

**TEHACHAPI VALLEY HEALTHCARE DISTRICT  
COMMUNITY OUTREACH COMMITTEE**

**AGENDA**

**July 13, 2021**

**Tehachapi CA 93561**

**12:00 pm**

**116 W E Street**

**Tehachapi, CA 93561**

**I. CALL TO ORDER**

**II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

This portion of the meeting is reserved for persons desiring to address the Committee on any matter not on the agenda over which the District has jurisdiction. You may state your name and address for the record. Time is limited to 3 minutes per speaker. The Committee can take no action on your presentation but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information, refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Committee taking action on the item.

**III. APPROVAL OF MINUTES**

June 8, 2021

**IV. OLD BUSINESS**

- A. Community Health Needs Assessment
- B. Lending/Grants Updates

**V. NEW BUSINESS**

- A. New Website
- B. National Night Out
- C. Trunk or Treat

**VI. REPORTS**

- A. TVHD Cash Flow Report May/June 2021 - **HANDOUT**

**VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA**

**VIII. ADJOURNMENT**

*Tehachapi Valley Healthcare District  
Community Outreach Committee  
Meeting Minutes  
June 8, 2021  
116 W E Street, Tehachapi, CA  
12:00 pm*

**I. Call to order**

Director Steele called to order the regular meeting of the Community Outreach Committee at 12 noon on 6/8/2021 at TVHD Office.

**II. Roll call**

Directors William Steele and Christine Sherrill were present. Staff members Caroline Wasielewski and Lisa Hughes were present.

**III. Approval of minutes from last meeting**

The committee approved unanimously the minutes from May 11, 2021.

**IV. Old Business**

**A. Community Health Needs Assessment (CHNA)**

The committee created a draft version of a CHNA on Google Docs. The intention is to collect community responses and use to strategically fashion events and programs that will improve the health and well being of the community. Ms. Wasielewski will have it posted on the TVHD website and the committee discussed different ways of letting people know about it. It was mentioned that the Farmers Market could be a good place for distribution.

**V. New business**

**A. Outreach Ideas**

The Committee discussed different events that could be used as potential outreach opportunities for TVHD. Director Steele would like to offer CPR classes and healthy cooking classes.

## **VI. Reports**

### **A. TVHD Cash Flow Report March/April 2021**

Ms. Wasielewski presented the cash flow report that was in the packet. There were no questions or discussion.

Minutes approved by: \_\_\_\_\_

William Steele

<b>Cash Flow</b>	General Checking/Payroll	
	<b>May-21</b>	<b>June-21</b>
<b>Balance Forward</b>	\$18,988.30	\$32,672.77
<b>Cash In</b>		
Rent Payments (101 W E St)	\$2,500.00	\$2,500.00
Refund on Utilities	\$0.00	\$0.00
Blue Shield Payment	\$10.75	
Patient Payments	\$289.15	\$641.61
CalOES Grant		\$300,000.00
DHCS Pmt	\$0.00	\$0.00
Unclaimed Property Pmt	\$0.00	\$227.70
HP Sears Collections	\$1,030.15	\$986.36
Property Taxes	\$9,596.97	\$49,166.46
Interest	\$102.17	\$62.33
Wire Transfer IGT Program	\$2,817,015.42	\$0.00
<b>Total Cash in</b>	\$2,830,544.61	\$353,584.46
Transfers In from BOS accounts	\$41,510.45	\$99,413.06
Transfer to IGT/Grants	\$0.00	-\$300,000.00
Total Cash in including transfers	\$2,872,055.06	\$152,997.52
<b>Cash Out</b>		
<b>Expenses</b>		
Valic Expenses	\$674.27	\$690.09
Payroll Ins	\$75.00	
Payroll	\$15,836.18	\$16,557.76
PTO Payout	\$0.00	\$1,129.85
healthland	\$2,762.61	\$0.00
Edison	\$773.79	\$679.62
Gas	\$198.12	\$83.29
Mitel - phone and fax	\$228.33	\$228.33
Water and Garbage	\$732.34	\$760.34
Copier Lease	\$507.02	\$614.38
Postal machine Lease	\$90.00	\$92.68
Tehachapi Plumbing	\$0.00	\$0.00
Housekeeping service	\$180.00	\$180.00
Landscaping Service	\$100.00	\$100.00
Pest Control	\$160.00	\$55.00
Spectrum	\$0.00	\$0.00
ATT (115)	\$99.04	\$129.07
Matson - (115)	\$55.00	\$0.00
Matson - (101)	\$35.00	\$35.00
Website service	\$512.50	\$0.00

Shred It	\$515.21	\$344.08
Diamond	\$2,000.51	\$2,724.88
Legal - Scott	\$1,053.50	\$5,274.00
RFP- DEMO Advertisement	\$0.00	\$0.00
CEQA Filing Fee	\$0.00	\$0.00
UHC	\$1,476.30	\$1,476.30
Humana	\$544.54	\$545.14
Aflac	\$39.12	\$39.12
BETA Insurance	\$568.75	\$568.75
CFW - BONDS	\$0.00	\$0.00
Rent payment 116 W E	\$500.00	\$500.00
Witts - supplies	\$0.00	\$67.27
AMEX	\$266.65	\$177.99
Donation Community Outreach	\$0.00	\$0.00
Board Stipend	\$900.00	\$800.00
CFO Stipend	\$500.00	\$500.00
Wells Fargo Bank (transfer)	\$1,817,015.42	
Petty Cash replenish	\$0.00	\$0.00
ODF		\$175.00
Account Fee	\$50.00	\$50.00
Wire Fee	\$27.50	\$0.00
<b>Total Expenses out</b>	<b>\$1,848,476.70</b>	<b>\$34,577.94</b>
Transfer into Sweep Account		\$0.00
Wire Transer to LAIF	\$1,000,000.00	\$0.00
<b>Total Cash out including sweep/wire</b>	<b>\$2,848,476.70</b>	<b>\$34,577.94</b>
<b>Ending Cash (General/payroll)</b>	<b>\$32,672.77</b>	<b>\$60,586.67</b>
Other Checking accounts	\$1,487,021.74	\$1,781,067.57
<b>Total Cash BOS</b>	<b>\$1,519,694.51</b>	<b>\$1,841,654.24</b>