

DEL PUERTO HEALTH CARE DISTRICT
875 E Street - Patterson, California 95363
FINANCE MEETING via Zoom Video Conference
MINUTES March 24, 2021

I. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 8:17AM

Other Board Members Present: Becky Campo, Committee Member

Other Staff Members Present: Karin Hennings, Administrative Director/CEO; Maria Reyes-Palad, Financial Accounting Manager; Suzie Benitez, Health Center Manager; and Danae Skinner, Administrative Staff Accountant

II. Public Participation – No comments

III. Acceptance of Agenda

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

IV. Finance Report Review

A. Review for Approval: February 17, 2021 Finance Meeting Minutes

M/S/C Becky Campo/Anne Stokman to accept the minutes for February 17, 2021 as presented.

B. Review Financial Reports for February 2021

Maria Reyes-Palad reviewed the reports and answered all questions regarding the Financial Reports.

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

C. Review for Recommendation February 2021 Warrants

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

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

V. Old Business - NONE

VI. New Business

A. Review Performance-Linked Salary for Mid-Level Provider Employees

Karin Hennings reviewed the Performance-Linked Salary for Mid-Level Provider Employees Policy and answered all questions.

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

B. FY 2021 Planned Ambulance Purchase Order

M/S/C Anne Stokman/Becky Campo to recommend to the Board the FY2021 Planned Ambulance Purchase Order not to exceed \$258,000.

C. Letter of Engagement for Legal Opinion on Design Build

Karin Hennings reviewed the Letter of Engagement for Legal Opinion on Design Build explaining that the engagement letter was to determine if the District is eligible to use Design Build for the upcoming Ambulance/Administration building project.

M/S/C Anne Stokman/Becky Campo to recommend that the Board be presented with additional information regarding the purpose and options related to Design Build versus Design Bid Build in addition to the Letter of Engagement for Legal Opinion on Design Build.

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- D. Draft Debt Management Policy
Tabled until next meeting – No action taken.

VII. Accounting and Finance Manager Report

- A. Update on Grant and Stimulus Monies Received
- COVID-19 Summary and Details
 - Telehealth Grant Balance as of January 2021
Information Only – No Action
- B. Set Schedule for Committee Review of Account Reconciliations
Anne Stokman stated that she would come to the District Office and review the reconciliations.

VIII. Meeting adjourned – 9:36AM

Respectfully submitted,



Anne Stokman, Treasurer