

AGENDA

February 20, 2018, 12:00 p.m.

Executive/Agenda Building Committee Meeting

Camarillo Health Care District Board of Directors
3615 E Las Posas Road, Board Room, Camarillo, CA 93010

Board Members:

Rod Brown, MBA, President
Christopher Loh, MD, Vice President

Staff:

Kara Ralston, Chief Executive Officer
Karen Valentine, Clerk to the Board

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1. **Call to Order** – The Meeting of the Executive/Agenda Building Committee was called to order by President Rod Brown, at _____.
 2. **Public Comment** – Ca. Government Code Section 54954.3 – The Board reserved this time to hear from the public.
 3. Review the Minutes of the regularly scheduled Board Meeting of January 23, 2018.
 4. Review the proposed Agenda for the Regularly Scheduled Board Meeting if February 27, 2018.

5. **Action/Discussion Items (Item numbers correspond to the February 27, 2018 Agenda)**

6. Review District Disbursements for the period ending January 31, 2018. (The full Finance Report is not available at the time of this meeting.)

11. **Discussion/Action Items:** Consideration, Discussion, and Decision:

- A. Consideration, Discussion, and Decision on Audit Timeline, regarding the financial audit ending June 30, 2017.

The District's Financial Policy, Section 5, states: *"The District will engage in an annual, independent financial audit by way of contract. Upon expiration of a current audit contract, the Board of Directors shall consider recommendations from the Finance/Investment Committee regarding a new audit contract and terms.*

The auditor will present complete audited financial statements, auditor's recommendation letter, and a Management Discussion and Analysis letter to the Board of Directors, for review and approval within (6) regularly scheduled meetings of the Board of Directors, at the close of the Fiscal year."

(Please see Section 11-A)

In light of the loss of contracted audit firm, Poindexter & Company, in the December 2017 Thomas Fire, the Board of Directors recognizes the timeline described in Section 5 of the Finance Policy, and authorizes the June 30, 2017 annual audit, be performed outside of that timeline, and in a reasonable manner. The Board further instructs Administration to prepare notice to the State Controller's Office (SCO) regarding the status of the June 30, 2017, audit.

B. Consideration, Discussion, and Decision on Audit Proposal and Contract, from Fanning and Karrh, for the financial audit ending June 30, 2017, with an option for two additional audit years. **(Please see Section 11-B)**

C. Consideration, Discussion, and Decision on quarterly review and approval of the District Investment Report for the period ending December 31, 2017. **(See Section 11-C)**

6. Board President's Interests and concerns – Discuss and appoint Ad Hoc Committee to facilitate Chief Executive Officer Review.

7. Meeting adjourned at _____.

ADA compliance statement; In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk to the Board of Directors, Karen Valentine, at (805) 482-9382. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.