

THRIVE 2026

COMPASSION IN ACTION.
COMMUNITY AT HEART.



Soledad Community
HEALTH CARE DISTRICT

AUGUST 11, 2026

AGENDA

SPECIAL MEETING OF THE BOARD OF DIRECTORS (FINANCE)

Agenda
SOLEDAD COMMUNITY HEALTH CARE DISTRICT
Special Meeting of the Board of Directors (Finance)
August 11, 2026 @ 10:00 a.m.

Board members and members of the public may attend this meeting in person at the
District Office located at 612 Main Street, Soledad, Ca 93960 in the Creekside Room

1. Call to Order

2. Roll Call

Anne Trebino
Rosemary Guidotti
Ken Klemme
Francisco Barajas
Graig Stephens

3. Pledge of Allegiance

4. Reading of the District's Mission Statement – To be read by a District Board Member
"To anticipate and provide services to meet the health care needs of the people we serve."

5. President's Welcome
Introductions and Welcome – Graig Stephens

6. Public Comment
Members of the public are welcome to participate in the meetings of the Board. Comments of the public will be accepted during the Public Comment portion of the agenda only. No action or comments will be taken by the Board on matters not on the agenda. When the Board President recognizes a member of the public for oral comment, such comment shall be three (3) minutes or less, at the discretion of the Board President. We would like a calm presentation so that the importance of what you are presenting is not overshadowed by the manner of the presentation.

7. District Debt Refinancing Update, Wulff, Hansen & Co. – Update presented by Rob Pankratz, Vice-President, Wulff, Hansen & Co. (Discussion and Direction to Staff Only)

8. HMS Projects Status Update – Kristopher Zuniga & Gerardo Carmona
A. Project Timeline for Soledad Medical Clinic Estimate for PPS Rate
B. Project Timeline for Women's Health Center Enrollment

9. Regular Staff Reports –
A. District CEO Report – Dr. Ida Lopez Chan
B. Project Timeline for Ring Central
C. Project Timeline for Hardware as a Service Program (HAAS)

10. Amended Reimbursement Policy (Travel & Expenses) – Dr. Ida Lopez Chan

BOARD ACTION: _____

11. Adjournment to Closed Session

A. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Government Code §54957(b)) Title: (Specify position title of employee being reviewed):

Dr. Ida Lopez Chan, Chief Executive Officer

12. Return to Open Session: Report from Closed Session

13. Adjournment to the next meeting

Regular District Board Meeting – Thursday, August 20, 2026 at 4:00 P.M.

Note: Requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the District Recording Secretary during regular business hours at 831-678-2462. Notification received 47 hours before the meeting will enable the district to make reasonable accommodations. Open session meeting materials provided to the Board of Directors after the agenda packets are distributed are available at the office of the Recording Secretary located at 612 Main Street, Soledad, California.

Soledad Community Health Care District 2026 Restructuring Project



As of July 1, 2026

Date	Task
July 2 nd	Lender RFP and credit package circulated for final comment
July 3 rd	Appraisal completed
July 7 th	Bond Counsel to circulate first draft of financing documents Final comments due on Lender RFP Executed Forbearance Agreement received from WCCB
July 8 th	Lender RFP and credit package sent to prospective lenders
July 15 th	Comments due of draft financing documents
July 21 st	Bond Counsel to circulate second draft of financing documents
July 29 th	Lender proposals due
July 31 st	Meeting with Financing Team and District to review lender proposals
TBD	Agenda deadline for Special Board meeting in early Aug.

TBD
(2nd Week of Aug) **Special Board Meeting** to review lender proposals and to pass Resolution approving financing and financing documents

TBD (Aug.) District to sign term sheet (**locking bond interest rate**, if available), Lender to begin final due diligence, Bond Counsel to prepare closing documents

TBD (Aug.) Lender's due diligence completed

TBD (Aug.) Sign Purchase Agreement

Aug. 27th **Close Financing**

Aug. 31st **Expiration of Forbearance Agreement with WCCB**

Sept. 11th Agenda deadline for Sept. 17th Board Meeting

Sept. 17th **Board Meeting** to present results of restructuring

2026

JULY

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
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AUGUST

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SEPTEMBER

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A Special Board Meeting is proposed for the second week in August to review lender terms sheets and to approve the financing as the scheduled July Board Meeting will be too early and the scheduled August Board meeting will be too late.

Soledad Medical Clinic
 Estimate for PPS Rate Rebased
 Based on current trends and prior
 Experience with DHCS audits
 As of July 28, 2026



<u>Date</u>	<u>Task</u>
November 30, 2027	Change in Scope Cost Report for Clinic and Home Office.
December 2027	DHCS will assign auditors after the change in scope is validated. Expect validation 1-2 months after submission.
September 2028	Audit Begins 6-9 months after validation (based on current trends from DHCS).
February 2029	Audit Field work takes 4-5 months.
April 2029	Final PPS Rate Report 2 months after audit work is done.

November 2027

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September 2028

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February 2029

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April 2029

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Women's Health Center Enrollment
As of August 6, 2026



<u>Date</u>	<u>Task</u>
August 2026	August 5th, 2026, Submit the CDPH application pay licensing fees. Submit the complete initial certification/licensure packet to the California Department of Public Health (CDPH).
February 2027	Centralized review and intake (4-6 months)
September 2027	CDPH assigns an analyst who: will review the documents; this stage is often the longest administrative step. State Licensure the certification survey (7-12months). Once the application is complete and the clinic is operational: CDPH schedules an onsite survey.
February 2028	CMS certification CDPH forwards the recommendation to CMS. Then CMS issues the Medicare RHC certification and provider agreement. (DHCS)
August 2028	Medicare 855A (3-6 Months)



November 2027

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December 2027

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September 2028

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February 2029

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April 2029

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SOLEDAD COMMUNITY HEALTHCARE DISTRICT — I

Project Timeline • Prepared by Mitchell Technologies • ~

Phase	Task #	Task	Owner	Start Date	End Date
Phase 1: Discovery & Planning	1.1	Kickoff meeting with SCHD stakeholders	Mitchell Technologies PM	8/3/2026	8/3/2026
Phase 1: Discovery & Planning	1.2	Current environment audit (extensions, DIDs, call flows, IVR, fax lines)	Mitchell Technologies	8/3/2026	8/5/2026
Phase 1: Discovery & Planning	1.3	Site & network readiness assessment (bandwidth, PoE switches, QoS)	Mitchell Technologies	8/4/2026	8/6/2026
Phase 1: Discovery & Planning	1.4	Number inventory & LOA (Letter of Authorization) preparation	Mitchell Technologies + SCHD	8/5/2026	8/7/2026
Phase 1: Discovery & Planning	1.5	RingCentral tenant provisioning & account setup	RingCentral / Mitchell Technologies	8/6/2026	8/7/2026
Phase 2: Number Porting Submission & Design	2.1	Submit LOAs / number port requests to RingCentral	Mitchell Technologies	8/10/2026	8/10/2026
Phase 2: Number Porting Submission & Design	2.2	Configure RingCentral users, extensions, and roles	Mitchell Technologies	8/10/2026	8/14/2026
Phase 2: Number Porting Submission & Design	2.3	Build call flows, IVR, auto-attendants, ring groups, queues	Mitchell Technologies	8/10/2026	8/18/2026
Phase 2: Number Porting Submission & Design	2.4	Configure e911 addresses per phone / location	Mitchell Technologies	8/12/2026	8/14/2026
Phase 2: Number Porting Submission & Design	2.5	Network configuration: firewall, QoS, VLAN	Mitchell Technologies	8/12/2026	8/19/2026
Phase 2: Number Porting Submission & Design	2.6	Order & ship phone hardware (80 units)	Mitchell Technologies / RingCentral	8/10/2026	8/21/2026

SOLEDAD COMMUNITY HEALTHCARE DISTRICT — I

Project Timeline • Prepared by Mitchell Technologies • ~

Phase	Task #	Task	Owner	Start Date	End Date
Phase 2: Number Porting Submission & Design	2.7	Voicemail greetings & call routing setup	Mitchell Technologies	8/17/2026	8/21/2026
Phase 3: Testing & Pilot	3.1	Network readiness testing (test calls, QoS validation)	Mitchell Technologies	8/24/2026	8/26/2026
Phase 3: Testing & Pilot	3.2	Pilot group deployment (5-10 users)	Mitchell Technologies + SCHD	8/24/2026	8/28/2026
Phase 3: Testing & Pilot	3.3	Test call flows, e911, and fax/eFax routing	Mitchell Technologies	8/26/2026	8/28/2026
Phase 3: Testing & Pilot	3.4	Address pilot feedback & adjust configuration	Mitchell Technologies	8/31/2026	9/2/2026
Phase 3: Testing & Pilot	3.5	Finalize training materials & schedule	Mitchell Technologies	9/1/2026	9/4/2026
Phase 4: Training	4.1	Admin / super-user training (RingCentral portal)	Mitchell Technologies	9/1/2026	9/2/2026
Phase 4: Training	4.2	End-user training sessions (front desk & clinical staff)	Mitchell Technologies	9/3/2026	9/9/2026
Phase 4: Training	4.3	Distribute quick reference guides / job aids	Mitchell Technologies	9/3/2026	9/3/2026
Phase 4: Training	4.4	Mobile app / softphone training	Mitchell Technologies	9/8/2026	9/9/2026
Phase 5: Porting & Cutover	5.1	Confirm final port date with RingCentral & Momentum Telecom	Mitchell Technologies	9/14/2026	9/14/2026

SOLEDAD COMMUNITY HEALTHCARE DISTRICT — I

Project Timeline • Prepared by Mitchell Technologies • ~

Phase	Task #	Task	Owner	Start Date	End Date
Phase 5: Porting & Cutover	5.2	On-site phone deployment & activation	Mitchell Technologies	9/14/2026	9/16/2026
Phase 5: Porting & Cutover	5.3	Number port execution (cutover)	RingCentral / Mitchell Technologies	9/17/2026	9/17/2026
Phase 5: Porting & Cutover	5.4	Cutover validation (inbound/outbound calls, e911, voicemail)	Mitchell Technologies + SCHD IT	9/18/2026	9/18/2026
Phase 5: Porting & Cutover	5.5	Decommission Momentum Telecom lines & equipment	Mitchell Technologies	9/18/2026	9/18/2026
Phase 6: Go-Live Support & Closeout	6.1	On-site / remote hypercare support	Mitchell Technologies	9/21/2026	9/23/2026
Phase 6: Go-Live Support & Closeout	6.2	Monitor call quality & resolve issues	Mitchell Technologies	9/21/2026	9/25/2026
Phase 6: Go-Live Support & Closeout	6.3	Refresher training as needed	Mitchell Technologies	9/23/2026	9/24/2026
Phase 6: Go-Live Support & Closeout	6.4	Final documentation handoff (call flow diagrams, admin guide)	Mitchell Technologies	9/24/2026	9/24/2026
Phase 6: Go-Live Support & Closeout	6.5	Project closeout meeting & sign-off	Mitchell Technologies PM + SCHD	9/25/2026	9/25/2026

Phase Key:

Phase 1: Discovery & Planning

Phase 2: Number Porting Submission & Design

Phase 3: Test & Go-Live

Note: Number porting timelines are set by the carrier and can vary; Week 2 port submission includes buffer. Week 6 duration formulas account for the Sept 7 Labor Day holiday. Mitchell Technologies Support:

SOLEDAD COMMUNITY HEALTHCARE DISTRICT — HaaS Deployment (22 Cor

Project Timeline • Prepared by Mitchell Technologies • Hardware-as-a-Service Agree

Phase	Task #	Task	Owner	Start Date	End Date
Phase 1: Discovery, Procurement	1.1	Kickoff meeting — HaaS deployment (22 computers, 7 APs, firewall)	Mitchell Technologies PM	8/3/2026	8/3/2026
Phase 1: Discovery, Procurement	1.2	Site survey for AP placement & network topology review	Mitchell Technologies	8/3/2026	8/4/2026
Phase 1: Discovery, Procurement	1.3	Audit & back up current Meraki firewall configuration/rules	Mitchell Technologies	8/4/2026	8/5/2026
Phase 1: Discovery, Procurement	1.4	Confirm HaaS equipment shipment (computers, APs, firewall)	Mitchell Technologies / Meraki	8/3/2026	8/7/2026
Phase 1: Discovery, Procurement	1.5	Image & stage 22 new computers (standard build)	Mitchell Technologies	8/5/2026	8/7/2026
Phase 1: Discovery, Procurement	1.6	Pre-configure new Meraki firewall & APs in dashboard (SSIDs, VLANs, rules)	Mitchell Technologies	8/6/2026	8/7/2026
Phase 2: Firewall Replacement & Migration	2.1	Schedule firewall cutover maintenance window with SCHD	Mitchell Technologies PM	8/10/2026	8/10/2026
Phase 2: Firewall Replacement & Migration	2.2	Install & swap new Meraki firewall (replace existing)	Mitchell Technologies	8/11/2026	8/11/2026
Phase 2: Firewall Replacement & Migration	2.3	Validate site-to-site VPN, WAN failover, and routing post-cutover	Mitchell Technologies	8/11/2026	8/12/2026
Phase 2: Firewall Replacement & Migration	2.4	Firewall stabilization monitoring	Mitchell Technologies	8/12/2026	8/14/2026
Phase 2: Firewall Replacement & Migration	2.5	Mount/prepare hardware locations for 7 access points	Mitchell Technologies	8/12/2026	8/14/2026

SOLEDAD COMMUNITY HEALTHCARE DISTRICT — HaaS Deployment (22 Cor

Project Timeline • Prepared by Mitchell Technologies • Hardware-as-a-Service Agree

Phase	Task #	Task	Owner	Start Date	End Date
Phase 3: Access Point Deployment	3.1	Install & mount 7 Meraki access points	Mitchell Technologies	8/17/2026	8/18/2026
Phase 3: Access Point Deployment	3.2	Configure SSIDs, wireless VLANs, and RF settings	Mitchell Technologies	8/17/2026	8/19/2026
Phase 3: Access Point Deployment	3.3	Wireless coverage / heat-map validation testing	Mitchell Technologies	8/19/2026	8/20/2026
Phase 3: Access Point Deployment	3.4	Begin computer deployment — data/profile migration (batch 1, ~11 units)	Mitchell Technologies	8/19/2026	8/21/2026
Phase 3: Access Point Deployment	3.5	User check-in on new computers/network (batch 1)	Mitchell Technologies PM	8/21/2026	8/21/2026
Phase 4: Rollout Completion, Training	4.1	Complete computer deployment (batch 2, remaining ~11 units)	Mitchell Technologies	8/24/2026	8/26/2026
Phase 4: Rollout Completion, Training	4.2	Secure decommission, data wipe & disposal of old computers/APs/firewall	Mitchell Technologies	8/26/2026	8/27/2026
Phase 4: Rollout Completion, Training	4.3	End-user quick-start training (new computers & wireless)	Mitchell Technologies	8/25/2026	8/27/2026
Phase 4: Rollout Completion, Training	4.4	Final network & performance validation	Mitchell Technologies	8/27/2026	8/27/2026
Phase 4: Rollout Completion, Training	4.5	Documentation handoff (network diagrams, dashboard access, asset inventory)	Mitchell Technologies	8/28/2026	8/28/2026
Phase 4: Rollout Completion, Training	4.6	Project closeout meeting & sign-off	Mitchell Technologies PM + SCHD	8/28/2026	8/28/2026

Board Report

Thrive 2026 Compassion In Action Community At Heart

Date: August 11, 2026

Prepared by: Dr. Ida Lopez Chan, CEO

Eden Valley Soda Shop Update

For Information Only

The Eden Valley Soda Shop is intended to serve as a welcoming gathering space where staff, students, residents, and community members can enjoy healthy, affordable meals together. The facility continues to be leased to Veloz Coffee at a monthly rate of **\$700**; however, additional opportunities are being explored to increase utilization and expand services beyond the current operating schedule.

Business Development Efforts

Lolita's Ice Cream Shop

- At the request of Board Member Anne on **July 31, 2026**, staff explored the possibility of leasing the Soda Shop to Lolita's Ice Cream Shop.
- Staff visited the location where the business was reportedly relocating but was unable to locate an operating business at that site. This information was communicated back to Anne.

Soledad Unified School District – Career Technical Education (CTE) Restaurant Pathway

- Contact was initiated with the CTE Restaurant Pathway instructor to discuss a potential partnership in which students could gain hands-on restaurant management experience by assisting with Soda Shop operations.
- The instructor has not yet returned for the new school year. Follow-up will occur once classes resume.

Rancho Cielo

- Staff reached out to Rancho Cielo's Major and Annual Gifts Manager to explore whether a graduating culinary or hospitality student may be interested in operating a small business from the Soda Shop.
- Discussions are in the early stages, and updates will be provided as opportunities develop.

Pop-Up Business Concept

- Staff is evaluating the feasibility of hosting rotating pop-up vendors from the Soda Shop to showcase local small businesses and increase community engagement.
- Operational considerations and logistics are currently being assessed before moving forward.

Next Steps

Staff will continue to pursue partnerships with local educational institutions, entrepreneurs, and small businesses to identify sustainable operating models that maximize the Soda Shop's value as a community asset while supporting workforce development and local economic opportunities.

	<u>Loan Number</u>	<u>Loan Date</u>	<u>Term</u>	<u>Maturity</u>	<u>Principal Amount</u>	<u>Outstanding</u>	<u>Statement Date</u>	<u>Payments</u>	<u>Rate</u>	<u>Purpose</u>	<u>Collateral</u>
Paid off Loans for Womens Center											
West Coast Community Bank Paid off Loan	186280003	8-15-2019	5 Years	8/15/2024	\$250,000	\$0	N/A		4.990% FX	The specific purpose of this loan is: Funds will be used to finance capital improvements for the Eden Valley Care Center particularly reconfiguration of water heater and upfront costs associated with Women's Health Center	
West Coast Community Bank Paid OFF Loan -Loan was Paid Off an Transferred to loan 186280005	186280004	3/24/2021	1 Year	3/24/2022	\$1,000,000	0	N/A		4.50% FX	The Specific purpose of this loan is: Funds will be used to reimburse the District for the purchase of modular property for a new location at 612 Main Street, Soledad, in addition to their current location.	
West Coast Community Bank Revolving Line of Credit	186280002	11/19/2025; originated 6/27/2016	1 Year	2/28/2026	\$250,000.00	\$0.00	6/2/2026		8.00%; WSJP + 1.25%	The specific purpose of this loan is: Renewal of RLOC used for short-term working capital needs	A security interest in the personal property assets of Borrower described in the Commercial Security Agreement dated June 27, 2016
Existing Loans											
West Coast Community Bank Commercial Real Estate Loan	186280005	3/21/2022	10 Years; Amortized	3/21/2032	\$3,900,000; Principal due March 21, 2032 \$2,862,223.81	\$3,506,836.16	7/1/2026	\$21,825.80	4.5%FX; Starting April 21, 2029 -WSJP +0.75%;	The specific purpose of this loan is: Pay off and close existing loan 186280004 with the lender, with cash out to replenish the Borrower's Liquidity; 186280004, The specific purpose of this loan is: Funds will be used to reimburse Borrower for purchase of modular property for a new location located at 612 Main Street, Soledad, in addition to their current location.	All SCHCD real estate located at 612 Main Street, Soledad, CA 93960
West Coast Community Bank Term Loan	186280006	3/26/2024	5 Years; Amortized	4/5/2029	\$1,100,000.00	\$651,780.03	7/16/2026	\$21,743.44	6.75% FX	The specific purpose of this loan is: Provide capital to repay Medi-cal in settlor payments.	All SCHCD real estate located at 612 Main Street, Soledad, CA 93960; All inventory, chattel paper, accounts (including but not limited to all healthcare insurance receivables), deposit accounts, equipment, and general intangibles.
				Total Bank LNS	\$5,000,000.00	\$4,158,616.19		\$45,222.57			
Department of Health Care Services (DHCS) - FYE 2023	1003822453	9/18/2024	4 Years	11/15/2029	\$1,495,484.00	\$1,673,734.55	08/06/2026	\$38,375.01	Rate 7%	Medi-Cal Prospective Payment System(PPS)	
Department of Health Care Services(DHCS) - FYE 2022	1003822453	11/18/2024	4 Years	11/15/2029	\$1,219,957.00	\$346,794.46	8/6/2026	\$12,561.45	Rate 7%	Medi-Cal Prospective Payment System(PPS)	
Adjusted 2/2/2026	1002822453	4/15/2026	3.83 Years	3/15/2030			5/15/2026	\$371.00	Rate 7%	Medi-Cal Prospective Payment System(PPS)	
				Total DHCS	\$2,715,441.00	\$2,020,529.01		\$51,307.46			
				Total All LNS	\$7,715,441.00	\$6,179,145.20		\$96,530.03			

POLICY TITLE: Reimbursement Policy (Travel & Expenses)

POLICY NUMBER: - 3499

REIMBURSEMENT POLICY (TRAVEL & EXPENSES)

PURPOSE

The purpose of this policy is to establish clear and consistent guidelines for reimbursing board members, officers, and employees for actual and necessary expenses incurred in the performance of official duties on behalf of the Soledad Community Health Care District ("District"). This policy ensures accountability, transparency, and compliance with all applicable laws and regulations.

POLICY AND ALLOWABLE EXPENSES

The District will reimburse authorized individuals for reasonable expenses related to District business, such as travel, lodging, meals (excluding alcohol and limited to the amounts below), registration / conference fees, and materials /supplies. Reimbursement shall only be made for expenses that serve a legitimate public purpose and are supported by original, itemized receipts or documentation.

MEALS

Meal reimbursements are capped at the following amounts per day:

Expense Category	Effective 8/6/2026 Reimbursement rate for Actual Expense
Breakfast	Up to \$15
Lunch	Up to \$20
Dinner	Up to \$30

MILEAGE REIMBURSEMENT

Mileage is reimbursed using the **current IRS standard mileage rate** in effect at the time of travel, rather than a fixed dollar amount.

EXCLUSIONS

Ordinary commuting costs, including mileage reimbursement, are not reimbursable as travel expenses under this policy. Personal entertainment, spouse/guest costs, traffic fines, alcohol, and lost item replacement along with other personal expenses not incurred for a business purpose are also excluded. Additional lodging costs for additional, extended, stays when travel is for a mixed business / personal purpose cannot be claimed as reimbursable travel costs.

Meals that are provided as part of conference attendance are not separately reimbursed as a meal expense under this policy i.e. if lunch is served as part of the cost of attending a seminar, that meal cannot be claimed separately for reimbursement under this policy.

PROCEDURES

1. Authorization: All reimbursable expenses must be pre-approved by the CEO or designee. Directors must obtain prior approval from the Board Chair or CEO for travel outside the District.
2. Documentation: Itemized receipts, completed expense form, and business purpose description; submission within 30 days.
3. Reporting: Reimbursements to board members are reported at public board meetings and included in financial records.
4. Requests for will be reviewed and reimbursement completed within 30 days after the request, and all required supporting documentation is submitted.

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Review

Reviewed at least every two years or as required by law.

Approved by the Board on: _____

Board Secretary: _____