

DEL PUERTO HEALTH CARE DISTRICT
875 E Street - Patterson, California 95363
FINANCE MEETING via Zoom Video Conference
MINUTES AUGUST 26, 2020

I. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 3:07 PM

Other Board Members Present: Becky Campo, Committee Member

Other Staff Members Present: Karin Hennings, Administrative Director/CEO; Maria Reyes-Palad, Financial Accounting Manager; Paul Willette, Ambulance Director; 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: July 22, 2020 Finance Meeting Minutes

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

B. Review Financial Report for July 2020

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

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

C. Review for Recommendation July 2020 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 approve the warrants as presented.

IV. Old Business

A. Budget Details FY2020-21

Maria Reyes-Palad reviewed the report and both Maria Reyes-Palad and Karin Hennings answered all questions regarding the Budget Details.

The committee noted several items that may need to be revisited at the Budget Revision to be done at the end of December 2020.

Information Only – No Action Taken

V. New Business – None

A. Operational Reserve Funding

Karin Hennings reviewed the proposed Board Resolution to Increase the Operating Reserves per the updated calculation of monthly expenses.

M/S/C Becky Campo/Anne Stokman to recommend to the Board the Resolution as presented

B. Asset Replacement Reserve Funding

Karin Hennings reviewed the proposed Board Resolution to increase the current Asset Replacement Fund by the amount of FY2019-2020 depreciation cost.

M/S/C Anne Stokman/Becky Campo to recommend to the Board the Resolution with the current numbers and balance of account upon transfer of funds to be included in the resolution

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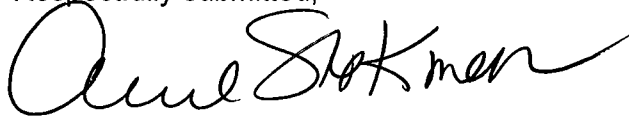
- C. Local Agency Investment Fund Options
Information Only – No Action Taken
- D. Keystone C Loan Pre-Payment Options
Karin Hennings reviewed the Keystone C Loan Pre-Payment Options.
The Committee asked for more options to be presented at the next meeting.
Information Only – No Action Taken
- E. Capital Expenses Review
Karin Hennings reviewed the Hardware Update for Computer Security (Firewalls for the Health Center and District Office computers)
M/S/C Anne Stokman/Becky Campo to recommend to the Board the Capital Expense for the Firewalls only.
The other items on the Capital Expenditure Budget report were tabled until the next meeting.

VI. Accounting and Finance Manager Report

- A. Update on Grant and Stimulus Monies Received
 - COVID-19 Summary and Details
 - Telehealth Grant Balance as of July 31, 2020 Report
Information Only – No Action
- B. Accounting Cost Savings & Other Matters
 - Accounting Cost Savings from Credit Card Processing Change
 - Meals and Recognition Details showing Investment Income Offset
 - Sale of 2003 Ambulance at auction completed
 - Ambulance on Standby at the SCU Lightning Complex Fire
 - Audit in October will be conducted remotely for part of it and COVID protocols will dictate amount and duration of onsite work. The CARES Grant may require single audit of the relief fund received which will cost \$7500. This item is not budgeted but will expense as incur.
Information Only – No Action Taken
- C. Set Schedule for Committee Review of Account Reconciliations
Becky Campo is available to review the Reconciliations on Monday, Wednesday, or Thursday between 10am and 5pm. The office will call and set up the date and time.

VII. Meeting adjourned – 4:53 PM

Respectfully submitted,



Anne Stokman, Treasurer