

**MINUTES**

October 10, 2017

**Executive/Agenda Building Committee Meeting**

Camarillo Health Care District Board of Directors

3615 E Las Posas Road, Boardroom, Camarillo, CA 93010

**Board Members Present:**

Rod Brown, MBA, President

Chris Loh, MD, Vice President

**Staff Present:**

Kara Ralston, Chief Executive Officer

Karen Valentine, Clerk to the Board

- 
1. **Call to Order** – The Executive Committee was called to order by Committee Vice Chair, Christopher Loh, at 12:01 p.m.
  2. **Public Comment** – No Public Comment
  3. Reviewed the Minutes of the regularly scheduled Board Meeting of Tuesday, September 19, 2017.
  4. Reviewed the proposed Agenda for the regularly scheduled Board Meeting of Tuesday, October 24, 2017.
  5. Reviewed District Disbursements from September 1, 2017 through September 30, 2017.  
  
Reviewed the following Action Items:  
  
**11A** – Reviewed with recommendation for approval District Policy 1091, Credit Card Policy. The purpose of this policy is to prescribe the internal controls for management of District credit cards.  
  
**11B** – Annual review of the District’s Finance Policy and Investment Policy.
  7. Discussed and agreed to change the meeting date and/or time for the next Executive Committee Meeting to November 7, 2017, at 10:00 a.m.
  8. Meeting adjourned at 1:25 p.m.



Rod Brown  
Vice President