

**DEL PUERTO HEALTH CARE DISTRICT**  
**875 E Street - Patterson, California 95363**  
**SPECIAL FINANCE MEETING**  
**MINUTES July 14, 2021**

**1. Call to order/Attendance**

The meeting was called to order by Anne Stokman, Committee Chair, 3:15 PM

**Other Board Members Present:** Becky Campo, Committee Member

**Staff Members Present:** Karin Hennings, Administrative Director/CEO; Maria Reyes-Palad, Financial Accounting Manager; and Danae Skinner, Administrative Staff Accountant

**2. Public Participation – NONE**

**3. Acceptance of Agenda**

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

**4. Finance Report Review**

**A. Review for Approval: June 28, 2021 Finance Meeting Minutes**

M/S/C Anne Stokman/Becky Campo to accept the minutes for June 28, 2021 as amended.

**5. Old Business**

**6. New Business**

**A. FY 2021-22 Capital Expense Budget – 1<sup>st</sup> Draft.**

Karin Hennings reviewed the report and answered all questions regarding the Capital Expense Budget.

The Committee discussed the Capital Expense Budget at length and tabled part of item 2 and item 3 of the Ambulance Request.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Capital Expense Budget as amended.

**B. Triennial Finance Policies Review**

Karin Hennings reviewed each of the Finance Policies and answered all questions regarding them.

- 2110 Cell Phone Allowance

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.

- 2112 Capital Expense Policy and Procedure

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.

- 2127 Non Travel Food and Employee Recognition Expenses

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

- 2130 Travel Expenditures

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.

- 2140 Purchasing Policy

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

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- 2145 Mileage Reimbursement  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.
- 2155 Financial Reserves  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.
- 2170 Contractors & Consultants  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as presented.
- 2180 Expense Reimbursement: Travel/Business  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.
- 2181 Petty Cash Policy  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.
- 2190 Banking Access and Security  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as presented.
- 2225 Electronic Device Replacement  
M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the Policy as amended.
- 2500 Sliding Fee Discount Policy  
Passed by Board of Directors on June 28, 2021

**7. Accounting and Finance Manager Report**

Next Finance Committee meeting: July 21, 2021 at 8:15 AM

**Meeting adjourned – 4:22 PM**

Respectfully submitted,



Anne Stokman, Treasurer