

# Balance Sheet - unaudited - copy

East Kern Health Care District

As of February 28, 2026

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Bank Accounts	
1135 Mission Bank Checking	333,011.13
1140 Mision Bank Cancer Fund	26,067.24
1145 Cancer Fund CD	12,050.58
1150 Local Agency Fund	761,552.77
1151 LAIF FMV	892.93
1155 Bank of Sierra	46,836.88
Cash on hand	300.00
<b>Total for Bank Accounts</b>	<b>\$1,180,711.53</b>
Accounts Receivable	
1200 Accounts Receivable	-900.00
1201 Taxes Receivable - Kern County	0.00
1290 1290 Allowance for Doubtful Accounts	0.00
<b>Total for Accounts Receivable</b>	<b>-\$900.00</b>
Other Current Assets	
1299 Other Receivable	0.00
1400 Interest Receivable	0.00
1410 Taxes Receivable	0.00
1495 Prepaid Unit	2,500.00
1498 Prepaid Expenses	25,339.91
1499 Undeposited Funds	0.00
Inventory Asset	0.00
Uncategorized Asset	0.00
<b>Total for Other Current Assets</b>	<b>\$27,839.91</b>
<b>Total for Current Assets</b>	<b>\$1,207,651.44</b>
Fixed Assets	
1500 Land	178,205.00
1510 Buildings	1,310,740.00
1520 Furniture & Equipment	0.00
1530 Improvements	267,751.00
1549 Construction-In-Progress	264,050.00
1550 Accumulated Depreciation	-888,014.00
<b>Total for Fixed Assets</b>	<b>\$1,132,732.00</b>
Other Assets	
1700 Lease Receivable	78,263.00
<b>Total for Other Assets</b>	<b>\$78,263.00</b>
<b>Total for Assets</b>	<b>\$2,418,646.44</b>

**Agenda Item II (a) 1-5 Pages 1-11**

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# Balance Sheet - unaudited - copy

East Kern Health Care District

As of February 28, 2026

DISTRIBUTION ACCOUNT	TOTAL
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
<b>Total for Accounts Payable</b>	<b>\$0.00</b>
Credit Cards	
TMC Bank VISA	0.00
<b>Total for Credit Cards</b>	<b>\$0.00</b>
Other Current Liabilities	
2050 Accrued Expenses	0.00
2110 Deferred Compensation	0.00
2125 Other Current Liabilities	510.00
2126 Accrued Payroll	0.00
2130 2130 Note Payable - Dalffe	0.00
2140 Lease Deposit	150.00
<b>Total for Other Current Liabilities</b>	<b>\$660.00</b>
<b>Total for Current Liabilities</b>	<b>\$660.00</b>
Long-term Liabilities	
2160 DIR - Leases	75,711.00
<b>Total for Long-term Liabilities</b>	<b>\$75,711.00</b>
<b>Total for Liabilities</b>	<b>\$76,371.00</b>
Equity	
2900 Retained Earnings	2,415,243.97
Net Income	-72,968.53
3000 Opening Bal Equity	0.00
<b>Total for Equity</b>	<b>\$2,342,275.44</b>
<b>Total for Liabilities and Equity</b>	<b>\$2,418,646.44</b>

Budget vs. Actuals\_Budget\_FY26\_P&L rpt unaudited

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	JUL 2025 - JUN 2026				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
<b>Income</b>								
4010 Property Tax Revenues	116,845.15	250,000.00	-133,154.85	46.74 %	116,845.15	250,000.00	-133,154.85	46.74 %
4015 Reimbursement	16,132.63		16,132.63		16,132.63		16,132.63	
4030 Lease Income	26,967.60	57,000.00	-30,032.40	47.31 %	26,967.60	57,000.00	-30,032.40	47.31 %
4040 Interest Income	13,401.62	17,000.00	-3,598.38	78.83 %	13,401.62	17,000.00	-3,598.38	78.83 %
Unapplied Cash Payment Revenue	0.00		0.00		0.00		0.00	
<b>Total for Income</b>	<b>173,347.00</b>	<b>324,000.00</b>	<b>-150,653.00</b>	<b>53.5 %</b>	<b>\$173,347.00</b>	<b>\$324,000.00</b>	<b>-\$150,653.00</b>	<b>53.5 %</b>
<b>Cost of Goods Sold</b>								
<b>Gross Profit</b>	<b>173,347.00</b>	<b>324,000.00</b>	<b>-150,653.00</b>	<b>53.5 %</b>	<b>\$173,347.00</b>	<b>\$324,000.00</b>	<b>-\$150,653.00</b>	<b>53.5 %</b>
<b>Expenses</b>								
6100 General Operating Expenses		0.00	0.00			\$0.00	\$0.00	
6120 Bank Service Charges	90.50		90.50		90.50		90.50	
6155 Directors Fees	19,200.00	36,000.00	-16,800.00	53.33 %	19,200.00	36,000.00	-16,800.00	53.33 %
6160 Dues and Subscriptions	9,531.82	10,000.00	-468.18	95.32 %	9,531.82	10,000.00	-468.18	95.32 %
6165 Election Costs - Kern County	4,728.84	350.00	4,378.84	1351.1 %	4,728.84	350.00	4,378.84	1351.1 %
6170 Groundskeeper	4,537.77	6,500.00	-1,962.23	69.81 %	4,537.77	6,500.00	-1,962.23	69.81 %
6243 Modular Unit Rental	8,563.90	11,400.00	-2,836.10	75.12 %	8,563.90	11,400.00	-2,836.10	75.12 %
6550 Office Supplies	2,238.77		2,238.77		2,238.77		2,238.77	
6150 Depreciation Expense		0.00	0.00			0.00	0.00	
6281 Board Meeting Costs-Zoom Mtgs		250.00	-250.00	0.0 %		250.00	-250.00	0.0 %
6345 Supplies		7,200.00	-7,200.00	0.0 %		7,200.00	-7,200.00	0.0 %
6386 Tax Collection Charges		1,600.00	-1,600.00	0.0 %		1,600.00	-1,600.00	0.0 %
<b>Total for 6100 General Operating Expenses</b>	<b>48,891.60</b>	<b>73,300.00</b>	<b>-24,408.40</b>	<b>66.7 %</b>	<b>\$48,891.60</b>	<b>\$73,300.00</b>	<b>-\$24,408.40</b>	<b>66.7 %</b>
6240 Miscellaneous		0.00	0.00			\$0.00	\$0.00	
6242 Community Support	870.33	7,000.00	-6,129.67	12.43 %	870.33	7,000.00	-6,129.67	12.43 %
<b>Total for 6240 Miscellaneous</b>	<b>870.33</b>	<b>7,000.00</b>	<b>-6,129.67</b>	<b>12.43 %</b>	<b>\$870.33</b>	<b>\$7,000.00</b>	<b>-\$6,129.67</b>	<b>12.43 %</b>
6270 Professional Fees		0.00	0.00			\$0.00	\$0.00	
6280 Legal Fees	56,306.84	50,000.00	6,306.84	112.61 %	56,306.84	50,000.00	6,306.84	112.61 %
6283 Prof Services Accounting	23,472.50	20,000.00	3,472.50	117.36 %	23,472.50	20,000.00	3,472.50	117.36 %
6285 Audit Expense	12,000.00	12,000.00	0.00	100.0 %	12,000.00	12,000.00	0.00	100.0 %
6287 Consulting -Miscellaneous Consultants		25,000.00	-25,000.00	0.0 %		25,000.00	-25,000.00	0.0 %
<b>Total for 6270 Professional Fees</b>	<b>91,779.34</b>	<b>107,000.00</b>	<b>-15,220.66</b>	<b>85.78 %</b>	<b>\$91,779.34</b>	<b>\$107,000.00</b>	<b>-\$15,220.66</b>	<b>85.78 %</b>
6300 Repairs & Maintenance		4,000.00	-4,000.00	0.0 %		\$4,000.00	-\$4,000.00	0.0 %
6310 R&M- North Loop Bldg	2,455.00	0.00	2,455.00		\$2,455.00	\$0.00	\$2,455.00	
6311 Large Item Repairs & Maint-N Loop	16,625.00	76,000.00	-59,375.00	21.88 %	16,625.00	76,000.00	-59,375.00	21.88 %
6312 North Loop Construction	10,255.04	900.00	9,355.04	1139.45 %	10,255.04	900.00	9,355.04	1139.45 %
<b>Total for 6310 R&amp;M- North Loop Bldg</b>	<b>29,335.04</b>	<b>76,900.00</b>	<b>-47,564.96</b>	<b>38.15 %</b>	<b>\$29,335.04</b>	<b>\$76,900.00</b>	<b>-\$47,564.96</b>	<b>38.15 %</b>
6318 R&M - Bay Ave		0.00	0.00			\$0.00	\$0.00	
6320 R & M - Bay Ave Bldg	5,295.39	100,000.00	-94,704.61	5.3 %	5,295.39	100,000.00	-94,704.61	5.3 %
6319 Fire Damage		20,000.00	-20,000.00	0.0 %		20,000.00	-20,000.00	0.0 %
<b>Total for 6318 R&amp;M - Bay Ave</b>	<b>5,295.39</b>	<b>120,000.00</b>	<b>-114,704.61</b>	<b>4.41 %</b>	<b>\$5,295.39</b>	<b>\$120,000.00</b>	<b>-\$114,704.61</b>	<b>4.41 %</b>
<b>Total for 6300 Repairs &amp; Maintenance</b>	<b>34,630.43</b>	<b>200,900.00</b>	<b>-166,269.57</b>	<b>17.24 %</b>	<b>\$34,630.43</b>	<b>\$200,900.00</b>	<b>-\$166,269.57</b>	<b>17.24 %</b>
6350 Conference and Travel		22,000.00	-22,000.00	0.0 %		\$22,000.00	-\$22,000.00	0.0 %
6380 Travel	924.70		924.70		924.70		924.70	
6383 Online Training/Webinars	65.00		65.00		65.00		65.00	
6385 Confernece Fees	4,662.00		4,662.00		4,662.00		4,662.00	
<b>Total for 6350 Conference and Travel</b>	<b>5,651.70</b>	<b>22,000.00</b>	<b>-16,348.30</b>	<b>25.69 %</b>	<b>\$5,651.70</b>	<b>\$22,000.00</b>	<b>-\$16,348.30</b>	<b>25.69 %</b>

Budget vs. Actuals\_Budget\_FY26\_P&L rpt unaudited  
July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	JUL 2025 - JUN 2026				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
6390 Utilities	634.14	0.00	634.14		\$634.14	\$0.00	\$634.14	
6400 Gas and Electric	7,021.83	10,000.00	-2,978.17	70.22 %	7,021.83	10,000.00	-2,978.17	70.22 %
6410 Water		0.00	0.00			\$0.00	\$0.00	
6412 Water 9300 N Loop	2,330.60	4,500.00	-2,169.40	51.79 %	2,330.60	4,500.00	-2,169.40	51.79 %
6414 Water 8051/8101 Bay Ave	490.00	1,000.00	-510.00	49.0 %	490.00	1,000.00	-510.00	49.0 %
<b>Total for 6410 Water</b>	<b>2,820.60</b>	<b>5,500.00</b>	<b>-2,679.40</b>	<b>51.28 %</b>	<b>\$2,820.60</b>	<b>\$5,500.00</b>	<b>-\$2,679.40</b>	<b>51.28 %</b>
6420 Trash	3,913.83	5,500.00	-1,586.17	71.16 %	3,913.83	5,500.00	-1,586.17	71.16 %
6440 Internet/Telephone/Alarm	3,550.14	0.00	3,550.14		\$3,550.14	\$0.00	\$3,550.14	
6330 Alarm Monitoring-Bay Ave Bldg	436.91	700.00	-263.09	62.42 %	436.91	700.00	-263.09	62.42 %
6395 Telephone	2,701.94	2,500.00	201.94	108.08 %	2,701.94	2,500.00	201.94	108.08 %
6444 Internet 8051/8101 Bay Ave	29,032.38	12,000.00	17,032.38	241.94 %	29,032.38	12,000.00	17,032.38	241.94 %
<b>Total for 6440 Internet/Telephone/Alarm</b>	<b>35,721.37</b>	<b>15,200.00</b>	<b>20,521.37</b>	<b>235.01 %</b>	<b>\$35,721.37</b>	<b>\$15,200.00</b>	<b>\$20,521.37</b>	<b>235.01 %</b>
<b>Total for 6390 Utilities</b>	<b>50,111.77</b>	<b>36,200.00</b>	<b>13,911.77</b>	<b>138.43 %</b>	<b>\$50,111.77</b>	<b>\$36,200.00</b>	<b>\$13,911.77</b>	<b>138.43 %</b>
6500 Office Expenses	778.00		778.00		778.00		778.00	
6560 Payroll Expenses		0.00	0.00			\$0.00	\$0.00	
6561 Payroll EDD Taxes	226.46		226.46		226.46		226.46	
6562 Payroll Federal/EDD Taxes	4,275.00	11,000.00	-6,725.00	38.86 %	4,275.00	11,000.00	-6,725.00	38.86 %
6565 Payroll Wage Expenses	16,233.90	50,000.00	-33,766.10	32.47 %	16,233.90	50,000.00	-33,766.10	32.47 %
<b>Total for 6560 Payroll Expenses</b>	<b>20,735.36</b>	<b>61,000.00</b>	<b>-40,264.64</b>	<b>33.99 %</b>	<b>\$20,735.36</b>	<b>\$61,000.00</b>	<b>-\$40,264.64</b>	<b>33.99 %</b>
6180 Insurance		0.00	0.00			\$0.00	\$0.00	
6185 Liability Insurance		24,310.00	-24,310.00	0.0 %		24,310.00	-24,310.00	0.0 %
6190 Work Comp		1,050.00	-1,050.00	0.0 %		1,050.00	-1,050.00	0.0 %
<b>Total for 6180 Insurance</b>		<b>25,360.00</b>	<b>-25,360.00</b>	<b>0.0 %</b>		<b>\$25,360.00</b>	<b>-\$25,360.00</b>	<b>0.0 %</b>
<b>Total for Expenses</b>	<b>253,448.53</b>	<b>532,760.00</b>	<b>-279,311.47</b>	<b>47.57 %</b>	<b>\$253,448.53</b>	<b>\$532,760.00</b>	<b>-\$279,311.47</b>	<b>47.57 %</b>
<b>Net Operating Income</b>	<b>-80,101.53</b>	<b>-</b>	<b>128,658.47</b>	<b>38.37 %</b>	<b>-\$80,101.53</b>	<b>-</b>	<b>\$128,658.47</b>	<b>38.37 %</b>
		<b>208,760.00</b>				<b>\$208,760.00</b>		
Other Income								
Other Expenses								
6700 Annexation with Ridgecrest Regional Hospital		0.00	0.00			0.00	0.00	
<b>Total for Other Expenses</b>		<b>0.00</b>	<b>0.00</b>			<b>\$0.00</b>	<b>\$0.00</b>	
<b>Net Other Income</b>		<b>0.00</b>	<b>0.00</b>			<b>\$0.00</b>	<b>\$0.00</b>	
<b>Net Income</b>	<b>-80,101.53</b>	<b>-</b>	<b>128,658.47</b>	<b>38.37 %</b>	<b>-\$80,101.53</b>	<b>-</b>	<b>\$128,658.47</b>	<b>38.37 %</b>
		<b>208,760.00</b>				<b>\$208,760.00</b>		

**Note**

This report includes payables through March 3, 2026.

**Check Detail Report**  
**East Kern Health Care District**  
 February 1-28, 2026

TRANSACTION ID	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
1155 Bank of Sierra							
14232	02/03/2026	Bill Payment (Check)	40741	Aleshire & Wynder, LLP	Period December 2025	Reconciled	-
							2,895.90
14232	02/03/2026	Bill Payment (Check)	40741	Aleshire & Wynder, LLP			-
							2,895.90
14233	02/03/2026	Bill Payment (Check)	40743	Mobile Modular	monthly charges monthly charges 2026-0101 to 0206	Reconciled	-972.78
14233	02/03/2026	Bill Payment (Check)	40743	Mobile Modular			-972.78
14234	02/03/2026	Bill Payment (Check)	40744	Senior Citizen Association of California City	Annual Sponsorship 2026	Uncleared	-100.00
14234	02/03/2026	Bill Payment (Check)	40744	Senior Citizen Association of California City			-100.00
14235	02/03/2026	Bill Payment (Check)	40742	Amazon	Order #144-2790516-4319446/114-9381574-6707415 office supplies	Uncleared	-320.86
14235	02/03/2026	Bill Payment (Check)	40742	Amazon			-320.86
14236	02/03/2026	Bill Payment (Check)	40746	Spectrum Business/Time Warner	126318801 126318801 Inv # 126318801010126 20260101-0131 8101 Bay Ave \$270.00/9300 N Loop \$160 ..	Cleared	-430.00
14236	02/03/2026	Bill Payment (Check)	40746	Spectrum Business/Time Warner			-430.00
14237	02/03/2026	Bill Payment (Check)	40745	SoCalGas	049 013 9910 7 9300 N Loop 049 013 9910 7 9300 N Loop Acct#*****0107	Uncleared	-337.37
14237	02/03/2026	Bill Payment (Check)	40745	SoCalGas			-337.37
14243	02/05/2026	Expense		Payroll	PAYROLL INTUIT 82590250 CCD	Reconciled	-
							1,548.48
14243	02/05/2026	Expense		Payroll	PAYROLL INTUIT 82590250 CCD		1,548.48
14244	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD	Reconciled	-546.30
14244	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD		546.30
14245	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD	Reconciled	-516.30
14245	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD		516.30
14246	02/05/2026	Expense		Payroll	PAYROLL INTUIT 82590250 CCD	Reconciled	-582.72
14246	02/05/2026	Expense		Payroll	PAYROLL INTUIT 82590250 CCD		582.72
14247	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD	Reconciled	-546.30
14247	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD		546.30
14248	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD	Reconciled	-455.25
14248	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD		455.25
14249	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD	Reconciled	-546.30
14249	02/05/2026	Expense		Payroll	PAYROLL INTUIT 81521493 CCD		546.30
14261	02/05/2026	Expense		Wire Transfer	WIRE TRANSFER FEE	Reconciled	-27.50
14261	02/05/2026	Expense		Wire Transfer	WIRE TRANSFER FEE		27.50
14275	02/17/2026	Bill Payment (Check)	40752	Shauna Royten	Mileage reimb	Uncleared	-58.00
14275	02/17/2026	Bill Payment (Check)	40752	Shauna Royten			-58.00
14276	02/17/2026	Bill Payment (Check)	40751	Frontier	760-373-2004-102413-5	Reconciled	-252.06
14276	02/17/2026	Bill Payment (Check)	40751	Frontier			-252.06
14277	02/17/2026	Bill Payment (Check)	40750	Digitech	2026 0201 to 0228 Inv #2087 8101 Bay Ave Monthly Monitoring fee	Cleared	-42.99
14277	02/17/2026	Bill Payment (Check)	40750	Digitech			-42.99
14278	02/17/2026	Bill Payment (Check)	40756	Waste Management Corporate Services, Inc.	3942211-4808-0 2026 0101 0131 Inv # 3982297-4808-0	Cleared	-436.62
14278	02/17/2026	Bill Payment (Check)	40756	Waste Management Corporate Services, Inc.			-436.62
14279	02/17/2026	Bill Payment (Check)	40747	California City Chamber of Commerce	Annual Membership 2026	Uncleared	-75.00
14279	02/17/2026	Bill Payment (Check)	40747	California City Chamber of Commerce			-75.00
14280	02/17/2026	Bill Payment (Check)	40755	Thugs to Bugs Pest Control Co. Inc.	2025 0103 0206 inv #56381 to 61195 \$715.00 // inv 56128 to 60759 9300 N Loop \$900.00 Inv Inv 23009 to 61194 9350 N Loop \$840.00	Cleared	-
							2,455.00
14280	02/17/2026	Bill Payment (Check)	40755	Thugs to Bugs Pest Control Co. Inc.			-
							2,455.00
14281	02/17/2026	Bill Payment (Check)	40753	Spectrum Business/Time Warner	****8801 Acct #****8801 Inv 126318801020126 2026 0201 to 0303 8101 Bay Ave \$270.00 9300 N Loop \$160	Cleared	-430.00
14281	02/17/2026	Bill Payment (Check)	40753	Spectrum Business/Time Warner			-430.00
14282	02/17/2026	Bill Payment (Check)	40754	Streamline	2026 0101 to 20270101 E1CD7C93-0011 Streamline flex	Reconciled	-
							1,320.20
14282	02/17/2026	Bill Payment (Check)	40754	Streamline			-
							1,320.20
14283	02/17/2026	Bill Payment (Check)	40748	City of California City water	101730.03/103347.01 20280114 to 2013 Acct#103347.01 9300 N Loop	Reconciled	-22.68
14283	02/17/2026	Bill Payment (Check)	40748	City of California City water			-22.68
14284	02/17/2026	Bill Payment (Check)	40749	D. David Hebebrand	Invoice #25-2294 2025 12/31 to 2026 1/31	Reconciled	-
							4,346.25
14284	02/17/2026	Bill Payment	40749	D. David Hebebrand			-

Check Detail Report  
 East Kern Health Care District  
 February 1-28, 2026

TRANSACTION ID	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
		(Check)					
14291	02/17/2026	Expense		IRS	USATAXPYMT IRS CCD	Reconciled	4,346.25
							-
14291	02/17/2026	Expense		IRS	USATAXPYMT IRS CCD		1,346.33
14292	02/17/2026	Expense		EDD	TAX INTUIT 05372199 CCD		1,346.33
14292	02/17/2026	Expense		EDD	TAX INTUIT 05372199 CCD	Reconciled	-189.40
14293	02/18/2026	Expense		Payroll	PAYROLL INTUIT 84054922 CCD		189.40
						Reconciled	-
14293	02/18/2026	Expense		Payroll	PAYROLL INTUIT 84054922 CCD		2,020.04
14294	02/18/2026	Expense		Payroll	PAYROLL INTUIT 84054922 CCD		2,020.04
14294	02/18/2026	Expense		Payroll	PAYROLL INTUIT 84054922 CCD	Reconciled	-582.72
14288	02/26/2026	Expense		IRS	USATAXPYMT IRS CCD		582.72
						Reconciled	-
14288	02/26/2026	Expense		IRS	USATAXPYMT IRS CCD		1,452.50
14289	02/26/2026	Expense		EDD	TAX INTUIT 53235990 CCD		1,452.50
14289	02/26/2026	Expense		EDD	TAX INTUIT 53235990 CCD	Reconciled	-687.28
14290	02/26/2026	Expense		IRS	USATAXPYMT IRS CCD		687.28
14290	02/26/2026	Expense		IRS	USATAXPYMT IRS CCD	Reconciled	-93.72
14369	02/26/2026	Expense		Payroll	TAX INTUIT 80255594 CCD		93.72
14369	02/26/2026	Expense		Payroll	TAX INTUIT 80255594 CCD	Cleared	-226.46
							226.46

Check Detail Report  
 East Kern Health Care District  
 February 1-28, 2026

TRANSACTION ID	TRANSACTION DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
1140 Mission Bank Cancer Fund						
14316	02/23/2026	Expense	Tmobile	DBT CRD 1717 38769868 METRO BY T-MOBILE - 85 CALIFORNIA CI CA C#8352 DBT CRD 1717 02/19/26 38769868 METRO BY T-MOBILE - 85 CALIFORNIA CI CA C#8352	Reconciled	-305.74
14316	02/23/2026	Expense	Tmobile	DBT CRD 1717 38769868 METRO BY T-MOBILE - 85 CALIFORNIA CI CA C#8352 DBT CRD 1717 02/19/26 38769868 METRO BY T-MOBILE - 85 CALIFORNIA CI CA C#8352		305.74
14317	02/24/2026	Expense	Ella's Stop Shop	DBT CRD 1759 63634218 SQ *ELLA S STOP SHOP GOSQ.COM CA C#8352 DBT CRD 1759 02/24/26 63634218 SQ *ELLA S STOP SHOP GOSQ.COM CA C#8352	Reconciled	-662.49
14317	02/24/2026	Expense	Ella's Stop Shop	DBT CRD 1759 63634218 SQ *ELLA S STOP SHOP GOSQ.COM CA C#8352 DBT CRD 1759 02/24/26 63634218 SQ *ELLA S STOP SHOP GOSQ.COM CA C#8352		662.49
14318	02/26/2026	Expense	CSDA	DBT CRD 1527 72554109 CALIFORNIA SPECIAL DIS 916-4427887 CA C#8352 DBT CRD 1527 02/24/26 72554109 CALIFORNIA SPECIAL DIS 916-4427887 CA C#8352	Reconciled	-
14318	02/26/2026	Expense	CSDA	DBT CRD 1527 72554109 CALIFORNIA SPECIAL DIS 916-4427887 CA C#8352 DBT CRD 1527 02/24/26 72554109 CALIFORNIA SPECIAL DIS 916-4427887 CA C#8352		2,075.00
14319	02/26/2026	Expense	Zoom Video Communications, Inc.	DBT CRD 1750 58086098 ZOOM.COM 888-799-9666 ZOOM.US CA C#8352 DBT CRD 1750 02/25/26 58086098 ZOOM.COM 888-799-9666 ZOOM.US CA C#8352	Reconciled	-43.98
14319	02/26/2026	Expense	Zoom Video Communications, Inc.	DBT CRD 1750 58086098 ZOOM.COM 888-799-9666 ZOOM.US CA C#8352 DBT CRD 1750 02/25/26 58086098 ZOOM.COM 888-799-9666 ZOOM.US CA C#8352		43.98
1135 Mission Bank Checking						
14259	02/05/2026	Expense	Google	APPS_COMME GOOGLE WEB F770493581 US004AA6TM XXXXXXXX6155905 APPS_COMME GOOGLE WEB F770493581 26/02/05 US004AA6TM TRACE #-XXXXXXXXX6155905	Cleared	-176.40
14259	02/05/2026	Expense	Google	APPS_COMME GOOGLE WEB F770493581 US004AA6TM XXXXXXXX6155905 APPS_COMME GOOGLE WEB F770493581 26/02/05 US004AA6TM TRACE #-XXXXXXXXX6155905		176.40
14260	02/05/2026	Expense	Wire Transfer	WIRE TRANSFER FEE	Cleared	-15.00
14260	02/05/2026	Expense	Wire Transfer	WIRE TRANSFER FEE		15.00
14258	02/09/2026	Expense	Tmobile	PCS SVC T-MOBILE WEB XXXXXX0304 PCS SVC T-MOBILE WEB XXXXXX0304 26/02/09 3140227 TRACE #-XXXXXXXXX3380810	Cleared	-50.52
14258	02/09/2026	Expense	Tmobile	PCS SVC T-MOBILE WEB XXXXXX0304 PCS SVC T-MOBILE WEB XXXXXX0304 26/02/09 3140227 TRACE #-XXXXXXXXX3380810		50.52

**EAST KERN HEALTH CARE DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Year Ended June 30, 2024*

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**FINANCIAL ANALYSIS OF THE DISTRICT (continued)**

**Condensed Balance Sheets (continued)**

By far the largest portion of the District's net position (41% as of June 30, 2024) reflects the District's investment in capital assets (net of accumulated depreciation) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to its customers; consequently, these assets are not available for future spending.

At the end of year 2024, the District showed a positive balance in its unrestricted net position of \$1,543,690 which may be utilized in future years.

**Condensed Statements of Revenues, Expenses, and Changes in Net Position**

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>Change</u>
Operating revenues	\$ 70,530	\$ 61,323	\$ 9,207
Operating expenses	453,720	435,809	(17,911)
Operating loss	(383,190)	(374,486)	(8,704)
Non-operating revenues	338,998	1,013,617	(674,619)
Change in net position	(44,192)	639,131	(683,323)
Net position – beginning of period	2,759,978	2,120,847	639,131
Net position – end of period	<u>\$ 2,715,786</u>	<u>\$ 2,759,978</u>	<u>\$ (44,192)</u>

The statement of revenues, expenses and changes in net position shows how the District's net position changed during the fiscal years. In the case of the District, the District's net position decreased 1.60%, or \$44,192 from the prior year's net position of \$2,759,978 to \$2,715,786, as a result of the year's operations.

**Total Revenues**

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>Increase (Decrease)</u>
<b>Operating revenues:</b>			
Office rental	\$ 70,530	\$ 61,323	\$ 9,207
<b>Total program revenues</b>	70,530	61,323	9,207
<b>Non-operating revenues:</b>			
Property taxes	297,318	243,561	53,757
Insurance proceeds	-	754,969	(754,969)
Investment earnings	38,824	15,087	23,737
Other revenue	2,856	-	2,856
<b>Total general revenues</b>	338,998	1,013,617	(674,619)
<b>Total revenues</b>	<u>\$ 409,528</u>	<u>\$ 1,074,940</u>	<u>\$ (665,412)</u>

In fiscal year 2024, total revenues decreased by 61.90%, or \$665,412 from \$1,074,940 to \$409,528, from the prior year, due to a one time payment from insurance proceeds in the prior year.

Profit and Loss YTD Comparison - unaudited - copy

East Kern Health Care District

July 1, 2024-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JUL 1 2024 - JUN 30 2025	JUL 1 2024 - JUN 30 2025 (YTD)
<b>Income</b>		
4010 Property Tax Revenues	282,079.25	282,079.25
4030 Lease Income	76,203.19	76,203.19
4040 Interest Income	46,739.77	46,739.77
<b>Total for Income</b>	<b>\$405,022.21</b>	<b>\$405,022.21</b>
<b>Cost of Goods Sold</b>		
<b>Gross Profit</b>	<b>\$405,022.21</b>	<b>\$405,022.21</b>
<b>Expenses</b>		
6100 General Operating Expenses		
6120 Bank Service Charges	266.59	266.59
6155 Directors Fees	22,900.00	22,900.00
6160 Dues and Subscriptions	12,913.22	12,913.22
6165 Election Costs - Kern County	97.00	97.00
6166 Election Costs- San Bernadino	28.00	28.00
6170 Groundskeeper	5,885.00	5,885.00
6243 Modular Unit Rental	10,821.32	10,821.32
6281 Board Meeting Costs-Zoom Mtgs	51.98	51.98
6345 Supplies	313.38	313.38
6386 Tax Collection Charges	1,706.72	1,706.72
6550 Office Supplies	12,871.99	12,871.99
<b>Total for 6100 General Operating Expenses</b>	<b>\$67,855.20</b>	<b>\$67,855.20</b>
6180 Insurance		
6185 Liability Insurance	29,427.33	29,427.33
6190 Work Comp	1,018.56	1,018.56
<b>Total for 6180 Insurance</b>	<b>\$30,445.89</b>	<b>\$30,445.89</b>
6240 Miscellaneous		
6242 Community Support	2,500.00	2,500.00
<b>Total for 6240 Miscellaneous</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>
6270 Professional Fees		
6280 Legal Fees	46,043.02	46,043.02
6283 Prof Services Accounting	12,080.00	12,080.00
6284 Professional Services- District Secretary	2,800.00	2,800.00
6285 Audit Expense	12,000.00	12,000.00
6288 Consultants - contract	36,652.84	36,652.84
<b>Total for 6270 Professional Fees</b>	<b>\$109,575.86</b>	<b>\$109,575.86</b>

# Profit and Loss YTD Comparison - unaudited - copy

East Kern Health Care District

July 1, 2025-February 28, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	JUL 1 2025 - FEB 28 2026	JUL 1 2025 - FEB 28 2026 (YTD)
<b>Income</b>		
4010 Property Tax Revenues	116,845.15	116,845.15
4015 Reimbursement	16,132.63	16,132.63
4030 Lease Income	23,944.95	23,944.95
4040 Interest Income	12,701.52	12,701.52
Unapplied Cash Payment Revenue	0.00	0.00
<b>Total for Income</b>	<b>\$169,624.25</b>	<b>\$169,624.25</b>
<b>Cost of Goods Sold</b>		
<b>Gross Profit</b>	<b>\$169,624.25</b>	<b>\$169,624.25</b>
<b>Expenses</b>		
6100 General Operating Expenses		
6120 Bank Service Charges	90.50	90.50
6155 Directors Fees	19,200.00	19,200.00
6160 Dues and Subscriptions	9,531.82	9,531.82
6165 Election Costs - Kern County	4,728.84	4,728.84
6170 Groundskeeper	4,037.77	4,037.77
6243 Modular Unit Rental	7,591.12	7,591.12
6550 Office Supplies	2,238.77	2,238.77
<b>Total for 6100 General Operating Expenses</b>	<b>\$47,418.82</b>	<b>\$47,418.82</b>
6240 Miscellaneous		
6242 Community Support	662.49	662.49
<b>Total for 6240 Miscellaneous</b>	<b>\$662.49</b>	<b>\$662.49</b>
6270 Professional Fees		
6280 Legal Fees	53,660.84	53,660.84
6283 Prof Services Accounting	23,472.50	23,472.50
6285 Audit Expense	12,000.00	12,000.00
<b>Total for 6270 Professional Fees</b>	<b>\$89,133.34</b>	<b>\$89,133.34</b>
6300 Repairs & Maintenance		
6310 R&M- North Loop Bldg	\$2,455.00	\$2,455.00
6311 Large Item Repairs & Maint-N.Loos	16,625.00	16,625.00
6312 North Loop Construction	10,255.04	10,255.04
<b>Total for 6310 R&amp;M- North Loop Bldg</b>	<b>\$29,335.04</b>	<b>\$29,335.04</b>
6318 R&M - Bay Ave		
6320 R & M - Bay Ave Bldg	2,694.12	2,694.12
<b>Total for 6318 R&amp;M - Bay Ave</b>	<b>\$2,694.12</b>	<b>\$2,694.12</b>
<b>Total for 6300 Repairs &amp; Maintenance</b>	<b>\$32,029.16</b>	<b>\$32,029.16</b>

# Profit and Loss YTD Comparison - unaudited - copy

East Kern Health Care District

July 1, 2025-February 28, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	JUL 1 2025 - FEB 28 2026	JUL 1 2025 - FEB 28 2026 (YTD)
6350 Conference and Travel		
6380 Travel	858.00	858.00
6383 Online Training/Webinars	65.00	65.00
6385 Confernece Fees	4,662.00	4,662.00
<b>Total for 6350 Conference and Travel</b>	<b>\$5,585.00</b>	<b>\$5,585.00</b>
6390 Utilities		
6400 Gas and Electric	\$337.37	\$337.37
6410 Water	6,531.36	6,531.36
6412 Water 9300 N Loop		
6414 Water 8051/8101 Bay Ave	2,330.60	2,330.60
	490.00	490.00
<b>Total for 6410 Water</b>	<b>\$2,820.60</b>	<b>\$2,820.60</b>
6420 Trash	3,477.21	3,477.21
6440 Internet/Telephone/Alarm	\$3,550.14	\$3,550.14
6330 Alarm Monitoring-Bay Ave Bldg	436.91	436.91
6395 Telephone	2,701.94	2,701.94
6444 Internet 8051/8101 Bay Ave	26,395.08	26,395.08
<b>Total for 6440 Internet/Telephone/Alarm</b>	<b>\$33,084.07</b>	<b>\$33,084.07</b>
<b>Total for 6390 Utilities</b>	<b>\$46,250.61</b>	<b>\$46,250.61</b>
6500 Office Expenses	778.00	778.00
6560 Payroll Expenses		
6561 Payroll EDD Taxes	226.46	226.46
6562 Payroll Federal/EDD Taxes	4,275.00	4,275.00
6565 Payroll Wage Expenses	16,233.90	16,233.90
<b>Total for 6560 Payroll Expenses</b>	<b>\$20,735.36</b>	<b>\$20,735.36</b>
<b>Total for Expenses</b>	<b>\$242,592.78</b>	<b>\$242,592.78</b>
<b>Net Operating Income</b>	<b>-\$72,968.53</b>	<b>-\$72,968.53</b>
Other Income		
Other Expenses		
<b>Net Other Income</b>		
<b>Net Income</b>	<b>-\$72,968.53</b>	<b>-\$72,968.53</b>

VENDOR	MEMO LINE	AMOUNT
Aleshire & Wynder	2026- February Billing Invoice# 104211	\$5,303.40
Amazon	Office Supplies Invoices # 114- 9612296-7135458 \$251.93 Tape, Masks, Gloves, Phone cases, Tissues Invoice # 114-8172931- 6334612\$ 150.11 Snacks, Waters, Fingerprint Lock for Office	\$402.04
Axion	2026- 02/27/26 to 04/04/26 Invoice # 100108126	\$487.68
Classic Lock and Key	2026 0312 Install Keypad Entry to office	\$95.00
City of California City	Water 2026 0114 to 0213 Acct# 103347.01 9300 North Loop \$345.60 Water 2026 014 to 0213 Acct # 101730.03 Bay 8101 \$ 72.88	\$418.48
CSDA	Certificate in Special District Governance Karen Macedonio \$65 Lois Peralta \$65 LaMiya Patrick \$65	\$195.00
Frontier (LAST BILL)	2026 0228-0327 Acct# 760-373-2804-5 9300 North Loop	\$474.19
Golden Hills IT	Monthly balance for 2026 0302 to 0401 INVOICE # 3893	\$2,637.30
Luciano Miranda	Monthly Billing 2026 0301 to 0326	\$500.00
Spectrum	2026 0301 to 0331 9300 North Loop \$160.00 Invoice # 212948401	\$436.08

Date: March 17th , 2026, Vendor Payment List

Board Approval \_\_\_\_\_

	8101 Bay Ave \$276.08 Invoice # 127902701	
Thugs to Bugs	Service 2026 0306 to 0401 Invoice # 61546 \$90.00 9350 North Loop Blvd Invoice # 61548- #61547 \$75.00 and \$55.00 9278 North Loop	\$220.00
Waste Management	Service 2026 0201 to 0228 Invoice # 3983099-4808-9 9300 North Loop Blvd	\$ 436.62
<b>TOTAL ITEMS = 12</b>		<b>TOTAL =11,605.79</b>



**DEBIT CARD PAYMENT LIST**

DATE: March 17<sup>th</sup>, 2026

<b>VENDOR</b>	<b>MEMO LINE</b>	<b>AMOUNT</b>
Ellas Stop Shop	Invoice # 000008 Swag Gear	\$207.84
Metro PCS	District Phones (5) 1 month Service 2026 0219 to 0319 Account #	\$115.00
PEAC Solutions	Printer Bill 2026 0223 to 0315	\$ 481.17
<b>TOTAL ITEMS= 3</b>		<b>TOTAL= \$ 804.01</b>



# Maintenance Technician Job Packet

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East Kern Health Care District  
Prepared: March 10, 2026

Revised by Board Legal Counsel 03/10/2026

District Manager: Rubi Rizo | rrizo@ekhcd.org | 661-220-6100

## Position Description

**Position Title:** Maintenance Technician

**Status:** Part-Time Nonexempt position The District presently anticipates assigning up to 25 hours per month, subject to operational need, budget, and advance approval by the District Manager.”

**Hourly Rate:** \$25.00 per hour

**Reports To:** District Manager

## Position Summary

The Maintenance Technician performs routine, preventive, and corrective maintenance for EKHCD facilities and grounds, including interior and exterior upkeep. Duties include interior/exterior painting, drywall patching and finishing, light carpentry, minor repairs, and general facility support. All work direction, scheduling, and project assignments come from the District Manager, who manages authorized hours, tasks, and priorities.

## Key Responsibilities

- General Maintenance: Perform scheduled and unscheduled maintenance; identify hazards and report needs to the District Manager; complete minor repairs as appropriate.
- Painting & Drywall: Patch, prep, prime, and paint interior/exterior surfaces; repair drywall including sanding, texturing, and finish work.
- Facility Upkeep & Repairs: Conduct light carpentry (trim/door adjustments), basic fixture installations/removals, and lighting maintenance (bulbs/ballasts as permitted).

- Exterior/Grounds: Maintain walkways, parking areas, signage, and remove debris; support seasonal tasks (storm prep/heat checks).
- Safety & Compliance: Follow EKHCD safety policies; immediately notify the District Manager of unsafe conditions and security concerns; support emergency readiness tasks as assigned.
- Administrative & Reporting: Track monthly maintenance hours; log completed tasks/materials; attend walkthroughs/check-ins with the District Manager.
- Performs other related maintenance and facility-support duties as assigned within the scope of the position.

### **Work Hours & Schedule**

Part-time: 25 hours per month, managed and authorized by the District Manager. Hours may vary by project. Any additional hours require prior approval by the District Manager.

### **Qualifications**

- Experience with general maintenance, painting, drywall, and basic repairs.
- Ability to safely use hand tools, painting equipment, and basic power tools.
- Reliable communication, attention to detail, and ability to lift/carry up to 50 lbs.
- Valid Drivers License
- Any required background screening
- Sufficient communication skills to follow instructions and safety requirements
- The ability to work safely around occupied facilities

### **Supervision**

Reports directly and exclusively to the District Manager. District Manager handles day-to-day supervision, scheduling, and hour approval, while board directions occur only through formal action or policy.

### **Compensation**

\$25.00 per hour. Paid monthly based on District Manager–approved time logs.

### **At-Will Employment Notice**

Employment with the East Kern Health Care District (EKHCD) is at-will. Either the District or the employee may terminate employment at any time, with or without cause or notice, subject to applicable law.



## Acknowledgments & Signatures

By signing below, the Employee acknowledges receipt of this Maintenance Technician Job Packet, understands the at-will nature of employment, agrees to follow EKHCD safety policies, and understands that all assignments, projects, and time approvals are managed by the District Manager.

District Manager (Rubi Rizo): _____	Date: _____
Employee: _____	Date: _____



**California Special Districts Association**  
*Districts Stronger Together*

SIGN OUT

HI, RUBI

CART

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## 2026 Special District Leadership Academy San Diego



Local boards are the cornerstone of local control, serving as the true voices of their communities. In special districts, governance is not just a responsibility, it's the essential function that boards bring to the table. By transforming the wishes, needs, and priorities of the public into actionable policies, boards ensure that their

districts are responsive and well-managed. The effectiveness and survival of special districts hinge on the strength of

their governance, which is why every public official must prioritize it. CSDA's Special District Leadership Academy supports this mission by offering curriculum-based training that strengthens the partnership between board members and general managers. Designed for both new and experienced board members, the Academy equips participants with the skills and insights needed to lead collaboratively and uphold vital governance responsibilities, laying the foundation for achieving shared goals within their districts.

Attendees will learn:

- How to work as a team
- The roles of the board and staff
- Attributes and characteristics of highly effective boards
- How culture, norms, values, and operating style influence the district
- Specific jobs the board must perform
- How individual values, skills, and knowledge help to shape how effective boards operate
- The importance of moving from "I" to "we" as the governance team
- The board's role in setting direction for the district; the board's role in finance and fiscal accountability
- And more!

Register on or before April 10, 2026 to receive early bird pricing!

\$825 Early Registration / \$890 Regular Registration CSDA Member  
\$1,650 Early Registration / \$1,780 Regular Registration Non-member

Send More – Save More

Special Discounted Pricing!

Additional attendees from the same district:

\$565 each Early Registration / \$625 Regular Registration CSDA Member  
\$1,130 each Early Registration / \$1,250 Regular Registration Non-member

**Members: discounted pricing will automatically populate at checkout. Non-members: call to obtain discounted pricing for attendees 2, 3, 4, etc.**

NOTE: You must complete the first-time attendee track to qualify for SDLF Certificate in [Special District Governance](#).

SDLA Graduate? Join us for our Returning Attendee Track with Two Days of Breakout Sessions with topics such as (sample from previous year):

- Building a Solid Financial Foundation
- Navigating Community Engagement
- Legislative Relations 201
- Good Governance
- Financial Reporting
- Public Agencies and Lawyers

Detailed schedule can be found on the [SDLA Website](#).

#### ***First-Time Attendee Schedule of Events***

##### **Monday 5/11/26**

5:30 - 7:00 pm Registration and Networking Reception

##### **Tuesday 5/12/26**

8:30 am - 4:30 pm First-Time Attendee Sessions

5:30 - 7:30 pm Sip and Savor Evening Reception

##### **Wednesday 5/13/26**

8:30 am - 4:00 pm First-Time Attendee Sessions

Open Evening

##### **Thursday 5/14/26**

8:30 am - 12:00 pm First-Time Attendee Sessions

12:00 pm Graduation Certificate Distribution

#### ***Returning Attendee Schedule of Events***

##### **Monday 5/11/26**

5:30 - 7:00 pm Registration and Networking Reception

##### **Tuesday 5/12/26**

8:30 am - 4:30 pm Returning Attendee Sessions

5:30 - 7:30 pm Sip and Savor Evening Reception

##### **Wednesday 5/13/26**

8:30 am - 4:00 pm Returning Attendee Sessions

4:00 pm Conference ends for Returning Attendees

**Interested in Exhibiting/Sponsoring? Check out all of the opportunities and register [here](#).**

Need help paying for this conference? Scholarship funds are available from the Special District Leadership Foundation (SDLF). Apply [here](#)

**HOTEL ROOM RESERVATIONS:** CSDA room reservations in the CSDA room block start at the rate of \$199 plus tax and fees per day. The room reservation cut-off is April 15, 2026; however, space is limited and may sell out before this date.

Information regarding hotel reservations and links to book in the CSDA room block will be emailed within 24 hours of registration.

Cancellations must be in writing and received by CSDA no later than April 10, 2026, at 5:00 p.m. All cancellations received by this date will be refunded less a \$100 cancellation fee.

There will be no refunds for cancellations made after April 10, 2026. Substitutions to another attendee are possible but only for SDLA South (not transferable to another conference) and must be done in writing no later than April 29, 2026, at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@csla.net](mailto:meganh@csla.net) or fax to 916-520-2465.

# 2026 Special District Leadership Academy

Register Today

SAN DIEGO

SAN RAFAEL

SAN LUIS OBISPO

Photo Credit: Tina Quillen

## EXPERIENCE THE CONFERENCE



## OVERVIEW

CSDA's Special District Leadership Academy offers curriculum-based training built around the essential partnership between board members and general managers. Designed for both new and seasoned board members, our groundbreaking curriculum equips attendees with the knowledge and skills necessary to lead effectively and uphold vital governance responsibilities. This conference fosters collaborative leadership and sets a strong foundation for achieving shared goals within your special district.

Attend for the first time and complete all four modules of the Special District Leadership Academy:

- Governance Foundations
- Charting the Course/Setting Direction
- Board's Role in Human Resources
- Board's Role in Finance and Fiscal Accountability

Already completed the academy? Take a deep dive into common opportunities and challenges facing special districts by registering for the advanced track.

## SOUTHERN LOCATION



MAY 11 - 14, 2026  
SAN DIEGO

Embassy Suites - San Diego Bay  
601 Pacific Hwy  
San Diego, CA 92101

REGISTER NOW

## NORTHERN LOCATION



JULY 19 - 22, 2026  
SAN RAFAEL

Embassy Suites - San Rafael - Marin County  
101 McInnis Pkwy  
San Rafael, CA 94903

REGISTER NOW **Page 21**

## SPONSORS



COASTAL LOCATION



SEPTEMBER 13 – 16, 2026  
SAN LUIS OBISPO

Embassy Suites - San Luis Obispo  
333 Madonna Road  
San Luis Obispo, CA 93405

[REGISTER NOW](#)

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# EMPLOYEE HANDBOOK

Revised by Rubi Rizo February 2026

District Legal Counsel Review February 2026

Board Approved \_\_\_\_\_

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## INTRODUCTION

East Kern Health Care District ("District") has prepared this Handbook to provide its employees with an overview of the District's policies, benefits and rules. This Handbook is intended to familiarize District employees with important information about the District, as well as information regarding an employee's privileges and responsibilities. Thus, all employees are required to read, understand, and follow the provisions of the Handbook. Failure to comply with any policy will subject an employee to discipline, up to, and including termination. The District reserves the right to amend, supplement or rescind any provisions of this Handbook, other than the at-will employment provision. As policies and benefits are revised, notification regarding any significant update will be provided to employees. To obtain additional information regarding specific employment policies or procedures, employees are directed to contact their manager, the District Manager.

## I. EMPLOYMENT

### A. EQUAL EMPLOYMENT OPPORTUNITY

The District affords equal opportunity in all aspects of employment to all employees and applicants for employment without regard to race, religion (including religious dress and/or grooming), creed, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), reproductive health decision-making, gender, national origin, ethnicity, ancestry, citizenship, age, physical or mental disabilities, color, marital status, registered domestic partner status, sexual orientation, gender identity or expression, genetic information, medical condition, military or veteran status, or any other basis protected by applicable law. This policy applies to all employees and applicants for employment, and extends to all phases of employment, including, but not limited to: recruitment, hiring, training, promotion, discharge or layoff, rehiring, compensation and any benefits.

### B. REASONABLE ACCOMMODATIONS

The District provides reasonable accommodation for applicants or employees in accordance with applicable state and federal laws.

Any applicant or employee who believes they may need accommodation to perform any essential functions of the position they hold or seek should contact the District Manager to request such accommodation.

### C. POLICY AGAINST HARASSMENT AND RETALIATION

Harassment and discrimination in employment on the basis of sex (including pregnancy, childbirth, breastfeeding, or a related medical condition), reproductive health decision-making, gender, race, color, national origin, ancestry, citizenship, religion, creed, age, physical or mental disability, medical condition, sexual orientation, gender identity or gender expression, military or veteran status, marital status, registered domestic partner status, genetic information, or any other protected basis (collectively the "Protected Characteristics") is unlawful under federal and state law. Every individual is entitled to work free of discrimination or harassment based on any protected characteristic. The law prohibits all employees (including coworkers, supervisors, and managers), as well as third parties with whom the employee comes into contact, from engaging in this impermissible conduct. Accordingly, the District does not tolerate discrimination or harassment in the workplace or in any work-related situation. Unlawful discrimination and harassment violate the District's rules of conduct.

Unlawful harassment in employment may take many different forms. Some examples are:

- Verbal conduct such as epithets, derogatory comments, slurs, or unwanted comments and jokes.

Visual conduct such as derogatory posters, cartoons, drawings, or gestures.

Physical conduct such as blocking normal movement, restraining, touching, or otherwise physically interfering with work of another individual.

Threatening or demanding that an individual submit to certain conduct or to perform certain actions in order to keep or get a job, to avoid some other loss, or as a condition of job benefits, security, or promotion; and/or

Retaliation by any of the above means for having reported harassment or discrimination or having assisted another employee to report harassment or discrimination.

**Sexual harassment** under these laws includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

Submission to such conduct is made either explicitly or implicitly by term or condition of an individual's employment;

Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; and/or

Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

### 1. Internal Complaint Procedure

Discrimination and harassment in employment are not tolerated. The District prohibits retaliation for having made a report, and/or otherwise participating in the reporting or investigative process, under this policy.

Any individual who believes they are the object of harassment or discrimination on any prohibited basis, or who has observed such harassment or discrimination, or who believes they have been subjected to retaliation, should notify any supervisor, the District manager. Supervisors who receive a complaint under this policy shall report it to the Legal Counsel and Board President. The District will conduct a fair, timely, and thorough investigation, and will do so in a confidential manner, to the extent possible. The investigation will be performed by impartial and qualified personnel and will be appropriately documented. Following the investigation, the District will take such action as is warranted under the circumstances and will timely close the matter.

### 2. Agency Complaint Procedure

Both the state and federal governments have agencies whose purpose is to address unlawful discrimination in the workplace. If an individual who provides services to the District believes they have been harmed by an unlawful practice and is not satisfied with the District's response to their claims, they may file a written complaint with the California Civil Rights Department ("CRD") or the Equal Employment Opportunity Commission ("EEOC"). The local address for the CRD is 4800 Stockdale Highway, Suite 215 Bakersfield, CA 93309, and the applicable website is [www.calcivilrights.ca.gov](http://www.calcivilrights.ca.gov). The local address for the EEOC is Roybal Federal Building 255 East Temple St., 4<sup>th</sup> Floor Los Angeles, CA 90012, and the applicable website is [www.eeoc.gov](http://www.eeoc.gov).

### **3. Retaliation**

Retaliation against any individual for making a report, or for participating in an investigation, under this policy is strictly prohibited. Individuals are protected by law and by District policy from retaliation for opposing unlawful discriminatory practices, for filing an internal complaint under this policy, for filing a complaint with the CRD or EEOC, or for otherwise participating in any proceedings conducted by the District under this policy and/or by either of these agencies.

#### **D. AT-WILL EMPLOYMENT STATUS**

Employment with the District is at-will and accordingly may be terminated by the employee or the employer at any time without prior notice. Employees have no property interest in their employment with the District.

#### **E. INTRODUCTORY PERIOD**

All new District employees shall serve an introductory period of 90 days commencing with their first day of employment, unless the District determines that an extension of that period is warranted. The purpose of this period is for the District and the employee to get acquainted with one another and determine whether the continuation of the employment relationship is in the mutual interest of both parties.

Upon the completion of the introductory period, a performance evaluation will be conducted to ascertain the advisability of continued employment on a non-introductory employment basis. The evaluation will be conducted by the General Manager, or if no General Manager is presently employed, by the President of the Board of Directors. The introductory employee will be advised in writing of the performance evaluation results and of their employment status. Satisfactory completion of the introductory period does not alter the at-will nature of the employment relationship.

A rehired former employee who has been separated from the District for more than one (1) year will be subjected to a similar 90 day introductory period.

#### **F. EMPLOYMENT CLASSIFICATIONS**

In order to determine an employee's classification and eligibility for various District-provided benefits, the following employment categories have been established:

1. Introductory Employee: A newly hired employee for the first 90 of their employment or a former employee who has been rehired after a separation from the District of more than one (1) year.
2. Regular Full-Time Employee: An employee that regularly works a minimum of thirty (30) hours per week on a continuing basis and who has successfully completed their introductory period.
3. Regular Part-Time Employee: An employee who regularly works fewer than thirty (30) hours but more than ten (10) hours per week and who has successfully completed their introductory period.
4. Temporary Employee: An employee who is hired for a particular project or a job of limited or indefinite duration.
5. Exempt Employee: Employees whose positions meet specific guidelines established by the Fair Labor Standards Act ("FLSA") and applicable state laws, thus exempting the employee from overtime pay requirements.
6. Non-Exempt Employee: Employees whose positions do not meet FLSA and state exemption tests and who are paid overtime wages for overtime hours worked in accordance with applicable laws.

#### **G. PERSONNEL RECORDS**

The District maintains confidential personnel files or records of its employees and former employees.

Employees are expected to timely notify their supervisor, the District Manager or the President of the Board if there is a change in the employee's name or contact information, including, but not limited to a change in home address or telephone number.

Employees may request an opportunity to inspect or obtain a copy of the contents of the District's personnel file maintained on them by submitting a written request to their supervisor, the District Manager.

#### **H. EMPLOYEE REFERENCES**

The District restricts the release of information regarding current and former employees provided to individuals and entities outside of the District. The District will normally verify only a former or current employee's dates of employment and positions held. A written disclosure authorization and release may be required of the former or current employee before any information is provided to an outside requester.

#### **I. EMPLOYMENT OF RELATIVES**

The District may consider applicants for employment who are relatives of a current employee. Employees' relatives may not be eligible for employment with the District where potential or

actual problems of supervision, safety, security or morale, or potential or actual conflicts of interest exist. Relatives include, but are not limited to, an employee's parent, child, spouse, domestic partner, brother, sister, in-laws and step relationships and other familial relationships as determined at the District's discretion.

If two employees marry, or otherwise become related, and the problems noted above potentially exist, one or both employees may not be permitted to continue their employment with the District unless a resolution can be reached to resolve all potential problems.

If only one of the two related employees is permitted to remain a District employee, the decision as to which relative will remain in District employment must be made by the two employees within 14 calendar days of becoming "related" under this policy. If no decision has been made during the allotted timeframe, both employees will be transferred or terminated, at the sole discretion of the District Manager.

## **II. CONDUCT AND BEHAVIOR**

### **A. GENERAL CONDUCT GUIDELINES**

The District's objective is to maintain an efficient, productive and cooperative workplace.

Below are a few examples of conduct that are not in accord with these goals, and which the District considers inappropriate in the workplace or in a work-related situation. This list is illustrative and not exhaustive.

1. Insubordination, inconsiderate or unprofessional conduct.
2. Violation of any District policy, including but not limited to its policy prohibiting unlawful harassment or its drug-free workplace policy.
3. Actual or threatened violence, intimidation, fighting or bullying.
4. Unauthorized release of confidential information about the District, District employees or District customers/consumers.
5. Theft, damaging, or the unauthorized removal or possession of property belonging to the District, colleagues, or anyone generally on District property.
6. Falsifying or mishandling any District record, including but not limited to an employment application or any time-keeping record.
7. Excessive or unauthorized absence or tardiness.
8. Bringing on District property dangerous or unauthorized materials, such as explosives, firearms, or other similar items.
9. Unsatisfactory job performance.

### **B. CORRECTIVE OR DISCIPLINARY ACTION**

All District employees are expected to meet performance standards and to behave appropriately in the workplace. The goal is to guide the employees to correct their performance or behavior by identifying the problems, causes and solutions.

At the District's discretion, corrective or disciplinary action may be in the form of counseling, written or oral reprimand, notice(s) of inadequate job performance, suspension, discharge, termination or in any combination of the above. The District is not required to take any disciplinary steps in any particular order. The District may impose any level of discipline it deems appropriate, including termination in the first instance.

### **C. POLICY AGAINST WORKPLACE BULLYING**

#### **ANTI-BULLYING**

Bullying or abusive conduct in the workplace is strictly prohibited. Bullying is described as conduct in the workplace that is malicious, hostile or offensive, and unrelated to the employer's legitimate business interests.

Examples of bullying or abusive conduct includes but is not limited to: (1) repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets;(2) verbal or physical conduct that is threatening, intimidating, or humiliating; and (3) the sabotage or undermining of a person's work performance.

Employees are encouraged to report instances of bullying or abusive conduct to their immediate supervisor to the District Manager.

#### **PERFORMANCE EVALUATION**

Performance evaluations are generally conducted upon an employee's completion of their introductory period, approximately 90 days later, and annually thereafter. An evaluation may also be given within approximately 90 days after a transfer or change in the employee's job classification.

Formal performance evaluations are in writing.

Performance evaluations do not automatically result in increases in salary or promotions.

### III. COMPENSATION

#### A. PAYROLL PERIODS

The District pay period occurs twice per month. District pay periods end on the 15<sup>th</sup> and last day of each month.

#### B. PAYROLL DEDUCTIONS

Deductions as required by law will be made from each employee's wages. These include but are not limited to, state and federal income taxes, social security taxes (FICA), and state disability insurance (SDI) payments. Deductions may also be made for health insurance premiums, upon employee authorization.

#### C. FINAL PAYCHECK AND RETURN OF DISTRICT PROPERTY

Employees who are discharged will be paid all wages due at the time of termination, including any accrued but unused compensatory time.

#### D. MERIT INCREASES

Employees with a minimum of twelve (12) full calendar months of employment with the District may be eligible to be considered for a salary increase at the District's discretion. Merit increases, if any are provided, are provided at the discretion of the District Manager. Merit increases are not guaranteed following a positive performance appraisal, evaluation or at any other time.

#### E. OVERTIME

District employees will occasionally be asked and/or required to work overtime as necessary. Non-exempt employees who work overtime will be paid for their overtime hours worked in accordance with all legal requirements.

All overtime work by a non-exempt employee must be approved in advance by an employee's supervisor.

#### F. COMPENSATORY TIME OFF POLICY

Only non-exempt employees may be eligible to elect to receive compensatory time off ("CTO") as exempt employees are paid a fixed salary that is intended to compensate them for all hours worked.

At the non-exempt employee's option, CTO, can be earned up to a total of forty (40) hours. Compensatory time will be earned at the rate of 1.5 hours for every overtime hour worked. When the maximum number of CTO hours has been reached, any overtime hours worked more than forty (40) CTO hours will be paid as overtime wages.

To receive compensatory time in lieu of overtime pay, the employee must notify the District Manager in writing of their intent to do so within a reasonable time period. The employee is also required to make a notation on their timesheet of their request to receive accrued CTO in lieu of overtime pay.

If employment with the District ends, any accrued compensatory time shall be paid out pursuant to the employee's current rate of pay.

**G. PAID HOLIDAY AND VACATION TIME**

The District recognizes state and federal holidays as unpaid time off.

- New Year's Day January 1st
- Martin Luther King's Day (The Third Monday in January)
- President's Day (The third Monday in February)
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day and the day after:
- Christmas Eve and Christmas Day
- Other days designated by the board

## IV. BENEFITS

### A. PAID SICK LEAVE

Employees are granted or accrue a minimum of five (5) days or forty (40) hours of paid sick time per year and may accrue up to a maximum of ten (10) days or eighty (80) hours. An employee is eligible to begin using paid sick leave after their 90th day of employment with the District.

Accrued sick days are not paid out upon separation from employment.

### B. FAMILY AND MEDICAL CARE LEAVES

To be eligible for leave under the California Family Rights Act (CFRA), both of the following requirements must be met:

- 1) Have been employed with the District for at least twelve (12) months.
- 2) Have worked a minimum of 1,250 hours during the twelve (12)-month period immediately preceding any leave request; and
- 3)

### C. PREGNANCY DISABILITY LEAVE – PDL

Under California state law, employees are eligible for PDL if they have a pregnancy related disability. The eligible employee is entitled to up to four (4) months of leave, upon the certification of the healthcare provider that the employee is disabled by pregnancy. Leave can be taken all at once or intermittently. Employees are required to provide the District with at least thirty (30) days' notice where practicable.

Employees returning from PDL are reinstated to their same or comparable position with the District, in accordance with the law. Employees are required to use accrued paid sick time during their PDL.

During PDL, employees continue participating in the District's group health plans, to the same extent and under the same terms and conditions as if they were actively working during the leave period.

### D. MILITARY LEAVE

Employees are granted military leave in accordance with applicable law.

### E. MEDICAL LEAVE

When an employee requests a medical leave of absence, the employee must provide

documentation from their healthcare provider stating the employee is temporarily precluded from work due to medical conditions. Upon receiving medical verification of the need for leave, the District will consider granting the leave.

Upon returning from medical leave, employees are required to submit written certification from their healthcare provider releasing them to resume work, including any restrictions on the ability to work and the duration of restrictions, if any.

Employees are required to use any accrued sick leave during their medical leave.

**F. JURY SERVICE LEAVE**

The District encourages its employees to fulfill their civic duty and serve jury duty. Time off for non-exempt employees to serve jury duty is without pay, and exempt employees will receive their full salary for any week of jury service during which they perform any work for the District. Employees are required to submit a copy of the jury duty proof of service to their supervisor and the District Manager.

Employees are to report to work on any day, or portion thereof that is not actually spent in the performance of jury service. For each week of jury duty, the District requires its employees to provide the District with a certificate of jury service, certified by the Court.

**G. LEAVE WITHOUT PAY**

Upon written request and subject to approval by the Board of Directors, a regular full-time employee may be granted a personal leave of absence without pay not to exceed thirty (30) days.

**H. ATTENDANCE AND ABSENCES**

Regular attendance and punctuality are expected of all District employees. If an employee is unable to report to work or will be more than fifteen (15) minutes late, employees are required to notify their supervisor or District Manager as soon as practicable.

Employees who are off work for a medical issue for 3 or more consecutive workdays may be asked to provide a doctor's note supporting their need for the absence, and will be required to provide a doctor's note releasing them to return to work.

## V. HEALTH, SAFETY, AND SECURITY

### A. NON-SMOKING

The District is committed to a philosophy of good health and a safe work environment. In keeping with this philosophy, smoking of any kind, including the use of smokeless tobacco products, and marijuana, is not permitted in any District buildings, facilities, equipment, or vehicles. Employees wishing to smoke should do so only during their break and meal periods, outside of District buildings. This policy always covers all District premises, including before and after normal working hours.

### B. DRUG AND ALCOHOL-FREE WORKPLACE

The District is committed to maintaining a drug and alcohol-free workplace. Accordingly, employees are not permitted to use, possess, sell or distribute, dispense, or be under the influence of drugs or alcohol in the workplace.

The sole exception to this prohibition is the authorized use of lawful medication, provided such use does not render the employee "under the influence."

### C. REASONABLE SUSPICION TESTING

An employee must submit to a drug and/or alcohol test upon the District's request when their supervisor or District Manager has reasonable suspicion to believe that the employee is in possession of or under the influence of a controlled substance while within the workplace. A refusal to consent to reasonable suspicion testing will be treated as a positive test result and the employee will be disciplined accordingly.

Some examples of conduct or behaviors that may result in a conclusion of reasonable suspicion, include, but are not limited to the following:

- Speech (slurred, slow, distracted mid-thought, inability to verbalize thoughts);
- Odors (smell of alcohol, body odor, or urine);
- Movements (unsteady, fidgety, dizzy);
- Eyes (dilated, constricted, or watery eyes, or involuntary eye movements);
- Face (flushed, sweating, confused or blank look);
- Emotions (argumentative, agitated, irritable, drowsy);
- Actions (yawning, twitching); and/or
- Inactions (sleeping, unconscious, no reaction to questions).

### D. SAFETY POLICY STATEMENT

The District strives to provide a safe workplace which similarly requires its employees to be safety conscious. Employees are expected to report any unsafe or hazardous condition to their supervisor or the manager in charge immediately. Every effort will be made to remedy problems as quickly as possible.

In the event of an accident involving personal injury, regardless of how minor, employees are expected to timely notify their supervisor and/or the District Manager. Failure to report timely accidents may impact the processing of insurance and benefit claims.

**E. DRIVER SAFETY**

The District is committed to making certain that its employees with driving responsibilities do not place the District, other employees or members of the public at risk. The District requires all employees with driving responsibilities to maintain a safe driving record as a condition of employment.

For positions that require driving, the District may require its employees and applicants to furnish relevant portions of their driving record or require authorization permitting the District to request records directly from the Department of Motor Vehicles (DMV).

**F. INJURY AND ILLNESS PREVENTION PROCEDURES (IIPP)**

The District is committed to maintaining a safe and healthy work environment. Towards this end, the District maintains an IIPP policy.

**G. WORKERS' COMPENSATION**

The District carries workers' compensation insurance, and all employees are eligible for coverage, on their first day of employment. This insurance is intended to provide medical care and provide some compensation for lost time resulting from injuries on the job and those illnesses caused by an employee's work. Employees are required to timely report all job-related injuries or illnesses to their supervisor or the District Manager.

**H. WORKPLACE VIOLENCE POLICY**

The District is committed to providing a workplace that is free from acts of violence or threats of violence. In keeping with this commitment, the District has established a "zero-tolerance" policy for actual or threatened violence against employees, visitors, or any other persons who are either on the District's premises or have contact with employees in the course of their duties.

## **VI. WORKPLACE GUIDELINES**

### **A. HOURS OF OPERATION**

Employees are required to work as scheduled. Various factors, such as workloads, operational efficiency, and staffing needs, may require variation in an employee's starting and quitting times and total hours worked each day or week. All non-exempt employees are required to record all time worked.

### **MEAL PERIODS**

The District provides at least thirty (30)-minute uninterrupted, unpaid meal period to employees who work five (5) hours or more. The District will provide an additional thirty (30)-minute uninterrupted, unpaid meal period when employees work more than twelve (12) hours in a day.

### **B. REST PERIODS**

The District provides employees with one paid 10-minute rest break for every four (4) hours worked.

### **C. DRESS AND GROOMING STANDARDS**

The District prides itself on the professional atmosphere it maintains and the favorable image that employees present as representatives of the District. Employees are expected to use their best judgment in determining their appearance and dress, consistent with the District's standards and the positive image and professional atmosphere it wishes to maintain. The District requires its employees to observe good habits of grooming and personal hygiene, and dressing in a manner appropriate for a casual business setting.

### **D. CONFIDENTIALITY/CONFLICT OF INTEREST**

There are aspects of the District's business operations and activities that are confidential. There shall be no disclosure of confidential information to anyone outside the District without appropriate authorization. All District employees are expected to take all necessary steps to safeguard all confidential information.

### **E. INTERNET, E-MAIL, AND ELECTRONIC COMMUNICATIONS POLICY**

Employees who utilize electronic communications devices must do so in a legal, ethical and appropriate manner. The District's electronic communications systems include, but is not limited to: District computers, District-owned electronic devices, email, and Internet communications (collectively referred to as the "District Systems").

Employees have no expectation of privacy with respect to information created on, transmitted over, received by, or stored on the District Systems. The District routinely monitors the District Systems including email and Internet communications.

Employees are encouraged to utilize sound judgment whenever using the District Systems. Employees must understand and adhere to the following:

1. The District's policy against unlawful harassment, including sexual harassment, extends to the use of District Systems. Employees shall not use any electronic communication device in a manner that violates the District's policy prohibiting harassment, discrimination or that violates any other District policy.
2. Employees are not permitted to use the District Systems for a purpose that is not for the direct and immediate benefit of the District.
3. Employees are not permitted to use the District Systems in a manner that violates the trademark, copyright, or license rights of any other person, entity or organization.
4. Employees are not permitted to use the District Systems in a manner that infringes upon the rights of other people, entities or organizations to proprietary, confidential or trade secret information.
5. Employees are not permitted to use the District Systems for any purpose that is competitive, either directly or indirectly, to the interests of the District or for any purpose that creates an actual, potential or apparent conflict of interest.

**F. SOCIAL MEDIA**

Social media provides a powerful vehicle for the communication of information, including experiences, opinions, perspectives, and insights and generally connects people around the world. Usually, communications and postings on social media are neither private nor confidential and those who engage in such communications risk the possibility that their communications will be forwarded or shared with unintended recipients and may be located with search engines long after the communications are made. The contents of the communications are generally controlled and regulated by members of the user community rather than the sponsor or provider of the site or a third party.

District employees who participate in activities and communications using social media (e.g., Facebook, Instagram, Twitter/X, Reddit, etc.) should do so with recognition and appreciation of the risks. Employees who use social media are expected to comply with all applicable District policies. Nothing in this policy is designed to interfere with, restrain, or prevent employee communications regarding wages, hours, or other terms and conditions of employment. District employees have the right to engage in or refrain from such activities.

**G. DISTRICT PHONE USAGE/PERSONAL CELL PHONES**

All District telephones, including District-provided cell phones, are restricted to the use related to District business. Employees are to refrain from using District telephones for personal reasons, with the exception of emergency situations and/or if authorized by a supervisor.

The use of personal cell phones during working hours represents an obvious distraction that can impact an employee's productivity and efficiency as well as workplace safety. Thus, District employees are discouraged from using their personal cell phones during working hours.

**H. DISTRICT EQUIPMENT AND PROPERTY**

All District property and equipment, including but not limited to, vehicles, equipment, tools, machines, supplies and desks (collectively referred to as "District Property"), are to be used for District business and operation only. Employees are required to maintain all District Property in accordance with applicable District rules and regulations. There shall be no abuse, misuse, careless or intentional damage of any District property or the property of fellow employees. The District reserves the right to inspect all District Property, with or without notice to the employee and/or in the employee's absence.

**I. INSPECTIONS/SEARCHES**

The District has established a policy concerning inspections and searches on District premises. The District reserves the right to conduct an inspection or search at any time on District premises, of District Property or District Systems. Anything brought onto District premises may be subject to search or inspection if Local Law Enforcement is to be called.

## **VII. EMPLOYMENT SEPARATION**

### **A. RESIGNATION**

Employees are requested to provide their supervisor with at least two (2) weeks' advance written notice of resignation. The District may request an exit interview with a resigning employee.

### **B. PERSONAL POSSESSIONS & RETURN OF DISTRICT PROPERTY**

Employees are expected to return all District property in their possession or control immediately upon termination or resignation from District employment. Items expected to be returned include but are not limited to, computer equipment, keys, tools, and District credit cards.

## ACKNOWLEDGEMENT OF RECEIPT OF EMPLOYEE HANDBOOK

I acknowledge that I have received a copy of the District's Employee Handbook. I understand that the Handbook contains important information regarding the District's general personnel policies and my privileges and obligations as a District employee. I acknowledge that I am expected to read, understand, and adhere to District policies and accordingly, I will familiarize myself with the material provided in this Handbook.

I understand that I am governed by the contents of the Handbook. I further understand that the District may change, rescind or add to any policies, benefits or practices as described in the Handbook, other than the employment-at-will policies, from time to time in its sole and absolute discretion, with or without prior notice. I understand that the District will advise employees of material changes within a reasonable timeframe.

Furthermore, I understand that employment with the District is not for a specified term and is at the mutual consent of the employee and the District (i.e., "at-will employment"). Accordingly, I understand that either I or the District can terminate the at-will employment relationship at any time, with or without cause, reason or advance notice.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



Rights of Passage for Women (501(c)  
KTS Certified Farmers Market  
911 South China Lake Boulevard  
Ridgecrest, CA 93555  
**Phone: (661) 450-8054**  
**Email: [ktsfarmersmarket@gmail.com](mailto:ktsfarmersmarket@gmail.com)**

March 3, 2026

**East Kern Healthcare District  
Board of Directors**

## **Agenda Item V ( c ) Pages 45-46**

**Subject: 2026 Community Health Sponsorship Partnership**

Dear Board Members,

Thank you again for taking the time to meet with me earlier today and for the thoughtful conversation regarding the KTS Certified Farmers Market and its role in supporting community health in Ridgecrest. Per the board's request, I have updated this letter to reflect the revised contribution level discussed while maintaining the same community health partnership opportunities.

### **About KTS Certified Farmers Market**

KTS Certified Farmers Market is operated by **Rights of Passage for Women (501(c)(3))** and serves as a weekly community gathering where residents can access fresh, locally grown food while connecting with local businesses and community resources.

The market is held at **911 South China Lake Boulevard in Ridgecrest**, a centrally located location that provides accessible parking and walkability for families, seniors, and individuals with disabilities.

**The 2026 market season runs every Saturday from 9:00 AM to 1:00 PM.**

KTS Certified Farmers Market has also recently been approved to accept EBT benefits, expanding fresh food access for low-income households, seniors, and working families in our community.

Through this program, families using nutrition assistance benefits are able to purchase fresh fruits, vegetables, eggs, and other eligible foods directly from local farmers, increasing access to healthier food options.

### **Community Health Sponsorship**

We respectfully invite East Kern Healthcare District to participate as a **Community Health Sponsor** of the 2026 KTS Certified Farmers Market season.

**Page 45**

The full Community Health Sponsorship level for the season is **\$2,500**, which supports initiatives that expand access to fresh food and provide opportunities for community health engagement.



Rights of Passage for Women (501c3)  
KTS Certified Farmers Market  
911 South China Lake Boulevard  
Ridgecrest, CA 93555  
**Phone: (661) 450-8054**  
**Email: [ktsfarmersmarket@gmail.com](mailto:ktsfarmersmarket@gmail.com)**

As discussed during the meeting, we would also welcome a **contribution of \$2,000 toward this sponsorship level** to support community health engagement at the market. This partnership helps strengthen fresh food access through EBT participation while creating opportunities for residents to connect with health resources, nutrition information, and wellness-focused activities that encourage healthier food choices within our community.

### **Community Health Impact**

Access to fresh food plays a critical role in preventing diet-related health conditions such as **diabetes, hypertension, and heart disease**. By supporting the KTS Certified Farmers Market, East Kern Healthcare District helps create a community space where residents can access healthier food options while connecting with local health resources and wellness education.

### **Partnership Recognition**

In recognition of sponsorship support, East Kern Healthcare District will receive:

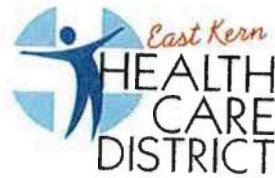
- Recognition as a **Community Health Sponsor**
- **Logo placement on select market materials**
- **Social media recognition throughout the season**
- **Verbal recognition during market announcements**
- **Complimentary booth space** for community outreach and health education

### **Closing**

We truly appreciate the work East Kern Healthcare District does to support the health and well-being of our community, and we would be honored to partner with you during the 2026 KTS Certified Farmers Market season.

Thank you again for your time and consideration. Please let me know if the board would like any additional information.

Warm regards,  
Quesha Bernard  
Founder & Market Director  
KTS Certified Farmers Market  
Rights of Passage for Women (501(c)(3))  
Phone: (661) 450-8054  
Email: [ktsfarmersmarket@gmail.com](mailto:ktsfarmersmarket@gmail.com)



## Staff Report

Name: Rubi Rizo

Position: Acting District Manager

Reporting Period 03/03/2026-03/17/2026

Reporting on:

- I. Code of Conduct for Directors
- II. SDRMA Insurance Docs
- III. Ad-HOCS (Newsletter) –
- IV. Certificates of Completion
- V. Kern County Special Districts Association
- VI. Ridgecrest Chamber of Commerce or other commerce's
- VII. Cancer Fund, public participation
- VIII. Thugs to Bugs Invoices

Goals: MANY (=

Director's Comments:

**Agenda Item VI (a) Pages 47-72**

Generally, directors of special districts should **not** involve themselves in the day-to-day operations or mingle in a manner that interferes with staff activities. Their role is to set policy and provide strategic oversight, not to manage daily operations.

Here is a breakdown of the rules surrounding director involvement in daily activities:

## 1. Separation of Governance and Management

- **Role of the Board (Directors):** The board acts as the legislative body, setting policy, approving budgets, and defining the mission and vision.
- **Role of Staff (General Manager/Staff):** The General Manager (GM) is hired by the board to manage day-to-day operations, supervise employees, and implement policies.
- **The Limit:** Board members are expected to refrain from managing the daily activities and should not directly supervise or direct staff.

## 2. Potential Issues with Daily Involvement ("Micromanagement")

Involvement by directors in day-to-day work can cause several problems:

- **Undermining Authority:** It can interfere with the authority of the General Manager and staff, reducing morale.
- **Legal Risks:** Improper involvement, such as attempting to influence decisions outside of a board meeting or violating conflict of interest rules, can lead to legal issues.
- **Disruption:** It can lead to inefficient decision-making and cause unnecessary tension within the organization.

## 3. Appropriate Interaction with Facilities

While they should not micromanage, directors are responsible for the oversight of district property and assets.

- **Board Visits:** Directors may visit facilities to understand operations, provided they do not disrupt staff or attempt to give orders to personnel.
- **Communication Channel:** The primary interface for directors should be through the General Manager, not by directly instructing staff members.

## 4. Exceptions and Nuances

- **Dependent Districts:** For dependent special districts, board members (often city councilmembers or county supervisors) have a more direct role in management, but this is an exception to the general rule of independence.
- **Committees:** Directors can be involved in operational details through officially appointed board committees, but still within a policy-oriented, rather than a managerial, capacity.

In summary, while directors must be familiar with district operations, their role is to guide the district through policy rather than performing the daily work themselves.

## 2-1. 409. Code of Conduct

- (a) The board of Directors adopted the following norms of <sup>behavior and protocol (Code of conduct)</sup> - ethical and professional manner. The norms are intended to serve as guidelines for Directors to maintain the credibility of the District and foster public trust.
- (b) General
- (1) Treat other Directors, staff and the public with courtesy and respect.
  - (2) Avoid criticizing individuals in public by focusing on the issues or work products.
  - (3) Avoid misrepresenting facts or making assertions that are inaccurate or untrue.
  - (4) Refrain from disrupting an opponent's campaign events; moving, removing or vandalizing campaign signs; or removing campaign flyers.
  - (5) Avoid promulgating inaccuracies or falsehoods.
  - (6) Stay abreast of issues affecting the District and other local agencies.
  - (7) Refrain from communications that may constitute a violation of the Ralph M. Brown Act such as discussions among a quorum of Directors, at one time or serially, face-to-face or otherwise.
  - (8) Maintain the confidentiality of non-public information.
  - (9) Ensure public statements, op-eds or letters to the editor that do not reflect the policy of the majority of the Board are cited as personal opinion.
- (c) Public Meetings
- (1) Inform other Directors and the General Manager of unexpected issues that may arise at a public meeting.
  - (2) Be prepared for Board meetings by reviewing the agenda and supporting materials in advance.
  - (3) Respect the Board President's responsibility to run meetings.
  - (4) Seek recognition by the Board President before speaking and avoid interrupting other Directors.
  - (5) Listen carefully to public speakers, avoid interrupting and do not engage in debate; limit questions to those aimed to understand the public's view.
  - (6) Make remarks succinct and to the point in an effort to avoid tiring the public or engaging in tedious or repetitious discussion.
- (d) Decision-Making
- (1) Make decisions based on public input.
  - (2) Attempt to persuade other Directors through reasoned debate and accept the majority's decision graciously and as policy of the Board.
  - (3) Articulate the reasoning for decisions for the benefit of the public, particularly when the Board is divided on an issue.
- (e) Business Operations
- (1) Provide policy direction to the General Manager, and support the General Manager to implement policy through staff District business.
  - (2) Avoid unnecessary individual requests for the General Manager's time or attention to matters that may not be of interest to the majority of the Board.
  - (3) Obtain recommendations from the General Manager on District issues.

MEMBER COVERED: East Kern Health Care District  
PO Box 2546  
California City, California 93504

Your District/Agency has elected to participate in the risk financing coverage programs described below as "THE PACKAGE PROGRAM" and in such other programs as are indicated herein. These DECLARATIONS together with the Memorandum of Coverage, the Employee and Public Officials Dishonesty Coverage Policy attached as **Exhibit D**, the terms and conditions of the Sixth Amended and Restated Joint Powers Agreement and Bylaws, or successor documents thereto, constitute the entire agreement concerning risk-financing coverage between the Special District Risk Management Authority and your District/Agency.

Please read the Sixth Amended and Restated Joint Powers Agreement and Bylaws of the Special District Risk Management Authority (hereinafter "SDRMA"), or successor documents thereto, together with the Memorandum of Coverages, hereinafter referred to as the "Memorandum" and the policy(ies) attached as Exhibit(s) to ascertain all of your District's/Agency's rights and obligations regarding its relationship with the Special District Risk Management Authority.

COVERAGE PERIOD: Jul 01, 2025 at 12:01 a.m. to Jul 01, 2026 at 12:01 a.m.

**EMPLOYEE AND PUBLIC OFFICIALS DISHONESTY PROGRAM**

The company identified in **Exhibit D** will indemnify the Member for any loss of money or securities, belonging to the Member, or in which the Member has a pecuniary interest, or for which the Member is legally liable, or which is held by the Member in any capacity, whether the Member is legally liable therefore or not, which the Member shall, during the term of this Memorandum, sustain or discover that they have sustained, through larceny, theft, embezzlement, forgery, misappropriation, wrongful abstraction, willful misapplication or other fraudulent or dishonest act or acts committed by one or more of the employees, as defined, acting alone or in collusion with others.

"Employee" or "Employees": The terms "employee" or "employees" as used herein shall mean, respectively, one or more of the natural persons who on the effective date of this coverage or at any other time during the term of this coverage, are in the regular service of the Member in the ordinary course of the Member's operations, but does not mean brokers, factors, commission merchants, consignees, contractors or other agents or representatives of the same general character. It is agreed that the terms "employee" or "employees" shall also include volunteers and those officials of the Member, including members of the Board of Directors, who, whether elected or appointed, comprise the governing body of the Member.

COVERAGE & LIMITS \$1,000,000 Employee Theft-Per Loss Coverage

## Declarations – Employee and Public Officials Dishonesty Coverage



<b>SUMMARY:</b>	\$1,000,000	Forgery or Alteration
	\$1,000,000	Inside Premises—Theft of Money & Securities
	\$1,000,000	Inside Premises—Robbery, Safe Burglary—Other Property
	\$1,000,000	Outside the Premises
	\$1,000,000	Computer Fraud
	\$1,000,000	Money Orders and Counterfeit Paper Currency
	\$1,000,000	Funds Transfer Fraud

### LIMIT(S)

**\$1,000,000** per loss, subject to all of the terms, conditions, definitions, endorsements, applicable deductibles, exclusions and provisions of the policy contained in **Exhibit D**.

NOTE 1: AS RESPECTS EMPLOYEE DISHONESTY COVERAGE, ABOVE: Coverage for Employee Dishonesty is furnished solely by the insurance policy(ies) referred to herein. SDRMA shall be obligated to pay only the deductible specified in the insurance policy(ies).

### MEMBER DEDUCTIBLE

**\$2,500**

*This information is provided as a general description only and is not intended to supersede specific policy documents. In the event of a conflict in language, the policy(ies) will be the controlling document.*

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MEMBER COVERED: East Kern Health Care District  
PO Box 2546  
California City, California 93504

Your District/Agency/City has elected to participate in the risk financing coverage programs described below as "THE PACKAGE PROGRAM" and in such other programs as are indicated herein. These DECLARATIONS together with the Memorandum of Coverage, the Personal Liability Coverage for Board Members/Directors Agreement attached as **Exhibit E**, the terms and conditions of the Sixth Amended and Restated Joint Powers Agreement and Bylaws, or successor documents thereto, constitute the entire agreement concerning risk-financing coverage between the Special District Risk Management Authority and your District/Agency/City.

Please read the Sixth Amended and Restated Joint Powers Agreement and Bylaws of the Special District Risk Management Authority (hereinafter "SDRMA"), or successor documents thereto, together with the Memorandum of Coverages, hereinafter referred to as Memorandum and the Personal Liability for Board Members/Directors Coverage Agreement, to ascertain all of your District's/Agency's/City's rights and obligations regarding its relationship with the Special District Risk Management Authority.

COVERAGE PERIOD: Jul 01, 2025 at 12:01 a.m. to Jul 01, 2026 at 12:01 a.m.

**IV. PERSONAL LIABILITY  
COVERAGE FOR BOARD  
MEMBERS/DIRECTORS**

SDRMA agrees to pay on behalf of the elected or appointed Board Members/Directors of the Member those sums which the elected or appointed Board Member/Director of the Member shall become legally obligated to pay as damages for any claim or claims for Personal Injury to a third party, to which this coverage applies.

This agreement is subject to all of the terms, conditions, definitions, endorsements, exclusions, and provisions of Personal Liability Coverage for Board Members/Directors Coverage Agreement contained in **Exhibit E**.

**LIMIT(S)**

\$500,000 each Occurrence, with an annual aggregate of \$500,000 per each elected/appointed board member or director of SDRMA's Member Agency(s)/ District(s)/City(ies) to which this coverage applies, subject to the terms, conditions and exclusions as provided in the Personal Liability Coverage for Board Members/Directors Agreement set forth in **Exhibit E**, and subject further to the terms, conditions, deductibles (\$500 per occurrence) and exclusions of the Personal Liability Coverage Board Members/Directors Coverage Agreement contained in **Exhibit E**.\*

Provided, however, that SDRMA's maximum limit of liability for all elected/appointed board members or directors of SDRMA's Member

Agency(s)/District(s)/City(ies) to which this coverage applies, under all such Personal Liability Coverage for Board Members/Directors Agreements affording coverage to all SDRMA members during the memorandum period, shall not exceed the collective aggregate amount of \$1,000,000.

**MEMBER DEDUCTIBLE**                      **\$500** per occurrence

*This information is provided as a general description only, and is not intended to supersede specific policy documents. In the event of a conflict in language, the policy(ies) will be the controlling document.*

**Personal Liability for Board Members/Directors Coverage Agreement**

**Exhibit E**

Special District Risk Management Authority  
Policy No. LCA-SDRMA-2025-26

Personal Liability for Board Members/Directors Coverage Agreement  
Exhibit E  
No. PLCA-SDRMA-2025-26

Agreement

We will provide the Risk Financing described in this Coverage Agreement. In return you will pay the assessment, if any, and comply with all Coverage Agreement conditions.

I. Definitions

Throughout this Coverage Agreement "you" and "your" mean the **Member** shown on the Declarations. "We", "us" and "our" mean Special District Risk Management Authority (hereinafter SDRMA). In addition, certain words appearing in bold face type are defined as follows:

- A. **Aircraft** means any device used or designed for flight including self-propelled missiles and spacecraft, except model or hobby aircraft not used or designed to carry people or cargo.
- B. **Annual Aggregate Limit** means the total amount we will pay for all the **Occurrences** which happen in each 12-month period, beginning with the inception date of this Coverage Agreement, regardless of the number of such **Occurrences**.
- C. **Bodily Injury** means bodily harm, sickness or disease, including care, loss of services and death resulting from that injury.
- D. **Business** means any full or part-time trade, profession or occupation, but shall not include activities pertaining to a **Covered Individual's** pursuit of or holding of an elected public office for the named **Member**.
- E. **Business Property** means property pertaining to or intended for use in business.
- F. **Collective Aggregate Stop Loss Limit** means the total amount **SDRMA** will pay for all **Occurrences** under all Supplemental Coverage Agreements affording coverage to all SDRMA **Members** during the Memorandum Period.
- G. **Covered Individual(s)** means a person duly elected or appointed to and holding an elected or appointed director or board member position in any district/agency which is a **Member** of SDRMA.

- H. **Member** means the District, agency or entity identified in the Declarations of which the **Covered Individual** is a duly elected or appointed director or board member.
- I. **Motor Vehicle** means:
1. A motorized land vehicle, including a trailer, semi-trailer or motorized bicycle, designed for travel on public roads.
  2. Any vehicle while being towed or carried on a vehicle described in I.1.
  3. Any other motorized land vehicle designed for recreational use off public roads.
- None of the following is a Motor Vehicle:
1. A motorized golf cart while on the golf course and used for golfing purposes.
  2. A motorized land vehicle, not subject to motor vehicle registration, used only on a covered individual location.
  3. Any watercraft or camp, home or utility trailer not being towed or carried on a vehicle described in I1.
- J. **Nuclear Hazard** means nuclear reaction, radiation, radioactive contamination, or any result of these. This includes the negligent, defective or improper design, construction or maintenance of a nuclear facility, or any other act or omission which results in a nuclear hazard.
- K. **Occurrence** means an offense which results, during the Memorandum period, in personal injury. Repeated or continuous exposure to the same general conditions is considered to be one occurrence.
- L. **Personal Injury** means:
1. **Bodily Injury**, mental anguish or mental injury;
  2. False arrest, false imprisonment, wrongful detention, or malicious prosecution;
  3. Wrongful entry into, or eviction of any person from, a room, dwelling or premises that a person occupies, or other invasion of the right of private occupancy by or on behalf of its owner, landlord or lessor;

4. A publication, including a publication placed on the internet or on similar electronic means of communication or an utterance that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
5. A publication, including a publication placed on the internet or on similar electronic means of communication or utterance that violates a person's right of privacy;
6. Assault and battery, not committed by or at the direction of, or with the consent of the **Covered Individual**. However, this limitation does not apply if committed or directed for the purpose of protecting persons from injury or death, or property from damage;

Parts 4 and 5 above do not apply to advertising, publishing, broadcasting or telecasting done by or for the **Member**.

M. **Residence Premises** means the one or two-family dwelling and separate structures or that part of any other building where the **Covered Individual** resides. **Residence Premises** includes the grounds on which the dwelling and separate structures are located.

## II. Liability Coverages

Coverage - Personal Liability:

We will pay those damages which a **Covered Individual** becomes legally obligated to pay because of **Personal Injury** resulting from an **Occurrence** to which this coverage applies.

With attorneys of our choice, we will defend a **Covered Individual** against any covered claim or suit. We will also pay:

- A. All costs we incur in the settlement of a claim or defense of a suit with attorneys of our choice.
- B. Assessments on bonds required in a suit we defend, but not for bond amounts greater than the Personal Liability limit of liability. We are not obligated to apply for or furnish a bond.
- C. Reasonable expenses incurred by a **Covered Individual** at our request to help us investigate or defend a claim or suit. These include loss of earnings (but not other income) of up to \$60 per day.

- D. Interest after entry of judgment on any amount that does not exceed our limit of liability.

All defense costs we incur in the defense of any claim or suit are included within the limits of risk financing stated in the Declarations. We are not obligated to pay any costs, including attorneys' fees, of any claim or suit where you select an attorney not chosen by us because there is a dispute between you and us over coverage. We may investigate and settle any claim or suit that we consider proper. Our obligation to defend any claim or suit ends once we have paid our limit of liability in damages, defense costs or both.

### III. Exclusions

This coverage does not apply to and SDRMA shall have no duty to defend with respect to:

- A. Liability of a **Covered Individual** assumed under any contract or agreement relating to a **Business** of a **Covered Individual**.
- B. Liability of any Person or organization other than a **Covered Individual** assumed under any contract or agreement, whether **Business** or non-business.
- C. Liability under any agreement between a **Covered Individual** and a corporation or association of property owners.
- D. **Personal Injury** expected or intended by the **Covered Individual**.
- E. **Personal Injury** caused by a violation of penal law or ordinance committed by or with the knowledge or consent of any covered individual.
- F. **Personal Injury** to any resident of the **Residence Premises**.
- G. Any loss, cost, or expense resulting from the clean-up, detoxification, or treatment of any site used by you or any **Person** acting on your behalf for the disposal, storage, handling, processing or treatment of waste.
- H. Liability which arises from or during the course of **Business** pursuits of a **Covered Individual**.

- I. Liability which results from the rendering or failure to render business or professional services.
- J. Liability which is either:
  - 1. Caused intentionally by or at the direction of a **Covered Individual**; or
  - 2. Results from any occurrence caused by an intentional act of any covered individual where the results are reasonably foreseeable.
- K. Liability of any **Covered Individual** arising out of home care services provided to any person on a regular basis by or at the direction of:
  - 1. Any **Covered Individual**;
  - 2. Any employee of the **Covered Individual**;
  - 3. Any other person actually or apparently acting on behalf of any **Covered Individual**.Regular basis means more than 20 hours per week.
- L. Liability which results from a **Covered Individual** transmitting a communicable (including sexually transmitted) disease.
- M. Liability which results from an existing condition on a location owned by or rented to a **Covered Individual**.
- N. Liability which results from the ownership, maintenance, use, loading or unloading of:
  - 1. Aircraft
  - 2. Motor vehicles
  - 3. Jet skis and jet sleds or
  - 4. Any other watercraft owned or rented to a **Covered Individual** and which:
    - a. has more than 50 horsepower inboard or inboard-outdrive motor power; or
    - b. is powered by one or more outboard motors with more than 25 total horsepower; or
    - c. is a sailing vessel 26 feet or more in length.

Exclusions N3, and N4, do not apply while jet skis, jet sleds or watercraft are stored.

- O. Liability which results from the entrustment of any **Aircraft, Motor Vehicles**, jet skis, or jet sleds to any **Person**. Entrustment means the permission you give to any person other than you to use any

personal **Aircraft, Motor Vehicles**, jet skis, or jet sleds owned or controlled by you.

- P. Liability which results from the entrustment of watercraft described in N4, above.
- Q. Liability which is caused directly or indirectly by war, including undeclared war, civil war, insurrection, rebellion, revolution, or warlike act by military personnel. Discharge of a nuclear weapon, whether or not accidental, is deemed a warlike act.
- R. Liability which arises out of the sale or transfer of real property including but not limited to the following:
  - 1. Known or unknown property or structural defects;
  - 2. Known or hidden defects in the plumbing, heating, and electrical systems;
  - 3. Known or unknown soil conditions or drainage problems;
  - 4. Concealment or misrepresentation of any known defects.

#### IV. Conditions

- A. Limit of **Risk Financing**. The Limit of liability shown in the Declarations for Personal Liability is the **Annual Aggregate Limit**. This is the most we will pay in each 12-month period regardless of the number of:
  - 1. **Covered Individuals**;
  - 2. Claims made or suits brought; or
  - 3. **Persons** or organizations making claims or bring suits.

The **Annual Aggregate Limit** will be reinstated at each annual or anniversary date of this Coverage Agreement.

**However, in no event will SDRMA's liability under all Supplemental Coverage Agreements issued to all SDRMA Members during the Memorandum Period exceed the "Collective Aggregate Stop Loss" shown in the Declarations.**

- B. **Separate Financing**. This Risk Financing applies separately to each **Covered Individual**. This Condition does not increase our limit of liability for any one 12-month period.
- C. **Duties After Loss**. In case of an **Occurrence** the **Covered Individual** will perform the following duties:

1. Give written notice to us or our agent as soon as possible stating:
    - a. the number and name of the **Covered Individual**.
    - b. the time, place and circumstances of the **Occurrence**.
    - c. names and addresses of claimants and witnesses.
  2. Promptly send us any legal papers received relating to a claim or suit.
  3. Cooperate with and assist us in any matter relating to a claim or suit.
  4. Under *Damage to Property of Others Coverage*, send us a sworn statement of loss within 60 days of the loss. Also, exhibit any damaged property which is within the **Covered Individual's** control.
  5. The **Covered Individual** will not, except at the **Covered Individual's** own cost, voluntarily make any payment, assume any obligation or incur any expense except First Aid Expenses.
- D. Suit Against Us. This Liability Coverage Agreement is subject to all of the terms and conditions of the "Arbitration" provision contained in the Memorandum of Coverages or successor documents thereto to which this Liability Coverage Agreement is attached as an exhibit. Subject to the "Arbitration" provision, there will be no right of action against SDRMA unless there has been full compliance with the terms of this Liability Coverage Agreement. No one has any right to make us a party to a suit to determine the liability of a **Person** we insure. We may not be sued under Personal Liability Coverage until the obligation of the **Covered Individual** has been determined by final judgment or agreement signed by us.

Notwithstanding any other provision of law, any action against SDRMA for recovery of any sums claimed to be due under this Liability Coverage Agreement shall be filed within one year of the receipt of the written denial of the claim by SDRMA. If the written denial of the claim is appealed pursuant to the terms of this Liability Coverage Agreement, any action against SDRMA for recovery of any sums claimed to be due under this Liability Coverage Agreement shall be filed within one year of the receipt by the **Member** or **Covered Party** of the written denial following the appeal. Any such action shall be venued in the Superior Court of California, County of Sacramento.

Suits Brought By SDRMA. Any suit or action of any kind relating to this Liability Coverage Agreement brought by SDRMA against any **Member**, shall be venued in the Superior Court for Sacramento,

California (and in no other), and the **Member** hereby consents to the jurisdiction of said court.

- E. Bankruptcy of a **Covered Individual**. Bankruptcy or insolvency of a **Covered Individual** will not relieve us of our duties under this Coverage Agreement.
- F. Other Risk Financing - Personal Liability. This Risk Financing is excess over any other valid and collectible Risk Financing and/or other insurance. But if other Risk Financing is specifically written as excess coverage over this Coverage Agreement, the limit of this Coverage Agreement applies first.
- G. Entire Contract. This Coverage Agreement, the Declarations and any endorsements include all the agreements between you and us relating to this Risk Financing.
- H. Coverage Agreement Period. This Coverage Agreement applies only to loss for **Personal Injury** which occurs during the Coverage Agreement period as shown in the Declarations.
- I. Concealment of Fraud. This entire Coverage Agreement is void if any **Covered Individual** has knowingly and willfully concealed or misrepresented any material fact or circumstance relating to this Risk Financing before or after the loss.
- J. Coverage Changes. We may change this Coverage Agreement or replace it to conform to coverage currently in use. If we broaden coverages without charge during or within 60 days prior to the Coverage Agreement period, the broadened coverage will apply immediately. If we restrict any coverages, these restrictions will not apply until the next renewal date. The change or new Coverage Agreement will be delivered to you or mailed to you at your mailing address shown on the Declarations at least 30 days before its effective date. No other change or waiver in this Coverage Agreement is valid except by endorsement, new Declarations, or new Coverage Agreement issued by us. If an assessment adjustment is necessary, we will make the adjustment as of the effective date of the change.
- K. Cancellation.
  - 1. You may cancel this Coverage Agreement by:

- a. Returning it to us, or
  - b. Notifying us in writing when cancellation is to take effect.
2. We may cancel this Coverage Agreement by mailing or delivering written notice to you, or your representative. Such notice will be mailed or delivered to the last address known to us. The mailing of it will be sufficient proof of notice.
3. We may cancel this Coverage Agreement for the following reasons:
- a. Non-payment of assessment, whether payable to us or our agent. We may cancel at any time by notifying you at least 10 days before the date cancellation takes effect.
  - b. Any reason, when this Coverage Agreement has been in effect for less than 60 days and is not a renewal with us. We shall notify you at least 10 days before the date cancellation takes effect.

If the Coverage Agreement period is longer than one year and has been in effect for 60 days or more we may cancel at the anniversary date for any reason. We will notify the **Member** at least 30 days before the cancellation takes effect.

4. If this Coverage Agreement has been in effect for 60 days or more, or at anytime if it is a renewal with us, we may cancel only for one or more of the following reasons:
- a. A **Covered Individual** has been convicted of a crime having as one of its necessary elements an act increasing any hazard covered under this Coverage Agreement.
  - b. Discovery of fraud or material misrepresentation by the **Covered Individual** or the **Covered Individual's** representative in either obtaining this Coverage Agreement or pursuing a claim under this Coverage Agreement.
  - c. Discovery of grossly negligent acts or omissions by the **Covered Individual's** representative which substantially increases any of the hazards covered under this Coverage Agreement.

We will notify you in writing at least 30 days before the cancellation takes effect.

- L. Return of Assessment. Cancellation of or changes in this Coverage Agreement may result in an assessment refund. If so, we will send it to you within 30 days after cancellation or change takes effect.
1. If you cancel this Coverage Agreement, we will return the short rate unused share of the assessment.
  2. If we cancel this Coverage Agreement, we will return the pro-rated unused share of the assessment.
- M. Non-Renewal. We may elect:
1. Not to renew this Coverage Agreement; or
  2. To condition its renewal on a reduction of limits or a reduction or elimination of coverages.
- We may do so by delivering to you or mailing to you at your mailing address shown in the Declarations, written notice at least 30 days before the expiration date of this Coverage Agreement. The mailing of it will be sufficient proof of notice.
- If this Coverage Agreement is written for a period of less than one year we agree not to refuse to renew except at the end of an annual period beginning with the original or renewal effective date.
- N. Assignment. Your interest in this Coverage Agreement may not be transferred to another person without our written consent. If you should die, we cover:
1. Any member of your household who is a **Covered Individual** at the time of your death, but only while a resident of the **Residence Premises**.
  2. Your legal representative, but only with respect to your premises covered under the Coverage Agreement at the time of death.
  3. Any **Person** having proper custody of your **Covered Individual** property until a legal representative is appointed.
- O. Subrogation. A **Covered Individual** may waive in writing before a loss all rights of recovery against any **Person**. If not waived, we may require an assignment of rights of recovery for a loss to the extent that payment is made by us.

If we seek an assignment, a **Covered Individual** will help us to secure these rights and do nothing to impair them.

- P. Conflict of Terms. If there are tenants of this Coverage Agreement which conflict with laws of the state where issued, the terms are amended to conform to such laws.
- Q. Coverage Agreement Fees. If you pay a Coverage Agreement Fee it is not fully earned when the Coverage Agreement is issued. It is not part of the assessment. It is not returnable. However, you may apply it as a credit toward Coverage Agreement fees required for other Risk Financing accepted by us.
- R. Other Risk Financing. This Coverage Agreement shall not apply to any claim for which coverage or defense is provided under any other Special District Risk Management Authority coverage.
- S. Deductible.
1. Our obligation under LIABILITY COVERAGES of this Coverage Agreement to pay damages on behalf of the **Covered Individual** applies only to the amount of damages in excess of any deductible amount stated in the Declarations.
  2. The deductible amount stated in the Declarations applies to all damages sustained by any person or organization as the result of any one claim.
  3. The deductible amount stated in the Declarations applies to each claim and includes loss payments and adjustment, investigative and legal fees and costs, whether or not loss payment is involved.
  4. The terms of this Risk Financing, including those with respect to a. our rights and duty to defend any claims seeking damages, and b. your duties in the event of a potential or actual claim apply irrespective of the application of the deductible amount.
  5. We may pay any part or all of the deductible amount to effect settlement of any claim and upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us.
- T. Arbitration.  
Subject to the provisions of the Government Claims Act, California Government Code § 900 et seq., as a condition precedent to any right of action against SDRMA, any dispute between the **Member** or any other **Covered Party** and SDRMA regarding or arising out of the risk financing afforded under the terms of this Liability Coverage Agreement or the coverages provided pursuant thereto, including its

formation or validity, or any transaction under the Liability Coverage Agreements issued to the **Member** by SDRMA, or any dispute or claim of any nature arising from or related in any way to the relationships governed by the Liability Coverage Agreements issued to the **Member** by SDRMA, whether arising before or after termination, shall be resolved by final and binding arbitration before a certified Arbitrator (affiliated with J.A.M.S., Two Embarcadero Center, Suite 1100, San Francisco, CA 94111), in accordance with its then existing applicable rules of practice and procedure and in accordance with the provisions of the California Code of Civil Procedure, Sections 1280, et seq. The arbitration shall be before a single neutral arbitrator selected jointly by SDRMA and the **Member** or other **Covered Party**. If SDRMA and the **Covered Party** do not agree on the identity of the Arbitrator, the Arbitrator will be appointed by J.A.M.S. Said arbitration shall take place in Sacramento, California unless the **Member** or other **Covered Party** and SDRMA jointly agree in writing to a different location. The Arbitrator shall have the power to determine all procedural rules for the holding of the Arbitration including but not limited to determining the arbitrability of claims, prehearing discovery, inspection of documents, examination of witnesses, etc. Both SDRMA and the **Member** or other **Covered Party** shall share equally in the cost of the Arbitration and shall otherwise bear their own costs and attorneys' fees in connection with such Arbitration. Judgment upon any arbitration award may be entered in any court having jurisdiction thereof.

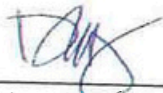
U. Appeal.

If your claim is denied, you have the right to file a written appeal within 60 days of the date of the written denial. Your appeal must be submitted in writing and should include the reason(s) why you disagree with the denial, along with documentation supporting your appeal.

\* \* \* \* \*

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

Signed by:



Debbie Yokota, CPCU  
Interim Chief Executive Officer

July 1, 2025

Date



**Certificate of Completion**  
**SUPERVISOR SAFETY SPECIALIST**

**Rubi Rizo**  
**East Kern Health Care District**

Has demonstrated their commitment to safety/loss prevention by successfully completing four individual OSHA Compliant Safety Track Courses and two Supervisor Safety Courses through Vector Solutions.

*This certificate is valid for 2 years from completion date.*

**SUPERVISOR SAFETY SPECIALIST**

Henri Castro, CSP  
SDRMA Chief Risk Officer

March 2, 2026  
Completion Date



# Certificate of Completion GENERAL SAFETY SPECIALIST

**Rubi Rizo**  
East Kern Health Care District

Has demonstrated their commitment to safety/loss prevention by successfully completing four individual OSHA Compliant Safety Track Courses through Vector Solutions.

*This certificate is valid for 2 years from completion date:*

A handwritten signature in black ink that reads "Enriqueta Castro". The signature is written in a cursive style.

Enriqueta Castro, CSP  
SDRMA Chief Risk Officer

March 2, 2026  
Completion Date



Order #14403193243

# KERN COUNTY SPECIAL DISTRICTS ASSOCIATION



## General Admission

East Niles Community Services District, 7443 Niles Street, Bakersfield, CA 93306

Thursday, March 26, 2026 from 12:00 PM to 1:30 PM (PDT)

Free Order

[Order Information](#)

Order #14403193243. Ordered by rubi rizo on March 6, 2026 12:54 PM



1440319324322631424964001

**Do you organize events?**

Start selling in minutes with Eventbrite!

[www.eventbrite.com](http://www.eventbrite.com)

**R.E.A.C.H.**



Royten's Enrichment Academy Community Hope  
PO Box 2318, California City, CA 93504  
424-261-2353  
[reachcalcity@gmail.com](mailto:reachcalcity@gmail.com)  
[www.reachca.org](http://www.reachca.org)

## **RE: \$2,000 Cal City Farmer's Market Sponsorship Request**

March 11, 2026

Dear East Kern Health Care District Board Members,

My name is Ryan Royten, and I am writing on behalf of REACH to request a **\$2,000 sponsorship** from the East Kern Health Care District in support of the **Cal City Farmer's Market**. Your support helps us promote community health by increasing access to fresh foods, supporting local farmers and small businesses, and providing wellness and nutrition education for residents in California City.

### **About the Cal City Farmer's Market**

The Cal City Farmer's Market (CCFM), hosted by REACH, a California 501(c)(3) nonprofit, is a vibrant community gathering space that brings together local farmers, artisans, and residents. The market provides fresh produce, handmade goods, and educational activities that support healthy lifestyles.

The 2026 market season will begin **May 2, 2026 and run through October 31, 2026**, held on **Saturdays from 9:00 AM – 1:00 PM at Aspen Mall in California City**.

### **Sponsorship Request**

To support a successful market season, we are requesting **\$2,000 in sponsorship** to help cover community health programming, including:

#### **Educational Activities and Workshops**

- Cooking demonstrations using fresh, local produce
- Nutrition workshops and educational materials
- Community fitness and wellness activities

**R.E.A.C.H.**



Royten's Enrichment Academy Community Hope  
PO Box 2318, California City, CA 93504  
424-261-2353  
[reachcalcity@gmail.com](mailto:reachcalcity@gmail.com)  
[www.reachca.org](http://www.reachca.org)

## **Sponsor Recognition**

As a sponsor, the East Kern Health Care District will receive:

- Logo placement on marketing materials and signage
- Social media recognition
- Opportunity for booth space at the market for district and/or healthcare partners
- Verbal recognition during market events
- Inclusion of promotional materials in market swag bags

## **Benefits of Sponsorship**

Your sponsorship helps:

- Increase access to fresh, healthy foods
- Support local farmers and small businesses
- Promote health and wellness within our community
- Strengthen community engagement and connection

For more information about our organization, please visit [www.REACHCA.org](http://www.REACHCA.org).

Thank you for considering supporting the Cal City Farmer's Market. Your partnership helps us continue creating a healthier and more vibrant community.

Sincerely,

**Ryan Royten**

Executive Director  
REACH  
DBA Cal City Farmer's Market  
818-481-1488  
[reachcalcity@gmail.com](mailto:reachcalcity@gmail.com)  
[www.REACHCA.org](http://www.REACHCA.org)

**ACTION MINUTES**  
**EAST KERN HEALTH CARE DISTRICT**  
**BOARD OF DIRECTORS**  
**5 p.m. Tuesday February 17, 2026, (Hybrid)**

*MISSION STATEMENT: "Building health,  
well -being, and resiliency*

<b>Video Time Code</b>	<b>ITEM AS AGENDIZED</b>	<b>BOARD ACTION</b> Motions are identified in bold as <b>First:</b> <b>Second</b>
5:13PM	<b>1. Open Meeting</b>	LaMiya Patrick
5:13PM	<b>A. PLEDGE OF ALLEGIANCE/INVOCATION</b>	Lois Peralta
5:14PM	<b>B. CALL TO ORDER AND ROLL CALL</b>	Present: Peralta. L Rojas. J, Royten. S, Macedonio. K, Patrick. L Director Patrick. L arrived at 5:13PM

**Agenda Item X (A) 1-2 Pages 73-87**

<p><b>5:15PM</b></p>	<p><b>C. APPROVAL OF AGENDA</b></p> <p>Agenda item VI  (d) Payroll Online Process  (e) Budget Discussion</p>	<p>It was noted that Agenda Item II(a) will be presented at the start of the meeting within the presentation section instead of under New Business. Additionally, Agenda Items VI(d) and VI(e) will be repositioned under Agenda Item II.</p> <p><b>Motion Rojas. J, Peralta,</b>  Motion Carried 5-0  Rojas. J, Peralta. L,  Royten. S, Macedonio. K  Patrick. L</p> <p>d. Agenda Item VI Item (d) moved to agenda item II(b) item 5.</p> <p>e. Agenda Item VI item (e) moved to agenda item II (b) Item 6.</p>
<p><b>5:31PM</b></p>	<p><b>II. NEW BUSINESS</b></p> <p>B. Eva Hebebrand (Financials)</p> <ol style="list-style-type: none"> <li>1. Balance Sheet unaudited December 2025</li> <li>2. Profit and Loss unaudited December 2025</li> <li>3. Check detail 2025 Budget Comparison December 2025</li> <li>4. Form 941 4th quarter</li> <li>5. Payroll Online Process</li> <li>6. Budget Discussion</li> </ol>	<p>Information Only</p> <p>Agenda item IV, Item (d) and (e) to agenda item II (b) item 5 and 6.</p>

<b>CONT</b>	C. Vendor Payments	C. INFORMATION ONLY
<b>5:53PM</b>	<b>III. PUBLIC COMMENTS</b>	NO COMMENTS
<b>5:54PM</b>	<b>IV. COMMUNITY ANNOUCEMENT</b>	NO COMMUNITY ANNOUCEMENT.
<b>5:54PM</b>	<b>V. Staff Report</b>  <b>Conference</b> 1. Special District Legislative Day conference.	Director Royten.S made a motion to approve attendance for Directors J. Rojas, S. Royten, and L. Patrick at the Legislative Day Conference in Sacramento. The estimated cost per director is \$1,325, which includes conference registration, hotel accommodation, mileage reimbursement and daily per diem to be reimbursed as well. The total authorized amount for these expenses is \$4,000.  <b>Motion: Royten. S , Rojas. J</b>  Royten. S, Rojas. J, Peralta. L, Macedonio. K , Patrick P

<p><b>CONT</b></p>	<p>2. Leadership Conference</p>	<p>Motion Carried 5-0</p> <p>2. Director Royten. S made a motion to approve the General Manager's attendance at the Leadership Conference scheduled for June 28 through June 30. The Board authorized an amount of \$1,500 to cover conference registration, hotel accommodation, mileage, and other related travel expenses associated with the trip to be paid per diem.</p> <p><b>Motion: Royten. S, Rojas. J</b></p> <p>Royten. S, Rojas. J, Peralta. L, Macedonio. K , Patrick P</p> <p>Motion Carried 5-0</p>
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<p><b>6:27PM</b></p>	<p><b>VII. CLOSED SESSION</b></p> <p>a. Contract negotiations for Assistant Office Manager.</p>	
<p><b>6:39PM</b></p>	<p><b>IV. REPORT OUT OF CLOSED SESSION</b></p> <p>a. Contract negotiations for Assistant Office Manager.</p>	<p>Legal Counsel Alex Lemieux "stated reporting out of closed session. The board met out of closed session on one item, contract negotiations for Assistant Office Manager government code section § 54957. The board took no reportable action".</p>
<p><b>6:40PM</b></p>	<p><b>IX. CONSENT CALENDAR</b></p>	<p>The minutes were approved pending the addition of directors' directives and subsequent actions be included in minutes.</p>
<p><b>6:42PM</b></p>	<p><b>Action Items</b> A. APPROVAL OF MINUTES</p>	<p><b>Motion: Rojas. J, Royten. S</b> <b>Motion Carried 5-0</b></p> <p>Rojas. J, Royten. S , Peralta. L , Macedonio. K , Patrick. L</p>

<p><b>6:44PM</b></p>	<p><b>A. PRESIDENT COMMENTS</b></p>	<p>Director Patrick. L reported that she attended a meeting where she learned about social workers being stationed in California City. She shared her email address to obtain additional information and establish a connection.</p>
<p><b>6:50PM</b></p>	<p><b>B. DIRECTOR COMMENTS-AB 1234</b></p>	<p>Director Rojas. J directed the General Manager to follow up with the IT department concerning cybersecurity matters, acknowledging that the necessary upgrades have already been implemented.</p> <p>Director Royten. S discussed KTS Farmers Market and how to enhance communication and engagement with the Ridgecrest community.</p> <p>Multiple board members acknowledged that two seats will be vacant this November and agreed that the district manager should be actively reporting to the community to get a stronger sense in community awareness of vacant seats.</p>

<p><b>CONT</b></p>		<p>General Manager is to prioritize SDRMA Insurance and coordinate Bay Avenue repairs to avoid project delay.</p> <p>The Board directed the General Manager to review, finalize, and revise the employee handbook to ensure the correct acronyms are used throughout the document.</p> <p>The Board directed the General Manager to replace nine exit signs with hardwired units that include battery backup and to replace the fire extinguisher. Rubi will secure an electrician bid to complete the work and ensure compliance by March</p>
<p><b>6:50PM</b></p>	<p><b>C. DIRECTOR REPORTS</b></p>	<p>Director Macedonio. K reported receiving notice of \$1.8 million in federal funding to improve mental health services.</p> <p>Director Royten. S announced that CAPK Nutrition will host an event on Wednesday, March 25, from 11:00 a.m. to 12:30 p.m.</p>

<b>CONT</b>		Director Macedonio met Multi-Jurisdictional Hazard Mitigation Plan People. She will send the summary to the district manager.
<b>7:10PM</b>	<p align="center"><b>D. FUTURE AGENDA</b></p> <p>1.Kern County Multi-Jurisdictional Hazard Mitigation Plan. (MJHMP)</p> <p>2. Conferences</p> <p>3. R. Rizo presenting the SEP plan for MJHMP.</p> <p>4. Resolution 10-3.002 Conflict of Interest.</p>	
<b>7:18PM</b>	<b>E. ADJOURNMENT</b>	<p><b>Motion: Rojas. J, Peralta. L</b> Motion Carried: 5-0</p> <p>Rojas. J, Peralta. L Royten. S, Macedonio. K, Patrick. L</p>

**ACTION MINUTES**  
**EAST KERN HEALTH CARE DISTRICT**  
**BOARD OF DIRECTORS**

**5:30 p.m. Tuesday March 3rd , 2026, (Hybrid)**

*MISSION STATEMENT: "Building health,  
well -being, and resiliency"*

<b>Video Time Code</b>	<b>ITEM AS AGENDIZED</b>	<b>BOARD ACTION</b> Motions are identified in bold as <b>First: Second</b>
5:33PM	1. Open Meeting	LaMiya Patrick
5:33PM	<b>A. PLEDGE OF ALLEGIANCE/INVOCATION</b>	Lois Peralta
5:34PM	<b>B. CALL TO ORDER AND ROLL CALL</b>	Present: Peralta. L Royten. S, Rojas. J, Macedonio. K, Patrick. L

5:34PM	<b>C. APPROVAL OF AGENDA</b>	<b>Motion: Rojas. J, Royten. S,</b> Peralta. L, Royten. S, Rojas. J, Macedonio. K, Patrick. L Motion Carried 5-0
5:35PM	<b>D. PRESENTATION</b>  a. "KTS Farmers Market Quesha Bernard"	Director Rojas is requesting a revised sponsorship amount of \$2,000.
	<b>II. NEW BUSINESS</b>  A. Eva Hebebrand" Current Year Budget Review for Next Year Budget 2026-2027  B. Vendor Payment (Information Only)  C. Resolution 10-3.002 Conflict of Interest.  D. Review of contracts with Joselito Lacson	Agenda item III item (A) will bring back a couple of comparisons for Rental Income and Tax income.  C. Agenda Item III item <b>(c) motion to adopt Rojas. J, Peralta. L,</b> Rojas. J, Macedonio. K, Royten. S, Peralta. L, Patrick. L Motion Carried 5-0  D. Agenda item III item (d) motion District-Led project manager/bidding for the interior repairs with Rubi Rizo as Project Manager using Joselito only for the contacted CA task tied to the approval plans: <b>Motion Rojas. J, Patrick. L,</b> Peralta. L, Rojas. J, Royten. S, Macedonio. K, Patrick. L Motion Carried 5-0

<b>CONT</b>	E. Directors Onboarding Packet	E. Agenda Item III item (e) <b>Motion: Rojas. J, Royten. S</b> Peralta. L, Rojas. J, Macedonio. K, Royten. S, Patrick. L Motion Carried 5-0
<b>6:53PM</b>	<b>III. PUBLIC COMMENTS</b>	No Comments
<b>6:53PM</b>	<b>IV. COMMUNITY ANNOUCEMENT</b>	Tortoise Day will be held on May 2nd and May 3rd. Parade and vendor applications are now available to the public.
<b>6:54PM</b>	<b>VI. CONTINUED BUSINESS</b>  a. Revised Employee Handbook   b. Budget Discussion	a. Agenda item VI, item (a) is to be brought back to the next regular meeting on March 17, 2026.   b. Agenda item VI item (b), is to be brought back to the next regular meeting on March 17, 2026.
<b>6:54PM</b>	<b>VII. STAFF REPORT</b>	The Staff Report is to be brought back to the next regular meeting March 17 <sup>th</sup> , 2026.

<p><b>6:58PM</b></p>	<p><b>VIII. CLOSED SESSION</b></p> <p>a. Conference with Real Property Negotiations (§ 54956.8) Property: Ridgecrest Regional Hospital Agency Negotiator: Alex Lemieux Negotiating Parties: Ridgecrest Regional Hospital Under Negotiations: Price and other terms</p>	
<p><b>7:10PM</b></p>	<p><b>IX. REPORT OUT OF CLOSED SESSION</b></p> <p>a. Conference with Real Property Negotiations (§ 54956.8) Property: Ridgecrest Regional Hospital Agency Negotiator: Alex Lemieux Negotiating Parties: Ridgecrest Regional Hospital Under Negotiations: Price and other terms</p>	<p>Legal Counsel Alex Lemieux "stated reporting out of close session the board meet on one item Real Property Negotiations (§ 54956.8) Property: Ridgecrest Regional Hospital Agency Negotiator: Alex Lemieux Negotiating Parties: Ridgecrest Regional Hospital Under Negotiations: Price and other terms The board took no reportable action"</p>
<p><b>7:11PM</b></p>	<p><b>X CONSENT CALENDER</b></p>	<p>The Minutes will be brought back next meeting March 17th, 2026.</p>

7:12PM	<b>ACTION ITEM</b> APPROVAL OF MINUTES	The Minutes will be brought back next meeting March 17th, 2026 <b>Motion: Rojas. J, Royten. S</b> Peralta. L, Rojas. J , Macedonio. K, Royten. S, Peralta. L Motion Carried 5-0
7:12PM	<b>A. PRESIDENT COMMENTS</b>	No Comments
7:12PM	<b>B. DIRECTOR COMMENTS-AB</b> 1234	No Comments
7:12PM	<b>C. DIRECTOR REPORTS</b>	No Reports

<p><b>7:12PM</b></p>	<p><b>D. FUTURE AGENDA</b></p> <p>1.Kern County Multi-Jurisdictional Hazard Mitigation plan for MJHMP</p> <p>2.R. Rizo presenting SEP plan for MJHMP</p> <p>3.Administrative Code Review</p>	
<p><b>7:15PM</b></p>	<p><b>E. ADJOURNMENT</b></p>	<p><b>Motion: Rojas. J, Royten. S,</b></p> <p>Rojas. J, Royten. S, Peralta. L Macedonio. K, Patrick. L</p> <p>Motion Carried 5-0</p>

DRAFT