

FINAL APPROVED June 4, 2024, WMCSHCD BOARD MEETING MINUTES

OFFICIAL PROCEEDINGS OF THE WHITE MOUNTAIN COMMUNITIES SPECIAL HEALTH CARE DISTRICT BOARD MEETING

City of St. Johns Council Chambers

June 4, 2024, 5:30 p.m.

Or Join Zoom Meeting or logging into

<https://us02web.zoom.us/j/81588560677?pwd=TGVZaytKNjhMcWkrNmtTUmlzVkFOQT09>
Meeting ID: 815 8856 0677

1. Call to Order - The meeting was called to order by Chairman Jerry Campeau at 5:35 p.m.
2. Roll Call of Directors: Jerry Campeau, Linda Martin, Sandy Crabtree, and Mike Nuttall (Zoom) were present. Derek Kidwell was excused. Dana Overson, Administrator, was also present. Members of the public: Carl Wiltbank, Jason Kirk, Wes Babers (Zoom), Mark Wade (Zoom), and Gail Nelson(Zoom) were present.
3. Call to Public: No Call.
4. Approval of Minutes of Director's Regular Board Meetings May 7, 2024. **ACTION REQUIRED. ACTION TAKEN: Linda Martin moved to approve the above-mentioned board minutes. Sandy Crabtree seconded the motion. Motion carried unanimously.**
5. Report from Board Chair Jerry Campeau – Review of funding agreement language. **ACTION TAKEN:** Jerry Campeau explained the funding agreements will be worded differently than in the past but should be 95%-98% the same to reflect the change in requests from equipment to operations, especially for the SJ EMS.
6. Enter into Executive Session pursuant to A.R.S. § 38- 431.03 A.1 for discussion of personnel matters @ 5:40 p.m.: Motion to move to Executive Session: Jerry Campeau, Second: Linda Martin, Vote: Unanimous.
7. Motion to return to Regular Session: Jerry Campeau, Second, Linda Martin, Vote: Unanimous. Jerry Campeau moved to increase Dana Overson's annual salary by \$1,100 for FY 24-25. Mike Nuttall seconded. Motion carried unanimously.
8. Discussion/Approval of 2024-2025 Tax Rate and Budget. Action as Appropriate. Jerry reviewed the past tax rates for 2023-2024 @ 0.62. With the help of the tax rate calendar, it calculates that we can lower the rate and still achieve our proposed budget expenses and not dip into reserves we have accumulated for the emergencies such as the equipment mandates and the Wallow Fire that proved to be big expenses. **ACTION TAKEN:** Linda Martin moved to lower the tax rate for the FY 24-25 to 0.61 and adopt the draft budget

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with the additional approved salary increase expenses totaling \$778,368.43. Sandy Crabtree seconded the motion; motion carried unanimously.

9. Resignation Approval and Appreciation of Service Sub-District 2, Board Member Sondra (Sandy) Crabtree. Appoint Sub-District 2 Board Member to fill vacancy – Term ending November 2026. Jerry Campeau, on behalf of the White Mountain Communities Special Health Care District, thanked Sandy for her years of service to the Board, the Community of St. Johns, specifically Sub-District 2. Jerry Campeau presented a Certificate of Appreciation. The board members as well as the members of the public all expressed their thanks for her service. Motion: Jerry Campeau moved to accept Sandy's resignation as of June 7, 2024; Linda Martin seconded the motion. Motion passed unanimously. Jerry Campeau introduced Carl Wiltbank, the Owner of Black Ridge Physical Therapy. Mr. Wiltbank shared his interest in the Health Care District began when he opened his business and worked with North Country. He looks forward to contributing and learning more about the health care district. Jerry Campeau moved to appoint Carl Wiltbank to fill the vacancy of Sub-District 2 for the remainder of the term ending November 2026. Sandy Crabtree seconded the motion. Vote: 3 – yes, 1 abstention. Motion carried.
10. Administrative Business:
 - a. 1st Quarter Financials – Dana Overson reported that the financials are still not completed due to outstanding totals from the county and tabulation with Saguaro. The goal is to have the 1st and 2nd quarter financial reports by mid-July to begin our new FY. ACTION TAKEN: Linda Martin Moved to Table this item. Sandy Crabtree seconded the motion. Motion carried unanimously.
 - b. Accounting Engagement Letters FY 24-25. Dana Overson provided two Accounting proposals. Saguaro Accounting PLLC, quoting a fee increase @ \$450.00 mo.; and Harrington Tax & Accounting quoting a fee @ \$300 mo. Discussion ensued. Sandy Crabtree noted that the difference between the companies is Saguaro is a CPA, who can perform an audit/review; and Harrington Tax & Accounting is an EA, who cannot legally perform a review. Jerry Campeau also commented that with our Engagement with Fester & Chapman performing our audit/reviews, either company could provide the bookkeeping if the awarded company provides information/support to Fester & Chapman for our audit/review. Jerry Campeau also commented that because Saguaro is currently training a new representative for the District, either company would take some time to get acquainted with our coding and county warrant system. ACTION TAKEN: Linda Martin moved to award the FY 24-25 Accounting engagement to Harrington Tax & Accounting company with the correction of the District name to "White Mountain Communities Special Health Care District". Mike Nuttall seconded the motion; motion carried unanimously.
 - c. Review/Approval FY 24-25 Draft Budget. This item was addressed and approved by motion in item 8.
11. Call to the Public: No Call was made.
12. Schedule next meeting: TBD, as necessary.

***FINAL APPROVED June 4, 2024, WMCSHCD BOARD
MEETING MINUTES***

13. Adjournment of meeting: Jerry Campeau moved to adjourn @ 6:40; Linda Martin seconded the motion; motion carried unanimously.

Minutes approved by the Board of Directors on: June 26, 2024