



Finance Committee Meeting Agenda
11/23/2020

AGENDA

EAST KERN HEALTH CARE DISTRICT BOARD OF DIRECTORS

FINANCE COMMITTEE MEETING

8101 Bay Ave. CALIFORNIA CITY

*Our mission is to expend financial resources to help
residents of the District satisfy their healthcare needs.*

11/23/2020 10:30AM

Special Notice

Teleconference Accessibility

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the East Kern Health Care District will hold its special board meeting via teleconference or the most rapid means of communication at the time. The public may participate in the teleconference by clicking on the link below:

<https://us02web.zoom.us/j/86957379271>

Public comments may be made through teleconference when prompted by the President during the public comment period. Public comments may also be provided by emailing eastkernhealthcaredistrict@gmail.com in advance of or during the meeting. Please indicate "PUBLIC COMMENTS" in the subject line.

If you have difficulty connecting to the teleconference line, please call +1 669 900 6833 US Meeting ID# 869 5737 9271 or email eastkernhealthcaredistrict@gmail.com

CALL TO ORDER

ROLL CALL

Committee Members: Director Heathman, Director Sparks

Staff Present: Tiffanie Breen, General Manager

PUBLIC COMMENTS:

INFORMATION ITEMS/PRESENTATIONS:

A. Review October 2020 Bank Statements

B. Review records of petty cash documentation and debit card transactions through November 2020.

C. Review Online Banking

D. Review Contract Labor Timecards

E. Review draft Investment Policy and Procedure

F. Review Resolution 2020-11-01 Imprest Account

PROPOSED BOARD ITEMS- ACTION CALENDAR:

DIRECTORS COMMENTS/ FUTURE AGENDA ITEM(S):

D. Sparks:

D. Heathman:

Items to continue to work on:

Accountant recommendations regarding:

Budget Items

Payroll documentation

Documentation of liability of Bartz security deposit, credit towards rent

Documentation of transfers between accounts

Depreciation schedules

Compare annual budget to actuals for 2019-2020 and 2020-2021

Annual budget mid-year adjustment (Goal- Balanced Budget)

Payroll system implementation, Policy and Procedure

Establish reporting items for regular board meetings

Reserve Fund Policy and Procedure

Scholarship Policy and Procedure

CLOSED SESSION: None

ADJOURNMENT

Motion_____ Second_____ Time_____

NEXT REGULAR MEETING: December 01, 2020 5:00pm. 8101 Bay Ave California City, CA

“Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in this agendaized public meeting should be directed to the District’s office at [\(760\) 373-2804](tel:7603732804) at least 24 hours prior to said meeting.”

Agenda posted 11-20-2020