjourned by Vice Chairperson Griffith at 1:31 p.m.

**SIGNATURES:**

<table>
<thead>
<tr>
<th>PHD Board Vice Chair</th>
<th>Board Assistant</th>
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<tbody>
<tr>
<td>Jeff Griffith, EMT-P</td>
<td>Tanya Howell</td>
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</table>

*Next Meeting: Organizational Meeting – at 12:00 noon on Monday, April 8, 2019 OR Tuesday, April 9, 2019, Palomar Health Administrative Offices, 456 E. Grand Avenue, Escondido, CA 92025*

*The first matter in §VII. New Business was taken out of order to accommodate the guest speaker*
Grant Update

March 15, 2019
# Current Grants

<table>
<thead>
<tr>
<th>TILE</th>
<th>GRANTOR</th>
<th>PURPOSE</th>
<th>AWARDED</th>
<th>FY19 FUNDS AVAILABLE</th>
<th>BEG/END DATE</th>
<th>UPDATES</th>
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</table>
| First 5 First Steps | First 5 Commission | To provide a comprehensive, community-based Targeted at Risk Home Visiting project for the North Inland/North Coastal region using the Healthy Families America (HFA) and Parents As Teachers (PAT) models. Palomar Health will lead this project and provide direct home visiting services. | $1,278,323 | $522,978 | 07/01/15-06/30/20 | *$755,345 invoiced in FY19 (Jul-Feb19)  
*$72,967 overhead received in FY19  
*Overhead budget is $121,339 for FY19 |
| Healthy Development Services (HDS) | First 5 Commission | To serve as lead agency for the North Inland Region to provide integrated care and treatment services that address the health, developmental and behavioral needs of children ages birth through 5 years | $1,888,125 | $726,215 | 07/01/15-06/30/20 | *$1,161,910 invoiced in FY19 (Jul-Feb19)  
*$132,324 overhead received in FY19  
*Overhead budget of $213,083 for FY19 |
## Current Grants

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Bioterrorism/Emergency Preparedness</td>
<td>County of San Diego, Health &amp; Human Agency</td>
<td>To enhance San Diego’s Emergency Preparedness by utilizing HPP funding to purchase priority equipment and supplies including evacuation equipment, interoperable communications equipment, and surge capacity for pandemic influenza and fatality mgmt.</td>
<td>$1,625,483 Total over 12 years.</td>
<td>$57,194</td>
<td>5/25/05-6/30/19</td>
<td>*$19,938 spent in FY19 (Jul-Feb19) *$155,671 currently remains in fund</td>
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<tr>
<td>Green Oaks Ranch</td>
<td>New Alternatives, Inc.</td>
<td>Provides an intake center for assessment and placement of abused, neglected, and/or abandoned children taken into immediate protective custody by Law Enforcement Officers and/or Health &amp; Human Services Agency Social Workers.</td>
<td>$157,000 per calendar year</td>
<td>$131,783 through 12/31/19</td>
<td>1/1/19-12/31/19</td>
<td>*$102,896 invoiced in FY19 (Jul-Feb 19) *contract is based on calendar year</td>
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## Current Grants

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</thead>
<tbody>
<tr>
<td>Emergency Medical Services</td>
<td>County of San Diego</td>
<td>To provide forensic medical exams on an on-call basis for victims in San Diego County.</td>
<td>$310,000</td>
<td>$63,600</td>
<td>2/1/17-12/31/19</td>
<td>*$86,400 invoiced in FY19 (Jul-Feb 19)&lt;br&gt;Reimbursement rate of $450 per exam for up to 688 exams.&lt;br&gt;$150,000 in funding available from 7/1/18-12/31/19</td>
</tr>
<tr>
<td>Marjorie Mosher Schmidt Foundation - Child Abuse Program</td>
<td>Marjorie Mosher Schmidt Foundation</td>
<td>To provide funds for Nurse education as well as forensic imaging equipment.</td>
<td>$27,000</td>
<td>$0</td>
<td>12/14/09-N/A</td>
<td>*$829 remains in fund as of February 2019&lt;br&gt;Additional funding is not expected at this time</td>
</tr>
</tbody>
</table>
# New Grants

<table>
<thead>
<tr>
<th>TITLE</th>
<th>GRANTOR</th>
<th>PURPOSE</th>
<th>AWARDED</th>
<th>FY19 FUNDS AVAILABLE</th>
<th>BEG/END DATE</th>
<th>UPDATES</th>
</tr>
</thead>
</table>
| CalWORKs Home Visiting Program | County of San Diego | To provide direct home visiting services to families who are enrolled in CalWORKs. | $397,703 from 2/1/19 through 6/30/20 | $142,667 | 2/1/19-6/30/20 | *$145,787 awarded for FY19 (Feb-Jun)  
*$3,120 invoiced in Feb19  
*$251,916 expected award for FY20 |
Financial Performance

Fiscal Year 2019 – February 2019

March 15, 2019
Income Statement
For the Period Ending February 28, 2019

<table>
<thead>
<tr>
<th></th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Budget Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue and Support</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue - Grants/Contracts</td>
<td>205,291</td>
<td>220,000</td>
<td>(14,709)</td>
</tr>
<tr>
<td>Revenue - Other</td>
<td>4,681</td>
<td>1,333</td>
<td>3,347</td>
</tr>
<tr>
<td><strong>Total Revenue and Support</strong></td>
<td>209,971</td>
<td>221,333</td>
<td>(11,362)</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Fees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounting Fees</td>
<td>9,000</td>
<td>7,367</td>
<td>(1,633)</td>
</tr>
<tr>
<td>Consulting Fees</td>
<td>16,000</td>
<td>16,000</td>
<td>0</td>
</tr>
<tr>
<td>Supplies Hospitality</td>
<td>206</td>
<td>233</td>
<td>27</td>
</tr>
<tr>
<td>Repair &amp; Maintenance</td>
<td>2,523</td>
<td>2,523</td>
<td>0</td>
</tr>
<tr>
<td>Purchased Services Other</td>
<td>0</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>Interest</td>
<td>59,148</td>
<td>59,033</td>
<td>(115)</td>
</tr>
<tr>
<td>Insurance</td>
<td>700</td>
<td>933</td>
<td>233</td>
</tr>
<tr>
<td>Mileage</td>
<td>17</td>
<td>40</td>
<td>23</td>
</tr>
<tr>
<td>Other Direct Expense</td>
<td>21</td>
<td>13</td>
<td>(8)</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>87,616</td>
<td>86,157</td>
<td>(1,459)</td>
</tr>
<tr>
<td><strong>Changes in Net Assets</strong></td>
<td>122,356</td>
<td>135,177</td>
<td>(12,821)</td>
</tr>
</tbody>
</table>
Financial Trend

FYE 2014- February 2019
## Health Development

### Indirect Revenue Sources

**FY 2014 – February 2019**

<table>
<thead>
<tr>
<th></th>
<th>FY14</th>
<th>FY15</th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Others</td>
<td>$39,633</td>
<td>$11,227</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>First 5 First Steps</td>
<td>$53,558</td>
<td>$88,384</td>
<td>$92,103</td>
<td>$111,314</td>
<td>$118,561</td>
<td>72,967</td>
</tr>
<tr>
<td>First 5 - HDS</td>
<td>$196,607</td>
<td>$198,632</td>
<td>$201,533</td>
<td>$210,965</td>
<td>$212,958</td>
<td>132,323</td>
</tr>
<tr>
<td>Budget</td>
<td>$185,509</td>
<td>$297,301</td>
<td>$305,950</td>
<td>$305,410</td>
<td>$305,410</td>
<td>220,000</td>
</tr>
</tbody>
</table>
Health Development

FY19 Indirect Revenue Sources - February 2019

HD Indirect Revenue

First Steps
$72,967

HDS
$132,323

HDS
First Steps