

DEL PUERTO HEALTH CARE DISTRICT
875 E Street - Patterson, California 95363
FINANCE MEETING
MINUTES FEBRUARY 19, 2020

I. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 8:10 AM

Other Board Members Present: Becky Campo, Committee Member

Other Staff Members Present: Paul Willette, Ambulance Director; Maria Reyes-Palad, Financial Accounting Manager; Cheryle Pickle, Human Resources 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: January 22, 2020 Minutes

M/S/C Becky Campo/Anne Stokman to accept the minutes for January 22, 2020 as presented.

B. Review Financial Report for January 2020

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

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

C. Review for Recommendation January 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. FYE 2019 Net Income Allocation

Maria Reyes-Palad reviewed the Proposed Distribution of FYE 2019 Net Income to Cash Reserves and answered all questions regarding the report.

M/S/C Anne Stokman/Becky Campo to recommend to the Board to accept the FYE Net Income Allocation as presented.

B. Proposed \$75K Payment to Tri-Counties Bank Loan

Maria Reyes-Palad reviewed the resolution for the Proposed Keystone C Loan Partial Payment and answered all questions regarding the resolution.

M/S/C Becky Campo/Anne Stokman to recommend to the Board to adopt the resolution as presented.

D. Ambulance Education and Training Budget

Paul Willette reviewed the Mountain-Valley EMS Agency Policies and Procedures regarding Continuing Education for Prehospital Care Providers and answered all questions regarding the budget request.

M/S/C Becky Campo/Anne Stokman to recommend that the Ambulance Education and Training Budget be modified to not exceed \$8,000.

DEL PUERTO HEALTH CARE DISTRICT
875 E Street - Patterson, California 95363
FINANCE MEETING
MINUTES FEBRUARY 19, 2020

- E. Staff Ergonomics – Capital Expenditure
Cheryle Pickle informed the committee that the numbers for Ergonomics is yet to be finalized due to changes in Software at the Health Center.
M/S/C Anne Stokman/Becky Campo to table the item until final numbers are available.

- F. Retirement Plan 001 & Plan 002 Amendments
Maria Reyes-Palad reviewed the resolution for the Retirement Plan 001 & Plan 002 Amendments and answered all questions regarding the amendment.
M/S/C Becky Campo/Anne Stokman to recommend to the Board to adopt the amendment as presented.

- C. Proposed FY2020 Budget Mid-Year Revision
Maria Reyes-Palad reviewed the Proposed FY2020 Budget Mid-Year Revision and answered all questions regarding the revision.
M/S/C Becky Campo/Anne Stokman to recommend to the Board to adopt the revision as presented.

VII. Accounting and Finance Manager Report

- A. Account Reconciliations presented for Committee review
Committee reviewed the Account Reconciliations for each account with their supporting documents.

VIII. Meeting adjourned – 9:10 AM

Respectfully submitted,



Anne Stokman, Treasurer