



CalMHSA Finance Committee

TELECONFERENCE MINUTES FROM December 9, 2019

Finance Committee Members

Present

- Veronica Kelley, Southern Region Representative
- Dennis Koch, Central Region Representative

Absent

- Luke Bergmann, Treasurer
- Jonathan Sherin, Los Angeles Region Representative
- Jenine Miller, Superior Region Representative
- Terence Rooney, Ex Officio

CalMHSA Staff

- John Chaquica, CalMHSA Interim Executive Director
- Kim Santin, Finance Director
- Moody Jahan, CalMHSA Financial Accountant

Public

- None

1. Call to Order

The CalMHSA Finance Committee teleconference was called to order at 3:07 PM on December 12, 2019, by John Chaquica, CalMHSA Interim Executive Director.

2. Roll Call and Public Comment Instructions

CalMHSA Finance Director, Kim Santin, called roll and was unable to establish a quorum. All participants were asked to introduce themselves, however no public was present. Ms. Santin 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

Ms. Santin provided an overview of the Consent Calendar comprised of the minutes from the

May 13, 2019 Finance Committee Teleconference and the Treasurer's Report as of September 30, 2019.

Veronica Kelley, Southern Region Representative, commented that the Treasurer's Report is very comprehensive, and she feels she knows more about CalMHSA's account than her own bank account.

Action: Approval of the consent calendar.

No action taken due to lack of quorum.

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

None

4. Review Draft of Financial Audit, Fiscal Year Ended June 30, 2019 and 2018

Ms. Santin reported that the annual audit is required by government code for a JPA. Ms. Santin stated that the financial audit is included in the agenda in draft review for the committee to discuss.

Michael Manduca of James Marta & Company presented the draft financial audit. Mr. Manduca made note of pages 1 & 2, the auditors report and opinion and the financial statements on pages 11 & 12.

Dennis Koch, Central Region Representative, questioned a variance on page 26 of the report. Ms. Santin and Mr. Manduca stated they will look into the variance.

Mr. Manduca spoke about the Internal Control Letter, explaining that it looks at certain controls. He stated they did not find any deficiencies.

Ms. Santin reported that CalMHSA is not limited in timing, however, CalMHSA would like to get the audit out in December to facilitate the Revenue and Expenditure Reports (RER's) being sent earlier for reporting to DHCS. Ms. Santin stated that updated RER's will be sent after the Board accepts the audit.

Action: Recommend acceptance of the financial audit to the Board of directors for filing of the Financial Audit

No action taken due to lack of quorum.

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

None

5. Review of First Quarter financial Statements for the Quarter Ended September 30, 2019

Ms. Santin reviewed the financial statement for the first quarter since the June 30 financial statement. She directed committee members to page 33 of the agenda which highlights activity in the first quarter, Page 35 for the balance sheet detail and page 36 for the profit and loss report.

Action: Accept the CalMHSA Financial Statement of the Quarter ended September 30, 2019.

No action taken due to lack of quorum.

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

None

6. Review of Proposed Revenue Expenditure Report for Fiscal Year 2020/2021 and Review Timeline

Ms. Santin discussed the estimated expenditure report for 2020 and 2021. She stated that the program funding forms will be sent to members to complete their intent to fund programs. This process is in line with the county budgeting timeline. Ms. Santin stated that the deadline for return of the funding forms is March 31. The budget will be reevaluated based on what is returned by the counties.

John Chaquica, Interim Executive Director, stated that in the past CalMHSA wouldn't submit the budget until late April or early May, however, CalMHSA realizes that counties budget much earlier than that. CalMHSA wants to align the budget process within county timelines.

Action: None, discussion and information only

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

None

7. 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

8. Closing Comments

None

9. Adjournment

With no further comments, the meeting ended at 3:43 PM.

Respectfully Submitted,

Luke Bergmann PhD,
Treasurer, CalMHSA

Date