**Cloverdale Healthcare District**

**Meeting Minutes-September 11, 2023**

Roll Call: Eric Polan (District Operations), board members Secretary Hanchett, Member Delsid, Treasurer DeMartini (via Virtual Link) were present. President Martin, Vice President Winter were not present. Quorum met.

Meeting called to order at 7:00 p.m. by Member Delsid. The agenda was approved with no changes. There were no public comments.

**Minutes from August meeting-**The minutes were reviewed and approved with a correction noted, by member Delsid and Treasurer DeMartini, as Secretary Hanchett wrote them. A revision will be forwarded to Eric when September minutes sent.

**Financial Statement, August, 2023-**The district finances were reviewed and the official statement was unanimously approved after a motion by Hanchett and a second by DeMartini. An “August Financial Notes” supplement was presented to the board. The Accounts Receivable is not representative of the status as direct deposits from the billing agency, Wittman, are not in place yet. But that process should be resolved very shortly. Retro PP-GEMT payments are starting to arrive. $35,000 of retro funding has been received with another $35-40K expected to follow. Reconciliation of month-end billing and collections may continue to be one month behind. The auditor’s assistance will be necessary to report that information correctly. The audit will take place Sept. 28th.

**Staff Report:** August was a good month with no operational or mechanical issues. The repair of the “new” ambulance was completed with just $300 out of pocket, as the computer module which caused the problem was replaced without cost, which if it hadn’t been, would have been a large expense as the vehicle is just out of warranty. The office air conditioning both for the both the upstairs and downstairs, is experiencing ongoing problems due being in place over 20 years. Bids are being secured for a replacement unit which includes mini-splits so that individual spaces can be adjusted. The board approved the expenditure, which is in the range of $29,000. All football games are staffed and district services are compensated. A second loaned cardiac monitor has been received, with the two new units arriving in the Feb.-March, 2024 timeframe. They will be totally up to date when they arrive. This second unit will be used in the QRV. As soon as that vehicle has been “wrapped” and returned, it will be ready for service, as early as next week. $20,000 of the initial $50,000 first year funding was received today. It will offset start-up costs. An additional $30,000 in operational expenses will be paid out over the next year.

**Resolutions:** Resolution 23-04 was approved adopting a budget for Fiscal 2023-2024. Three “ayes” from each board member present. Resolution 23-05 was also approved with three “ayes,” authorizing the Sonoma County Tax Collector to place a direct charge on the tax rolls for FY 23-24 of $159,192.

**Wittman Enterprises- (outside billing agency) Update:** Things are proceeding well and once the direct deposit link to Exchange Bank is in place, transfers will be more timely.

**QRV Project:** See information in the Staff Report. Funding approval has been secured for the next year by the Northern Sonoma County Foundation. Bell Ambulance is also going to be involved in this project. More information will be worked out between our two entities this week. As soon as we have the QR vehicle back, the district is ready to make this a reality. It will be located in Geyserville.

**From Members-**Treasurer DeMartini brought forward a request from Alexander Valley Healthcare to officially support a grant which they are seeking. Kirsten Tellez, from AVH, will be invited to the next meeting and that topic put on the October agenda. Member Delsid shared that the 9-11 gathering at the fire station this morning was the best attendance in many years.

**Meeting adjourned at 7:31 p.m.** until the Oct. 9, 2023 meeting.

Respectfully submitted,

Neena Hanchett, Secretary