FINANCE COMMITTEE MEETING MINUTES

TUESDAY, June 24, 2025, 11:00AM
1120 I 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
None	

BOARD STAFF PRESENT:	TITLE
Chinayera Black Hardaman, MPA	Chief Executive Officer
Merari Gutierrez	Program/ Finance Manager
Brooke Garcia	Executive Assistant

OTHERS PRESENT:	
Teresa Jacques via Zoom.	Chief Financial Officer (Contracted)

1.0 CALL TO ORDER
The meeting was called to order at 11:00a.m. by Finance Committee Chair Bruce Hunter.

2.0 ROLL CALL
Present: Bruce Hunter and Pete Perez.

3.0 CONSENT AGENDA (ACTION)
3.1 Consideration of the Committee Agenda
3.2 Consideration of the Committee Minutes

3.2.a Regularly Scheduled Meeting – May 27, 2025

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 the May Financial Statements

CFO Teresa Jacques presented an overview of the May financials.

Cash In Bank

Finance Committee Chair Bruce Hunter raised a question regarding the high cash balance in the bank. CFO Teresa Jacques explained that, due to delays in grant payments, the cash was intentionally kept high. She noted that the cash in bank will be reevaluated at the end of June to determine whether additional transfers to the Local Agency Investment Fund (LAIF) should be made before the end of the fiscal year.

Purchased Services

Finance Committee member Pete Perez inquired about a new subscription expense. CEO Chinayera Black explained that it is a subscription to Plaud AI, a tool used to assist with generating meeting minutes.

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

5.2 FY 2025–2026 Budget Preparation (Cont'd)

CFO Teresa Jacques reviewed the third draft of the FY 2025–2026 budget with the Finance Committee before submitting the final budget to the Board for consideration.

Finance Committee Member Pete Perez suggested, to save time, that the Finance Committee approve the draft as-is for forwarding to the Board. He noted that all concerns had been addressed through thorough review and discussion during the drafting process, and any remaining questions could be raised by the full Board during its review.

CEO Chinayera Black recommended reviewing several specific line items included in the final draft to ensure the Finance Committee had full transparency. The following budget line items were brought forward for discussion:

Board Stipends

Finance Committee member Pete Perez inquired about the status of the Board stipend increase. CFO Teresa Jacques reminded the Committee that during the previous budget review, they agreed to a 5% increase effective July 1, 2025.

Part Time Staffer

The Finance Committee discussed a proposed new budget line item for a part-time office support staffer, with a maximum annual budget of $4,900. This amount would cover the gross salary (excluding benefits), as well as the employer's share of FICA, Medicare tax, and sick leave. The position is intended to provide reception and general support when regular staff are unavailable—particularly during public meetings when the office doors are expected to remain open, but staff are unable to assist the public.

Finance Committee member Pete Perez stated that he does not support the addition of the part-time staffer and would not approve that portion of the budget. There was discussion on how the motion to approve the budget should be framed, given that Finance Committee member Pete Perez opposed including the $4,900 allocation, while Finance Committee Chair Bruce Hunter supports the addition of the new line item.

Pete Perez made a motion to approve the budget as presented, excluding the $4,900 for the part-time staffer. Finance Committee Chair Bruce Hunter did not support the motion.

Following further discussion and clarification of the part-time staffer's duties—Pete Perez retracted his previous opposition.

ACTION: Motion to approve FY 2025–2026 Budget 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 Finance Committee meeting of the Sierra Kings Health Care District Finance Committee shall be on June 24, 2025.

8.0 ADJOURNMENTS

ACTION: Motion to adjourn the Finance Committee meeting at 11:42a.m. M/S Perez/Hunter. Motion passed unanimously: Perez-aye and Hunter-aye.

Respectfully submitted,

Bruce Hunter
Finance Committee Chair