Meeting Minutes

Committee Members Present:
Sophie Nguyen
Jazzminn Morecraft
Kelly Molina-Arriola
Pamela Antonio
Viviana Pimentel
Charles Weis
Marianne McGrath
Anna Benscoter

Committee Members Absent:
Student-at-Large - Vacant

Others in Attendance:
Dianne Bobritsky - Budget and Operations Analyst
Crista Fisher - Administrative Assistant
Lisa Woods - Budget & Information Systems Manager
Barbara Rex - Assistant V.P. of Budget, Planning & Analysis /University Budget Officer
Michael Gravagne - Director of Campus Recreation & Interim Director of Wellness
Promotion & Education
Christine Joyau - Analyst to the Dean of Students Office

Minutes:
I. Call to Order
   a. The meeting was called to order at 8:01 a.m.

II. Approval of Agenda
   a. Action Item: Approval of Agenda
      Motion Passed 8-0-0

III. Introductions
a. There were two new members in attendance: Pam Antonio and Viviana Pimentel (Viv)

IV. Public Forum - None

V. Review FY19-20 Annual Report
a. D. Wei explained that this report is an update of what the committee did in the previous fiscal year and reviewed report highlights.

VI. Information Item: Presentation from Michael Gravagne on Recreation & Athletics
a. M. Gravagne asked if there were any objections to him presenting on Recreation and Athletics next month and at this meeting, he will present on Student Health Services (SHS). C. Weiss asked for a motion to modify the Agenda to reflect this change.
   i. M/S/P (C. Weiss/M. McGrath)
   **Motion Passed 8-0-0**

b. M. Gravagne oversees Campus Recreation & Athletics and Student Wellness. Counseling & Psychological Services (CAPS) is under Dr. Kirsten Olson in ROI and that is under the purview of the health fee collection. CAPS consists of one director, 5 Clinicians, one Psychiatrist, 2 Administrative Staff and one Case Manager (grant funded). CAPS services include Individual Counseling, Group Counseling, Couples Counseling, Psychiatric Consultation, 24/7 Phone Counseling, Relaxation Room, and Psychoeducational Resources. Student Health Services (SHS) uses a third-party contract with Ventura County through Moorpark Family Medical which provides 2 Nurse Practitioners, one Medical Assistant, one Administrative Assistant, one On-Call Doctor, one Director and one Associate Director. General Services and Reproductive Health Services are offered at SHS. Augmented services are offered at ambulatory clinics that are part of the Ventura County network. Wellness, Promotion & Education (WPE) is the health educator of the campus and is headed up by Holly Godden, Associate Director, and Honey Kruger, Health Educator. WPE services include Presentations and Workshops, SMART Goals, Massage Chairs, Peer Educator Program, Outreach/Education, Digital Education and Service Learning. SHS Fee breakdown is $95/semester, $190/year and a Facility Fee that is $3/semester, $6/year. The revenue generated is based on headcount. Due to the pandemic, we expect that revenue will decrease due to a lower enrollment. In reviewing SHS financials, CAPS takes up the bulk of fees (64%). He projects a $47,440 deficit in 2021/2022. They have to adjust the budget to consider increase in salaries (faculty, staff and management), cost of doing business, increases in student minimum wages, immunization cost for EO vendor for compliance, COVID impacts, increases in demand and access (CAPS) and an expectation of increasing services from state or CO. There is new compliance for immunizations that is now an Executive Order with costs associated with it. M. Gravagne notes that with SB24, an Abortion Law that is coming in 2023, SHS needs to be aware in terms of accommodating fee expectations. He shared that SHS was awarded a large grant last year covering mental health, Basic Needs and health in general. They utilized grant monies to pay
for big ticket items such as revamping Yuba Hall with new paint outside, converting a storage room to a bathroom, adding an exam room, and updating the inside of the modular.

c. Questions
   i. C. Weiss asked if SHS maintains the surplus from year to year? M. Gravagne stated that anything over the operating budget comes from reserves. Guidelines dictate that they are required to meet a minimum and maximum with reserves. Balances may appear high, but they fall within those thresholds.
   ii. C. Weiss asked if services qualify for being charged to health care providers for students that have full health care insurance? M. Gravagne said they do not.
   iii. C. Weiss asked if they have considered a waiver for students that have private insurance? M. Gravagne said this has been considered but is not sure how it would impact the collection of fees. C. Joyau stated that the reason they do not consider private health insurance is due to HIPAA. In order to charge health services CI would have to hold records and current records belong to Ventura County, not the University. We don’t have capacity to be a HIPAA compliant entity at this time.
   iv. C. Weiss asked if services are open at night? M. Gravagne said no, however ambulatory clinics are available at night. C. Weiss shared that he works with Graduate Students who have evening classes, so his students would never be able to exercise SHS. He will share this information with his students.
   v. M. McGrath asked if there are any services being adapted due to COVID like telehealth opportunities for students? M. Gravagne stated that everything has changed due to COVID and has pivoted to a telehealth model.
   vi. P. Antonio asked if there is possibility that SHS will cover COVID vaccinations? M. Gravagne answered that it is unlikely because of current vaccine demand. However, they are working with Environmental, Health and Safety and creating several clinics on campus through a vendor to provide vaccine shots for students, faculty, and staff in the coming months. They will also have walk-up clinics that will provide tests kits. These services will only be open to resident students and designated students that have on campus classes. Things may change in the fall.

VII. Review FY19-20 Student Fee Financials
   a. D. Wei shared the FY19-20 Trust Fund Reporting and said that this is a financial report that we are required to share. It shows the revenue, expenses and fund balances as of June 30, 2020 for the Category II and III Fees.
   b. Questions:
      i. C. Weiss noticed that the report uses parenthetical numbers and typically in accounting this shows a loss. He asked why it is reported this way. B. Rex explained that this is a standard accounting practice in our campus accounting system. She added for context on the issue of reserves that every year balances are reviewed, and they look for input as the CSU has
an economic uncertainty. They have a target to carry a minimum of three months operation coverage, and no more than six months. Those areas carrying debt, ASI Student Union Building for example, must maintain one-year coverage for that debt. The rigor in reviewing reserves so that they are appropriately identified and planned for has really increased.

ii. C. Weiss asked what B. Rex’s role was? B. Rex responded that she is the Assistant VP for Budget and Planning. Internally within BFA, she looks from a budget and performance standpoint, and she works with Stephanie Bracamontes who looks at a compliance standpoint.

VIII. Update from Oversight Committee Chairs – No updates

IX. Closing Remarks
   a. D. Wei asked that the agenda be amended to add the Approval of Minutes from the 2/5/2021 meeting.
      i. M/S/P (A. Benscoter/ J. Morecraft)
         Motion Passed 8-0-0

X. Adjournment
   a. The meeting adjourned at 8:55 a.m.