Meeting Minutes

I. Call to Order
The meeting was called to order by Chair Christopher at 8:03 a.m. Introductions and roll call were conducted by Chair Christopher.

II. Approval of Meeting Minutes
Quorum was met and the minutes from November 7, 2018, were motioned for approval by L. Fleming and seconded by N. Cerritos. Chair Christopher called for a vote after opening up for discussion, and the minutes were approved with 6 votes in favor, 0 opposed and 0 abstained.

III. Approval of Meeting Agenda
Quorum was met and the agenda for November 28, 2018, was motioned for approval by L. Fleming and seconded by H. Krueger. Chair Christopher called for a vote after opening up for discussion, and the minutes were approved with 6 votes in favor, 0 opposed and 0...
abstained.

IV. Public Forum
T. DeBoni reviewed the format and structures of the FY 19/20 Budget with all committee members present in preparation for future final reviews of the FY 19/20 Budget. An overall review of the budget structures and how the break-down of fees relate to the different funding schedules for Wellness Promotion and Education (WPE), Counseling and Psychological Services (CAPS) and Student Health Services (SHS) and what the definition and purpose of the reserve accounts for WPE and CAPS is utilized for. T. DeBoni deferred the SHS reserve budget structures to C. Derrico. T. DeBoni further explained that the current budget amounts could change depending on the University plan.

C. Derrico reviewed the SHS budget structures for FY 19/20 and described how the reserve amounts could potentially be utilized if needed. Explanations were given regarding the revenue, salary actuals, budgeted and projected amounts in the fund. C. Derrico shared information on how the estimated revenue increased traditionally at 3%. C. Derrico asked if the committee had any follow-up questions and Chair Christopher asked how the “Fringe” benefits worked. C. Derrico further explained how these funds were utilized from year to year. L. Flemming inquired about reviewing program data on the usage of services. C. Derrico indicated that this data could be shared in 2019. Dr. Kitaoka responded that he could share the CAPS utilization data during the February 2019 meeting. Dr. Kitaoka also shared that there was a 3 to 4 week waiting period for CAPS appointments. It has been difficult to meet the demand for the necessary usage of the CAPS services. H. Krueger indicated that the data from the Dolphin Pantry and the Massage Chairs could be shared in February as well.

T. DeBoni added that these budgetary amounts would indeed be reviewed with staff including programming plans and what would be expected in February 2019.

H. Krueger needed to depart early for another meeting and excused herself.

C. Derrico discussed the Moorpark Family Health cost increase which is for the SHS contracted services. She discussed details regarding what the University was responsible for regarding management of the facility and how the campus is seeking opportunity for a Public and Private Partnership. The idea being to develop a higher service(s) for our students. C. Derrico discussed the set contract amounts for 17/18 and what would be projected for 18/19 fiscal years. She also shared that Student Affairs had prepared a packet for a Request for Proposal (RFP) for a new contract to be put into place in 7/2019. C. Jimenez asked if the committee could have access to review this RFP and followed by Chair Christopher asking if the committee could possibly get a visual reference on the budgetary numbers. C. Derrico responded that the budgetary numbers would be reviewed with the committee once they were finalized and yes, any RFP items would be covered in future meetings with the committee.

V. Program Presentation and Tour
Chair Christopher presented the idea of touring the Student Health Center post the next scheduled meeting on February 6, 2019. A motion for approval for this idea was made by L. Fleming and seconded by N. Cerritos and Chair Christopher called for a vote post opening
up the floor for discussion, and the idea was approved with 5 votes in favor, 0 opposed and 0 abstained.

VI. Adjournment
The meeting was adjourned at 8:42 a.m. by Chair Christopher.