

**TEHACHAPI VALLEY HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING**

Date: February 20, 2024

**Place: Tehachapi Valley Healthcare District Office
116 W E Street**

Tehachapi, CA 93561

Time: 10:00am

Audio Call: 1-347-566-2771 ID: 932899372#

Teleconference: [Click here to join the meeting](#)

AGENDA

I. CALL TO ORDER

II. FLAG SALUTE

III. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

This time is reserved for persons to address the Board of Directors on matters not on the agenda over which the District has jurisdiction. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation. Any person desiring to speak on an item on the agenda will be given an opportunity to do so prior to the Board of Directors acting on the item.

IV. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

V. CONSENT AGENDA

The following items are considered routine and non-controversial by District Staff and may be approved by one motion. If a member of the Board or audience wishes to comment or ask questions on an item, it will be moved to New Business or Reports.

Approval of Minutes

- | | |
|---|-------|
| 1. BOD Meeting Minutes 01/16/24 | Tab 1 |
| 2. Receive and File, Strategic Committee Minutes 01/11/24 | Tab 2 |
| 3. Receive and File, Finance Committee Minutes 01/08/24 | Tab 3 |
| 4. Receive and File, Community Outreach Minutes 11/07/23 | Tab 4 |

VI. OLD BUSINESS

- | | |
|--|-------|
| A. Events/Meeting Compensation 2024 Resolution | Tab 5 |
| B. 2024 Board Schedule – Change to Community Outreach Cte | Tab 6 |

VII. NEW BUSINESS

- | | |
|------------------------|-------|
| A. IT Quote | Tab 7 |
| B. Grant Policy | Tab 8 |

VII. REPORTS

- | | |
|--|-------|
| A. Adventist Health Tehachapi Valley Update (C. Scrivner) | |
| B. TVHD CEO Report | Tab 9 |

VIII. CLOSED SESSION

1. Potential Litigation: TVHD v. DiamondIT
2. Lease Negotiations
 - Property 116 West F Street, Tehachapi, CA 93561
 - Negotiator: Legal Counsel
 - Parties: TVHD/Adventist Health
3. CEO Performance Evaluation
4. Report Involving Trade Secrets (Health & Safety Code 32016)
Discussion will concern (Proposed new service)
Estimated Date of Public Disclosure: March 19, 2024

IX. CLOSED SESSION REPORT

X. ADJOURNMENT

NOTICE TO THE PUBLIC

PUBLIC COMMENT PERIOD FOR REGULAR MEETINGS

Members of the public may comment on any item on the agenda before the Board takes action on it. The public may also comment on items of interest to the public that is within the subject matter jurisdiction of the Board; provided, however, the Board may not take action on any item not appearing on the agenda unless the action is otherwise authorized by law. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak.

COPIES OF PUBLIC RECORDS

All writings, materials, and information provided to the Board for their consideration relating to any open session agenda item of the meeting are available for public inspection and copying during regular business hours at the Administration Office of the District at 116 W E St., Tehachapi, California.

COMPLIANCE WITH ADA

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (Cal. Gov't Cod. § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting, should contact the Executive Office during regular business hours by phone at 661-750-4848, or in person at the District's Administrative Office at 116 W E St., Tehachapi, California.

**TEHACHAPI VALLEY HEALTHCARE DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
January 16, 2024, 10:10am
116 West E Street, Tehachapi, CA 93561**

I. CALL TO ORDER

President Nixon called the meeting to order at 10:00am.

Directors Present: Lydia Chaney, Duane Moats, Mike Nixon, Bill Steele

Directors Absent: Carl Gehricke

Others Present: Peggy Mendiburu, CEO; Scott Nave, Legal Counsel, Rick Jackson, Auditor

II. FLAG SALUTE

President Nixon led the flag salute.

III. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Lydia Chaney: I am looking forward to a productive year and have got my feet wet this first year learning about the District.

Mike Nixon: Where are we going in the future. We have a duty to the community and taxpayers to do something productive and be self-supporting.

IV. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

There were no public comments.

V. CONSENT AGENDA

A. Approval of Minutes

1. Board Meeting minutes November 14, 2023
2. Receive and File Finance minutes January 10, 2024
3. Receive and File Strategic Planning minutes January 11, 2024

Consent agenda items approved. MSA: Chaney/Moats; 4-0 (Gehricke Absent)

V. OLD BUSINESS

A. Event/Meeting Compensation Board Members

CEO Mendiburu brought forth meetings and events that could be reimbursable. Peggy to draft resolution of meetings appropriate and Board representation coming before the Board for approval.

VI. NEW BUSINESS

A. Finance Audit 2023 (2022)

Rick Jackson, auditor, reported on 2023 finance audit and highlighted:

- Cash position is the same as prior year as well as assets. There is a change in receivables as IT funds (\$1.3M) were not matched and \$1.3M returned.
- Expenses: \$3M depreciation (same as prior year)
- Non-operating revenue: Tax of \$1M per year for operations, which is money the District can spend; the second is debt service for bond payments (non-spendable);
- TVHD is receiving \$1.3M per year and only spending \$380K leaving a net of \$900K to \$1M,
- Director Moats reviewed and recommended receiving and filing.

B. 2024 Board Schedule

CEO Mendiburu provided the 2024 calendar with changes to Community Outreach Committee moving to every other month. President Nixon would like to keep Strategic Planning to monthly. Peggy to revise calendar.

C. Election of Officers

Officer representative will remain the same:

President: Mike Nixon; Vice President: William Steele; Secretary: Lydia Chaney; Treasurer: Duane Moats. **MSA: Chaney/Steele; 4-0 (Gehricke absent)**

D. Community Survey 2023

CEO Mendiburu presented results from the 2023 Community Survey, which were advertised in the newspaper, at several community meetings and functions. Total responses received were 45 with 32 answering yes to community center and adding the need for an urgent care. Six were undecided and two a no.

Per Counsel Nave, there is a non-compete clause with Adventist and the District would have to discuss the services provided and ensure there is no conflict with Adventist.

E. Policy 300.71 – Paid Time Off

CEO Mendiburu brought forward changes to the PTO policy with addition of an annual PTO Cash Out Plan of forty hours if staff's employee bank is 120 hours and eighty hours if staff's bank is 160 hours or more for last pay period each November.. Counsel Nave added that he polled three other districts with two having a PTO cash out plan.

F. Policy 3.73 – Paid Sick Leave and Extended Sick Leave

CEO Mendiburu brought forward changes to the paid sick leave policy. The State of California has mandated forty hours per year, which if unused, will not carry over and a new bank of 40 hours will be provided in January of each year.

CEO Mendiburu brought forth revisions to extended sick leave as Counsel Nave questioned the amount of leave provided. CEO Mendiburu is okay with lowering amount by half, which is 240 hours. Current staff have already

reached the 480 limit, which will be left in account until utilized and policy applied at that time. **MSA: Chaney/Steele; 4-0 (Gehricke absent)**

G. LAFCo Nominations

The District is not interested in participating.

VII. REPORTS

A. Adventist Health Tehachapi Valley Update (Christina Scrivner)

- Not present. Per Peggy, Christina will attend the February meeting.

B. TVHD Report (Peggy Mendiburu)

- Report attached.

VIII. CLOSED SESSION

Potential Litigation: One Case Diamond

One case of potential litigation was discussed.

Lease Negotiations - 116 West F Street, Tehachapi, CA 93561; Negotiator: CEO/Legal Counsel; Parties: TVHD/Adventist Health

X. CLOSED SESSION REPORT

In closed session, Counsel and the Board discussed potential litigation with DiamondIT, real property negotiations for 116 West F Street, and the Board discussed the CEO's performance evaluation. No other items were discussed.

Counsel Nave reported that in closed session the Board gave Counsel direction on potential litigation. Counsel provided update on lease negotiations with Adventist Health. No other items were discussed.

XI. ADJOURNMENT

President Nixon adjourned the meeting at 11:27am

Lydia Chaney, Secretary
February 20, 2024

TEHACHAPI VALLEY HEALTHCARE DISTRICT
Strategic Planning Committee
January 12, 2024
116 West E Street
Tehachapi, CA 93561
12:00pm

Board Members Present: Mike Nixon, Lydia Chaney
Staff Present: Peggy Mendiburu, CEO, Lisa Hughes, Business Manager
Guests: Corey Torres, Tehachapi Parks and Recreations
Transcribed by: Peggy Mendiburu

Approval: _____ Date: _____

I. CALL TO ORDER

Mike Nixon called the meeting to order at 12:30pm

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

III. APPROVAL OF MINUTES

November 9, 2023 minutes approved. **MSA: Chaney/Mendiburu**

IV. NEW BUSINESS

A. Survey Results to Board Meeting

Peggy Mendiburu requested bringing results to the January Board meeting. Forty-five community members responded with 32 for a community center; many added on their yes answer with a need for an urgent care. Six responded unsure and 6 no. Lydia brought forward discussion of buying a medical office versus building for an urgent care. Peggy to research buildings and interest from urgent cares. **APPROVED;**
MSA:CHANEY/NIXON

B. Use of 116 West E Street Property

Peggy brought forward a possible partnership with TVRPD as our missions and goals are similar. A park with an accessible playground was discussed. Corey Torres added the need for more space comparable to current gym location as they are out of space. There is also an interest in bringing more activities and classes for seniors.

V. OLD BUSINESS

A. None

VI. CEO Report (attached)

Peggy provided updates on finances and the District.

VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA

None.

VIII. ADJOURNMENT

Meeting adjourned at 1:00pm

TEHACHAPI VALLEY HEALTHCARE DISTRICT
FINANCE COMMITTEE MINUTES
January 10, 2024
116 W E Street
Tehachapi, CA 93561
12:00 PM

Board Members Present: Duane Moats, Carl Gehricke

Staff Present: Peggy Mendiburu, CEO, Lisa Hughes, Business Manager

Transcribed by: Lisa Hughes

Approval: _____ Date: _____

I. CALL TO ORDER

Director Moats called the Finance Committee Meeting to order at 12:00pm

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

III. APPROVAL OF MINUTES

November 8, 2023, minutes approved. **MSA: Gehricke/Moats**

IV. REPORTS

A. Finance Reports

1. Committee reviewed finance report for both November & December 2023.
2. Director Moats suggested fourth column to balance sheet and what needs to be reviewed in the monthly Finance packet moving forward.

B. American Express

Committee reviewed American Express for Nov. & Dec. 2023 with no questions.

C. Petty Cash

Reviewed for Nov. & Dec. 2023 with no questions.

V. OLD BUSINESS

A. TVHD Bank Account BOS

1. AH is working on getting their NPI to receive their Medi-Cal payments. TVHD agreed to keep the account open until they receive their number.

B. Guild Building Roofs, 101 West E. Street.

1. TVHD has gone with Western Pacific Roofing. Outside shed was completed January 12, 2023. The Guild Thrift Shop is scheduled for February 9, 2024.

C. IT System

1. CEO, Mendiburu and Legal Counsel, Nave are negotiating the current contract.

VI. NEW BUSINESS

A. Bond Capital One Tax Exempt final report

Closed account and balance being refunded.

B. Audit report (JWT)

The committee reviewed with auditor Rick Jackson.

C. Quick-Books Training (replacing Healthland)

Staff have started entering for FY2024 and will be using its reporting for Finance meeting in March 2024. Discussion of online or desktop. Director Gehricke suggested desktop.

VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA

VIII. ADJOURNMENT

Meeting adjourned at 1:00pm.

TEHACHAPI VALLEY HEALTHCARE DISTRICT
Community Outreach Minutes
November 7, 2023
116 West E Street
Tehachapi, CA 93561
10:00am

Board Members Present: Lydia Chaney, Bill Steele (via telephone)
Staff Present: Peggy Mendiburu, CEO, Lisa Hughes, Business Manager
Guests: Sarah Tehachapi News
Transcribed by: Peggy Mendiburu

Approval: _____ Date: _____

I. CALL TO ORDER

Director Steele called meeting to order at 10:01am

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

III. APPROVAL OF MINUTES

October 10, 2023 minutes approved. **MSA: Chaney/Steele**

IV. OLD BUSINESS

A. Water for Community Garden (Lisa)

1. Tyler from the City inspected. Lines need to be added and pricing.

B. Building Beds (Peggy)

We are working with the Humanitarian Group on possible dates of building beds. February is a potential month dependent on weather.

V. NEW BUSINESS

A. Cornerstone Assistance (Peggy)

We met with Josh Pierce at Cornerstone. He provided a list and cost of things they need help with. The District cannot afford to support most of the items. Committee agreed to a large coffee machine with supplies and coffee up to \$500

VI. Updates (Lisa/Peggy)

- If you know of anyone in need, the Salvation Army will hold a food drive on November 21, 2023. First come, first served.
- We are sponsoring with the City of Tehachapi, the Houchin Blood Drive at the Vineyard Church.
- The Rotary is holding the Twelve Days of Christmas food drive. Boxes are available for Board members if they wish to participate.

VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA

- A. Lydia Chaney: Thanked Lisa and Peggy for their hard work at Say Yes Summit. She appreciates participating and asked about the ability to follow up with some of the kids. Per Peggy, Judy said there will be a follow-up meeting with all involved.

VIII. ADJOURNMENT

Meeting adjourned at 10:25am.

RESOLUTION NO. 2024-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF
TEHACHAPI VALLEY HEALTHCARE DISTRICT
2024 DIRECTOR MEETING COMPENSATION

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF TEHACHAPI VALLEY
HEALTHCARE DISTRICT as follows:

WHEREAS, the Board of Directors of Tehachapi Valley Healthcare District has adopted Bylaws that include provisions regarding Director compensation for meetings annually;

WHEREAS, the Board desires to set the 2024 meeting compensation list;

NOW, THEREFORE, BE IT RESOLVED that:

1. Article II, Section 7(a), of the Bylaws is amended to read as follows:

“Section 7. Compensation, Benefits, and Expenses.

(a) Compensation.

- (1) Directors shall be paid \$100.00 for each day’s attendance at meetings of the Board, committees of the Board, the Tehachapi City Council, Tehachapi Chamber of Commerce, and other meetings approved by the Board, or for each day’s service rendered as a Director by request of the Board, not to exceed five days in any calendar month. A Director shall not be compensated for more than one meeting per day even if more than one meeting is attended in one day.
- (2) At least annually, the Board shall determine the meetings for which directors shall be compensated.”

2. This amendment will take effect February 20, 2024

3. Except as expressly stated herein, the Bylaws are readopted without change.

PASSED, APPROVED AND ADOPTED on February 20, 2024.

President

ATTEST:

Secretary

Tehachapi Valley Healthcare District Meeting Calendar

2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8		10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Community Outreach Committee, Quarterly (as needed) at 10am, Chaney/Steele
- Finance Committee, 2nd Wednesday each month at 12:30pm, Moats/Gehricke
- Strategic Planning, 2nd Thursday every month at 12:30, Nixon/Chaney
- General Board Meeting, 3rd Tuesday each month at 10am - dark December

President: Mike Nixon
 Vice President: William Steele
 Treasurer: Duane Moats
 Secretary: Lydia Chaney
 Director: Carl Gehricke



Golden Hills IT

979 W Valley Blvd Ste 2
Tehachapi
California
93561
United States

Prepared For

Peggy Mendiburu
Tehachapi Valley Healthcare
District
116 West E Street
Tehachapi
CA, United States
93561

Phone: 6617504843
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Prepared By

Daniel Burgess
Owner
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Quote Information

Quote#	1032
Created	10/19/2023
Expires	03/16/2024

I had the pleasure of meeting with you within the last week to go over your current configuration. I am confident we can help you get your IT service where you need them to be, and keep your bill flat and manageable.

I noted your frustration with the RDP connection to the server, and the on-going additional billing you have experienced from a previous provider. We can set your devices up without the RDP server, and in-fact that is the normal way we do things.

Additionally our billing will be much more stable. With our generous included labor blocks for both remote and on-site, and 15 minute increments for remote billing, and 30 minute increments for onsite you should not experience a higher bill often, and if you do we can just negotiate different labor blocks to make it worth your while.

I added the server on as managed because we can repurpose it. If you do not wish to repurpose it let me know and I will adjust the quote.

The plan here is to be your local IT company. We are in town, have office hours, and are very responsive. Reach out if you have any questions.

Premium Tier Managed Services - Per Endpoint and Per Server

Our Premium Tier Managed Services Offering - Per Endpoint is billed Per Endpoint on your account. This provides for full managed services. We essentially become your IT Department with this plan.

Under this plan we provide a full security suite to keep your devices safe from Malware and Intrusions. We achieve this through Antivirus, 24/7 Monitoring through Huntress Labs and our RMM tool, and several other pieces of software that we keep on your machines.

Preventative maintenance, management, patch management, backup, and remote remediation are provided through our RMM program that will be installed on each endpoint. Devices develop problems over time, and we aim to prevent those problems or fix them before major issues come up.

Backup is limited to 1TB of data per endpoint. Most endpoints will not exceed this. If they do, an additional \$5.00 per 250 GB will be charged.

E-mails through M365 are provided for up to one user per endpoint. If you obtain new users we will charge an onboarding fee for them, and add new licenses accordingly.

Our e-mails have spam filters and security attached, are backed up, and managed by us. If the service breaks and it is not your fault we will work to fix them included in our fee.

Our Licensing Costs more for Servers. So if you choose to have a server then it will be an additional fee.

With our Premium Managed Services offering you get a stable bill, and peace of mind when it comes to your IT. Your Labor Pools and Reduced Labor Rates will be included under your quote. Labor pools do not Roll Over and accumulate each month. They reset the 1st of each month.

Labor pools are for covered devices only. They do not go towards project work, Additions, changes, or moves. They are intended to keep your currently covered devices running.

Any repairs on devices that are covered under this agreement that are delivered to our store do not incur a labor fee.

A more inclusive list of services is included in the quote

A note about your server. As we Discussed you will not have to RDP into the server to log into your desktop. Instead we will set everything up so that it is on your computer by default. It is worth keeping the server for a file backup and file share location. Since it seems you own it it would not be worth it to lose access. If you do not want to use your server in this way we can remove this line item from the quote, and dismantle the server when everything is running properly. You would need to let us know before signing so we can adjust the quote.

Managed Services - Network Management

We charge a monthly fee to managed your network and network equipment. This fee includes licensing we pay in order to manage this equipment, and for us to remotely monitor and maintain it. If you experience networking issues and we can fix them remotely or fix the devices in our store it is included in our fees as long as it is the fault of our hardware or policies.

You requested **Microsoft Visio** for both users. This line item is reflected next and includes the desktop APP.

On-Boarding Managed Services

This line item is equal to the first Months payment. It is included to cover costs and labor while we are on-boarding you and your devices.

Since you are migrating from another service provider we are unsure of their processes for migration. We will provide up to 4 hours of labor to coordinate with your previous service provider. Usually this is plenty of time as just a few e-mails are needed. However, if more time is needed than that we will charge you at our Remote Labor Rate listed Below.

Also if any services arise when coordinating with your previous service provider that we are not aware of, we will discuss them with you, and charge accordingly for their licensing and setup. This may include both Hardware and Software.

This is usually not a problem, but could come up from time to time. We will be transparent if any issues arise, and contact you about them immediately.

Your Migration Responsibilities

You will have to contact your previous service provider and give them authorization to provide us with everything we need for the transition. Specifically we need the Global Admin credentials for all services and devices, and copies of any documentation they have stored about your devices and configurations. Specifically we need Global Admin Credentials to your Microsoft Tenant or Tenants if you have multiple, all devices at your location, and all other cloud or local services you may have. You can have them provide these to you directly, or authorize us to communicate directly with them.

Microsoft 365 E-mails

We will provide you with e-mails for your users through M365. Some are provided through our Premium Tier Service. If you exceed these we will bill you per additional license. Our e-mails are either Business Standard or Premium level, depending on the need of the client.

We also provide backup, and security for the e-mails under our Premium Tiers, and can provide these features for additional e-mails that exceed our number of Premium Tier Items.

Microsoft does require a 12 month commitment term for all licenses. You would be responsible for this fee in the event of reducing or increasing staff, or any other changes that would affect these licenses. The license can be transferred to another staff member.

We Charge a fee for migrating e-mails. It is \$100 per e-mail.

Additional E-mail Deliverability and User Security Training

We setup EasyDmarc for your domain. This controls your SPF, DKIM, and DMARC records for your domain. These are a bunch of technical terms that basically mean that your e-mails have additional security, anti-spoofing, and

better Deliverability.

We also provide User Security Training through Breach Secure Now. This includes regular security e-mails, and occasional tests administered by us to see how your business is doing.

As part of our consultation we noted your e-mails are broken, not properly configured and send VIA your onnmicrosoft domain. This is not the proper way e-mails should be setup, and we will fix this during the transition period. The programs listed above will additionally help fix any reputation issues your e-mails suffered from being misconfigured by your previous provider for so long.

Laptop and Networking Equipment

The laptop I chose is a laptop that will keep up with every changing software demands. This is a mid level CPU, with a bit of a RAM upgrade, but it is this years model. I prefer Lenovo due to their affordable extended warranties, and that those warranties are on-site. So for most issues we can have the computers fixed ASAP under warranty. We will contact Lenovo free of charge to service your warranty. We can find a more inexpensive factory refurbished computer or one from a different brand, but this is our preferred Vendor, and we have many customers happy going this route. Let us know if you would like the quote adjusted on this.

The networking equipment replaces the spectrum router, your previous providers firewall, and your Wi-Fi from spectrum. You will own this equipment, but we have to pay a management fee for some of it. This fee is included in the Managed Services- Networking section mentioned above.

We do suggest, and will work with you to upgrade your ISP to Race.

On-Site Labor

This line item is for the on-site portion of our on-boarding. It should not take more than 4 hours, but we do charge straight time. If we exceed this you will be billed at our reduced hourly rate. This is rare, but might occur if your previous provider had a complicated issue with the equipment we were not aware of.

Managed Services Premium Tier

Fully Managed Services

Description	Price	Quantity	Amount
Monthly Recurring			
Premium Tier Managed Services - Per Endpoint	\$220.00	5	\$1,100.00
Managed Services Per Endpoint	Each		
Our managed services offering includes all aspects of your IT management.			
Endpoint Security			
24/7 SOC			
Endpoint Backup			
E-mails and user management			
E-mail backup and security			

Password Managers

MFA

Remote monitoring and management – we solve problems before they arise.

Patch Management

System Monitoring

Mitigation

Remote connection to endpoints at an additional price

Managed Active Directory Managed SharePoint

Warranty Management

Remote Support

Remote Helpdesk

Discounted labor rates/pools of labor.

Monthly Recurring

Premium Tier - Managed Services Per Server

\$300.00 1 \$300.00

Server Security

Each

For Windows and Linux based servers:

Services may vary for other types of servers, but we will make sure proper security and backup is in place.

24/7 SOC

Endpoint Backup

Remote monitoring and management – we solve problems before they arise.

Patch Management

System Monitoring

Mitigation

Remote Support

Remote Helpdesk

Monthly Recurring

Managed Services Network Management

\$200.00 1 \$200.00

Provides management and monitoring of networks under the Standard plan.

Each

Monthly Recurring

Microsoft Visio Plan 2

\$18.00 2 \$36.00

Microsoft Visio (Plan 2) includes Visio Online, an always up-to-date Visio desktop application, and 2GB of OneDrive storage making it Visio's most powerful diagramming suite to date.

Each

Visio comes with a robust library of built-in and third-party templates and shapes, as well as integrated collaboration tools, so your team can work together—virtually anytime, anywhere. Store and share your diagrams and processes online and access them on the go, from nearly any device.

Link your shapes and diagrams to data from popular internal and external sources to visualize real-time information.

On-Boarding Managed Services	\$1,721.70	1	\$1,721.70
On-Boarding Managed Services	Each		

Migration Fee for E-mails that Require Migration
 Select the number of e-mails you want the data migrated for.

Description	Price	Quantity	Amount
General IT	\$100.00	4	\$400.00
General IT			

Email Deliverability and Security
 These are recommended, but not required.

Description	Price	Quantity	Amount
<input type="checkbox"/> Monthly Recurring EasyDmarc security awareness services designed to help customers strengthen their overall security through a mix of security assessments, policies and procedures, training, the latest news on security.	\$50.00	1	\$50.00
	Each		
<input type="checkbox"/> Monthly Recurring BSN Breach Prevention - 1-10 users Security awareness services designed to help customers strengthen their overall security through a mix of security assessments, policies and procedures, training, the latest news on security.	\$35.70	1	\$35.70
	Each		

Laptop Replacement
 Replacement Options for the Laptops

Description	Price	Quantity	Amount
Lenovo ThinkPad E16 Gen 1 21JN0040US 16" Touchscreen Notebook - WUXGA - 1920 x 1200 - Intel Core i5 13th Gen i5-1335U Deca-core (10 Core) 1.30 GHz - 16 GB Total RAM - 8 GB On-board Memory - 512 GB SSD - Graphite Black Lenovo ThinkPad E16 Gen 1 21JN0040US 16" Touchscreen Notebook - WUXGA - 1920 x 1200 - Intel Core i5 13th Gen i5-1335U Deca-core (10 Core) 1.30 GHz - 16 GB Total RAM - 8 GB On-board Memory - 512 GB SSD - Graphite Black - Intel	\$1,215.83	1	\$1,215.83
	Each		

Chip - Windows 11 Pro - Intel Iris Xe Graphics - In-plane Switching (IPS) Technology - English Keyboard - Front Camera/Webcam - IEEE 802.11ax Wireless LAN Standard



Lenovo

Lenovo Onsite Support (Add-On) - 3 Year - Warranty	\$97.00	1	\$97.00
Lenovo Onsite Support (Add-On) - 3 Year - Warranty - On-site - Maintenance - Parts & Labor			



Lenovo

Networking Equipment
Firewalls and AP

Description	Price	Quantity	Amount
Firewalla Gold Plus: 2.5G Cyber Security Firewall & Router Protecting Your Family and Business	\$700.00	1	\$700.00
Firewalla Gold Plus: 2.5G Cyber Security Firewall & Router Protecting Your Family and Business (Ships Worldwide)	Each		
Aruba Instant On AP22 802.11ax 1.66 Gbit/s Wireless Access Point	\$200.00	1	\$200.00
Aruba Instant On AP22 802.11ax 1.66 Gbit/s Wireless Access Point - 2.40 GHz, 5 GHz - MIMO Technology - 1 x Network (RJ-45) - Gigabit Ethernet - PoE Ports - 10.10 W - Wall Mountable, Ceiling Mountable, Rail-mountable	Each		



Hewlett Packard Enterprise

On-Site Labor for Computer Installation

Description	Price	Quantity	Amount
General IT - Onsite B2B	\$100.00	4	\$400.00
Business to Business Rate for On-Site work			

On-Time	\$4,734.53
Monthly	\$1,721.70
Tax	\$182.56
Total	\$6,638.79

Commitment Term: 3 Years

On-Site Labor Pool: 3 hrs

Remote Labor Pool: 5 hrs

Reduced Labor Rate: \$100/hr per Technician

Remote Labor Rate: \$80/hr

Monthly On-Site Visit: 30 Min

Our Normal Hours will be extended to 6PM on our Normal Business Hours, on Days that TVHD is regularly Open.

We hope you find this acceptable; if you have any queries please let us know. If you wish to proceed, please accept the quote. By signing below, you agree to our standard Terms & Conditions and/or Managed Services Agreement. We reserve the right to cancel orders arising from pricing or other errors.

[Signature area]

Name: Peggy Mendiburu

Date:

(Peggy)

END OF QUOTE

TEHACHAPI VALLEY HEALTHCARE DISTRICT GRANTS AND SPONSORSHIPS POLICY

The Tehachapi Valley Healthcare District (District) may award grants and sponsorships to benefit community-based non-profit organizations and government agencies.

The District hereby adopts the following guidelines for assistance awards:

1. The Board shall budget and allocate funds to support community healthcare, health education and health promotion in each fiscal year depending upon their capacity to do so as determined by the Board of Directors and District Management.
 - a. If a Federal and/or State Inter-Governmental Transfer (IGT) or similar government sponsored program is in place through which District monies would benefit Tehachapi Valley Healthcare district as matching funds, the Board may opt to participate in such a program in lieu of awarding grants.
 - b. Available funds shall be available through the grant application process to benefit community programs that meet District grant guidelines.
 - c. The words "grants" and "sponsorships" convey a distinction without a difference since all such funds are charitable in purpose. Accordingly, the District will combine the totals when allocating its financial assistance.
2. The Board shall fund grant and sponsorship applications only if they are consistent with the District's mission statement.
3. Grant recipients should not assume an entitlement to financial assistance. Applicants shall not assume that past funding guarantees future funding.
4. A written application and overview shall be made available to the Board by applicants for all grant or sponsorship requests.
5. Only one application may be submitted by an applicant for any fiscal year. The request may combine both a grant request and a request for sponsorship of a charitable event(s) into one application (See additional information for event requests under #13 below).
6. Applications for the fiscal year may be submitted only through March 31, although grant awards may be considered by the Board of Directors through the balance of the fiscal year (ending June 30). Applications received after March 31 will not be considered unless approved by a four-fifths supermajority of the District Board members.
7. Funding Limitations – Recipients of major grants or sponsorships (defined as \$25,000 or greater) in a prior fiscal year shall be eligible for funding of no more than 150 percent of their prior year total. The Board recognizes that infrequent exceptions to the funding limitations may be appropriate. However, to ensure that such exceptions are granted only in extraordinary circumstances, the Board will consider such requests only by a supermajority vote of four-fifths of the Board. If "extraordinary circumstances" are determined to exist, the Board must also determine:
 - a. The application demonstrates a clear nexus to community health; and
 - b. The applicant has fully complied with all performance requirements of its previous grants, including the timely submission of all required reports; and
 - c. The organization's main executive office or a major facility is located within the geographic boundaries of the District; and

d. More than half of the program's clients reside within the District.

8. The Board has determined that available resources shall be distributed throughout the geographic boundaries of the District to the extent that population and need dictate. Accordingly, in evaluating proposals for health care grants and allocating funds, consideration will be given to those organizations and in those categorical areas that meet the needs of the otherwise underserved.

9. Priority consideration will also be given to those proposals that demonstrate a collaboration of like providers of service. The Grant Application (and resulting Quarterly Grant Reports, if awarded) must illustrate how an organization's innovations, provision of patient service improvements and/or operational improvements are proposed to contribute to the expansion of the mission of the Tehachapi Valley Healthcare District.

Some Examples of collaboration:

- Grants Applications that serve to meet health care goals or address health care risks as identified by Tehachapi Valley Healthcare District, or that are included in the County of Kern's Health Strategy.
- The partnership of two or more non-profit organizations that through efficiency are able to achieve a reduction in operational costs.
- The sharing of innovations, delivery of service methods, outcomes, and/or operational improvements between two or more non-profit organizations.
- Increasing the capabilities and efficiencies of smaller organizations or other health providers in the District through operational linkages and/or knowledge sharing.
- Efforts that expand the mission of the Tehachapi Valley Healthcare District through organizational partnerships that serve to increase the profiles and/or capabilities of other providers associated with the District.

The District will maintain an individual identity in the case of any formal partnership included in the examples above.

10. Although the intent is to serve District residents, it is understood that regional organizations have a significant presence within the District and make a vital contribution to the health of District residents. Accordingly, organizations providing services extending beyond the boundaries of the District are eligible for funds upon demonstration that the residents of the District will be proportionately served.

11. Grant applicants considered financially strong based on significant levels of private and/or other government funding may be deemed ineligible for consideration of District funding, based on actual community needs and available District funds. As part of the grant application, organizations requesting more than \$25,000 or having overall operating budgets of \$500,000 or more are required to include such funding sources.

12. Review and consideration of applications for "simplified grants" (less than \$25,000 for the procurement of health, safety or environmental equipment) shall be expedited by the District to the extent possible.

13. Sponsorship of Charitable Events:

- a) Events advertised in brochures and/or fliers that give the appearance of being sent by the District as part of a mass mailing shall not be considered.
- b) Organizations requesting the District to sponsor a charitable event shall solicit in the form of a letter or in combination with a grant application, as well as any appropriate back-up materials, including a list of sponsorship levels, if applicable.
- c) The request shall clearly indicate the amount requested, the sponsorship opportunity levels, and how the event will benefit a community health program that provides services in the District.

TVHD CEO REPORT
February 2024 Report

District Finance Update January 2024

- For the month of January 2024, total in was \$68,276.12 with \$43,751.37 in expenses leaving a balance of \$24,524.75. Year to date amount is \$164,780.29.
- Termination of Evident and Trubridge (Healthland) was February 4, 2024. I am still awaiting the draft agreement as Adventist will take over and is now responsible for the cost.

District Administration Update

- The guild roof job was completed February 15, 2024. We will fix some potholes in the parking lot due to tripping hazards.
- March 1, 2024, is the move-in date to the PT Building. Scott is working w/Adventist's legal counsel on agreement. The Ruiz' have graciously provided an additional month due to work that needs to be done at the PT building. Adventist has storage items in the Ruiz' garage that will need to be removed as well as an x-ray reader, refrigerator, and IT equipment at the PT building.
- Reminder that your Form 700s are due to me by March 17, 2024. I sent an email a few weeks ago if you would like last year's copy, please let me know.