

TEHACHAPI VALLEY HEALTHCARE DISTRICT

FINANCE COMMITTEE MEETING

AGENDA

July 13, 2022

12:30 PM

Tehachapi Valley Healthcare District Office
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 15, 2022 Meeting Minutes
- IV. REPORTS
 - A. Finance Reports June 2022
 - B. Petty Cash Report
 - C. American Express
- V. OLD BUSINESS
None
- VI. NEW BUSINESS
- VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA
- VIII. ADJOURNMENT

TEHACHAPI VALLEY HEALTHCARE DISTRICT
FINANCE COMMITTEE MINUTES

June 15, 2022

116 W E Street

Tehachapi, CA 93561

12:30 PM

Board Members Present: Duane Moats, Carl Gehricke

Staff Present: Lisa Hughes, Business Manager; Caroline Wasielewski, CEO

Recorded and transcribed by: Caroline Wasielewski, CEO

Approval: _____ Date: _____

COMMITTEE ACTIONS AND DIRECTIONS SHOWN IN CAPS AND BOLD

I. CALL TO ORDER

Director Moats called the Finance Committee Meeting to order at 12:30 PM

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

III. APPROVAL OF MINUTES

May 11, 2022, MINUTES GEHRICKE/MOATS Approved by Committee

IV. REPORTS

A. FINANCE REPORTS May 2022

CEO Wasielewski reported on cash flow, checks written and expenses for the month of May. The 12-month report was reviewed as well. The month of May reported income of \$6,418 and expenses of \$13,653. The bank account balances for May are healthy. The committee looked over the checks and all questions were answered.

B. PETTY CASH REPORT

Ms. Wasielewski reported on May petty cash expenses. A more detailed report will be included at the July meeting.

C. AMERICAN EXPRESS

Ms. Wasielewski reported and showed receipts for all American Express purchases for May.

D. OLD BUSINESS

None

E. NEW BUSINESS

None

F. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA

None

G. ADJOURNMENT

The meeting was adjourned at 12:45 PM

DRAFT

Jun-22

Kern County		\$63,374.42
Interest		\$46.60
Rent for 101 W E St.		\$2,500.00
HP Sears Collections		\$93.75
Past Workers Comp Payments		\$396.10
Private Pay Payments		\$120.00
Emp benefit reimbursement		\$137.59
Total Cash in		\$66,668.46
Operating Expenses		\$17,700.74
Payroll :		
Wages		\$13,473.30
Taxes/Fees		\$2,008.50
Total Payroll expense		\$15,481.80
TOTAL Expenses		\$33,182.54
Net Income		\$33,485.92

Check Register Report

Application Code: AP

User Login Name: cwasiolewski

Bank Code	Check #	Check Date	Description	Status	Check Type	Amount
1	141401	06/01/22	ADVANCED DATA STORAGE, INC.		C	94.53
1	141402	06/01/22	AFLAC		C	39.12
1	141403	06/01/22	GAS COMPANY		C	146.20
1	141404	06/01/22	HUMANA INSURANCE CO.		C	718.13
1	141405	06/01/22	LUIS & CONSUELO RUIZ		C	500.00
1	141406	06/01/22	NAVE LAW OFFICE, PROFESSIONAL		C	2,188.00
1	141407	06/01/22	PETTY CASH		C	131.64
1	141408	06/01/22	STREAMLINE		C	100.00
1	141409	06/01/22	TOSHIBA FINANCIAL SERVICES		C	586.81
1	141410	06/01/22	UNITEDHEALTHCARE		C	1,588.85
1	141411	06/01/22	BETA HEALTHCARE GROUP		M	597.17
1	141412	06/09/22	ADVANCED DATA STORAGE, INC.		C	280.00
1	141413	06/09/22	ALEX AND EMMA CLEANING SERVICE		C	180.00
1	141414	06/09/22	AMERICAN EXPRESS		C	1,854.73
1	141415	06/09/22	SOUTHERN CALIF EDISON		C	147.32
1	141416	06/22/22	CITY OF TEHACHAPI		C	185.28
1	141417	06/22/22	DELFIN TORIBIO		C	150.00
1	141418	06/22/22	DIAMOND TECHNOLOGIES, INC		C	1,897.51
1	141419	06/22/22	E.R. MOORE TERNITE & PEST CONT		C	80.00
1	141420	06/22/22	GEHRICKE, CARL		C	200.00
1	141421	06/22/22	HEALTHLAND		C	2,803.15
1	141422	06/22/22	MOATS, DUANE R.		C	200.00
1	141423	06/22/22	NIXON, MIKE		C	200.00
1	141424	06/22/22	SPECTRUM		C	137.97
1	141425	06/22/22	STEELE, BILL		C	200.00
1	141426	06/30/22	E.R. MOORE TERNITE & PEST CONT		C	80.00
1	141427	06/30/22	MITEL CLOUD SERVICES		C	227.59
1	141428	06/30/22	NAVE LAW OFFICE, PROFESSIONAL		C	1,672.00
1	141429	06/30/22	PETTY CASH		M	14.74
2	2276	06/23/22	JOHN BROOKS FENCING		M	500.00
Grand Total:						17,700.74

Total Number of Checks Printed: 30

Bank Code: From 1 To 2

Check No: From 1000 To 141429

Check Date: From 06/01/22 To 06/30/22

Check Type: All

Check Status: All

	July	August	September	October	November	December	January
Cash In	\$3,900.20	\$17,722.95	\$76,279.82	\$20,241.37	\$61,663.12	\$443,420.80	\$18,420.79
Operating Expenses	\$76,407.90	\$21,823.72	\$34,857.11	\$17,855.91	\$24,596.45	\$15,219.01	\$11,587.48
Payroll & Expenses							
Wages	\$14,344.17	\$8,646.99	\$8,607.12	\$8,701.04	\$10,162.46	\$25,570.56	\$9,106.90
W/H, Taxes, Billing	\$2,084.72	\$1,405.64	\$1,405.64	\$1,417.49	\$1,529.42	\$5,269.64	\$1,455.45
Total Expenses	\$98,184.00	\$35,188.80	\$48,148.59	\$31,320.59	\$40,060.79	\$58,793.22	\$25,659.87
Net Income	-\$94,283.80	-\$17,465.85	\$28,131.23	-\$11,079.22	\$21,602.33	\$384,627.58	-\$7,239.08

-
-
-



Balance as of 6/30/22

General - \$53,981.82

Property Tax - \$1,172,497.87

IGT - \$37,198.78

Payroll - \$1,417.97

Total - \$1,265,096.44

Analyzed Business Checking - PF

Account number: 9357170290 ■ June 1, 2022 - June 30, 2022 ■ Page 1 of 2



TEHACHAPI VALLEY HEALTHCARE DISTRICT
BOND PROCEEDS DISBURSEMENT ACCT
PO BOX 669
TEHACHAPI CA 93581-0669

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (114)
P.O. Box 6995
Portland, OR 97228-6995

IMPORTANT ACCOUNT INFORMATION

We're making important changes to the terms and conditions of some of our accounts. If these changes affect you, they will be included in the Important Account Information section associated with your specific account.

Account summary

Analyzed Business Checking - PF

<i>Account number</i>	<i>Beginning balance</i>	<i>Total credits</i>	<i>Total debits</i>	<i>Ending balance</i>
9357170290	\$2,838,197.66	\$0.00	-\$500.00	\$2,837,697.66

Debits

Checks paid

<i>Number</i>	<i>Amount</i>	<i>Date</i>	
2276	500.00	06/27	
	\$500.00	Total checks paid	
	\$500.00	Total debits	

Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
05/31	2,838,197.66	06/27	2,837,697.66
Average daily ledger balance		\$2,838,130.99	

Effective June 1, 2022, we are making changes to the non-sufficient funds (NSF) and overdraft fees that affect your Commercial Banking account. Please review the below details:

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

July 01, 2022

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

TEHACHAPI VALLEY HEALTHCARE DISTRICT

ADMINISTRATOR
P.O. BOX 1900
TEHACHAPI, CA 93581-1900

[Tran Type Definitions](#)

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Account Number: 20-15-003

June 2022 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,398,767.64
Total Withdrawal:	0.00	Ending Balance:	5,398,767.64



Corporate Card Statement of Account

Sign-up For Online Statements

www.americanexpress.com/gopaperless

Prepared For
CAROLINE WASIELEWSKI
TV HEALTHCARE DSTRCT

Account Number
XXXX-XXXXX0-82006

Closing Date
06/28/22

Page 1 of 2

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
1,854.73	304.87	0.00	1,854.73	0.00	304.87

For important information regarding your account refer to page 2.

Please submit all outstanding expenses.

To manage your Account online or to pay your bill, please visit us at corp.americanexpress.com. For additional contact information, please see the reverse side of this page.

Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount
XXXX-XXXXX0-82006		
06/13/22 PAYMENT RECEIVED THANK YOU 06/13	0606000000	1,854.73
06/02/22 FREE CONFERENCE CALL LONG BEACH CA REF# 096335922 877-553-1680 06/02/22	09633592200	3.95
06/10/22 ALERT 360 0000 TULSA OK REF# 00000153478 888-642-4587 06/09/22	00000153478	49.95
06/13/22 WALMART.COM AA 09920 8009666546 AR REF# WDHNZ5BIOLN 8009666546 06/12/22		39.07
06/16/22 ACHD PAYME* CA SACRAMENTO CA REF# NT_LT7AU8B7 9162665200 06/16/22		90.00
06/22/22 ALBERTSONS #1347 134 TEHACHAPI CA REF# 13470051 800-898-4027 06/21/22	13470051000	41.90
06/27/22 INTUIT *QBBOOKS ONLIN 800-446-8848 CA REF# T1-104A07E7 CL.INTUIT.COM 06/27/22		80.00
Total for CAROLINE WASIELEWSKI	New Charges/Other Debits Payments/Other Credits	304.87 -1,854.73

↓ Please fold on the perforation below, detach and return with your payment ↓

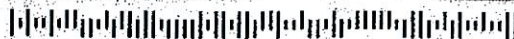
Do not staple or use paper clips

Payment Coupon

Account Number
3796-484640-82006

Payable upon receipt in U.S. Dollars.

AB 01 015354 48953 H 53 0



CAROLINE WASIELEWSKI
TV HEALTHCARE DSTRCT
PO BOX 669
TEHACHAPI CA 93581

Amount Due
\$304.87

Enter 15 digit account number on all payments.

Checks or drafts must be drawn against banks located in the U.S.

See reverse side for instructions on how to update your address, phone number, or email.

Mail Payment to:



AMERICAN EXPRESS
PO BOX 650448
DALLAS TX 75265-0448

0000379648464082006 000030487000030487 28HH

015354 1/1
6
000026930
R0483RR1 17922
(1
(400(

Caroline Wasielewski

From: FreeConferenceCall Services <noreply@freeconferencecall.com>
Sent: Thursday, June 2, 2022 12:48 AM
To: Caroline Wasielewski
Subject: [External] FreeConferenceCall.com Monthly Invoice

EXTERNAL MESSAGE: Use caution when clicking links or attachments



Thanks for your payment!

Invoice ID: 69289126



One Number
6/2/22 - 7/1/22

\$3.95

Total Charges:

\$3.95

Billing information



Payment Method: American Express ***2006
Payment Date: 6/2/22
Payment Status: Payment Processed
Payment Amount: \$3.95

Billed to: Tehachapi Valley Healthcare District

PO Box 669
Tehachapi ,California 93581 United States

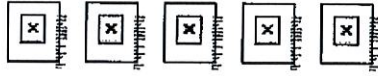
For more information on your purchases and to view your online account, please tap below.

[Go to Account Dashboard](#)

[Call Log](#)

Meeting Date/Time	Toll minutes	TF Minutes	Amount
5/17/22 9:57:00 AM	58	0	\$0.00
6/1/22 6:44:17 AM	3	0	\$0.00

Generated for account #s12748020 (Tehachapi Valley Healthcare District)



Questions? visit our online support page

You are receiving this email because you subscribed to FreeConferenceCall.com.
4300 E Pacific Coast Hwy, Long Beach, CA 90804

[Manage your Email Settings](#)





ALERT 360
2448 EAST 81ST STREET STE 4200
TULSA, OK 74137

California Alarm License # ACO 7995

Account Information

Account Number: 009887225
Statement Number: 12778472
Due Date: 06/10/2022
Amount Due: \$49.95

Account Activity

DESCRIPTION	AMOUNT
ONLINE PMT - Cr Card	\$49.95 CR
BALANCE FORWARD	\$49.95
TEHACHAPI VALLEY HEA 116 W E ST Cell Only 06/01/22 to 06/30/22 93561	\$49.95
TOTAL AMOUNT DUE	\$49.95

Important Messages

An Updated Name, Logo, and More!

We are excited to announce our new company name – Alert 360! After 45+ years of award-winning service as Central Security Group, we have evolved far beyond offering only basic home security systems. Our Alert 360 brand reflects who we are today and our more complete smart security and home automation solutions – including our free mobile apps!

Read more at Alert360.com and rest assured:

- Nothing else has changed. We're the same U.S.-based team & honored to serve you.
- We've not been sold. We did not merge with anyone.
- We continue to offer decades of experience and our own, TMA-designated Five Diamond monitoring center – all backed by an A+ BBB rating.
- There is nothing you need to do related to our name change.

If you're not familiar with all our latest Alert 360 solutions (did you know we can help with connected devices like Amazon Echo and Google Home!), learn more at Alert360.com

Stay Alert for Door-to-Door Scams. Avoid Being Double Billed.

Has someone come to your door or called, saying they bought our company and need a new contract or to change your equipment? This is false – no one has bought us, and no one should come to your door with a new contract, putting pressure on you to sign it, unless you requested it. Learn more at Alert360.com/ScamAlert or call us at 1-888-642-4567 to report such issues.

About Your Homeowners Insurance Discount

Your current certificate on file with your insurance company will continue to work, but if you need a new one, go to Alert360.com/insurance.

Your Thoughts Matter

Thanks to you, we're one of the nation's leading smart security & automation companies. Your satisfaction is important to us. Share any feedback at CustomerService@Alert360.com



Monthly testing of your alarm system will ensure communication with our Secure Operations Center.
For questions regarding your service, contact us at (888) 642-4567 or via email Customer.Service@alert360.com
For questions regarding your invoice, contact us at (888) 642-4567 or via email Billing@alert360.com.

INVOICE

Account Number: 009887225
Statement Date: 05/22/2022
Due Date: 06/10/2022
Amount Due: \$49.95

Amount Enclosed: \$ _____

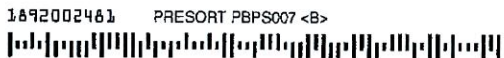
Please write your account number on your check.
Thank you in advance for your prompt payment.
Use the enclosed envelope and make checks payable to:

Alert 360
PO Box 21031
Tulsa, OK 74121-1031



ALERT 360
2448 EAST 81ST STREET STE 4200
TULSA, OK 74137

Address Service Requested



1892002461 PRESORT PBPS007
TEHACHAPI VALLEY HEALTH CARE D
PO BOX 669
TEHACHAPI CA 93581-0669

Please check here to update your contact information.
Provide your new contact information on the reverse slide.

Caroline Wasielewski

From: Alert 360 <billing@alert360.com>
Sent: Monday, May 23, 2022 4:37 PM
To: Caroline Wasielewski
Subject: [External] Alert 360 – Payment has been made to your account

EXTERNAL MESSAGE: Use caution when clicking links or attachments



Alert 360

A payment has been made on your eBill account.

Autopay payment of \$49.95 for Account 009887225 has been scheduled for 06-09-2022

Thank you for using ePay. If you have any questions, please contact Client Services at billing@alert360.com.

Alert 360

www.alert360.com



PO Number: 8871638498680
Order Number: 4322247094869

Ship To:

caroline wasielewski
116 W E St

Tehachapi CA 93561

Didn't Get Your Entire Order?

You may receive your order in separate shipments.
To track your order status, please go online to:
www.walmart.com/ordertrack

Items in this shipment

Description	Model #	QTY	Price
Sun Shade Sail Canopy ,Triangle , Green, 12'x12'x12'	SH-40025	1	30.84
		Subtotal	30.84

See Sales Tax amount on your order confirmation

Want to Return or Exchange An Item?

If you're not satisfied with your order for any reason please go online to:
www.walmart.com/returns

Questions About Your Order?

Please go online to:
www.walmart.com/ordertrack
or contact us at:
www.walmart.com/contact

Webinar Education Series - Disaster Preparedness: Pre and Post Disaster

June 29, 2022 10:00 AM - 11:00 AM
(PDT ((GMT-08:00) Pacific Time))

Description

This webinar will discuss FEMA assistance and interagency coordination following a disaster, as well as mitigation programs and how they help communities build resilience.



Location

Go To Webinar
United States

Contact Information

Association of California Healthcare Districts | ACHD - CA
Name: Bianca De La Torre
Email: bianca.delatorre@achd.org

Congratulations! Your registration is complete!

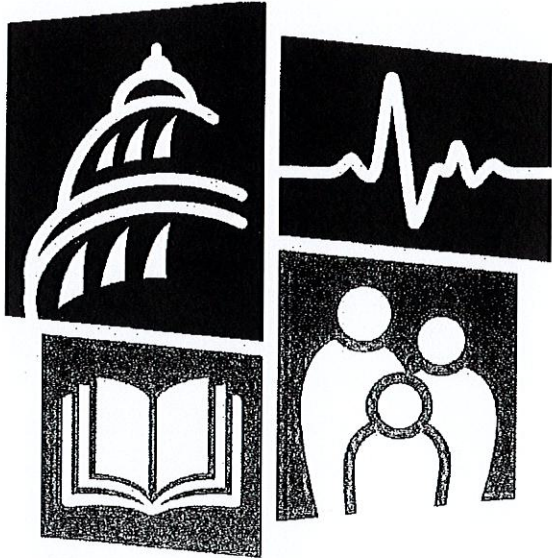
Thank you for registering for Webinar Education Series: Disaster Preparedness with a focus on planning and grant programs for either preparedness or post disaster.

You will be receiving a confirmation email from GoToWebinar with a link to join the webinar on June 29th. In addition, you should be receiving reminder emails from GoToWebinar closer to the date of the webinar. If you have any questions about accessing the webinar please email bianca.delatorre@achd.org.

Registration Details

Attendee Name	Registration Type	Status	Price
Caroline Wasielewski	Non-Member Rate	Registered	90.00

Total: \$90.00



ACHD

ASSOCIATION OF CALIFORNIA HEALTHCARE DISTRICTS

Receipt #214

6/16/2022

Bill To Tehachapi Valley Healthcare District

116 W E Street, P.O. Box 669, Tehachapi, CA, 93581, United States

Quantity	Description	Unit Price	Total
1	Caroline Wasielewski - Webinar Education Series - Disaster Preparedness: Pre and Post Disaster - Event Registration	\$90.00	\$90.00
SUBTOTAL			\$90.00
SALES TAX			\$0.00
SHIPPING & HANDLING			\$0.00
TOTAL			\$90.00
6/16/2022 - Payment: Credit card			\$90.00
TOTAL DUE BY 6/16/2022			\$0.00



Store 1347 Dir Greg
 Main:(661) 823-7090 Rx:(661) 823-7094
 775 S Tucker Road
 TEHACHAPI CA 93561

GROCERY

	PEP FRM CKIES13.25	7.99 S
	2 QTY DASANI WAT	6.58 S
	CRV SFTDK 8 PK NTX	0.80 S
	Regular Price	7.98
	Sale Savings	1.40-
	PURE LIFE H2O	5.49 S
	CRV SFTDK 28PK NTX	1.40 S
	Regular Price	5.99
	Sale Savings	0.50-
1 QTY	CRYSTAL GEYSER	1.25 S
	CRV SFTDK SNGL NTX	0.10 S

*cookies for Board
 Water for meeting.*

Water for office

water for office

GROC NONEDIBLE

	ANGEL SOFT BATH	16.99 T
	Regular Price	22.99
	Sale Savings	5.00-
	for U Mfr Coupon	1.00-

toilet paper

	TAX	1.30
****	BALANCE	41.90

 Credit Purchase 06/21/22 09:12
 CARD # *****2006
 REF: 641214420060 AUTH: 00863656

 PAYMENT AMOUNT 41.90

AL AMERICAN EXPRESS
 AID A000000025010801
 TVR 0800008000
 TSI E800

AMEX 41.90

CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 10
 06/21/22 09:12 1347 51 10 8851

POINTS EARNED TODAY

Base Points 38
 Total 38

 Points Towards Next Reward 70 of 100

YOUR CASHIER TODAY WAS SELF

YOUR SAVINGS

Store Savings	6.90
for U Savings	1.00
Total	7.90
Total Savings Value	16%



00134705100102206210912
 Thank you for shopping Albertsons!
 For ALBERTSONS FOR U questions call
 877-276-9637 or Albertsons.com/foru

Caroline Wasielewski

From: Intuit QuickBooks Team <No_Reply@notifications.intuit.com>
Sent: Monday, June 27, 2022 5:29 AM
To: Caroline Wasielewski
Subject: [External] We received your QuickBooks subscription payment!

EXTERNAL MESSAGE: Use caution when clicking links or attachments



Payment success

Caroline Wasielewski, thank you for your payment.

Invoice number:
10001166419280
Invoice date: 06/27/2022
Total: \$80.00
Payment method: AMEX
ending in 2006

Sign in to QuickBooks where you can see your billing history and view, save, and print your invoice.

[View billing history](#)

Account details

Billed to: Tehachapi Valley Healthcare District
Company ID ending: 1026
Items on this invoice: QuickBooks Online Plus

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. Additional service fees may apply based on whether you add or remove services and your usage. See your [Billing & Subscription](#) page for additional pricing details. To cancel your subscription at any time, go to [Account & Settings](#) and cancel the subscription. (2) For one-time