FINANCE COMMITTEE MEETING
MINUTES

Tuesday, April 28, 2026, 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
Suzanne Johnson	Zone 3

BOARD MEMBERS ABSENT:	**REPRESENTATION**

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

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

1.0 CALL TO ORDER:
The meeting was called to order at 11:05 a.m. by Finance Committee Chair Bruce Hunter.

2.0 ROLL CALL:
Present: Suzanne Johnson and Bruce Hunter.
Absent: None

3.0 CONSENT AGENDA (ACTION)
3.1 Consideration of the Committee Agenda
3.2 Consideration of the March 2026 Meeting Minutes

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

4.0 PUBLIC COMMENT

None

5.0 ACTION AND DISCUSSION ITEMS

5.1 PRESENTATION OF MARCH 2026 FINANCIAL STATEMENTS

CFO Teresa Jacques presented the March 2026 Financial Statements. Key items included:

- **Cash in Bank:**
  The high month-end cash balance was attributed to timing uncertainty related to SB 1953 project vendor invoices. An additional $100,000 was withdrawn at month-end in anticipation of payments; however, expected invoices had not yet been received. Staff continues to balance liquidity needs with minimizing unnecessary withdrawals.

- **Local Agency Investment Fund (LAIF):**
  No withdrawals were made in March. Interest continues to accrue monthly and is reconciled quarterly.

- **Capital Improvement Project (CIP):**
  The CIP balance increased by approximately $1 million to nearly $1.6 million, primarily related to the SB 1953 project. Accruals were recorded for completed but unbilled work in accordance with accounting standards.

Profit & Loss Statement Highlights

- **Professional Fees:**
  Professional fees were over budget for March due to timing differences. Year-to-date expenses remain under budget by $41,000.

- **Advertising/Promotional Expenses:**
  Year-to-date variance of $12,000 was reviewed. Of this amount, $9,000 was attributed to a budgeting and contract allocation error involving billboard vendor payments previously assumed to be routed through Top Hand Media. The issue has been identified and clarified to improve budget accuracy

Action: Motion to approve the March 2026 Financial Statements as presented (M/S Johnson/Hunter). Motion passed unanimously: Hunter – aye; Johnson – aye.

5.2 First Draft of FY 2026–2027 Budget

CFO Teresa Jacques presented the first draft of the FY 2026–2027 budget. The following items were highlighted for discussion:

Revenues

- **Adventist Health Lease:** Budgeted with a conservative 2.5% CPI increase based on lease terms.

- **Property Tax:** Budgeted at $675,000, consistent with FY 2025 actuals.

- **Department of Health Care Access and Information (HCAI) Grant Income:**
  The District was awarded approximately $300,000 in Department of Health Care Access and Information (HCAI) grant funding in the prior fiscal year; however, no funds have been received to date. The timing of disbursement remains uncertain. Project Manager Amy Ford has not been able to confirm when funds will be released.

Discussion occurred regarding whether to include the grant revenue in the current budget. One option considered was recognizing the revenue mid-year (approximately December–January) upon anticipated receipt. An alternative option was to exclude the revenue from the budget until funds are received.

Finance Committee Alternate Suzanne Johnson recommended excluding the revenue until it is received to avoid overstating projected income.

Expense Projections

- **Salaries & Benefits:**
  A 2.5% cost-of-living adjustment (COLA) was included in the draft budget. COLA implementation remains subject to Board approval in September and is not a confirmed commitment. The increase is included for planning purposes only.

- **Minor Equipment:**
  Budget includes two laptops and a potential printer replacement.

- **Salaries:**
  The Committee discussed adding a Community Engagement Coordinator to support outreach and marketing activities. Current outreach responsibilities are shared among staff due to existing capacity limitations.

  The proposal includes converting an existing part-time allocation into a full-time, one-year temporary position under contract to evaluate effectiveness. The position would include standard payroll taxes and applicable benefits, while certain long-term benefits such as retirement contributions would not apply during the temporary term. Continuation beyond one year would be subject to evaluation.

- **Board Stipends:**
  The Committee reviewed Board stipends, which are currently over budget. The prior assumption reflected five stipends per Board member per month. Based on actual utilization, CFO Teresa Jacques proposed budgeting for an average of three stipends per Board member per month

6.0 ANNOUNCEMENTS

None

7.0 NEXT MEETING

The next regularly scheduled meeting of the Sierra Kings Health Care District will be held on May 26, 2026, at 1120 I Street, Reedley, CA 93654.

8.0 ADJOURNMENTS

ACTION: Motion to adjourn meeting at 12:04p.m. M/S Johnson/Hunter. Motion passed unanimously: Hunter-aye. And Johnson-aye.

Respectfully submitted

Bruce Hunter
Finance Committee Chair