



County of San Bernardino, Dept of Public Health  
 351 N. Mt. View Ave • San Bernardino, CA 92415-0010  
 (909) 693-0750  
 Website: [www.iehpc.org](http://www.iehpc.org)

**Riverside/San Bernardino California Transitional Grant Area**

**Cameron Kaiser, MD**  
 County Health Officer Co-Chair

**Shelia Cromwell-Nieve**  
 Community Co-Chair

# Finance Committee

Thursday, October 6, 2016  
 12:00pm – 1:00pm

Meeting Location

San Bernardino County Public Health  
 HIV Planning Conference Room B15  
 351 N. Mt. View Ave  
 San Bernardino, CA  
 (909) 693-0750

*These facilities are in compliance with the Americans with Disabilities Act of 1992.*

## Agenda

<b>12:00am</b>	<b>1. Call to Order</b>	
	<ul style="list-style-type: none"> <li>▪ Roll Call*</li> <li>▪ Introductions</li> </ul>	G. Maldonado
	<b>2. Public Comments<sup>1</sup></b>	Members of the Public
	None	
	<b>3. Members Privilege</b>	PC Members
	<b>4. Approval of Agenda<sup>2</sup></b>	Committee Members
	4.1 Approve October 6, 2016 agenda	
	<b>5. Approval of Minutes<sup>2</sup></b>	Committee Members
	5.1 Finance Minutes of 9.1.16	
	<b>6. Old Business<sup>2</sup></b>	G. Maldonado
	<b>7. New Business<sup>2</sup></b>	
	7.1 Review FY 2015/2016 expenses ^	
	7.2 Develop FY 2017/2018 Budget	

<b>8. Public Comments<sup>1</sup></b>	G. Maldonado
<b>9. Members Privilege</b>	PC Members
<b>10. Review of Action Item</b> Staff will:	PC Staff
<b>11. Agenda Setting for Next Meeting</b>	PC Members/ G. Maldonado
<b>12. Roll Call*</b>	PC Staff
<b>1:00pm 13. Adjournment</b>	G. Maldonado

Public Comments: Any member of the public may address this meeting on items of interest that relate to the Ryan White CARE Act by completing a speaker slip to indicate their interest in addressing the Planning Council. A three-minute limitation will normally apply to each member of the public who wishes to comment, unless waived by the Chair.

<sup>2</sup> The agenda item may consist of a discussion and a vote. Public comments can be made prior to each Planning Council vote.

\* Members must be present at both roll calls to receive credit for meeting attendance.

\*\* Attachment was not available at time of printing, but will be available at the meeting.

\*\*\* Teleconferencing line will be disconnected after 15 minutes if there are no participants on the line.

^ Copy will be available at meeting

Requests for special accommodations (e.g., language translation) must be received 72 hours prior to the date of the meeting. Contact PC Support at (909) 693-0750

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Community Co-Chair

# Finance Committee

Thursday, September 1, 2016  
11:00am – 12:00pm

Meeting Location

San Bernardino County Public Health  
HIV Planning Conference Room B15  
351 N. Mt. View Ave  
San Bernardino, CA  
(909) 693-0750

Teleconferencing Location

Desert AIDS Project  
Situation Room  
1695 N. Sunrise Way  
Palm Springs, CA 92262  
(760) 323-2118

*These facilities are in compliance with the Americans with Disabilities Act of 1992.*

## Minutes

**Members:** A. Jacobson; C. Smith; G. Maldonado; G. French; L. White, T. Evans-pending BOS approval

**Staff:** A. Fox, Kim Eagles

**Public:**

**11:00am 1. Call to Order**

- Roll Call\*
- Introductions

G. Maldonado

**2. Public Comments<sup>1</sup>**

**None**

Members of  
the Public

**3. Members Privilege**

G. French reported on Ryan White National Conference - Four key issues focus toward 2020 consists of (1) HIV testing and widespread linkage to care (2) Full access to PrEP service (3) Broad support for individuals living with HIV/AIDS (4) A University to compress the virus.

PC Members

C. Smith is launching a new website. G. Maldonado requested that information be forwarded to A. Fox for distribution.

**4. Approval of Agenda<sup>2</sup>**

4.1 Approve September 1, 2016 agenda

**Motion to approve the September 1, 2016 agenda (correction of date October 8, 2015). M/S/C: G. French, L. White, No abstentions, motion carried.**

Committee  
Members

**5. Approval of Minutes<sup>2</sup>**

5.1 Finance Minutes of October 8, 2015

Committee  
Members

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**Motion to approve the October 8, 2015 minutes (correction of date October 8, 2015). M/S/C: G. French, A. Jacobson, No abstentions, motion carried.**

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**6. Old Business<sup>2</sup>**

G. Maldonado

Comment made to review secretary report and add to the agenda.

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**7. New Business<sup>2</sup>**

**7.1 Review FY 2015/2016 expenses (A-1)**

G. Maldonado asked the PC to reflect and review the attached monthly expenditure for March 2015 through February 2016.

G. French suggested the two (2) PC members be considered to attend future national meetings in order to capture more information disseminated during these events based on the PC TGA. G. Maldonado noted that this should be addressed and considered.

There was a review of the surplus and discussion to possibly redirect unused funds/outliers. Reviewed health service/WEX workers at PSRA. IEHPC travel and secretary was considered as a possible redistribution of funds. G. Maldonado - Chair was extremely pleased on the surplus overall. A. Fox explained the increase in the communication category was based on reducing the line-item may have been too aggressive. G. Maldonado advised Staff to clarify special travel on council members. There was discussion regarding Staff space and PC facilities cost; overhead; rental, maintenance, and equipment. Website cost of \$4,000 was reviewed. G. Maldonado PC to change directions and to review the FY 2015/2016 expenses line-by-line to 7.2.

**7.2 Develop FY 2017/2018 Budget**

As the PC reviewed the FY 2017/2018 Budget - G. Maldonado requested the PC take a few moments to go over the data chart prior to reallocation of dollars. Furthermore, G. Maldonado pointed out (3) concerns: 1) Do not remove dollars within the budget items that are controllable. 2) Review each budget item line-by-line and configure an estimated sub-total. There was comprehensive discussion regarding the expenditure for a Staff Secretary for the PC. Discussion occurred regarding creating consulting. Community Engagement Strategy Consultant was considered helping the PC Empowerment committee to execute and coordinate relevant that could benefit the consumers for the TGA. After a thorough review on all line items, do to time constraints, the Chair G. Maldonado asked to "Table" the FY 2017/2018 Budget and have another meeting to more thoroughly discuss. T. Evans suggested that the PC opt a "Recess" in order to continue and reconvene at another date so determined by the PC.

**Motion to recess until the October 6, 2016. M/S/C: G. French, L. White, motion carried. No Abstentions**

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**8. Public Comments<sup>1</sup>**

NONE

G. Maldonado

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**9. Members Privilege**

NONE

PC Members

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**10. Review of Action Item**

Staff will: Report of status of the secretary; get clarity on special travel for council members; review PC Staff options for changing the title of secretary/consultant.

PC Staff

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**11. Agenda Setting for Next Meeting**

**October 6, 2016**

7.1 Staff will give an update of action items.

7.2 Reconvene and review 2016-17 budget item line-by-line and configure at the next meeting.

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PC Members/  
G. Maldonado

**12. Roll Call\***

PC Staff

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**12:34pm 13. Adjournment**

G. Maldonado

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