**BOARD OF DIRECTORS** 

Steve Pittson, DC, President Daniel Robinson, Vice-President Becky Campo, Secretary Anne Stokman, RN, Treasurer Vacant, Member

PO Box 187, Patterson, CA 95363 Phone (209) 892-8781 Fax (209) 892-3755

### BOARD OF DIRECTORS REGULAR MEETING October 28, 2019 6:30 pm Del Puerto Health Center Conference Room

1700 Keystone Pacific Parkway, Unit B,

Patterson, CA

The Del Puerto Health Care District welcomes you to this meeting, which is regularly held the last Monday of each month, and your interest is encouraged and appreciated.

**PUBLIC COMMENT PERIOD**: Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda. If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period, however California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Board of Directors. Persons speaking during the Public Comment will be limited to five minutes or, depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

**CONSENT CALENDAR:** These matters include routine financial and administrative actions and are identified with an asterisk (\*). All items on the consent calendar will be voted on as a single action at the beginning of the meeting under the section titled "Consent Calendar" without discussion. If you wish to discuss an item on the Consent Calendar, please notify the Clerk of the Board prior to the beginning of the meeting or you may speak about the item during Public Comment Period.

**REGULAR CALENDAR:** These items will be individually discussed and include all items not on the consent calendar, all public hearings and correspondence.

**CLOSED SESSION:** Is the portion of the meeting conducted in private without the attendance of the public or press to discuss certain confidential matters specifically permitted by the Brown Act. The public will be provided an opportunity to comment on any matter to be considered in closed session prior to the Board adjourning into closed session.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the item is announced by the Board President. In order that interested parties have an opportunity to speak, any person addressing the Board will be limited to a maximum of 5 minutes unless the President of the Board grants a longer period of time.

**BOARD AGENDAS AND MINUTES:** Board agendas and minutes are typically posted on the Internet on Friday afternoons preceding a Monday meeting at the following website: <u>https://dphealth.specialdistrict.org/board-meeting-agendas</u>.

Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District office at 875 E Street, Patterson, CA during normal business hours. Such documents are also available online, subject to staff's ability to post the documents before the meeting, at the following website <a href="https://dphealth.specialdistrict.org/board-meeting-agendas">https://dphealth.specialdistrict.org/board-meeting-agendas</a>.

**NOTICE REGARDING NON-ENGLISH SPEAKERS:** Board of Director meetings are conducted in English and translation to other languages is not provided. Please make arrangements for an interpreter if necessary.

**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (209) 892-8781. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Cell phones must to be silenced or set in a mode that will not disturb District business during the meeting.



# Del Puerto Health Care District Board of Directors October 28, 2019 Regular Meeting Agenda Page 2 of 3

# 1. Call to Order

2. Pledge of Allegiance

# 3. Board of Directors Roll Call

# 4. Reading of the Mission Statement

"The District's primary mission is to provide the highest quality health care services through Patterson District Ambulance and Del Puerto Health Center, while continuing to expand healthcare availability to the citizens of the Del Puerto Health Care District."

- 5. **Public Comment Period** [Members of the public may address the Board on any issues on the Consent Calendar and items not listed on the agenda that are within the purview of the District. Commends on matters that are list on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of five minutes. Board members may not comment or acting on items not on the agenda.]
- 6. Declarations of Conflict [Board members disclose any conflicts of interest with agenda items]

# 7. Approval of Agenda

[\*Directors may request any consent calendar item be moved to regular calendar or change the order of the agenda items.]

# 8. **Consent Calendar\*** [*Routine committee reports, minutes, and non-controversial items*]

- A. \*Approve Board Minutes for September 30,2019
- B. \*Approve Special Board Minutes for September 30,2019
- C. \*Approve Finance Committee Meeting Minutes for September 18, 2019
- D. \*Accept Financial Report & Warrants for September 2019
- E. \*Resolution to transfer Mitigation account from Bank of the West to Oak Valley Community Bank

# 9. Regular Calendar

Α.	Ambulance Director Compensation Policy	Action
В.	Retirement Plan 1 Increase to 4% Resolution	Action
C.	MVEMSA Contractor Agreement	Action

D. \* Any Consent calendar items moved to regular calendar

## 10. Reports

A.	Employee Anniversaries & New Hires	<u>October</u>	Years
	Ambulance:	Brandon Cousins	5
		Kirsten Nelson	5
	Health Center:	Yaneth Castillas	4
	Administration	Cheryle Pickle	1
		Danae Skinner	1

- B. District Wide Community Assessment Director Stokman
- C. West Side Health Care Task Force Director Mac Master
- D. Ambulance Director Paul Willette
- E. Health Center Manager, Suzie Talamantes
- F. Administration Administrative Director/CEO, Karin Hennings

Action

Action



**Board of Directors Minutes** 

1. Call to order

@ 6:46, pm

- 2. Pledge of Allegiance
- 3. Board of Directors Roll Call.

Directors Present:	Director, Steve Pittson
	Director, Dan Robinson
	Director, Anne Stokman
	Director, Becky Campo
	Director, Gallo Mac Masters
Directors Absent:	None
Staff Present:	Administrative Director/CEO, Karin Hennings
	Ambulance Director, Paul Willette
	Health Center Manager, Suzie Talamantes
	Maria Reyes, Financial Account Manager
	Clerk of the Board, Cheryle Pickle
District Legal Council:	Elizabeth M. Fratarcangeli, Cole, Huber, LLP

We have a Quorum

# 4. Reading of the Mission Statement

"The District's primary mission is to provide the highest quality health care services through Patterson District Ambulance and Del Puerto Health Center, while continuing to expand healthcare availability to the citizens of the Del Puerto Health Care District."

5. Public Comment Period

Present: None

- 6. Declarations of Conflict: There were no conflicts of interest.
- 7. Approval of Agenda

<b>M/S/C To ac</b> Robinson	ccept the agenda. /Director Campo / Director
Ayes:	Directors Pittson, Robinson, Stokman, Campo.
	Mac Master
Nays:	None
A <b>bstain</b> :	None

# Passed



# **Board of Directors Minutes**

# 8. Consent Calendar \* [Routine committee reports, minutes, and non-controversial items]

- A. \* Approval of Board Minutes August 26, 2019
- B. \*Approve Finance Committee Meeting Minutes for August 21, 2019
- C. \*Accept Financial Report & Warrants for August 2019
- D. \*Accept Expense Reimbursement: Travel/Business Policy

M/S/C That the Board of Directors accept the Consent Calendar as presented. /Director Campo / Director Stokman Ayes: Directors, Pittson, Robinson, Stokman, Campo., Mac Master

Nays: None Abstain: None

Passed

# 9. Regular Calendar

- A. \*Any Consent calendar items moved to regular Calendar
- B. Capital Expense Request Ambulance Request for Stryker Gurney

Currently we have 5 ambulances and four gurneys. There was discussion of where the funds would come from. It was decided that the funds would be from the Mitigation funds.

M/S/C To approve the purchase of the Stryker Power Cot (gurney) to be funded with Mitigation funds. / Director Robinson/ Director Pittson.

# ROLL CALL VOTE

Ayes: Director Pittson Director Robinson Director Stokman Director Campo Director Mac Master Nays: None

Passed

C. Capital Expense Request – Ambulance Request for Stair Chair

There were no questions.

M/S/C To approve the Stryker Pro (stair Chair) as recommended by the Finance Committee. /Director Stokman/ Director Robinson

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None



**Board of Directors Minutes** 

# **ROLL CALL VOTE**

Ayes: Director Pittson Director Robinson Director Stokman Director Campo Director Mac Master Nays: None

Passed

# D. Ratification of MOU with USW/TEMSA

The board has received a copy and reviewed a copy of what was negotiated with the union. The MOU was ratified by the Union this afternoon. We ask that the board ratify the MOU. Back pay will be made from September 01, 2019 with all other terms being effective September 30, 2019 thru August 31, 2023. We now need the Board to ratify.

# M/S/C To ratify the MOU with USW/TEMSA

/ Director Stokman/ Director Campo ROLL CALL VOTE Ayes; Director Pittson Director Robinson Director Stokman Director Campo Director Mac Master

Nays: None

## Passed

10. Reports			
Α.	Employee Anniversaries & New Hires	<u>September</u>	<u>Years</u>
	Ambulance:		
		William Calderon	2
		Sean Mangskau	16
		Ricardo Marquez	2
		Mia Marroquin	2
		Mario Villanueva	2
	Health Center:		
		Aracely Ortiz-Rodriquez	2
		Yesenia Sanchez	4
	Administration		

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**Board of Directors Minutes** 

Maria Reyes-Palad

1

B. District Wide Community Assessment – Director Stokman

Director Stokman stated that they were making progress. The Public Health Department of Stanislaus County they are working with are gathering the information for the 4 zip codes that fall into our district. The company we are working with are looking for the raw data and developing questions. Suzie has been helping with the coding. They will be working with the company and developing survey questions.

C. West Side Health Care Task Force - George Galloway Mac Masters

Interesting Group. Went to the meeting in Newman. Jim D. Martini presented. Was difficult to hear. Still promoting the biggest Loser program.

D. Ambulance – Paul Willette, Director of Ambulance Operations

Mr. Willette presented his report. Stated that the Hospitals have seen in the flu. This is an early presentation of the flu. They were very busy as well. As far as mutual aid we were able to handle the call volume in July 97.3% of the time and in August 91.5 % of the time. We also had 19 calls in AMRs area. We were busy and could have used the Unit # 93 but we did not have the MOU agreement that we needed to do so.

As a reminder it is early in the reporting period so the numbers in the Urban area can appear low. As far as compliance I have to report a failure. For the first time since I have been here, there was 20 hours we did not have 2 units on the road. I could only staff 1.

The new MOU has a few provisions which should help us be more successful with recruiting. First of all, the update pay scale should make us more competitive. Also, the director will be able to place experienced people at the appropriate level with no step cap, like the previous MOU. Also the change in the Step structure will allow them to move up faster.

E. Health Center - Suzie Talamantes, Health Center Manager

Ms. Talamantes gave her report. The numbers are down. She stated that they had provider vacations as well as a provider out on bereavement leave. They have two providers that have added additional hours in the mornings to accommodate more patients. They did a Health Fair for the City of Patterson. They did 58 finger sticks and were able to send a new patient to the clinic. They also did a Health Fair at Hammond Center.

The State did an unscheduled audit while Ms. Talamantes was out on leave. The results were very good. They were impressed with the staff. There were -0- findings.



**Board of Directors Minutes** 

As far as the pediatrics department, Dr. Ma declined our offer. He accepted an offer in the Bay area. However; it appears that Dr. Blythe may be returning. Her husband has accepted an offer and she is very interested in returning to the clinic.

F. Administration – Karin Hennings, Administrative Director / CEO

Ms. Hennings reported that because we have a loan with USDA, they will be doing their biannual audit and inspection on Monday. The Health Center received a \$19K HEDIS bonus from HealthNet. We were approved from ACHCD as a Certified Health Care District

G.

# 11. Upcoming Regular Board and Standing Committee Meeting Dates

Finance – Wednesday, October 23 Finance – Wednesday, November 20 Finance – None Board – Monday, October 28 Board – Monday, November 25 Board – Monday, December, 30

Adjourn to Closed Session @7:20 pm

12. **Closed Session** [Board of Directors may recess to closed session for discussion of certain matters as legally permitted. Any action taken shall be reported in open session.]

A.	Gov't Code section 54956.8	Conference with Real Property Negotiator Property: APN 0131-024-007
В.	Gov't Code § 54956.9(b)	Conference with Legal Counsel – Anticipated litigation or significant exposure to litigation: One (1) potential case.

**13. Reconvene to Open Session – Report of Closed Session** @ 7:32 No actionable items to report

Adjourn @ 7:33



**Board of Directors Minutes** 

As far as the pediatrics department, Dr. Ma declined our offer. He accepted an offer in the Bay area. However; it appears that Dr. Blythe may be returning. Her husband has accepted an offer and she is very interested in returning to the clinic.

G. Administration – Karin Hennings, Administrative Director / CEO

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**13. Reconvene to Open Session – Report of Closed Session** @ 7:32 No actionable items to report

Adjourn @ 7:33



# **Board of Directors Minutes**

Call to order

@ 5:32, pm

- 1. Pledge of Allegiance
- 2. Board of Directors Roll Call.

Directors Present:	Director, Dan Robinson
	Director, Anne Stokman
	Director, Becky Campo
	Director, George Galloway Mac Masters
Directors Absent:	Director, Steve Pittson
Staff Present:	Administrative Director/CEO, Karin Hennings
	Ambulance Director, Paul Willette
	Accounting Finance Manager, Maria Reyes
	Clerk of the Board, Cheryle Pickle
<b>District Legal Council:</b>	Elizabeth M. Fratacangeli, Cole, Huber, LLP

We have a Quorum

# 3. Reading of the Mission Statement

"The District's primary mission is to provide the highest quality health care services through Patterson District Ambulance and Del Puerto Health Center, while continuing to expand healthcare availability to the citizens of the Del Puerto Health Care District."

4. Public Comment Period Present: None

Adjourn to Closed Session @5:33 pm

9. **Closed Session** [Board of Directors may recess to closed session for discussion of certain matters as legally permitted. Any action taken shall be reported in open session.]

A. Gov't Code section 54957.6	Conference with L	abor Negotiator
	Employee Organiz	zation: USW TEMSA Local 12911
	Negotiators:	David Ritchie, JD, Karin Hennings
		Paul Willette

@6:29, pm Director Pittson arrived.

B. Reconvene to Open Session – Report of Closed Session @ 6:35 PM No reportable action.

# C. Adjourn @6:36

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# DEL PUERTO HEALTH CARE DISTRICT 875 E Street - Patterson, California 95363 FINANCE MEETING MINUTES SEPTEMBER 18, 2019

# I. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 3:01 PM

Other Board Members Present: Becky Campo, Committee Member

**Other Staff Members Present:** Karin Hennings, Administrative Director/CEO; Maria Reyes-Palad, Finance and Accounting Manager; Paul Willette, Ambulance Director; Suzie Talamantes, Health Center Manager; and Danae Skinner, Administrative Staff Accountant.

II. Public Participation - No comments

# III. Acceptance of Agenda

M/S/C Anne Stokman/Becky Campo - to accept the agenda as presented.

# IV. Finance Report Review

A. Review for Approval: August 21, 2019 Minutes

- M/S/C Becky Campo/Anne Stokman to accept the minutes for August 21, 2019 as presented.
- B. Review Financial Report for August 2019
   Maria Reyes-Palad reviewed the report and answered all questions regarding the Financial Report.
   M/S/C Anne Stokman/Becky Campo to recommend to the Board to

accept the Financial Report as presented.

**C.** Review for Recommendation August 2019 Warrants Maria Reyes-Palad reviewed the report and answered all questions regarding the warrants.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to approve the warrants as presented.

# V. Old Business – None

# VI. New Business

- A. Capital Expense Request Ambulance Request for Stryker Gurney M/S/C Becky Campo/Anne Stokman to recommend to the Board to approve the Ambulance request for Stryker Gurney as presented.
- B. Capital Expense Request Ambulance Request for Stair Chair. M/S/C Becky Campo/Anne Stokman to recommend to the Board to approve the Ambulance request for Stryker Stair Chair as presented.

# **C.** Keystone C1 Lease End

Maria Reyes-Palad reviewed the Keystone C1 Lease End report. Karin Hennings explained that Dr. West will be moving out of Keystone C1 probably by the end of January. We are investigating the possibility of offering dental services as part of the Health Center due to its status as a Rural Health Clinic. The committee recommended that we have a Plan B and look at the market value for leasing the space out. Information only – No Action Taken.

D. Expense Reimbursement Policy - Draft M/S/C Becky Campo/Anne Stokman to recommend to the Board to approve the Expense Reimbursement Policy with the change in the title to include Travel/Business.

# DEL PUERTO HEALTH CARE DISTRICT 875 E Street - Patterson, California 95363 FINANCE MEETING MINUTES SEPTEMBER 18, 2019

# E. Ambulance Director Compensation Policy

Karin Hennings gave a description of the current issues regarding the Ambulance Director's regular salaried hours and that he fills shifts on an Ambulance as a Paramedic outside of his regular salaried hours. The committee discussed staffing and not wanting to overwork Paul. Karin Hennings told the committee that the policy was not yet completed and the Committee wanted to investigate the matter further. Information only – No Action Taken.

# VII. Accounting and Finance Manager Report

A. TCB Loan Payment Options

Maria Reyes-Palad reviewed the TCB Loan Payment Options report and answered all questions regarding the report. Information only – No Action Taken.

**B.** Account Reconciliations presented for Committee review Committee reviewed the Account Reconciliations for each account with their supporting documents.

# VIII. Meeting adjourned – 4:33 PM

Respectfully submitted,

Anne Stokman, Treasurer

# **Del Puerto Health Care District** As of September 30, 2019 **Balance Sheet**

	Sep 30, 19	% Aug 31, 19 Change Sep 30, 18 % Change	% Change	Sep 30, 18	% Change
ASSETS					
Current Assets					
Total Checking/Savings	2,691,350	2,548,325	%9	6% 1,782,664	51%
Total Accounts Receivable	774,679	889,257	(13%)	887,412	(13%)
Total Other Current Assets	491,097	380,493	29%	478,925	3%
Total Current Assets	3,957,126	3,957,126 3,818,075	4%	4% 3,149,001	26%
Fixed Assets					
Total 151.000 · Capital assets	5,155,729	5,176,018	(%0)	5,338,066	(3%)
Total Fixed Assets	5,155,729	5,176,018	(%0)	5,338,066	(3%)
TOTAL ASSETS	9,112,855	8,994,093	1%	1% 8,487,067	7%
LIABILITIES & EQUITY					
Liabilities					
Total Current Liabilities	496,154	460,654	8%	429,440	16%
Total Long Term Liabilities	2,712,984	2,720,828	(%0)	2,876,887	(%9)
Total Liabilities	3,209,138	3,209,138 3,181,482	1%	3,306,327	(3%)
Equity					
350.000 · Unrestricted Assets	961,326	961,326		1,701,416	(43%)
Total 360.000 · Assigned Fund Balance	1,967,000	1,967,000		1,180,000	67%
Total 370.000 · Restricted Fund Balance	226,440	226,440		205,245	10%
390.000 · Net Fixed Assets (Capital)	2,492,762	2,492,762		2,055,580	21%
Net Income	256,190	165,083	55%	38,497	565%
Total Equity	5,903,718	5,812,611	2%	2% 5,180,738	14%
TOTAL LIABILITIES & EQUITY	9,112,856	8,994,093	1%	8,487,065	<u>%</u> 2

# A/P & Payroll Liability \$ (398,874) Unencumbered cash \$ (50,988)

- 3906 · Operating Cash Reserve \$ (1,311,000)

- 3902 · Asset Replacement Fund \$
- (656,000)

- (109,717) (119,804) 3901 - Mitigation Fees \$
- 1003a · TCB-USDA Debt Reserve 7237 \$
- 1007 · TCB Keystone C 8641 \$

- Operating Acct Month End Cash on Hand \$ 2,691,350

  - (146,943)

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# **Del Puerto Health Care District** July through September 2019 YTD by Class

				Total 02 F	Total 02 Patterson District	strict	Total 03 E	Total 03 Del Puerto Health	lealth	21 00 F			14 1 0 1	
	I otal	I OTAI U1 DPHCD	_	A	Ambulance			Center		lotal 06 Keystone Bldg C	one Blag C		IUIAL	
	Jul - Sep 19	Budget	% of Budget	Jul - Sep 19	Budget	% of Budget	Jul - Sep 19	Budget	% of Budget	Jul - Sep 19 Budget	% of jet Budget	Jul - Sep 19	Budget	% of Budget
Ordinary Income/Expense														
Income														
401.000 · Gross Patient Service Revenue				2,251,164	1,937,500	116%	556,404	575,000	97%			2,807,568	2,512,500	112%
401.021 · Del Puerto Health Center														
403.000 · Adjustments				(1,454,539)	(1,318,750)	110%	41,402	5,000	828%			(1,413,137)	(1,313,750)	108%
405.000 · Bad Debt HC & Amb				(202,550)	(161,487)	125%	(11,551)	(3,050)	379%			(214,101)	(164,537)	130%
407.000 · Other Income	330	497	%99	1,130	7,212	16%	19,555	899	2,175%			21,015	8,608	244%
Total Income	330	497	66%	595,205	464,475	128%	605,810	577,849	105%			1,201,345	1,042,821	115%
Gross Profit	330	497	66%	595,205	464,475	128%	605,810	577,849	105%			1,201,345	1,042,821	115%
Expense														
601.000 · Salaries & Wages	108,931	103,959	105%	213,782	258,045	83%	232,929	239,658	97%			555,642	601,662	92%
602.000 · Employee Benefits	23,440	23,517	100%	51,439	57,137	%06	65,184	58,500	111%			140,063	139,154	101%
603.000 · Professional Fees	7,324	20,875	35%	27,110	12,750	213%	169,410	177,688	95%			203,844	211,313	%96
604.000 · Purchased Services	2,943	2,750	107%	45,266	41,194	110%	73,283	71,156	103%			121,492	115,100	106%
605.000 · Supplies	2,657	1,685	158%	17,262	16,840	103%	21,440	24,254	88%			41,359	42,779	67%
606.000 · Utilities	1,835	1,738	106%	4,466	3,811	117%	10,757	10,997	98%			17,058	16,546	103%
607.000 · Rental and Lease	1,147	1,185	97%	95	75	127%	1,688	1,734	97%			2,930	2,994	98%
608.000 · Insurance Coverages	8,185	8,042	102%	37,342	37,287	100%	30,315	30,258	100%			75,842	75,587	100%
609.000 · Maintenance & Repairs	785	1,000	79%	17,855	23,935	75%	6,029	11,023	55%			24,669	35,958	69%
610.000 · Depreciation and Amortization	7,903	7,750	102%	30,458	36,254	84%	21,351	21,310	100%			59,712	65,314	91%
611.000 · Other operating expenses	8,727	11,595	75%	56,190	40,569	139%	16,563	17,434	95%			81,480	69,598	117%
Total Expense	173,877	184,096	94%	501,265	527,897	95%	648,949	664,012	98%			1,324,091	1,376,005	%96
Net Ordinary Income	(173,547) (183,599)	(183,599)	95%	93,940	(63,422)	(148%)	(43,139)	(86,163)	50%			(122,746)	(333,184)	37%
Other Income/Expense														
Other Income														
701.000 · District Tax Revenues	307,547	309,500	%66	60,481	60,000	101%						368,028	369,500	100%
702.000 · Impact Mitigation Fees														
703.000 · Investment Income	5,329	3,625	147%				0		%0			5,329	3,625	147%
704.000 · Interest Expense							(16,461)	(15,603)	105%			(16,461)	(15,603)	105%
705.000 · Tenant Revenue							1,800	1,800	100%	45,315 45,956	26 99%	47,115	47,756	%66
710.000 · Misc Other Income							1,988		100%			1,988		100%
Total Other Income	312,876	313,125	100%	60,481	60,000	101%	(12,673)	(13,803)	92%	45,315 45,956	26 99%	405,999	405,278	100%
Uther Expense														
802.000 · Keystone District Expense							ļ			26,606 27,338	38 97%	26,606	27,338	67%
810.000 · Misc Other Expense							457		100%			457		100%
Total Other Expense							457		100%	26,606 27,338		27,063	27,338	66%
Net Other Income	312,876	313,125	100%	60,481	60,000	101%	(13,130)	(13,803)	95%	18,709 18,618		378,936	377,940	100%
et Income	139,329	129,526	108%	154,421	(3,422)	(4,513%)	(56,269)	(99,966)	56%	18,709 18,618	18 100%	256,190	44,756	572%

Net Income

2 of 5

# Del Puerto Health Care District Warrants by Bank Account September 2019

Туре	Date	Num	Name	Credit	NOTES
101.000 · Cash and	cash equiv	alents			
101.010 · Tri Cour		alonto			
101.011 · TCB-O		eckina 17	739		
Check	09/15/2019	-	USDA Rural Development Loan-EFT	11,066.00	
Bill Pmt -Check			City Of Patterson-H2O, sewer, garbage	223.33	
Bill Pmt -Check			TSYS Health Services - CC processing	80.54	
Check	09/02/2019		Lease Finance - CC Machine	45.72	
Check	09/02/2019		Lease Finance - CC Machine	45.72	
Check	09/04/2019		Del Puerto Health Care District		
Check	09/04/2019		U.S. Bank Corporate Payment Center	7,616.24	
	00/0 // 2010	20100			fund transfer to
Check	09/04/2019	28469	Del Puerto Health Care District		Mitigation acct
Check	09/04/2019		Blue Cross Blue Shield of TN	634.50	0
Bill Pmt -Check			BICSEC Security, Inc	25.00	
Bill Pmt -Check	09/04/2019	28472	Bound Tree Medical LLC	977.91	
Bill Pmt -Check			CA Occupational Physicians	339.00	
Bill Pmt -Check	09/04/2019	28474	Cavanaugh, Christine	577.00	
Bill Pmt -Check	09/04/2019	28475	Comcast - E Street	69.53	
Bill Pmt -Check	09/04/2019	28476	Data Path, Inc	4,815.00	
Bill Pmt -Check	09/04/2019	28477	Graphic Print Stop	51.62	
Bill Pmt -Check	09/04/2019	28478	Greenway Health	1,927.79	
Bill Pmt -Check	09/04/2019	28479	Jorgensen & Co.	60.00	
Bill Pmt -Check	09/04/2019	28480	M & M Computer Services	181.00	
Bill Pmt -Check	09/04/2019	28481	Malm Fagundes LLP	1,344.17	
Bill Pmt -Check	09/04/2019	28482	McAuley Ford	662.96	
Bill Pmt -Check	09/04/2019	28483	Mission Linen Supply	360.10	
Bill Pmt -Check	09/04/2019	28484	O'Reilly Auto Parts	136.93	
Bill Pmt -Check	09/04/2019	28485	PG&E	33.64	
Bill Pmt -Check	09/04/2019	28486	Physicians Service Bureau	246.50	
Bill Pmt -Check	09/04/2019	28487	Ray's Radio Shop	644.39	
Bill Pmt -Check	09/04/2019	28488	Ray-Datta, Ishani (MD)	21,602.58	
Bill Pmt -Check	09/04/2019	28489	Rodriguez, Jose (MD)	33,333.33	
Bill Pmt -Check	09/04/2019	28490	Staples Advantage	126.74	
Bill Pmt -Check	09/04/2019	28491	Thompson Chevrolet Buick GMC Inc.	43.37	
Bill Pmt -Check	09/04/2019	28492	TID Turlock Irrigation District +06	2,025.75	
Bill Pmt -Check	09/04/2019	28493	Verizon Wireless	358.61	
Bill Pmt -Check	09/04/2019	28494	Vortex	867.20	
Check	09/09/2019	28495	Guerrero, Gabriel	1,554.00	
Bill Pmt -Check	09/09/2019	28496	MedTech Billing Services, Inc	10,774.05	
Bill Pmt -Check	09/17/2019	28497	Airgas USA, LLC	172.07	
Bill Pmt -Check	09/17/2019	28498	AMR-American Medical Response	5,746.71	
Bill Pmt -Check	09/17/2019	28499	Arrow / Teleflex	1,202.13	
Bill Pmt -Check	09/17/2019	28500	Brown Industries, Inc.	32.49	
Bill Pmt -Check	09/17/2019	28501	City Of Patterson-H2O, sewer, garbage	477.20	
Bill Pmt -Check	09/17/2019	28502	Cole Huber (Cota Cole)	3,332.50	
Bill Pmt -Check	09/17/2019	28503	Comcast - E Street	181.87	
Bill Pmt -Check	09/17/2019	28504	Comcast Business Voice Edge	1,740.35	
Bill Pmt -Check	09/17/2019	28505	Crescent Work & Outdoor #1	1,434.48	
				,	

# 11:08 AM 10/21/19 Accrual Basis

# Del Puerto Health Care District Warrants by Bank Account September 2019

Туре	Date	Num	Name	Credit	NOTES
Bill Pmt -Check	09/17/2019 2	28506	EVO Emergency Vehicle Outfiters	680.81	
Bill Pmt -Check	09/17/2019 2	28507	Frontier-3755	198.34	
Bill Pmt -Check	09/17/2019 2	28508	Frontier - HC 8639	191.11	
Bill Pmt -Check			GreenWorks Janitorial Services	4,055.00	
Bill Pmt -Check			Language Line	188.06	
Bill Pmt -Check			Life-Assist	627.67	
Bill Pmt -Check			McKesson Medical Surgical Inc.	922.25	
Bill Pmt -Check			Mid Valley IT	360.00	
Bill Pmt -Check			Mountain-Valley EMS Agency	250.00	
Bill Pmt -Check			Pacific Records Management	180.54	
Bill Pmt -Check			Patterson Irrigator	30.00	
Bill Pmt -Check			Paul Oil Co., Inc.	2,165.95	
Bill Pmt -Check			ReadyRefresh by Nestle	28.04	
Bill Pmt -Check			Shred-it US JV LLC	341.17	
Bill Pmt -Check	09/17/2019 2	28520	Staples Advantage	165.50	
Bill Pmt -Check	09/17/2019 2	28521	Streamline/Digital Deployment	200.00	
Bill Pmt -Check	09/17/2019 2	28522	Stryker Sales Corporation	3,227.01	
Bill Pmt -Check	09/17/2019 2	28523	West Interactive Services Corporation	342.82	
Bill Pmt -Check	09/17/2019 2	28524	Westside Landscape & Concrete	292.50	
Bill Pmt -Check	09/17/2019 2	28525	Workbench True Value Hdwe.	49.88	
Bill Pmt -Check	09/20/2019 2	28526	A West Side Self Storage	214.20	
Bill Pmt -Check	09/20/2019 2	28527	Beta Healthcare - Workers Comp	4,587.00	
Bill Pmt -Check	09/20/2019 2	28528	Beta Healthcare Group	16,496.88	
Bill Pmt -Check	09/20/2019 2	28529	DHCS GEMT-QAF	9,724.11	Qtr 1 Fees
Bill Pmt -Check	09/20/2019 2	28530	Keystone Pacific Business Park Owners	3,948.93	
Bill Pmt -Check	09/20/2019 2	28531	McKesson Medical Surgical Inc.	550.12	
Bill Pmt -Check	09/20/2019 2	28532	West Side Storage Baldwin	180.90	
Bill Pmt -Check			Zoll	650.25	
Total 101.011 · T				179,630.37	I
101.012 · TCB-Pa			ig 1700	170,000.07	
Liability Check	-	11 2555	QuickBooks Payroll Service	45,419.59	
Liability Check			-		
•			QuickBooks Payroll Service	47,001.98	
Liability Check	09/01/2019 E		Metlife - Group Benefits	568.88	
Liability Check	09/05/2019 E		California State Disbursement Unit	1,138.31	
Liability Check	09/19/2019 E		California State Disbursement Unit	1,163.41	
Liability Check	09/05/2019 E		Internal Revenue Service	19,660.98	
Liability Check	09/05/2019 E		EDD State of California	3,120.00	
Liability Check	09/05/2019 E		EDD State of California	275.04	
Liability Check	09/19/2019 E	∃-pay	EDD State of California	3,433.95	
Liability Check	09/19/2019 E	∃-pay	Internal Revenue Service	20,185.76	
Liability Check	09/19/2019 E	∃-pay	EDD State of California	153.23	
Paycheck	09/05/2019 2	24331	Employee Payroll	445.74	
Paycheck	09/05/2019 2	24332	Employee Payroll	1,659.41	
Paycheck	09/05/2019 2	24333	Employee Payroll	1,170.76	
Paycheck	09/05/2019 2	24334	Employee Payroll	1,431.86	
Paycheck	09/05/2019 2	24335	Employee Payroll	937.54	
Paycheck	09/05/2019 2	24336	Employee Payroll	3,597.72	
Liability Check	09/05/2019 2		Franchise Tax Board	195.83	
Liability Check	09/05/2019 2	24338	VALIC	8,488.15	

# **Del Puerto Health Care District** Warrants by Bank Account September 2019

Туре	Date	Num	Name	Credit	NOTES
Liability Check	09/05/2019	24339	United Steelworkers	324.50	
Paycheck	09/19/2019	24341	Employee Payroll	1,170.78	
Paycheck	09/19/2019	24342	Employee Payroll	1,426.58	
Paycheck	09/19/2019	24343	Employee Payroll	955.17	
Paycheck	09/19/2019	24344	Employee Payroll	4,635.51	
Paycheck	09/19/2019	24345	Employee Payroll	1,570.05	
Liability Check	09/19/2019	24346	Franchise Tax Board	251.82	
Liability Check	09/19/2019	24347	United Steelworkers	359.47	
Liability Check			VALIC	8,017.49	
Liability Check			CA Choice	25,227.15	
Liability Check	09/23/2019	24350	Delta Dental	3,005.65	
Liability Check	09/23/2019	24351	MES Vision	506.14	
Liability Check	09/26/2019	24352	AFLAC	2,071.18	
Paycheck	09/30/2019	24353	Employee Payroll	672.96	_
Total 101.012 · T	CB-Payroll A	ccount 2	999	210,242.59	
101.015 · TCB - I	Keystone C	8641			
Bill Pmt -Check	09/04/2019	EFT	Tri Counties Bank-EFT	7,442.07	
Bill Pmt -Check	09/04/2019	10154	TID Turlock Irrigation District +06	594.68	
Bill Pmt -Check	09/17/2019	10155	City Of Patterson-H2O, sewer, garbage	130.26	
Bill Pmt -Check	09/17/2019	10156	Gilberto Arroyo-06	355.00	
Bill Pmt -Check	09/20/2019	10157	Keystone Pacific Business Park Owners	3,150.07	
Total 101.015 · T	CB - Keyston	ne C 864	1	11,672.08	
Total 101.010 · Tri	Counties Ba	nk		401,545.04	
Total 101.000 · Casl	h and cash e	quivalent	S	401,545.04	
103.000 · Restricte					
103.100 · TCB-US	DA Debt Res	serve 72	37		
Check	09/15/2019	eft	USDA Rural Development Loan-EFT	10,060.00	
Total 103.100 · TC	B-USDA Deb	ot Reserv	ve 7237	10,060.00	
Total 103.000 · Rest	tricted Funds			10,060.00	
105.000 · BOTW-Mi					
Check	09/30/2019		Harland Clarke	67.84	
					fund transfer to
Check	09/04/2019	101	Del Puerto Health Care District	200 520 01	operating re: 2018 ambulance
				200,520.91	
Total 105.000 · BOT	vv-iviligation		at the second	,	
OTAL				612,193.79	•
otal Warrants (excl	udina irreau	ılar item	s)	390,337.46	

# **Board Meeting – October 28, 2019**

# Agenda Item 8.E Resolution# 2019-11 Transfer Bank of the West account to Oak Valley Bank Page 1 of 2 Department: Chief Executive Office CEO Concurrence: Yes Consent Calendar: Yes 4/5 Vote Required: No

SUBJECT:	Bank of the West Account Transfer to Oak Valley Community Bank
STAFF RECOMMENDATION:	The Board adopt a resolution to move Bank of the West Mitigation account to Oak Valley Community Bank.
CONSIDERATIONS:	Mitigation monies are deposited to Bank of the West where inferior quality of customer service were consistently experienced. Was brought to Finance Committee and they recommended to Board.
<b>DISTRICT PRIORITY:</b>	Fiscal Transparency
POLICY ISSUE:	Cash Management
FISCAL IMPACT:	None
STAFFING IMPACT:	None
CONTACT PERSON:	Karin Hennings
ATTACHMENT(S):	Resolution # 19-11

# **RECOMMENDED BOARD ACTION:**

ROLL CALL REQUIRED: No

RECOMMENDED MOTION: I move the Board of Directors adopt Resolution 19-11 to move account and open a new account with Oak Valley Community Bank.

# **Board Meeting – October 28, 2019**

# Agenda Item 9.A

# Page 1 of 2

# **Director of Ambulance Operations Extraordinary Duty Compensation Policy**

Department:	hief Executive Office	CEO Concurrence: Yes
Consent Calendar:	lo	4/5 Vote Required: No
SUBJECT:	Ambulance Director Extraordina	ary Duty Compensation Policy
RECOMMENDAT	\$35.00 per hour when working of hours (M-F 6:00 PM – 8:00 AM	alance Director be compensated at a rate of on the ambulance in a Paramedic role after- () and any hours on Saturday or Sunday. Opriate when the Ambulance Director works
CONSIDERATIO	ambulance. It is expected that the temporary vacancies (e.g., parar during business hours. If, howev cannot be filled with a staff men empty shift after-hours to assure	erations does not normally work on an ne Ambulance Director may fill in for nedic or EMT at school activity) periodically ver, a shift vacancy or last-minute call-off nber, the Director may need to fill in the the District has two ambulances in service. ents may require the Ambulance Director to nds.
DISTRICT PRIOR	ITY: Staffing and operational supervi	sion of ambulances as needed.
POLICY ISSUE:	Provide fair and reasonable com	pensation.
FISCAL IMPACT	from \$24.65 to \$31.79 (overtime Operation hourly rate is approxi	paramedic ambulance employees ranges e rate) per hour. The Director of Ambulance mately \$45.00/hour. A rate of \$35.00/hour is A of the same percentage as the ambulance
STAFFING IMPA	responsibilities which can be co weekends. It is often not practic compensatory time-off for extra establishing a compensation rate	ven-days-per-week operational supervision nducted remotely after-hours and on al to shift regular-work hours or provide -hours worked on the ambulance. Therefore, e for after-hours staffing an ambulance or riately compensates the Ambulance Director regular Director responsibilities.
CONTACT PERS	<b>N:</b> Karin Hennings, Administrative	Director / CEO
ATTACHMENT(S	None None	

# **RECOMMENDED BOARD ACTION:**

ROLL CALL REQUIRED: YES NO

# **Board Meeting – October 28, 2019**

# Agenda Item 9.A

# Page 2 of 2

**Director of Ambulance Operations Extraordinary Duty Compensation Policy** 

**RECCOMENDED MOTION:** I move the Board of Directors adopt the Director of Ambulance Operations Extraordinary Duty Compensation Policy.

MOTION AMENDED: YES NO

AMENDMENT:

Motion Made By	Motion	Second
President Pittson		
Vice President Robinson		
Secretary Campo		
Treasurer Stokman		
Director Mac Master		

VOICE VOTE TAKEN: YES NO

\_\_\_\_\_ Pass \_\_\_\_\_ Fail \_\_\_\_\_ Mixed – take Roll Call Vote

Roll Call Vote	Aye	No	Abstain	Absent
President Pittson				
Vice President Robinson				
Secretary Campo				
Treasurer Stokman				
Director Mac Master				

THE MOTION IS:

\_\_\_\_Approved \_\_\_\_\_Denied \_\_\_\_\_ Approved as amended \_\_\_\_\_Other

# **Board Meeting – October 28, 2019**

# Agenda Item 9.B - Resolution# 2019-10 Retirement Plan 1 ContributionPage 1 of 2

Department:	Chief Executive Office	CEO Concurrence:	Yes
Consent Calendar	: No	4/5 Vote Required:	No

SUBJECT:	Increase of Retirement Plan 1 Contribution
STAFF RECOMMENDATION:	The Board adopt a resolution to increase the District's contribution to Plan 1 to 4%.
CONSIDERATIONS:	Retirement benefits are a valuable recruiting and retention tool. The Board approved the increase in the Plan 1 contribution as part of the compensation strategy during labor negotiations.
<b>DISTRICT PRIORITY:</b>	Fiscal Transparency
POLICY ISSUE:	Provide fair and reasonable compensation
FISCAL IMPACT:	One percent (1%) per year of employee compensation in 2019 would equal \$22,381 vested at 20% per year of employment.
STAFFING IMPACT:	None
CONTACT PERSON:	Karin Hennings
ATTACHMENT(S):	Resolution #

# **RECOMMENDED BOARD ACTION:**

ROLL CALL REQUIRED: YES RECOMMENDED MOTION: I move the B

N: I move the Board of Directors adopt Resolution 19-10 to increase the Plan 1 District contribution to 4%.

# **Del Puerto Health Care District**

# **RESOLUTION 19-10**

# A RESOLUTION OF THE BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT TO INCREASE THE DISTRICT'S CONTRIBUTION TO RETIREMENT PLAN 1.

WHEREAS, The District adopted the Money Purchase Pension Plan (Plan 001) on January 1, 1989; and

WHEREAS, the District amended Plan 001 on January 1, 2016;

WHEREAS, the District Board of Directors is authorized to amend Article G.3.a.(iii) Contributions and Forfeitures; and

WHEREAS, the District wishes to increase the Contribution to 4%;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Del Puerto Health Care District to increase the Plan 1 contribution to 4%.

The above Resolution was passed by the following vote of the Board of Directors of the Del Puerto Health Care District at a regular meeting held on October 28, 2019.

Motion Made By	Motion	Second
President Pittson		
Vice President Robinson		
Secretary Campo		
Treasurer Stokman		
Director		

# VOICE VOTE TAKEN: YES NO

\_\_\_\_ Pass \_\_\_\_ Fail \_\_\_\_ Mixed – take Roll Call Vote

Roll Call Vote	Aye	No	Abstain	Absent
President Pittson				
Vice President Robinson				
Secretary Campo				
Treasurer Stokman				
Director				

MOTION IS:

Approved Denied Aprroved as amended Other

Becky Campo, Secretary **Board of Directors** 

# **Board Action Summary**

	2//19			
DA # & Title 9.C	MVEMSA Co	entractor Ag	greement	
D MEETING ACTION SUM MMENDED MOTION: To r		s of the MV	EMSA cor	itract.
ON AMENDED:	YES NO			
DMENT:				
Motion Made By	Motion	Second	1	
Motion Made By President Pittson	Motion	Second		
	Motion	Second	-	
President Pittson	Motion	Second	-	
President Pittson Vice President Robinson	<i>Motion</i>	Second	-	
President Pittson Vice President Robinson Secretary Campo	Motion	Second	-	
President Pittson Vice President Robinson Secretary Campo Treasurer Stokman Director Mac Master	YES NO		e Roll Call	Vote
President Pittson Vice President Robinson Secretary Campo Treasurer Stokman Director Mac Master VOICE VOTE TAKEN:	YES NO		e Roll Call	Vote Absent
President Pittson         Vice President Robinson         Secretary Campo         Treasurer Stokman         Director Mac Master         VOICE VOTE TAKEN:         Pass       Fail	YES NO	lixed – take	1	
President Pittson         Vice President Robinson         Secretary Campo         Treasurer Stokman         Director Mac Master         VOICE VOTE TAKEN:         Pass       Fail         Roll Call Vote	YES NO	lixed – take	1	
President Pittson         Vice President Robinson         Secretary Campo         Treasurer Stokman         Director Mac Master         VOICE VOTE TAKEN:         Pass       Fail         Roll Call Vote         President Pittson	YES NO	lixed – take	1	

MOTION IS:

Director Mac Master

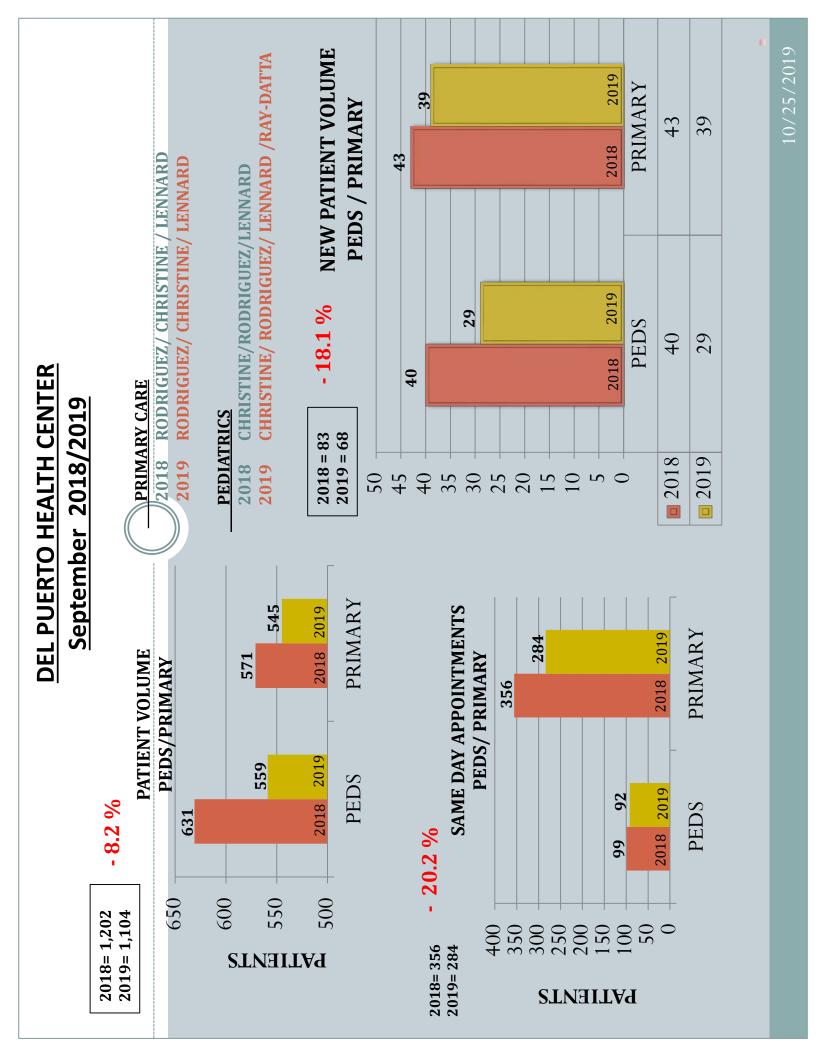
\_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Approved as amended

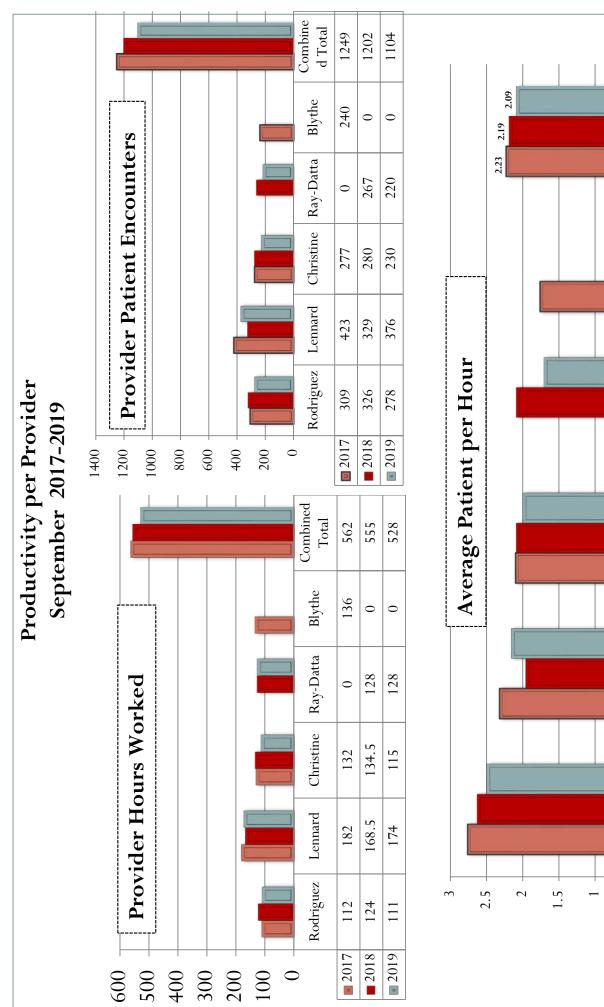
\_\_\_\_ Other

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Patterson Monthly KPI Dashboard - Smartsheet.com

Executiv	ve Summary S					Revenue Cycle Performance				
09/30/19	08/31/19	<		TERSON		09/30/19	08/3	31/19	16 Month Avg	
Gross Charges			Month Ending				Charges by Class			
\$775,490.00 \$736,933.00 \$655,840.81 Transports			09/30/19				Payor Class Medicare Medicaid Insurance Self Pay	Current Month \$278,075.00 \$245,355.00 \$162,265.00 \$89,795.00	Previous Month \$225,948.00 \$248,455.00 \$144,455.00 \$118,075.00	16 Month Avg \$261,959.5 \$198,895.6 \$123,579.3 \$71,406.2
175	176	155	09/30/19	08/3	1/19	6 Month Avg	Facility		\$0.00	
	Collections	Collection % Gross				Collections by Class				
\$223,608.00	\$115,417.00	\$153,609.71	28.8%	15.7 Accounted		23.4%	Payor Class Medicare Medicaid Insurance Self Pay	Current Month \$39,866.00 \$88,246.00 \$84,754.00 \$10,742.00	Previous Month \$28,470.00 \$10,082.00 \$70,551.00 \$6,314.00	16 Month Avg \$33,908.1 \$16,381.4 \$93,981.2 \$9,338.9
\$407,501.00	\$513,340.00	\$493,179.22	81.4%	71.0		85.6%	Facility			
	Write Offs	Aging by Range				Transports by Class				
\$126,447.00	\$25,468.00 verage Daily Reven	\$60,872.50	Payor Class 0 - 30 31 - 60 61 - 90 91 - 120	Current Month \$255,172.00 \$246,684.00 \$139,026.00 \$62,423.00	Previous Month \$262,253.00 \$173,691.00 \$112,885.00 \$46,301.00	16 Month Avg \$213,400.37 \$147,306.55 \$95,668.59 \$47,176.36	Payor Class Medicare Medicaid Insurance Self Pay	Current Month 62 56 34 23	Previous Month 51 58 33 34	16 Month Avg
\$25,849.67	\$23,772.03	\$21,861.36	120+	\$131,013.00	\$135,929.00	\$173,885.95	Facility		0	
Revenue Per Transport			Aging Payor Class				Pay Mix Transports			
\$4,431.37	\$4,187.12	\$4,236.36	Payor Class Medicare Medicaid Insurance	Current Month \$48,377.00 \$68,159.00 \$378,384.00	Previous Month 3 \$35,170.00 \$47,268.00 \$314,753.00	16 Month Avg \$43,934.59 \$28,664.61 \$310,799.33	Payor Class Medicare Medicaid Insurance	Current Month 35.4% 32.0% 19.4%	Previous Month 29.0% 33.0% 18.8%	16 Month Avg 37.5 30.9 17.9
Collections Per Transport			Self Pay Facility	\$335,095.00 \$4,305.00	\$333,868.00 \$0.00	\$291,082.84 \$2,956.56	Self Pay Facility	13.1% 0.0%	19.3% 0.0%	13.7 0.0
\$1,277.76	\$655.78	\$992.23								
Contractual Allowance Per Transport			Days Sales Outstanding				Pay Mix Aging			
\$2,328.58	\$2,916.70	\$3,185.66	32	28	8	26	Payor Class Medicare Medicaid Insurance Self Pay Facility	Current Month 5.8% 8.2% 45.4% 40.2% 0.5%	Previous Month 4.8% 6.5% 43.1% 45.7% 0.0%	16 Month Avg 6.5 4.2 45.9 43.0 0.4





10/25/2019

