



Southwest Healthcare District Board of Director's Meeting

Thursday, July 2, 2026 @ 5:30 P.M.

3801 Park Dr. - Senior Room, Frazier Park, CA 93225

MINUTES

1. Call to Order: 5:34 p.m.
2. Pledge of Allegiance
3. Roll Call of Directors: **All Directors present**

C. Bert, T. Brennan: (1/25-1/27) A. Burnaugh, T. Matte, P. Plouffe: (1/25-1/29)

4. Public Comments: _____

Old Business:

5. Discuss and Vote Peak to Peak Grant Application: **Burnaugh-Plouffe: 4 Ayes** (Brennan absent during vote)
- 6/7. 2026 Health Fair Update: **Militsa Brennan stated the event went well. 36 mammograms were completed. Invoices were submitted.**
8. Approve: Minutes for June 4, 2026: **Burnaugh-Bert: 5 Ayes**
9. Meals on Wheels: **No action and will be removed from future agendas.**
10. SWHCD Items (t-shirts, embosser, and other logo printed items) **Tiffany will look into an embosser to purchase. Burnaugh-Plouffe: 5 Ayes**

Financial Business:

11. Treasurer's Report: CBT \$119,262.63 County Fund \$382,253.02 \$140,000 will be transferred to CBT account to pay grants. Tiffany reported that the 2024 audit is complete and the auditor will be moving to the 2025 audit.
12. Approve and Pay Bills **Bert:Brennan: 5 Ayes**
 - 20935 - \$80.00 - Pamela Plouffe - July Stipend
 - 20936 - \$80.00 - Anne Burnaugh - July Stipend
 - 20937 - \$80.00 - Tiffany Matte - July Stipend
 - 20938 - \$49.71 - Bankcard Center - ...9813 AB
 - 20939 - \$80.00 - Cheryl Bert - July Stipend
 - 20940 - \$927.12 - Bankcard Center - ...9797 TM
 - 20941 - \$210.00 - Deborah Angel - Inv 179862
 - 20942 - \$80.00 - Terrance Brennan - July Stipend
 - 20943 - \$7,019.00 - GRI Labs - Inv 6272026 - 2026 Health Fair
 - 20944 - \$4,680.00 - Pro-Life Imaging - Inv date 06/27/2026 - 2026 Health Fair
 - 20945 - \$187.50 - El Tejon USD - Inv 26-006 - 2026 Health Fair
 - 20946 - \$1,330 - Dr. Kolodner Dental Group - 2026 Health Fair
 - 20947 - \$59,568.00 - Mtn Communities Family Resource Center - 2026-2027 FY Grant

New Business:

13. Discuss and Vote on Updated Records Retention Schedule **Updated form info sent annual form. Plouffe-Bert: 5 Ayes**
14. Adopt Resolution No. 20260702 for Consolidation of the Nov. 3, 2026 general election **Brennan-Matte: 5 Ayes** Included item regarding candidate statements per Kern Co.
15. Review Conflict of Interest Policy: **Board members reviewed the policy. Plouffe-Brennan: 5 Ayes**
16. 2026 Local Agency Biennial Notice Form: **Completed and signed**
17. Directors' Reports: **Tiffany & Anne will not be in attendance in August. Discussed CSDA Conference in November 2026 and the conflict with Nov. meeting. Board members discussed moving the November meeting to November 19th and placing it on the October Agenda for public notification.**
18. Adjourn 6:34 p.m **Brennan-Burnaugh: 5 Ayes**