

Fallbrook Regional HEALTH DISTRICT

MINUTES

FINANCE COMMITTEE OF THE WHOLE

Wednesday, November 7, 2018 at 5:00 P.M.

Community Meeting Room, 1636 E. Mission Road, Fallbrook CA 92028

Committee Members Present: Directors Barbara Mroz, Gordon Tinker, Howard Salmon and Stephen Abbott.

Staff Members Present: Chief Executive Officer Bobbi Palmer, Administrative Assistant Linda Bannerman, Accountant Kathy Bogle, Bookkeeper Wendy Lyon and General Counsel Blaise Jackson who attended via teleconference.

1. Call to Order/Roll Call

The meeting was called to order by Chairperson Mroz at 5:04 p.m.

2. Public Comments

Kathy Bogle had prepared a statement related to her history with the District, the development of the Wellness Center and some concerns regarding the bookkeeping and CPA positions at FRHD. She said she believes the bookkeeper should work at the FRHD office, rather than remotely. She also said she believes the CPA position should be held by someone local rather than long distance. Discussion ensued as to whether the Finance Committee Chair had been included in the interviews for the CPA and whether a new contract had been signed. There were further questions regarding the contract used.

Action: It was moved by Howard Salmon, seconded by Stephen Abbott, to have the Finance Committee Chair interview all CPA candidates and this be added to the agenda for tomorrow's Special Meeting.

Motion Carried – 4-0. 1 Absent.

3. Review of Financial Statements for September 2018

1) Balance Sheet Comparison of September 2018 to August 2018

2) Income Statement for the Month Ended September 30, 2018 & Fiscal Year to Date

3) Profit & Loss Actual vs Budget – July 2018 through September 2018

4) Profit & Loss Budget Overview July 2018 through June 2019

The above financial reports were reviewed with no major concerns regarding any unexpected variances. Due to the development of the Wellness Center, it was noted that some expenses had increased for that facility.

5) Local Agency Investment Fund (LAIF) Statement – September 2018

The balance in the LAIF account through September of 2018 was \$1,472,559.

6) CalTRUST Statement – September 2018

The balance in the CalTRUST account through September of 2018 was \$6,742,213. There was discussion regarding looking at a variety of investment funds and what might be available to the District. It was noted there is a policy for District investments. The District's auditor, Fechter and Co., offered to provide a workshop for Board members regarding investment accounts.

7) Property Tax Revenue – Fiscal Year to Date

\$68,348 has been received during the past three months from property taxes. A large payment is usually received in December of each year. She expressed concerns she has regarding control on expenses and perceptions among community health recipients regarding the cost of the Blue Zone. Further discussion ensued. Director Abbott asked if we have a reserve policy and if not, suggested one might be necessary. CEO Palmer said, at the suggestion of the Board President, the Finance Committee now reviews a Checkbook account for oversight of expenses and tracking purposes. She said she believes some of the concerns are the result of growing pains as the Wellness Center is developed. There was discussion regarding fiscal policies and procedures. Director Salmon suggested the Finance Committee focus on budget variances. The CEO also suggested that review of legal invoices be included in the Finance Committee of the Whole agenda. She said legal fees are often budgeted at ten percent of the revenue received from property taxes.

8) Check Detail Report – September 2018

9) Checkbook Report – August 2018

10) Checkbook Report – September 2018

The above listed reports were available for review.

The meeting adjourned to Closed Session at 5:55 p.m.

4. Closed Session

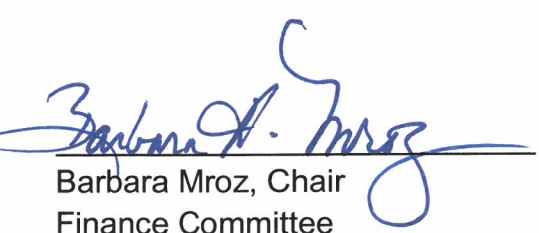
- 1) CONFERENCE WITH LEGAL COUNSEL CONCERNING EXPOSURE TO LITIGATION
PER Govt Code 54956.9(d)(2)

5. Return to Open Session

The Board returned to Open Session at 6:19 p.m.

6. Adjournment

There being no further business, the meeting was adjourned at 6:20 p.m.



Barbara Mroz, Chair
Finance Committee