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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. May 27, 2020

Tele-Conference Meeting
Conference Call Information
(605) 475-2875
Code 4864697

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 Susan Atkinson, Treasurer at 7:31 am.

2. Roll Call:

Committee Member	Present	Absent / Excused	Time of Arrival
Ms. Atkinson	X		
Ms. Toepel	X		
Ms. Hack	X		

This Institution is an Equal Opportunity Provider and Employer

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 April 22, 2020:

Public comment: Hearing None

Motion to approve: Ms. Hack

Second: Ms. Atkinson

Vote: 2 in favor. Ms. Toepel Abstained

6. **Chief Executive Officer's Report:**

- **VSHWC – Construction Finance:**

Dr. Smart: Holding 10% retainage until punch list is completed. Due to delays he has deferred the pharmacy rent until the (+/-) end of construction.

- **Donation Agreement - MTHCD to MTMC Foundation:** Public Comment - **Action:**

Dr. Smart: Referenced the Donation Agreement (pkt pg. 8) highlighting items that need to be addressed.

Public comment: Hearing None

Motion was made by Ms. Toepel to authorize Dr. Smart to address the issues in the agreement.

Second: Ms. Hack

Vote: 3-0

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- **SA Sanitary District Penalty Payment:**

Dr. Smart: MTMC agreed to pay for the discharge penalty as it is a tenant obligation: (+/-) \$13, 800.

- **New VSHWC IT Switch:**

Dr. Smart: Clinic IT switch is at max capacity so an additional one was ordered (+/-) \$5,800.

7. **Accountant's Report:** Public Comment **Action**

- **Apr. 2020 Financials Will Be Presented to The Committee:**

- **Investment & Reserve Accounts:**

Mr. Wood: Thanks to Dr. Smart for resolving the CAM charges that will now be paid; reiterated there was no ill effects on the global financial loss that took place at the end of March then was corrected in early April.

Public comment: Hearing None

Motion to approve: Ms. Hack

Second: Ms. Toepel

Vote: 3-0

- **401k Program – Match Contribution:**

Dr. Smart: When designing the 401k program it was set up to do a match at the end of the fiscal year so he will bring this item to the June meeting for the Board to decide an amount which is generally 3-6%.

- **2020 – 2021 Budget:**

Dr. Smart: Explained the structure of the 20-21 budget (pkt. pg. 26-32); and will (1) add an explanation to the budget narrative explaining the delay in collecting Clinic revenues which is the result of the CMS (Medicare) Region 9 not processing the Clinic's Medi-Cal number. (2) define Clinic budget items.

Treasurer's Report:

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

Table for June Meeting.

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8. Comments and Future Agenda Items:

Outline social distancing requirements for the next meeting.

9. 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. June 24, 2020 and is scheduled to be in person with social distancing.

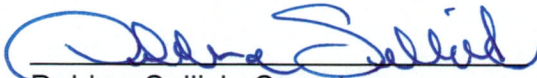
10. Adjournment: Action

Public comment: Hearing None

Motion to adjourn at 9:02 am: Ms. Toepel

Second: Ms. Hack

Vote: 3-0



Debra 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.
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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