



**MARK TWAIN
HEALTH CARE DISTRICT**

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**Finance Committee Meeting
Wed. June 12, 2019
9:00am
Mark Twain Medical Center Education Center - Classroom 5
San Andreas, CA**

Approved Minutes

Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

1. Call to order:

The meeting was called to order by Treasurer, Susan Atkinson at 9:00am.

2. Roll Call:

Present for roll call was Ms. Atkinson and Ms. Hack. Ms. Radford was absent and excused.

3. Approval of Agenda: Action

Amended - #8 Treasurer's Report: Budget Cycle Planning & Input is a duplicate so was removed.

Public Comment: Hearing None.

Ms. Hack moved to approve the Agenda. Ms. Atkinson provided her second and the motion passed 2-0

4. Public Comment On Matters Not Listed On The Agenda:

Hearing none.

5. Consent Agenda: Action

A. Un-Approved Minutes:

- **Finance Committee Meeting Minutes for May 8, 2019:**

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Public Comment: Hearing None

Ms. Atkinson moved to approve Meeting Minutes. Ms. Hack provided her second and the motion passed 2-0.

6. Chief Executive Officer's Report

- **USDA (SF 271) Outlay Report 5-31-2019:**

Dr. Smart: Explained summary tracking on Construction Cost which is on track; Explained Row 37 of the Out Lay report and the District's obligation to spend \$600K on furniture and IT with a total spent to date of \$137K; looking into purchasing a back-up generator for the clinic; signed and submitted loan draw to USDA.

- **Lease Closing - Update**

Dr. Smart; The new MTMC (30-year) Lease was closed on May 31st, 2019. The closing statement was handed out showing the final figures. The District will incur and pay all utilities for the next five (5) years.

- **Second Draft 2019-20 Budget: Action**

Dr. Smart: Explained the budget is a guide and may be a challenge due to no history; in the 1st quarter there will be no operation revenue so the budget needs to be based on 9 months of operations; budget salaries were discussed and the salary for the MD Family Practice is not competitive and needs to be raised; HR Manger title will be removed and HR duties will be handled (60%) by the contracted firm of Payroll People and (40%) by the Ex. Assist; account 7083.13 Group Health & Welfare Insurance needs to be changed to \$175K to be competitive; the acronym VSRHC will be changed to VSHWC.

Public Comment: Hearing None:

No Action was taken. The Budget will undergo corrections and be presented at a Special Finance Committee Meeting in the District Office on Wednesday, June 19, 2019 at 7:00am.

7. Accountant's Report: Action

- **Financial Status, Trends, Long-Term Views and Cashflow:**

Mr. Wood: Explained the District is on track with the budget; the Property Tax the District has received, \$37k, is more than budgeted; The Balance Sheet shows a strong cash position; the June financials will reflect the new MTMC (30-year) lease.

- **May Financials Will Be Presented to The Committee:**

Mr. Wood: Handed out his **Draft** narrative; as the Minority Interest is not current on the Profit & Loss statement because MTMC hasn't closed their books for May.

- **Update on Progress to Quick Books Conversion to OSHPD Formatting:**

Mr. Wood: Discussed how QuickBooks has entry limitations and is looking into upgrading the program

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and is also working on OSHPD programming.

- **Investment – Update:**

Mr. Wood: Handed out the Investments & Reserves Report; mentioned all investments are doing well; Cal Trust account earns 15 to 20 more base points; explained how Local Agency Investment Fund (LAIF) investing works and gave a recommendation to open an account.

Public Comment: Hearing None.

Ms. Hack moved to approve the May Financials including investments. Ms. Atkinson provided her second and the motion passed 2-0

9. **Comments and Future Agenda Items:**

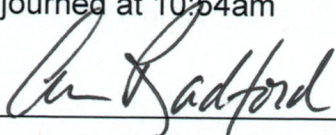
Hearing None.

10. **Next Meeting:**

- The next meeting will be a Special Finance Committee meeting at the District Office on Wed. June 19, 2019.

11. **Adjournment:** Action

Ms. Hack moved to adjourn the meeting. Ms. Atkinson provided her second and the meeting was adjourned at 10:54am



Ann Radford, Secretary

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