



CalMHSAs Finance Committee

TELECONFERENCE MINUTES FROM September 18th, 2017

Finance Committee Members

Present

- Bill Walker, CalMHSAs Treasurer, Kern County
- Dr. William Arroyo, Los Angeles County
- Dennis P. Koch, Madera County
- Steve Steinberg, Riverside County

Absent

- Michael Lucid, Sonoma County
- Terence M. Rooney, Colusa County

CalMHSAs Staff

- Wayne Clark, Executive Director
- Kim Santin, Finance Director
- Ann Collentine, Program Director
- Laura Li, JPA Administrative Manager
- Theresa Ly, Program Manager
- Armando Bastida, Executive Assistant
- David Kert, Administrative Analyst

1. Call to Order

The CalMHSAs Finance Committee teleconference was called to order at 3:04 p.m. on September 18th, 2017 by Finance Committee Chair Bill Walker, Kern County.

2. Roll Call and Public Comment Instructions

JPA Administrative Manager, Laura Li, CalMHSAs, called roll and a quorum was established. All participants were asked to introduce themselves. Treasurer, Bill Walker, Kern County, proceeded to review the public comment instructions, noting that items not on the agenda would be reserved for public comment at the end of the meeting.

3. Consent Calendar

Treasurer, Bill Walker asked the committee for any changes to the following items:

Routine Matters:

- Minutes from the May 8th, 2017 Finance Committee Teleconference

Action: Approval of the consent calendar

Motion: Los Angeles County – Dr. William Arroyo

Second: Madera County – Dennis P. Koch

Approved by unanimous vote.

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

None

4. CalMHSA Financial Statement for Year ending June 30, 2017

Finance Director, Kim Santin did an in-depth review of the financial statement, while addressing member questions. In summary, expenditures were slower than expected which left a larger cash balance than previously estimated.

Action: Accept file of the Unaudited CalMHSA Financial Statements for the Year ending June 30th, 2017 for presentation at the next scheduled Board of Directors Meeting.

Motion: Los Angeles County – Dr. William Arroyo

Second: Madera County – Dennis P. Koch

Approved by unanimous vote.

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

None

5. CalMHSA Annual Revenue and Expenditure Report – Revised Budget June 30, 2018

The Finance Committee met and discussed revisions to the previously Board approved Budget June 30, 2018, which went into effect July 1, 2017. The approved budget included a Target Budget, in the event of Los Angeles County participation in Prevention and Early intervention. The Target Budget consists of increased funding due to Los Angeles participation and the increase in FTE, required to successfully perform the work required under the program(s). Since that time, Los Angeles County has confirmed participation in PEI effective July 1, 2017, with additional amendments required to the Target Budget since June, and those include the following:

REVENUE:

Revenue has increased as follows:

- Final executed contract for PEI Sustainability Projects - Increase	\$220,000
- Revision for Suicide Prevention Projects - Decrease	<u>(92,541)</u>
Net Revenue Increase	<u>\$127,459</u>

EXPENSES:

Program Expenses Highlights

Program Contracts Expense (and total expenses) increased \$358,215. Related to increased funding and reported actuals of June 30, 2017. See note (2) on page 1 of Revised Budget for details. Expenses have increased more than revenue due to the utilization of Prior Year carry over of funds.

In addition to the above, the committee discussed the need to approve the amendment to the Administrative and Financial Services (GH) Agreement and compensation due to the increase in FTE required to successfully perform the work required under the program(s). The Agreement was previously approved at the June 8, 2017 Board meeting, where the Fourth Amendment to the Administrative and Financial Services Agreement, item B Program Funding & Compensation, states the following:

- i. *“Program funding and Resources Required – The program funding is budgeted at the same level as prior year, however additional resources are included for the Hospital Program and reserves will be utilized. In the event of future funding decreases and increases, which may result in a need for changes to FTE requirements, compensation shall be adjusted. Compensation adjustments shall be based on changes to FTE requirements, which would be agreed by the parties. This adjustment agreement by CalMHSA may be delegated to Executive or Finance Committee.”*

Noting the above the Finance Committee took the following actions:

Action(s):

- 1. The Finance committee discussed and approved for recommendation to the CalMHSA Board, the Revenue and Expenditure Report – Revised Budget June 30, 2018 and;**

Motion: William Arroyo, Los Angeles County

Second: Dennis P. Koch, Madera County

Approved by unanimous vote.

- 2. Approved the increase to the Administrative and Financial Services Agreement due to the increase in FTE, from 9.05 to 10.75.**

Motion: William Arroyo, Los Angeles County

Second: William Walker, Kern County

Roll Call Vote:

Finance Committee Member	Aye	No	Abstain
William Walker	X		
William Arroyo	X		
Dennis Koch		X	
Steve Steinberg	X		

Approval by majority vote.

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

None

6. Funding the continuation of the Statewide PEI Project and addressing local needs via county or regional specific projects

Program Director, Ann Collentine did an overview of the concept of addressing local needs via county or regional specific projects and asked members to review the draft document and provide input at their convenience.

Action: None

Recommendation: Discussion of the Statewide PEI Project programming and retaining state wideness while addressing local needs.

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

None

7. Executive Director Finance Report

Address and acknowledge the concerns of cohorts and diligently provide satisfactory material related to those matters.

8. 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

9. Closing Comments

Treasurer, Bill Walker asked for any closing comments.

10. Adjournment

With no further comments, the meeting ended at 4:02P.M.