

DEL PUERTO HEALTH CARE DISTRICT
875 E Street - Patterson, California 95363
FINANCE MEETING via Zoom Video Conference
MINUTES APRIL 22, 2020

I. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 3:04 PM

Other Board Members Present: Becky Campo, Committee Member

Other Staff Members Present: Maria Reyes-Palad, Financial Accounting Manager; Paul Willette, Ambulance Director; Suzie Benitez, Health Center Manager; and Danae Skinner, Administrative Staff Accountant

II. Public Participation – No comments

III. Acceptance of Agenda

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

IV. Finance Report Review

A. Review for Approval: March 18, 2020 Minutes

M/S/C Becky Campo/Anne Stokman to accept the minutes for February 19, 2020 as presented.

B. Review Financial Report for March 2020

Maria Reyes-Palad reviewed the report and answered all questions regarding the Financial Report. It was noted by the Committee and the Staff that COVID-19 had impacted the financial reports for March but that the April reports will show more of an impact.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Financial Report as presented.

C. Review for Recommendation March 2020 Warrants

Maria Reyes-Palad reviewed the report and answered all questions regarding the warrants.

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

V. Old Business – None

VI. New Business

A. Financial Strategy for COVID-19 impact

Committee discussed how the COVID-19 pandemic was affecting the District. The Committee was concerned about having to lay-off employees or reduce hours during the slow-down. Anne Stokman stated that Hospitals and Emergency Departments are all slow.

Suzie Benitez said that the Health Center is the only facility testing for COVID-19 on west side of the county. They have an isolated area for COVID testing so there is no exposure to regular patients. She only has 36 tests so they are limited to testing existing patients in accordance to CDC guidelines. Regular patient visits are down. They have set up a system to call patients with children that need to stay on their vaccine schedule and get them in. They sanitize the clinic daily and after each patient so there is no exposure.

Ambulance – Calls are down for April.

The SBA application for the Paycheck Protection Program is complete and ready for submission as soon as Special Districts are eligible.

Information Only – No action taken

B. FY 2020-21 Budget Strategy Discussion

Maria Reyes-Palad informed the committee that she and Karin Hennings were starting the budget process.

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Anne Stokman suggested to use the current year's numbers.
Becky Campo stated that since this year is so different due to COVID that the District needs to be open for adjustments to the budget as the impact will be difficult to project.

Information Only – No action taken

VII. Accounting and Finance Manager Report

- A.** Set Schedule for Committee Review of Account Reconciliations
Committee decided that the Account Reconciliations for each account with their supporting documents would be reviewed by Becky Campo on April 23, 2020.

VIII. Meeting adjourned – 4:07 PM

Respectfully submitted,



Anne Stokman, Treasurer