

DEL PUERTO HEALTH CARE DISTRICT
875 E Street – Patterson, California 95363
FINANCE MEETING
MINUTES February 23, 2022

- 1. Call to order/Attendance**

The meeting was called to order by Anne Stokman, Committee Chair, 8:33 AM

Other Board Members Present: George Gallo Mac Master, Committee Member

Staff Members Present: Karin Hennings, Administrative Director/CEO; Paul Willette, Ambulance Director; Maria Reyes-Palad, Financial Accounting Manager; and Danae Skinner, Administrative Staff Accountant.
- 2. Public Participation** – there were no comments
- 3. Acceptance of Agenda**

M/S/C Anne Stokman/George Gallo Mac Master to accept the agenda with correction of item 4.B.
- 4. Finance Report Review**
 - A. Review for Approval: January 19, 2022 Finance Meeting Minutes**

M/S/C Anne Stokman/George Gallo Mac Master to accept the minutes for January 19, 2022 as presented.
 - B. Review Financial Reports for January 2022**

Maria Reyes-Palad reviewed the Financial Reports for January 2022 and answered all questions regarding the reports.

M/S/C Anne Stokman/George Gallo Mac Master to recommend to the Board to accept the Preliminary Financial Reports as presented.
 - C. Review for Recommendation January 2022 Warrants**

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

M/S/C Anne Stokman/George Gallo Mac Master to recommend to the Board to accept the Warrants as presented.
- 5. Old Business**
 - A. Investment Policy Update to Board**

M/S/C George Gallo Mac Master/Anne Stokman to recommend to the Board to accept the Investment Policy Update
- 6. New Business**
 - A. FY21-22 Mid-Year Budget Revision**

M/S/C Anne Stokman/George Gallo Mac Master to recommend to the Board to accept the FY21-22 Mid-Year Budget Revision as presented.
 - B. RFP for Auditors FY2022-2024**

Karin Hennings and Maria Reyes-Palad informed the committee that our audit contract with Wipfli expires this year and the committee agreed the District should publish an RFP to get bids from potential auditors.

Information Only – No Action Taken

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C. Collection Process – Amounts Due From Former Employees

Karin Hennings and Maria Reyes-Palad informed the committee of the impact of California State Law regarding employee leaves. The law requires that the employer pay for the medical benefits of employees while they are on leave. If the employee does not return from leave then the employee owes the employer for the benefits paid on their behalf while on leave. We currently have two employees that went on leave and the District covered their benefits during that time and they did not return from the leave and now owe the District for those benefits. The District has been unable to collect these monies from the former employees. The District currently does not have a policy regarding collecting monies from former employees.

Karin Hennings is going to write a policy addressing collecting from former employees to be presented to the committee for review.

7. Accounting and Finance Manager Report

A. Update on COVID19 Stimulus P&L

Information Only – No Action Taken

B. Set Schedule for Committee Review of Account Reconciliations

Anne Stokman reviewed the Account Reconciliations after the meeting was adjourned.

Meeting adjourned – 10:17 AM

Respectfully submitted,



Anne Stokman, Treasurer