



**MISSION**

*It is our mission to deliver quality healthcare to the residents of and visitors to Big Bear Valley through the most effective use of available resources.*

**VISION**

*To be the premier provider of emergency medical and healthcare services in our Big Bear Valley.*

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**BOARD OF DIRECTORS  
FINANCE COMMITTEE MEETING AGENDA  
TUESDAY, APRIL 03, 2018  
1:00 PM – OPEN SESSION @ ADMINISTRATION CONFERENCE ROOM  
41870 GARSTIN DRIVE, BIG BEAR LAKE, CA. 92315**

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Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Chief Executive Officer's Office and are available for public inspection or purchase at 10 cents per page with advance written notice. In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a District meeting or other services offered by the District, please contact Administration (909) 878-8214. Notification at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. **DOCUMENTS RELATED TO OPEN SESSION AGENDAS (SB 343)** Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the public counter located in the Administration Office, located at 41870 Garstin Drive, Big Bear Lake, CA 92315. For questions regarding any agenda item, contact Administration at (909) 878-8214.

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**OPEN SESSION**

1. **CALL TO ORDER** **Donna Nicely, Treasurer**
2. **ROLL CALL** **Shelly Egerer, Executive Assistant**
3. **ADOPTION OF AGENDA\***
4. **PUBLIC FORUM FOR OPEN SESSION**  
Opportunity for members of the public to address the Committee on Open Session items.  
*(Government Code Section 54954.3, there will be a three (3) minute limit per speaker. Any report or data required at this time must be requested in writing, signed and turned in to Administration. Please state your name and city of residence.)*
5. **DIRECTORS COMMENTS**
6. **APPROVAL OF MINUTES\***
  - A. February 01, 2018
  - B. March 06, 2018
7. **OLD BUSINESS\***
  - None
8. **NEW BUSINESS\***
  - A. Discussion and Potential Approval of the Finance Committee Meeting Calendar: Potential to Change the Date & Time of Meeting

**B. Discussion and Potential Recommendation to the Board of Directors of the Following Policies & Procedures:**

- (1) Dietary Department Deposit
- (2) Daily Cash Receipts
- (3) Cash Drawer Reconciliation

**9. PRESENTATION AND REVIEW OF FINANCIAL STATEMENTS\***

Garth Hamblin, CFO

**A. February 2018 Finances**

**B. CFO Report**

- IT Assessment Management Strategic Plan
- Productivity Assessment by Department Time Line and Potential Consultant to Perform the Assessment
- 2017/2018 Budget Review & Schedule
- HIM Manager Position (Candidates/Interview Schedule)
- Revenue Cycle Report to Include Information on “In house billing
- CFO & Board Treasurer Bond Requirement

**10. ADJOURNMENT**

**\* Denotes Actions Items**