



**MARK TWAIN
HEALTH CARE DISTRICT**

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**Finance Committee Meeting
Mark Twain Medical Center Education Center – Classroom 5
768 Mountain Ranch Road
San Andreas, CA 95249
7:30 am
Wed. June 24, 2020**

Two Participation Options:

- 1. Tele-Conference Meeting
Conference Call Information
(605) 475-2875 Code 4864697**
- 2. In Attendance With The Following Guidelines:
Social Distancing (6 ft)
No Screening but Face Covering is Required**

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 Ms. Atkinson, Treasurer at 7:31 am.

2. Roll Call:

Committee Member	Present in Person	Present – Conf. Call	Time of Arrival
Ms. Atkinson		X	
Ms. Toepel		X	
Ms. Hack	X		

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3. Approval of Agenda: Public Comment **Action:**

Public comment: Hearing None
Motion to approve: Ms. Toepel
Second: Ms. Hack
Vote: 3-0

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

Hearing None.

5. Consent Agenda: Public Comment Action

A. Un-Approved Minutes:

- Finance Committee Meeting Minutes for May 27, 2020:

Public comment: Hearing None
Motion to approve: Ms. Hack
Second: Ms. Toepel
Vote: 3-0

6. Chief Executive Officer's Report:

- **VSHWC – Construction Finance:**

Dr. Smart: Gave an update on the 10% construction retainer that will be processed with USDA and paid. Diede Construction, upon payment of the retainer, will be responsible for concerns during a one-year warranty period such as the HVAC unit that needed to be fixed.

- **FEMA – Disaster Relief:**

Dr. Smart: Is working on the FEMA application. The deadline is 60 days after the conclusion of the COVID disaster.

- **VSHWC – Revenue:**

Dr. Smart: US Bank was set up as Athena Net's lock box to capture clinic payments which are coming in. The account will be swept monthly into an accounts receivable account and reconciled.

Mr. Wood: The revenue will be reported as a narrative until he and Mr. Hohenbrink devise a way to book it on the financial reports (pkt. pg. 8).

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Minutes – June 24, 2020 MTHCD Finance Committee Meeting Approved July 22, 2020

7. Accountant's Report:

May 2020 Financials Will Be Presented to The Committee: Public Comment **Action**

Mr. Wood: Will correct Sunrise Pharmacy to be a Medical Office Building (MOB) Lease as it has no other tie to the District or the Clinic books. He is working on collecting a \$13k (+/-) reimbursement for the MTMC sewer permit fee and the Common Area Maintenance. (CAM) charges.

Public comment: Hearing None

Motion to approve: Ms. Hack

Second: Ms. Toepel

Vote: 3-0

- **401k Program – Match Contribution:** Public Comment **Action**

Dr. Smart: The Committee can consider an annual recommendation to the Board to match the 401k participant's funds which is generally 3-6% (approx. \$173. & \$345 respectively) for this fiscal year. Each year the Board will have the option to change the match depending on budget. Human Resources (HR) will discuss with staff at the next Clinic Staff meeting.

Public comment: Hearing None

Motion to approve a 6% 401k match: Ms. Toepel

Second: Ms. Hack

Vote: 3-0

- **2020 – 2021 Budget:** Public Comment **Action**

Mr. Hohenbrink: The budget was built on goals of the Clinic and they have been met. On April 3, 2020 the Clinic got the RHC designation so the Cost Capture Period will be July 1, 2020 thru June 30, 2021.

Mr. Wood: Will address the following changes to the budget: (1) Eliminate \$400k in projects (2) Robo Doc funding \$65k (3) Stay Vertical Calaveras \$14k and \$17k for sponsorships.

Dr. Smart: Explained the proposed project of Robo Doc and how the Clinic pediatrician can assist the school nurses (4) in caring for students which are predominantly Medi-Cal delivering better school attendance. In addition, the District is working with Area 12 Agency on Aging to expand the Stay Vertical Calaveras into all 5 of the agency's counties.

Public comment: Hearing None

Motion to approve budget as amended: Ms. Hack

Second: Ms. Toepel

Vote: 3-0

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8. Treasurer's Report:

- Reserve Account Allocations: Public Comment **Action**

Mr. Hohenbrink: Reserve allocations has no impact on cost capture period reporting.

Dr. Smart: Deems the process important so the item was tabled for the July agenda.

9. Comments and Future Agenda Items:

Public comment: Hearing None

10. Next Meeting:

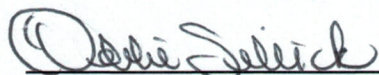
- The Finance Committee meeting will be held on the same day as the Board meeting starting at 7:30 am. The next meeting will be on Wed. July 22, 2020.

11. Adjournment: **Action**

Motion to adjourn: Ms. Toepel

Second: Ms. Hack

Vote: 3-0



Debbie Sellick, Secretary

Effective - Mar 17, 2020.

California Gov. Gavin Newsom issued [Executive Order \(N-29-20\)](#), which, in part, supersedes Paragraph 11 of Executive Order (N-25-20) issued on Thursday. The new Executive Order excuses a legislative body, under the Ralph M. Brown Act, from providing a physical location for the public to observe and comment if certain conditions are met. A physical location does not need to be provided if the legislative body:

1. Holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically;"
2. Implements a procedure for receiving and "swiftly resolving" requests for reasonable modification or accommodations from individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt in favor of accessibility.

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3. Gives advance notice of the public meeting and posts agendas according to the timeframes and procedures already prescribed by the Brown Act (i.e. 72 hours for regular meetings and 24 hours for special meetings) and
4. Gives notice of the means by which members of the public may observe the meeting and offer public comment, in each instance where notice or agendas are posted.

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