

FINANCE AND ADMINISTRATION COMMITTEE

Approved

DATE: January 15, 2002

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: D. Dale Mohr, Cornelius Vander Kam, Roger Rycenga, Robert Rinck, Gordon Schrotenboer, Philip Kuyers

STAFF & GUESTS: Robert Oosterbaan, Administrator; Rosemary Zink, Finance Director; June Hagan, Accounting Director; Judy Johnson, Acting Health Director; Sherri Sayles, Deputy Clerk

MEDIA

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the December 18, 2001 Meeting as presented and approve the agenda of today as presented.

SUBJECT: ELECTION OF VICE-CHAIR

FC 02-001 Motion: To nominate Philip Kuyers as Vice-Chair of the Finance and Administration Committee.

Moved by: Rinck Supported by: Mohr UNANIMOUS

FC 02-002 Motion: To close nomination and cast an unanimous vote for Philip Kuyers to become Vice-Chair of the Finance and Administration Committee.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: FEE FOR IMMUNIZATION ADMINISTRATION

FC 02-003 Motion: To recommend to the Board that the Health Department implement a \$10 Sliding Scale Fee for childhood immunization administration for non-Medicaid clients beginning March 1, 2002.

Moved by: Rinck Supported by: Schrotenboer UNANIMOUS

SUBJECT: WRITE OFF POLICY

FC 02-004 Motion: To recommend to the Board the Public Health Receivable Write-Off Policy.

Moved by: Mohr Supported by: Schrotenboer

FC 02-005 Motion: To table Motion FC 02-004 to come back as an Administrative Rule.
Moved by: Rinck Supported by: Schrotenboer UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 02-006 Motion: To approve Budget Adjustments #17 - 30.
Moved by: Mohr Supported by: Rinck UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 02-007 Motion: To approve and forward to the Board the appropriation changes greater than \$50,000 and those approved by the Administrator and Finance Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of December 2001.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 02-008 Motion: To approve the Statement of Review for the month of December 2001.
Moved by: Schrotenboer Supported by: Vander Kam UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL REPORTS

FC 02-009 Motion: To receive for information the Quarterly Financial Status Reports for General Fund, Health, and Mental Health as of December 31, 2001.

Moved by: Rinck Supported by: Kuyers UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Future Meeting Schedule - Following is the schedule for the Finance & Administrative Committee for 2002. The meetings will be held at 8:30 a.m.

January 15 May 21 September 3 & 17

February 19 June 18 October 1 & 15

March 19 July 18 November 19

April 16 August 22 December 17

SUBJECT: ADJOURNMENT

FC 02-010 Motion: To adjourn at 8:55 a.m.

Moved by: Schrotenboer Supported by: Kuyers UNANIMOUS

