



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

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 8, 2015
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.

Agenda

11:00am	1. Call to Order <ul style="list-style-type: none"> ▪ Roll Call* ▪ Introductions 	G. Maldonado
	2. Public Comments¹	Members of the Public
	3. Members Privilege	PC Members
	4. Approval of Agenda² 4.1 Approve September 1, 2016 agenda	Committee Members
	5. Approval of Minutes² 5.1 Finance Minutes of October 8, 2015	Committee Members
	6. Old Business²	G. Maldonado
	7. New Business² 7.1 Review FY 2015/2016 expenses (A-1) 7.2 Develop FY 2017/2018 Budget	G. Maldonado

8. Public Comments¹	G. Maldonado
9. Members Privilege	PC Members
10. Review of Action Item Staff will:	PC Staff
11. Agenda Setting for Next Meeting TBD	PC Members/ G. Maldonado
12. Roll Call*	PC Staff
12:00pm 13. Adjournment	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.

² 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.

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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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Inland Empire HIV Planning Council

Monthly Expenditures: from **March 2015 through February 2016**

Salary and Benefits	Budget	2015											2016		YTD	Balance
		March	April	May	June	July	August	Sep	Oct	Nov	Dec	Jan	Feb'16			
PC Liaison	96,527	7,556	11,041	4,427	7,836	7,407	7,484	10,764	6,817	6,356	4,921	5,152	7,561	87,321	9,206	
Supervising Program Specialist														-	-	
PSE/Secretary I	63,740													-	63,740	
Office Assistant III																
Contract Unit Analyst/ Staff Analyst II	10,497	677	526	526	376	446	545	384	223	201	192	62	-	4,159	6,338	
Staff Analyst II (EAM)	561			113		448	84							645	(84)	
Storekeeper														-	-	
IT: Automated Systems	659		238	302	119		147	-	59	-	-	-	-	865	(206)	
Health Services Assistant I	673					673								673	0	
Fiscal Specialist																
LD Factor added	1,021				154									154	867	
Total Salary and Benefits	172,657	8,233	11,805	5,368	8,485	8,974	8,260	11,149	7,099	6,557	5,113	5,213	7,561	93,664	78,993	
Indirect (13.18% of Labor)	22,925				3,373				936	864	674	687	996	7,530	15,395	
Services & Supplies:																
Supplies																
IEHPC	700			511		120	(61)						200	770	(70)	
Staff	1,800													-	1,800	
Travel																
IEHPC	2,000	99												99	1,901	
Staff	630								52					52	578	
Special Travel (Council Member)	3,500			132			379		1,679	1,263		191	384	4,028	(528)	
Consultants																
Comp Plan	401													-	401	
County Counsel	8,600		485	243	970		3,056	97	485			1,067		6,403	2,198	
HS Administration Charges (BAI)								256	62					318	(318)	
Temp Worker in lieu of Secretary																
EAM														-	-	
Needs Assessment														-	-	
PS&RA														-	-	
Communication	6,179	300	326	224	238		4,304	246	255	206	158	93	128	6,478	(299)	
Rent and Lease Structure														-	-	
Room Rental														-	-	
Rental Maintenance Equipment	400		81	69	67	56	41	258	53	81		130	58	893	(493)	
Water for Meetings	200			31										31	169	
Member Recognition														-	-	
Postage	675	47	40	93		44	(44)	54	59	99		34	52	479	196	
Marketing/Outreach																
Marketing	-													-	-	
Outreach	250													-	250	
Consultant	600													-	600	
Special PC Projects	800		15	32										47	753	
Total Services & Supplies	26,735	446	947	1,335	1,275	220	7,674	911	2,644	1,649	158	1,515	821	19,596	7,139	
Grand Total	223,338	8,679	12,752	6,703	13,133	9,195	15,935	12,060	10,679	9,070	5,945	7,415	9,378	120,944	102,394	

Amount Received from Ryan White

\$ 223,338

Variance

\$ -



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

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Finance Committee

Thursday, October 8, 2015
9:00am – 10:00am

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Minutes

Members: M. Ohikhuare, G. French, H. Cockerill, L. White, S. Cromwell-Nieve, C. Smith, A. Jacobson
Staff: A. Fox
Guests: M. Markel, T. Evans

- | | | |
|---------------|---|-----------------------|
| 9:16am | 1. Call to Order <ul style="list-style-type: none"> ▪ Roll Call* G. Maldonado ▪ Introductions | |
| | NONE | Members of the Public |
| | 2. Public Comments¹ | |
| | NONE | PC Members |
| | 3. Members Privilege | |
| | NONE | |
| | 4. Approval of Agenda² | Committee Members |
| | 4.1 Approve October 8, 2015 agenda | |
| | M/S/C: G. French, L. White – No Abstentions | |
| | 5. Approval of Minutes² | Committee Members |
| | 5.1 Finance Minutes of August 20, 2015 | |
| | M/S/C: L. White, A. Jacobson. –G. French & H. Cockerill Abstained. | |
| | 6. Old Business² | |
| | 6.1 Review the requests for reimbursement for transportation services | G. Maldonado |
| | The committee was updated on their request from the Department of | |

Public Health's Fiscal department to move funding from Salary to Services. The request was denied. The denial did not allow the committee to increase dollar amounts in the services section of the budget.

There was a motion to deny request for reimbursement for transportation services. M/S/C: G. French, A. Jacobson.

Roll Call Vote:

G. French – Yes, H. Cockerill -Yes , A. Jacobson –Yes, L. White - Yes

6.2 Review request for childcare services. The committee discussed and determined that there are no Council policies on reimbursement for Council member childcare services.

There was a motion to deny requests for reimbursements for childcare services. M/S/C: A. Jacobson, L. White. M/S/C

Roll Call Vote:

G. French – Yes, H. Cockerill -Yes , A. Jacobson –Yes, L. White - Yes

7. New Business²

7.1 Develop FY 2016/2017 Budget (A-1)

The committee discussed the unused funds for the Secretarial position. The committee was concerned that there have been several months and the position has not been filled. Staff explained that the program has carried out every suggestion that the Department has suggested.

There was a motion for Council Staff to seek temporary assistance by seeking staffing from other departments. M/S/C: G. French, A. Jacobson. No Abstentions.

G. Maldonado

There was a motion to recommend Council Approval of the Draft FY 2016/2017 Council Budget. G. French, L. White – M/S/C

Roll Call Vote:

G. French – Yes, H. Cockerill -Yes , A. Jacobson –Yes, L. White - Yes

No Abstentions.

8. Public Comments¹

NONE

G. Maldonado

9. Members Privilege

G. French announced that Kevin McCarthy just withdrew his nomination for Speaker of the House.

PC Members

10. Review of Action Item

Staff will:

1. Add Committee recommendation for Council to FY 16/17 Budget Approval recommendation on Council Agenda.
2. Add Committee recommendation for Council to deny reimbursement of transportation services on Council Agenda.
3. Add Committee recommendation for Council to deny reimbursement for

PC Staff

child care services on Council Agenda.

11. Agenda Setting for Next Meeting
TBD

PC Members/
G. Maldonado

12. Roll Call*

PC Staff

10:15am 13. Adjournment

G. Maldonado

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