



CalMHSA Finance Committee

TELECONFERENCE MINUTES FROM MAY 12, 2015

Finance Committee Members

Present

- Dawan Utecht, Fresno County, Treasurer
- Maureen Bauman, CalMHSA President (Ex-Officio)
- Tanya Bratton, San Bernardino County
- Tom Sherry, Sutter/Yuba County

Absent

- Dr. William Arroyo, Los Angeles County

CalMHSA Staff

- Wayne Clark, Executive Director
- John Chaquica, Chief Operating Officer
- Kim Santin, Finance Director
- Ann Collentine, Program Director
- Laura Li, JPA Administrative Manager
- Tami Cowgill, Executive Assistant
- Armando Bastida, Administrative Assistant
- Allan Rawland, CalMHSA Government Relations Consultant

Public

- Refujio (Cuco) Rodriguez, Santa Barbara County

1. **Call to Order**

The CalMHSA Finance Committee teleconference was called to order at 3:05 p.m. on March 23, 2015 by Dawan Utecht, Fresno County, Treasurer. All participants were asked to introduce themselves, followed by instructions for the teleconference process.

2. **Roll Call and Public Comment Instructions**

Laura Li, JPA Administrative Manager, called roll and a quorum was established as well as reviewed the public comment instructions and noted items not on the agenda would be reserved for public comment at the end of the agenda.

3. **Consent Calendar**

Dawan Utecht, Fresno County, Treasurer, asked for any changes to the following items:

Routine Matters

- December 1, 2014 Finance Committee Minutes
- March 23, 2015 Finance Committee Minutes

Reports / Correspondence

- Treasurer's Report as of December 31, 2014 and March 31, 2015
- CalMHSA Revenue and Expenditure Report for Fiscal Year Ended June 30, 2014 – Report to California Department of Health Care Services (CDHCS)

CalMHSA Financial Statements

- Statements for the Quarters Ended September 30, and December 31, 2014

CalMHSA Investment Update

- Performance and Income – Morgan Stanley
- CalMHSA Account Review

Action: Approval of the consent calendar.

Motion: Tom Sherry, Sutter/Yuba County

Seconded: Tanya Bratton, San Bernardino County

Public comment was heard from the following individual(s):

None

4. **CalMHSA Financial Statements for the Quarter Ending March 31, 2015**

Kim Santin, Finance Director gave an overview of the Financial Statements ending March 31, 2015. A total of 6.5m will be carried over from June 30, 2015 for future years. The committee would like to know if members will still be paying for Phase I, due to Phase I almost being over. Allan Rawland gave a brief update to clarify the status of Counties who have submitted a Letter of Acknowledgement but have yet to submit payment.

Action: Approval of the CalMHSA Financial Statements for the Quarter ending March 31, 2015 for presentation at the next scheduled Board of Directors Meeting.

Motion: Tom Sherry, Sutter/Yuba County

Seconded: Tanya Bratton, San Bernardino County

Public comment was heard from the following individual(s):

None

5. **Proposed Member Dues – Core Structure and Operations**

Wayne Clark, Executive Director gave an overview of the efforts being made in fund development, to include back up plans for sustaining CalMHSA Programs at a minimum, which included a breakdown of FTE . Committee members asked if this item required action, if so, they would not be comfortable recommending the item unless the positions identified included salary amounts. John Chaquica, Chief Operating Officer, indicated the item was informational, however appreciated the feedback as that would allow staff to make the necessary edits to the report.

Action: None, Information only.

Public comment was heard from the following individual(s):

None

6. **CalMHSA Annual Revenue and Expenditure Report – June 30, 2016**

Kim Santin, Finance Director, referred to page 53 of the packet, and did a thorough review of the proposed budget. Members asked questions and proposed staff add some clarification on what the columns mean.

Action: None, Information only.

Public comment was heard from the following individual(s):

None

7. **CalMHSA Financial Audit Engagement Letter**

Kim Santin, Finance Director, received a proposal/agreement from James Marta and Company to extend the length of the contract to June 30, 2015 in an effort to complete the audit. A recommendation was to extend the agreement for one year, however confirming an RFP would be required for the following year.

Action: Approval of Audit Engagement Letter with James Marta & Company for the year ended June 30, 2015.

Motion: Tom Sherry, Sutter/Yuba County

Seconded: Tanya Bratton, San Bernardino County

Public comment was heard from the following individual(s):

None

8. Finance Committee Membership

Ms. Utecht announced there were many members terming out this year and asked if any current committee member was interested in continuing on for another two year term. Hearing no interest, Maureen Bauman, CalMHSA President, Ex Officio, asked staff to provide a list of potential committee members to the CalMHSA President and Treasure so they may reach out to potential committee members.

Action: Action: None, Information only.

Public comment was heard from the following individual(s):

None

9. Finance Committee Teleconference Meetings for Fiscal Year 2015-2016

Kim Santin presented a calendar of meeting dates for the FY 2015-16. She indicated the dates are on Mondays 3:00pm to 4:00pm and correlate with important events that need action throughout the year.

Action: Approval of the Proposed Finance Committee Teleconference Calendar for Fiscal Year 2015-2016

Motion: Tom Sherry, Sutter/Yuba County

Seconded: Tanya Bratton, San Bernardino County

Public comment was heard from the following individual(s):

None

10. General Public Comment

This time is reserved for members of the public to address the Committee relative to matters of CalMHSA not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to three minutes per person and twenty minutes in total. The Committee may also limit public comment time regarding agenda items, if necessary, due to a lengthy agenda.

Public comment was heard from the following individual(s):

None

11. Closing Comments

Dawan Utecht, Fresno County, Treasurer, asked for any closing comments.

12. Adjournment

Hearing no further comments, the meeting was adjourned at 4:01 p.m.