



INLAND  
EMPIRE  
HIV  
PLANNING  
COUNCIL

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

Maxwell Ohikhuare, MD  
County Health Officer Co-Chair

Gregory French  
Community Co-Chair

## Finance Committee

Thursday, April 4, 2013  
9am-10am

### Meeting Location

Registrar of Voters  
777 East Rialto Ave.  
San Bernardino, CA 92415  
(909) 693-0750

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

## Agenda

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<b>9:00am</b>	<b>1. Call to Order</b> <ul style="list-style-type: none"><li>▪ Roll Call*</li><li>▪ Introductions</li></ul>	H. Nickel
	<b>2. Public Comments<sup>1</sup></b>	Members of the Public
	<b>3. Members Privilege</b>	PC Members
	<b>4. Approval of Agenda<sup>2</sup></b>	Committee Members
	<b>5. Approval of Minutes<sup>2</sup></b> 5.1 Minutes of March 7, 2013	Committee Members
	<b>6. Old Business<sup>2</sup></b>	H. Nickel
	<b>7. New Business<sup>2</sup></b> 7.1 Revise Council FY 13/14 Budget due to Federal Sequestration. (A-1)	H. Nickel
	<b>8. Public Comments<sup>1</sup></b>	PC Members/ H. Nickel
	<b>9. Members Privilege</b>	PC Members
	<b>10. Review of Action Item</b>	PC Staff

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<b>11. Agenda Setting for Next Meeting</b>	PC Members/H. Nickel
TBA	
<b>12. Roll Call*</b>	PC Staff
<b>10:00am 13. Adjournment</b>	H. Nickel

<sup>1</sup> 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.

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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CATEGORIES	PC Approved Budget (Nov 2012)	Draft Budget developed in committee Feb 20 2013	Finance Committee Recommended Changes Mar 7 2013	Finance Committee Approved Budget Mar 7 2013	Sequestration Budget (-12.2%)
<b>Salaries &amp; Benefits (S&amp;B)</b>					
PC Liaison	\$ 64,275	\$ 64,275	\$ -	\$ 64,275	
PC Liaison Benefits	\$ 26,289	\$ 26,289	\$ -	\$ 26,289	
Office Specialist	\$ 42,682	\$ 42,682	\$ -	\$ 42,682	
Office Specialist Benefits	\$ 17,884	\$ 17,884	\$ -	\$ 17,884	
Spec Proj Coordinator w/benefits	\$ -	\$ 10,932	\$ -	\$ 10,932	
Staff Analyst w/benefits	\$ 9,874	\$ 9,874	\$ -	\$ 9,874	
<b>Total S&amp;B</b>	<b>\$ 161,004</b>	<b>\$ 171,936</b>	<b>\$ -</b>	<b>\$ 171,936</b>	
Indirect (10%of labor)	\$ 16,100	\$ 17,194	\$ -	\$ 17,194	
<b>Services &amp; Supplies (S&amp;S)</b>					
Supplies - IEHPC	\$ 2,500	\$ 2,500	\$ (125)	\$ 2,375	
Supplies - Staff	\$ 2,500	\$ 2,500	\$ (125)	\$ 2,375	
Travel - IEHPC	\$ 4,000	\$ 4,000		\$ 4,000	
Travel - Staff	\$ 1,500	\$ 1,500	\$ (125)	\$ 1,375	
Comp Plan	\$ -	\$ -		\$ -	
County Counsel	\$ 8,000	\$ 16,000	\$ 8,100	\$ 24,100	
EAM	\$ 2,500	\$ 2,500		\$ 2,500	
NA	\$ 33,000	\$ 10,000	\$ (1,250)	\$ 8,750	
PS&RA	\$ 4,000	\$ 4,000	\$ (250)	\$ 3,750	
Communication	\$ 10,549	\$ 10,549	\$ (1,000)	\$ 9,549	
Rent and Lease Structure	\$ -	\$ -		\$ -	
Room Rental	\$ 1,000	\$ 1,000	\$ (200)	\$ 800	
Rental Maintenance Equipment	\$ 5,000	\$ 5,000		\$ 5,000	
Food for meetings	\$ 1,200	\$ 1,200	\$ (225)	\$ 975	
Postage	\$ 3,000	\$ 3,000	\$ (250)	\$ 2,750	
Outreach	\$ -	\$ 2,500		\$ 2,500	
<b>Total S&amp;S</b>	<b>\$ 78,749</b>	<b>\$ 66,249</b>	<b>\$ 4,550</b>	<b>\$ 70,799</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>\$ 255,853</b>	<b>\$ 255,379</b>	<b>\$ 4,550</b>		

Less **One Time** funds \$ (6,746)  
 Less Adjustments \$ 4,550

**Total FY 13/14 Budget \$ 253,183**

One time funds from SB 90  
 Adjustments as recommended by Finance Committee on 3/7/13

Budget Formula = 3.2% of Flat Fund (Estimate until actual Award is received)



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# Finance Committee

Thursday, Mar 7, 2013  
2:00pm-3:00pm

Meeting Location  
Elite Professional Bldg.  
12981 Perris Blvd, Ste. 201  
Moreno Valley, CA 92553  
(909) 693-0750

Teleconference Site  
Desert AIDS Project  
1695 North Sunrise Way  
Palm Springs, CA 92262-3702  
(760) 323-2118

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

## Minutes

**Members:** D. Christenson, H. Nickel, T. Evans, L. Ford-Watson

**Staff:** A. Fox, M. Hoze, J. Marin

**Guests:** A. Ziven

**RWP:** S. Rigsby

**2:14pm**

**1. Call to Order**

- Roll Call\*
- Introductions
- Pledge of Allegiance

H. Nickel

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

There were no public comment

Members of the Public

**3. Members Privilege**

There were none

PC Members

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

**Motion to approve agenda**

**Motion/Second: D. Christenson, L. Ford-Watson**

**Motion Carried.**

Committee Members

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

5.1 Minutes of March 07 , 2013

**Motion to approve March 7, 2013 Minutes**

**Motion/Second: L. Ford-Watson, D. Christenson**

**Motion Carried**

Committee Members

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

- Committee discussed having to reduce the

H. Nickel

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current budget by \$2200.

- It was explained to the committee that there was a “one time Funding” of \$6,746 that Public Health received through the Brown Act – SB90, that would supplement the budget but the committee still needed to reduce the by \$3542
  - The committee went through the budget to reduce several line items in order to bring the budget to the targeted amount.
  - Motion to approve the FY 2013/14 as amended. **Motion/Second: L. Ford-Watson, D. Christenson. Motion Carried**
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**7. New Business<sup>2</sup>**

H. Nickel

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

T. Evans commended the committee for taking initiative and lead on the budget.

PC Members/ H. Nickel

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**9. Members Privilege**

There were none

PC Members

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**10. Review of Action Items**

Staff will:

1. Make changes to the budget as discussed and agendize the motion to approve the budget at the Planning Council.
2. Obtain a list of Council’s contractual obligations

PC Staff

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**11. Agenda Setting for Next Meeting**  
TBD

PC Members/H. Nickel

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**12. Roll Call\***

PC Staff

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**3:15pm**

**13. Adjournment**

H. Nickel

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