FINANCE COMMITTEE MEETING MINUTES

TUESDAY, December 17, 2024, 11:30AM
1011 G Street
Reedley, CA 93654

REASONABLE ACCOMMODATIONS FOR ANY INDIVIDUAL WITH A DISABILITY. Pursuant to the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990, any meeting or function of the Sierra Kings Health Care District, may request assistance, by contacting the District, 1011 G. Street, Reedley, CA 93654 – telephone 559.726-2268.

BOARD MEMBERS PRESENT:	**REPRESENTATION**
Bruce Hunter	Zone 1
Pete Perez	Zone 4

BOARD MEMBERS ABSENT:	**REPRESENTATION**

BOARD STAFF PRESENT:	**TITLE**
Chinayera Black Hardaman, MPA	Chief Executive Officer
Merari Gutierrez	Program/ Finance Manager
Brooke Garcia	Executive Assistant
Teresa Jacques via zoom	Chief Finance Officer (Contract)

OTHERS PRESENT:

1.0 **CALL TO ORDER:**
The meeting was called to order at 11:30 a.m. by Bruce Hunter.

2.0 ROLL CALL:
Present: Bruce Hunter and Pete Perez.

3.0 CONSENT AGENDA:
3.1 Consideration of the Committee Agenda
3.2 Consideration of October 22, 2024, Meeting Minutes

ACTION: Motion to approve the Finance Committee Consent Agenda as presented. M/S Perez/Hunter. Motion passed unanimously: Hunter-aye and Perez-aye.

4.0 PUBLIC COMMENT:

None

5.0 ACTION AND DISCUSSION ITEMS

5.1 PRESENTATION OF SEPTEMBER FINANCIAL STATEMENTS

BALANCE SHEET – October 2024

- Cash in bank – $212,499
  o Increase of $219 over September. A transfer for $40,000 was made to LAIF, additional cash was held in general checking for quarterly grant payments.
- LAIF - $10,472,191
  o Increase of $74,803 reflects the transfer in the amount of $40,000, interest accrual in the amount of $39,211 and quarterly interest true ups in the amount of $4,408.
- Total Accounts Payable - $152,987
  o Increase of $30,688 over September due to late invoices and increase in the grant's accrual.

BALANCE SHEET – November 2024

- Cash in bank – $154,003
  - Decrease of $58,496 over October. A transfer for $100,000 was made to LAIF.
- LAIF - $10,611,680
  - Increase of $139,489 over October. The increase reflects a transfer in the amount of $100,000 and interest accrual in the amount of $39,489.
    - Finance Committee Member Pete Perez inquired about the quarterly interest rate for the Local Agency Investment Fund (LAIF).
    - CFO Teresa Jacques will provide the exact interest rate at the January Finance Committee meeting.
- Total Accounts Payable - $159,017
  - Increase of $6,029 over October. Accounts payable decreased $5,685 and accrued payables increased $11,715 due to the early month end close and the grants accrual.
- Net Position increased $107,064.

PROFIT AND LOSS STATEMENT – October 2024 (4 MONTHS OF FY25)

SUMMARY

- The gain in net position for October was average at $78,977.
- The gain from non-Operating activities was $111,871.
- Net operating income without depreciation for October was $54,371.
- Expenses are $18,346 under budget for October of which 90% is attributed to the Grant Award and Professional Fees.

PROFIT AND LOSS STATEMENT – NOVEMBER 2024 (5 MONTHS OF FY2025)

MONTHLY SUMMARY

- The gain in net position for November was higher than average at $107,064.
- The gain from non-Operating activities for the month was $116,556.
- Net operating income without depreciation for November was $78,133.
- Expenses are $37,631 under budget for November of which 88% were in the professional fees and grant awards category.

FY 2025 YEAR TO DATE SUMMARY

- The gain in net position YTD is under budget $189,717.
- The gain from non-Operating activities YTD is under budget $40,033
- Net operating income without depreciation YTD is under budget $149,684.

- Expenses are $141,087 under budget for under of which 89% were in the professional fees and grant awards categories.

OPERATING AND NON-OPERATING REVENUES AND EXPENSES FOR YTD FY2025 (5 months)

Income

Below are the highlights of the operating and non-operating income versus the budget for FY2025:

- Grant income – $7,752 under budget due to the receipt of additional Cal Viva funds of $25,000 for the fiscal year.
- Interest income (LAIF and US Bank) - $40,032 under budget due primarily to the receipt of additional interest in July for US Bank investments.

OPERATING EXPENSES

Below are the highlights of the expenses versus the budget for FY2025:

- Salaries and Benefits – Under budget $3,862 due to vacation accrual budgeting.
- Professional Fees - Under budget $96,801 year to date due primarily to use of hospital specialty consultants.
- Legal Fees - Over budget $2,173 year to date due to the grant contract language review for two grantees.
- Purchased Services - Under budget $8,310 year to date. The District budgeted for $9,000 in election fees and the accrual for November is $2,000.
- Training, Education and Travel – Under budget $2,827 due primarily to the budget for the ACHD conference.
- Grants - Under budget $29,335 year to date, $12,500 was reduced for Pathways to Hope, $10,419 for cancelled Farmers Market events and $7,486 were grants awarded but not spent and /or used by the grantees.

YEAR OVER YEAR COMPARISON

The October and November Profit and Loss Comparisons show that grant income in both months is the increase in revenue.

The expense comparison for October reveals more grant expenses in the first four months of FY24 than FY25 and professional fees increased in FY25 due to the special hospital consultant fees.

The expense comparison for November reveals that payroll expenses overall are higher, this is due to the departure of staff during November 2023 and the grant expense is slightly higher. Most categories are within reason as a year over year comparison.

GRANT TRACKER

Board member Pete Perez inquired about how Valley Regional Occupational Program (VROP) is featured on the Grant Tracker since it is a multiple year project. CFO Teresa Jaques will investigate his concern and bring a remedy back to the January meeting of the Finance Committee.

ACTION: Motion to approve October and November financials as presented. M/S Perez/Hunter. Motion passed unanimously: Hunter-aye and Perez-aye

6.0 ANNOUNCEMENTS

None

7.0 NEXT MEETING

The next regularly scheduled meeting of the Sierra Kings Health Care District shall be on Tuesday, January 28, 2024.

8.0. ADJOURNMENT:

ACTION: Motion to adjourn the Finance Committee meeting at 12:02 am. M/S Hunter/Perez. Motion passed unanimously: Perez-aye and Hunter-aye.

Respectfully submitted,

Bruce Hunter
Board Chair