



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

351 N. Mt. View Ave • San Bernardino, CA 92415-0010
(909) 693-0750
Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhuare, MD
County Health Officer Co-Chair

Gregory French
Community Co-Chair

Finance Committee

Thursday, August 15, 2013
9am-10am

Meeting Location

Department of Public Health
351 North Mt. View Ave., B15
San Bernardino, CA 92415
(909) 693-0750

Teleconferencing Site***

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

Agenda

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|---------------|--|-----------|
| 9:00am | 1. Call to Order <ul style="list-style-type: none">▪ Roll Call*▪ Introductions | H. Nickel |
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| | 2. Public Comments¹ | Members of the Public |
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| | 3. Members Privilege | PC Members |
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| | 4. Approval of Agenda² | Committee Members |
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| | 5. Approval of Minutes²
5.1 Minutes of April 4, 2013 | Committee Members |
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| | 6. Old Business² | H. Nickel |
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| | 7. New Business² <ul style="list-style-type: none">7.1 Review Council Budget/Expenditures (A-1)7.2 Amend 2013/2014 budget** | H. Nickel |
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| | 8. Public Comments¹ | PC Members/ H. Nickel |
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| | 9. Members Privilege | PC Members |
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| | 10. Review of Action Item | PC Staff |
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11. Agenda Setting for Next Meeting

PC Members/H. Nickel

January 9, 2013

12. Roll Call*

PC Staff

10:00am 13. Adjournment

H. Nickel

¹ Public Comments: Any member of the public may address this meeting on items of interest that relate to the Ryan White CARE Act by completing a speaker slip to indicate their interest in addressing the Planning Council. A three-minute limitation will normally apply to each member of the public who wishes to comment, unless waived by the Chair.

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.

*** Teleconferencing line will be disconnected after 15 minutes if there are no participants on the line.

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) 693-0750

All meetings of the Planning Council and its committees are open to interested parties from the general public. Notices are posted in compliance with the California Brown Act. Information regarding Planning Council meetings, and/or minutes of meetings are public records and are available upon request from the Planning Council Support Staff by calling (909) 693-0750 or by visiting the website <http://www.iehpc.org>.

Salary and Benefits	Budget	March	April	May	June	July	YTD	Balance
PC Liaison	90,564	7,026	7,026	10,188	7,115	7,228	38,583	51,981
Office Specialist	60,566	6,062	5,816	7,312	5,266	5,105	29,561	31,005
PH Special Projects Coordinator/ Supervising Program Specialist	6,014	406	406	508	305	366	1,991	4,024
Contract Unit Analyst/ Staff Analyst	9,326	801	571	883	447	415	3,117	6,209
Staff Analyst II (EAM)		-	-	-	290	233	522	(522)
Storekeeper	-	-	-	57	-	-	57	(57)
IT: Automated Systems	-	-	523	450	14	-	987	(987)
LD Factor added (Projection)					5,576		5,576	(5,576)
Total Salary and Benefits	166,470	14,295	14,342	19,399	19,012	13,346	80,394	86,076
Indirect (10% of Labor)	16,647			3,874			3,874	12,773
Services & Supplies:								
Supplies								
IEHPC	1,600	129	-	-	-	371	500	1,100
Staff	1,600	119	15	-	443	-	577	1,023
Travel								
IEHPC	2,000	27	557	221	179	-	983	1,017
Staff	800	72	-	54	108	-	234	566
Consultants								
Comp Plan	-	-	-	-	-	-	-	-
County Counsel	8,600	679	1,067	776	1,116	-	3,638	4,963
EAM	2,500	-	-	-	-	-	-	2,500
Needs Assessment	10,000	-	-	-	-	-	-	10,000
PS&RA	500	-	-	-	-	-	-	500
Communication	9,549	595	202	417	253	-	1,468	8,081
Rent and Lease Structure	-	-	-	-	-	-	-	-
Room Rental	800	-	-	-	-	-	-	800
Rental Maintenance Equipment	200	75	-	-	78	-	153	47
Food for meetings	-	-	-	-	19	-	19	(19)
Member Recognition	-	-	-	-	-	-	-	-
Postage	750	117	145	70	103	-	435	315
Marketing/Outreach								
Marketing	-	-	-	-	-	-	-	-
Outreach	286	-	-	-	-	-	-	286
Consultant	-	-	-	-	-	-	-	-
Special PC Projects	-	-	-	-	-	-	-	-
Total Services & Supplies	39,185	1,813	1,986	1,538	2,299	371	8,007	31,178
Grand Total	222,302	16,108	16,328	24,811	21,311	13,717	92,275	130,027

3200	1,763
522	1,978
2950	7,050
	Translator
4200	3,881
25	775
50	236
10,947	

*Note: The in EAM was billed under S & B - Staff Analyst II (EAM); instead of S&S where is was

**Note: Still expecting charges for County Counsel's attendance at the PS & RA. Cost is estimated



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Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhuare, MD
County Health Officer Co-Chair

Gregory French
Community Co-Chair

Finance Committee

Thursday, April 4, 2013
2:00pm-3:00pm

Meeting Location
Registrar of Voters
777 E. Rialto Ave.
San Bernardino, CA

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

Minutes

Members: D. Christenson, H. Nickel, L. Ford-Watson, L. White

Staff: A. Fox, M. Hoze, J. Marin

Guests: T. Evans

RWP: S. Rigsby, D. Perez

9:08am	1. Call to Order <ul style="list-style-type: none">▪ Roll Call* H. Nickel▪ Introductions▪ Pledge of Allegiance
	2. Public Comments¹ <p>There were no public comment Members of the Public</p>
	3. Members Privilege <p>There were none PC Members</p>
	4. Approval of Agenda² <p>Motion to approve agenda Motion/Second: L. Ford-Watson, D. Christenson Committee Members Motion Carried.</p>
	5. Approval of Minutes² <p>5.1 Minutes of March 07 , 2013 Motion to approve March 7, 2013 Minutes Committee Members Motion/Second: D. Christenson, L. Ford-Watson Motion Carried</p>

6. Old Business²

None

H. Nickel

7. New Business²

H. Nickel gave an explanation as to why committee has to reduce budget. Committee reviewed in great detail the last approved budget to decide what line items can be reduced in order to reach the target budget.

There was a motion to approve FY 13/14 budget.

Motion/Second: L. Ford-Watson, L. White Motion Carried

H. Nickel

There was a motion to develop a strategic workplan and annual calendar based on reduced meetings.

Motion/Second:L. Ford-Watson, L. White Motion Carried

There was a motion to make a policy recommendation to monitor the needs assessment line item in order to keep the cost at \$10,000.

Motion/Second: D. Christenson, L. Ford-Watson Motion Carried

8. Public Comments¹

PC Members/ H. Nickel

There were no public comments

9. Members Privilege

PC Members

There were none

10. Review of Action Items

Staff will:

1. Agendize motions on PC agenda
2. Develop a strategic workplan and annual calendar based on reduced meetings.

PC Staff

11. Agenda Setting for Next Meeting

PC Members/H. Nickel

TBD

12. Roll Call*

PC Staff

11:13am 13. Adjournment

H. Nickel

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Servicios en Español: Notificación para servicios de intérprete deben de someterse setenta y dos horas de anticipo. Por favor llame (909) 693-0750.