



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

120 Carousel Mall • San Bernardino, CA 92415-0475
(909) 388-0426 • Fax (909) 388-0424
Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Cameron Kaiser, MD
Interim County Health Officer Co-Chair

Henry Nickel
Community Co-Chair

Finance Committee

Thursday, May 10, 2012
2:00pm-4:00pm

Meeting Location*
Beaumont Civic Center
550 E. 6th Street
Beaumont, CA
(909) 388-0426/PCS Mobile (909) 693-0750

*Teleconferencing is not available
These facilities are in full compliance with the Americans with Disabilities Act of 1992.

Agenda

2:00	1. Reconvene <ul style="list-style-type: none">▪ Roll Call*▪ Introductions	A. Ziven
	2. Public Comments¹	Members of the Public
	3. Members Privilege	PC Members
	4. Approval of Agenda²	Committee Members
	5. Approval of Minutes² 5.1 Minutes of January 19, 2012	Committee Members
	6. Old Business² <ul style="list-style-type: none">6.1 Review the Planning Council Budget (A-1)6.2 Update on Planning Council Staff Salary and Benefits	A. Ziven
	7. New Business² <ul style="list-style-type: none">7.1 Develop a procedure for Outreach Funds	A. Ziven
	8. Review of Action Items	PC Staff
	9. Agenda Setting for Next Meeting	PC Members/ A. Ziven

10. Roll Call*

PC Staff

4:00

11. Adjournment

A. Ziven

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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.

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) 388-0426.

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Budget 2012-2013

Salary

PC Liaison	69,222
Secretary	41,433
Benefits	46,685
	157,340

Supplies

IEHPC	3,500
Staff	3,500
	7,000

Travel

IEHPC	6,000
Staff	2,775
	8,775

Consultants

Comp Plan	15,000
County Counsel	6,000
EAM	2,500
NA	0
PS&RA	6,000
	29,500

Communication 8,549

Rent and Lease Structure 10,000
Room Rental 1,500
11,500

Rental Maintenance Equipment 5,000

Postage 2,500

In Direct

Salaries/Benefits total = 10% 15,734

Grand Total 245,898

Finance Committee Wish List

Public Relations 3,000
Outreach Efforts

Incentives 1,500

Christmas Party

Printers

Mugs

Food for meetings 1,500

Contentental



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Henry Nickel
Community Co-Chair

Finance Committee

Thursday, January 19, 2012
3:00pm-4:00pm

Meeting Location

San Bernardino County
Department of Public Health
120 Carousel Mall
San Bernardino, Ca 92415
(909) 388-0426/PCS Mobile (909) 693-0750

Teleconference Site

Desert AIDS Project
Situation Room, West Wing
1695 North Sunrise Way
Palm Springs, CA 92262-3702
(760) 323-2118

These facilities are in full compliance with the Americans with Disabilities Act of 1992.

Minutes

3:00

1. Call to Order

- Roll Call*
- Introductions

A. Ziven

2. Public Comments¹

A. Haro welcomed everyone back and Happy New Year.
A. Ziven thanked everyone for attending and informed them the next meeting will be scheduled for two hours.

Members of the Public

3. Members Privilege

PC Members

4. Approval of Agenda²

Motion/Second: G. French/D. Christenson
Motion carried.

A. Ziven

5. Approval of Minutes²

5.1 Minutes of October 20, 2011
Motion/Second: G. French/D. Christenson
Motion carried.

6. New Business²

6.1 Roles and Responsibilities of the Finance Committee (A-1)
Members of the committee read through the responsibilities of the committee.
6.2 Expectations and Guidelines for the Planning

A. Ziven

Council Liaison (A-2)
Members of the committee asked for clarification regarding the responsibilities of the PC Liaison.
6.3 Building a Budget
Members of the committee reviewed PC Expenditures, PC Budget samples, an email regarding the Part A manual and other handouts.

7. Public Comments¹

Members of the Public

8. Members Privilege

K. Owens thanks S. Rigsby for preparing documents for committee to review.

PC Members

9. Review of Action Items

PCS will reagendaize Preparing a PC budget.

PC Staff

10. Agenda Setting for Next Meeting

February 9th, 2012
12:30-2:30

PC Members/ A. Ziven

11. Roll Call*

PC Staff

4:00

12. Adjournment

A. Ziven recessed the meeting at 4:04.

A. Ziven

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Henry Nickel
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Finance Committee

Thursday, February 09, 2012
12:30pm-3:30pm

Meeting Location
San Bernardino County
Department of Public Health
120 Carousel Mall
San Bernardino, CA 92415
(909) 388-0426/PCS Mobile (909) 693-0750

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Minutes

12:30

1. Reconvene

- Roll Call*
- Introductions

A. Ziven

2. New Business²

2.1 Building a Budget
The committee worked on the 2012-2013 PC budget.
See attached.

A. Ziven

3. Public Comments¹

None

Members of the Public

4. Members Privilege

A. Ziven thanked everyone for their input. He states working on it as a committee "feels like we own it"
K. Owens also thanked everyone for working together.

PC Members

5. Review of Action Items

PCS will draft the budget.
G. French/K. Owens made a motion to approve the Draft Budget for 2012-2013.
All in favor. Motion carried.

PC Staff

6. Agenda Setting for Next Meeting

May 2012
The committee request to meet with Bylaws for 1.5 hrs.

PC Members/ A. Ziven

7. Roll Call*

PC Staff

3:30

8. Adjournment

A. Ziven

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