



**Minutes of the September 12, 2022
Meeting of the Petaluma Health Care District
FINANCE AND BUSINESS DEVELOPMENT COMMITTEE**

CALL TO ORDER

California Governor Gavin Newsom issued Executive Order N-15-21 on September 20, 2021, relating to the convening of public meetings during the COVID-19 pandemic. Pursuant to the Governor's Executive Order, The PHCD Finance and Business Development Committee Meeting for Monday, September 12, 2022, began at 10:00 a.m. via Zoom Teleconference.

Treasurer Jeffrey Tobias, MD called the meeting to order at 10:04 A.M.

PRESENT

Jeffery Tobias, MD, Treasurer
Brian Dufour, Director
Ramona Faith, CEO
Andrew Koblick, Controller
Jonathan Spees, Consultant

CONSENT CALENDAR

A MOTION was made by Director Tobias to approve the September 12, 2022, Agenda and the minutes of the August 15, 2022, Finance and Business Development Committee meeting, which were approved by all present.

BUSINESS DEVELOPMENT

- **Hospice House Lease**
Staff and consultant Jonathan Spees updated the committee on the status of the 415 Payran Street lease negotiations. There had been no meetings with Providence since the last board meeting. The Committee discussed other possible uses for the Payran St. property in the event an agreement could not be reached with Providence.
- **1550 Professional Drive**
The lease at 1550 Professional Drive is up for renewal on September 1, 2022. Staff informed the Committee that Providence had accepted a counteroffer for a three - year lease and replacement of the carpets only.
- **Business Development**
Mr. Spees updated the committee on prospective business ventures. The Committee discussed the need to develop the Lynch Creek property.

FINANCE

- **Portfolio Update**

Staff reported that the remainder of the portfolio held at Exchange Bank has been completely transferred to the portfolio held at Schwab.

- **July 2022 Financials**

The Committee reviewed the July 31, 2022 financial statements. The Committee suggested changes to the Executive Financial Summary to give clarification on two points (1. Budgeted loss shown as (46,028) & 2. More information regarding the office supplies purchased through the Community Health Worker grant).

Subsequently, staff made the requested changes and the Committee reviewed the updated financials and recommended to the board to approve as presented.

PLUS / DELTA

None.

ADJOURN

Director Tobias adjourned the meeting at 6:07 PM.

Submitted and recorded by Andrew Koblick, Controller