

**DEL PUERTO HEALTH CARE DISTRICT**  
**875 E Street - Patterson, California 95363**  
**FINANCE MEETING via Zoom Video Conference**  
**MINUTES May 19, 2021**

**I. Call to order/Attendance**

The meeting was called to order by Anne Stokman, Committee Chair, 3:02 PM

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

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

**II. Public Participation** – Jordan Fisher, District Intern from CSU Stanislaus, introduced herself and stated that she had been working on the Health Needs Assessment as well as several projects with Karin Hennings. This enabled her to receive exposure to different aspects of Health Care Administration.

**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: April 21, 2021 Finance Meeting Minutes**

M/S/C Becky Campo/Anne Stokman to accept the minutes for April 21, 2021 as presented.

**B. Review Financial Reports for April 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 as presented.

**C. Review for Recommendation April 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 Warrants as presented.

**V. Old Business**

**A. Debt Management Policy**

Karin Hennings presented the policy to the committee and discussed the next steps that needed to be taken. The committee stated that they wanted the policy to state that a member of the Finance Committee will be included in the Disclosure Practices Working Group.

M/S/C Becky Campo/Anne Stokman to recommend to the Board to accept the Debt Management Policy with the Finance Committee's revision.

**VI. New Business**

**A. FY 2021-2022 Budget Review – Draft 1**

Maria Reyes-Palad reviewed the budget draft and answered all questions.  
Information Only – No action taken.

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- B. Cost Effective Replacement of Leased Health Center Copier**  
Maria Reyes-Palad reviewed the report and answered all questions regarding the Replacement of the Health Center's Copier.  
M/S/C Becky Campo/Anne Stokman to recommend to the Board to accept the Replacement of the Health Center's Copier as presented.

**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 Taken
- B. COVID-Vaccine POD Details**  
Information Only – No Action Taken
- C. Asset Replacement Fund**  
Committee suggested that it be part of the Budget and that it be reviewed Mid-Year.  
Information Only – No Action Taken
- D. Set Schedule for Committee Review of Account Reconciliations**  
Becky Campo stated that she could review the reconciliations either Monday, Wednesday or Thursday at her office.

**VIII. Meeting adjourned – 4:24 PM**

Respectfully submitted,



Anne Stokman, Treasurer