



P. O. Box 95
San Andreas, CA 95249
(209) 754-4468 Phone
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Finance Committee Meeting
Wednesday March 14, 2018
9:00 am
Mark Twain Medical Center Education Center - Classroom 5
San Andreas, CA

Agenda

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:**
2. **Roll Call:**
3. **Approval of Agenda:** Action
4. **Public Comment On Matters Not Listed On The Agenda:**

The purpose of this section of the agenda is to allow comments and input from the public on matters within the jurisdiction of the Mark Twain Health Care District not listed on the Agenda. (The public may also comment on any item listed on the Agenda prior to Committee action on such item.) **Limit of 3 minutes per speaker.** The Committee appreciates your comments however it will not discuss and cannot act on items not on the agenda.

5. **Consent Agenda:** Action

All Consent items are considered routine and may be approved by the Committee without any discussion by a single roll-call vote. Any Board Member or member of the public may remove any item from the Consent list. If an item is removed, it will be discussed separately following approval of the remainder of the Consent items.

- Un-Approved Finance Committee Meeting Minutes for Feb. 14, 2018

6. Controller's Report: Action.....Mr. Krieg

- Financial Status, Trends, Long-Term Views and Cashflow:
- February Financials Will Be Presented to The Committee:

7. Treasurer's Report:.....Ms. Atkinson

- Investments Policy Update:

8. Executive Director's Report:.....Dr. Smart

- County Controller Reports:
- Audit RFP:
- MOB Leases:

9. Comment and Future Agenda Items:

10. Next Meeting:

- The next regular meeting will be April 11, 2018:

11. Adjournment: Action



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Wednesday February 14, 2018
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Mark Twain Medical Center Education Center - Classroom 5
San Andreas, CA**

Un- 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 9:03am.

2. Roll Call:

Present for roll call was Ms. Atkinson, MSW and Ms. Radford, FNP. Also present were staff; Dr. Randy Smart, Ex. Dir.; J.R. Krieg, Controller and Ken Malcoun, District Accountant.

3. Approval of Agenda: Action

Dr. Smart requested item 8. CSDA be bought back later, in exchange he'd like to report on a recent ACHD training.

Ms. Radford moved to approve the agenda as amended. 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

- Un-Approved Finance Committee Meeting Minutes for January 10, 2018.

Ms. Atkinson: Requested the Jan. 10, 2018 Minutes (item 3) read as follows; Community Committee Member “Policy”

Dr. Smart: Requested the Jan. 10, 2018 Minutes (item 10) be changed to read as follows; There needs to be a new “hospital” lease for the Angels Camp project to proceed.

Ms. Radford moved to approve the Consent Agenda with suggested changes being made to the January 10, 2018 minutes. Ms. Atkinson provided her second and the motion passed 2-0.

6. **Controller’s Report:** Action

- **Financial Status, Trends, Long-Term Views and Cashflow:**
- **January Financials Will Be Presented to The Committee:**

Mr. Krieg: The first tax revenue payment has been received from the County, so he is able to project an annual amount of (+/-) \$1million; as expected the consultant fee amount (line 12) was up; he will report back on when the District’s investments will mature.

Mr. Malcoun: Will make an adjustment so the Chamber of Commerce Dues will be reflected in the Dues and Subscriptions category.

Mr. Krieg: The hospital saw a good Dec. and Jan. partly because they received the provider fee of (one-time \$300k) and an ongoing \$300k.

Ms. Atkinson: With the new hospital lease it won’t be necessary to continue including the graphs in the financial pkt.

Dr. Smart: Will investigate if any of the subleases (MOB) will be affected by the new hospital lease and report back at the March meeting.

Ms. Radford moved to approve the Financials. Ms. Atkinson provided her second. The motion passed 2-0.

7. **Treasurer’s Report:**

- **Investments Policy Update:**

Ms. Atkinson: Along with Dr. Smart will be reviewing and revising the investment policy and if completed plans to add it to the Feb. 28th Board meeting agenda.

- **Reimbursement Policy:** Action

Ms. Atkinson: Has been working on updating the reimbursement policy (# 15). Staff will incorporate California State law as needed.

Ms. Radford moved to proceed and to add the policy to the Feb. 28th Board meeting agenda. Ms. Atkinson provided her second and the motion passed 2-0.

- **Community Committee Member:** Action

Dr. Smart: Finance Committee Board members and Staff have been working on creating a new policy (# 28) to add a Community Committee Member to the Finance Committee.

Ms. Radford: Requested staff investigate if the new member needs to sign a non-disclosure agreement? She then moved to have the Policy be added to the Feb. 28th Agenda. Ms. Atkinson provided her second and the motion passed 2-0.

8. Executive Director's Report:

- **County Controller Reports:**

Dr. Smart: Plans to invite Rebecca Callen, Calaveras County Auditor-Controller to the March meeting so she can explain the monthly reports the District gets from her office.

- **VMG Health Invoice:**

Dr. Smart: Explained the District had approved a contract not-to-exceed \$50k for VMG Health to prepare a (required) fair market value assessment. VMG Health worked well into the nights and weekend in unison with the District's legal to make the District's deadline to submit the Dignity Lease Agreement resolution to the Board of Supervisors. VMG's services were exemplary, in the District's best interest and totaled \$124k. He plans to put the additional amount on the Feb. 28th Board meeting agenda.

Ms. Radford: Feels the money was well spent for VMG's services and the outcome proves it.

- **CSDA Local Meeting – Board Policies:** Item changed to ACHD Training.

- **ACHD Training:**

Dr. Smart: Just attended an ACHD training in Sacramento wherein he was approached by other attendees some from fledging hospitals who had heard the good news about the new Dignity Health lease and were interested in hearing more about it.

Dr. Smart: Learned about financial dashboards at the ACHD training. Mr. Krieg will customize one for the District and present it at the strategic planning meeting in March.

Dr. Smart: From prior considerations prepared a Request for Proposal (RFP) and will send to prospective firms that might want to prepare a proposal to do the District audit reports. He plans to present the proposals at the March 14th meeting.

9. Comment and Future Agenda Items:

Ms. Radford: Attended the local CSDA training on Jan 31st and learned the need for Board members to keep their personal correspondence separate from the Board's correspondence. To accomplish that and because little is done on the phone she'd like to see the District move toward the purchase of iPads for Board member use.

10. Next Meeting:

- The next regular meeting will be March 14, 2018:

11. Adjournment: Action

Ms. Radford moved to adjourn the meeting at 10:22am. Ms. Atkinson provided her second and the motion passed 2-0.



Rebecca Callen
Auditor-Controller
(209) 754-6343

891 Mountain Ranch Rd.
San Andreas, CA 95249
FAX (209) 754-6888

MEMORANDUM

TO: Special Districts
FROM: Rebecca Callen, Auditor-Controller
DATE: Tuesday, March 06, 2018
SUBJ: January 2018 is closed

A handwritten signature in black ink, appearing to be "Rebecca Callen", is written over the "SUBJ" line of the memorandum.

January 2018 is closed. Due to our recent upgrade in software, we are unable to apportion interest again this month. We will work on this over the next couple of weeks to address that issue and backdate the interest posting to February 1, 2018.

Should you have any questions, feel free to contact us directly.

**County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 1/31/2018**

Fund 2720 Mark Twain Hospital

<u>Object Code</u>	<u>Object Description</u>	<u>Balance</u>
<u>Assets</u>		
Total Assets		\$0.00
<u>Liabilities</u>		
Total Liabilities		\$0.00
<u>Fund Balance</u>		
3002	Fund Bal Unreserv/Undesign 27200000	68,162.66
Total Fund Balance		\$68,162.66
Year-to-Date Revenues		\$549,089.07
Year-to-Date Expenditures		\$617,251.73
Year-to-Date Transfers In		\$0.00
Year-to-Date Transfers Out		\$0.00
Year-to-Date Clearing Accounts		\$0.00
Total Fund Equity		\$0.00
Total Liabilities and Fund Equity		\$0.00

**County of Calaveras
Budget and Actuals by Budget Class**

As of 1/31/2018

Fiscal Year: 2017

	Budget Version-	Budget	Encumbrance	Y-T-D Actuals	Balance	% Remaining
Org Key:	27200010					
	Mark Twain Hospital					
<u>Taxes</u>						
4010	Current Secured Taxes	0.00	0.00	524,238.26	(524,238.26)	0.00 %
4013	SB2557 Reduction	0.00	0.00	(10,051.38)	10,051.38	0.00 %
4015	Unitary Taxes	0.00	0.00	12,799.14	(12,799.14)	0.00 %
4017	Suppl Current Secured Taxes	0.00	0.00	3,738.31	(3,738.31)	0.00 %
4020	Current Unsecured Taxes	0.00	0.00	13,241.67	(13,241.67)	0.00 %
4027	Suppl Current Unsecured Taxes	0.00	0.00	119.41	(119.41)	0.00 %
4040	Prior Unsecured Taxes	0.00	0.00	301.28	(301.28)	0.00 %
4465	State Timber Tax	0.00	0.00	2,973.11	(2,973.11)	0.00 %
Total Taxes		0.00	0.00	547,359.80	(547,359.80)	0.00
<u>Revenue From Use of Money/ Property</u>						
4300	Interest	0.00	0.00	51.28	(51.28)	0.00 %
Total Revenue From Use of Money/ Propert		0.00	0.00	51.28	(51.28)	0.00
<u>Intergovernmental Revenue- State</u>						
4463	State Homeowners Prop Tax Rel	0.00	0.00	1,677.99	(1,677.99)	0.00 %
4580	State Other Aid	0.00	0.00	0.00	0.00	0.00 %
Total Intergovernmental Revenue- State		0.00	0.00	1,677.99	(1,677.99)	0.00
<u>Misc. Revenue</u>						
4724	Other Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00 %
Total Misc. Revenue		0.00	0.00	0.00	0.00	0.00
	Total Revenue	0.00	0.00	549,089.07	(549,089.07)	
<u>Services and Supplies</u>						
5411	Special Department Expense	0.00	0.00	617,251.73	(617,251.73)	0.00 %
Total Services and Supplies		0.00	0.00	617,251.73	(617,251.73)	0.00
	Total Expenses	0.00	0.00	617,251.73	(617,251.73)	
	Total Revenue	0.00	0.00	549,089.07	(549,089.07)	
	Total Expenses	0.00	0.00	617,251.73	(617,251.73)	
Key Total for	27200010	0.00	0.00	(68,162.66)	68,162.66	

**County of Calaveras
Detail Activity Report
As of 1/31/2018**

Fiscal Year: 2017 - 2018

Dept. Head: 19 - District

Org Key: 27200000 - Mark Twain Hosp Admin

		Status	Budget	Encumbrance	Y-T-D Actuals	Balance	Percent Remaining
27200000	Mark Twain Hosp Admin	Budget Balance (includes activity below)					
3002	Fund Bal Unreserv/Undesign		0.00	0.00	68,162.66	(68,162.66)	0.00 %
Net - Mark Twain Hosp Admin			\$0.00	\$0.00	68,162.66	\$0.00	0.00 %
27200010	Mark Twain Hospital	Budget Balance (includes activity below)					
4010	Current Secured Taxes		0.00	0.00	524,238.26	(524,238.26)	0.00 %
4013	SB2557 Reduction		0.00	0.00	(10,051.38)	10,051.38	0.00 %
4015	Unitary Taxes		0.00	0.00	12,799.14	(12,799.14)	0.00 %
4017	Suppl Current Secured Taxes		0.00	0.00	3,738.31	(3,738.31)	0.00 %
4020	Current Unsecured Taxes		0.00	0.00	13,241.67	(13,241.67)	0.00 %
4027	Suppl Current Unsecured Taxes		0.00	0.00	119.41	(119.41)	0.00 %
4040	Prior Unsecured Taxes		0.00	0.00	301.28	(301.28)	0.00 %
4300	Interest		0.00	0.00	51.28	(51.28)	0.00 %
4463	State Homeowners Prop Tax Rel		0.00	0.00	1,677.99	(1,677.99)	0.00 %
4465	State Timber Tax		0.00	0.00	2,973.11	(2,973.11)	0.00 %
4580	State Other Aid		0.00	0.00	0.00	0.00	0.00 %
4724	Other Miscellaneous Revenue		0.00	0.00	0.00	0.00	0.00 %

**County of Calaveras
Detail Activity Report
As of 1/31/2018**

Fiscal Year: 2017 - 2018
 Dept. Head: 19 - District
 Org Key: 27200010 - Mark Twain Hospital

					Status	Budget	Encumbrance	Y-T-D Actuals	Balance	Percent Remaining
5411	Special Department Expense					0.00	0.00	617,251.73	(617,251.73)	0.00 %
01/09/2018	MARK TWAIN HEAL 2017-18	OH	030010818N	0010918A	/		W006413	549,350.27		
								Total of Transactions For: 5411	549,350.27	
Net - Mark Twain Hospital						\$0.00	\$0.00	-68,162.66	\$68,162.66	0.00 %