

**CareerSource Pinellas
Finance Committee**

Date: October 24, 2017-- 9:00A.M.

Location: Teleconference

Call to Order

Chairman Dr. Robert Arnold, called the Finance Committee meeting to order at 9:01 a.m. There was a quorum present with the following Finance Committee members participating.

Committee Members in attendance

Jack Geller, Lenne Nicklaus-Ball

Committee Members not in attendance

Bill Price, Karla Leavelle

Staff Present

Edward Peachey, Sheila Doyle, Luna Jean-Pierre

Action/Discussion Items

Action Item 1 – Approval of Minutes of July 25, 2017 Finance Committee Meeting

The minutes of July 25, 2017 Finance Committee Meeting were presented for approval.

Motion: Lenne Nicklaus-Ball

Second: Jack Geller

The minutes were approved as presented. The motion carried.

Action Item 2 – Approval of Budget Modification No. 2

Total budgeted revenue has increased from \$13,953,512 to \$14,696,937 for an overall increase of \$743,425.

This is due to the following:

Workforce Investment Act Programs:

Increase in WIOA Adult of \$48,136

Increase in WIOA Youth of \$62,545

Increase in WIOA DW of \$18,324

Employment Services Programs:

Decrease in TAA of \$2,589

Decrease in Wagner Peyser of \$38,799

Increase in Wagner Peyser Performance Incentives of \$439

New award for Wagner Peyser Coop Outreach of \$42,282

Welfare Transition Programs:

Decrease in Welfare Transition of \$32,515

Direct Grants and Special Programs:

Increase in RESEA of \$1,810

Decrease in USDOL Youthbuild carryforward of \$57

New special program – DCF Food for families \$450,000

Increase in Florida Makes of \$235

New award for AmeriCorps of \$193,614.

Motion: Lenne Nicklaus-Ball and Jack Geller

Second: Dr. Arnold

The Finance Committee recommended approval of adjustments to the budgets and resultant modifications to the expenditures budgets. The motion carried.

Information Items

DEO 2016-17 Compliance Monitoring Report

The Bureau of Financial Monitoring and Accountability (FMA) performed financial monitoring procedures based on the DEO 2016-17 Financial Monitoring Tool. The monitoring procedures performed included tests of transaction details, file inspections, and inquiries (1) to determine the status of recommendations from the prior year monitoring visit(s) and (2) to adequately support current year findings, other non-compliance issues and observations. There were no findings. One observation was noted, in regards to contracting language. Details were provided at the meeting.

Powell & Jones: WorkNet Pinellas- Agreed upon procedures

Independent accountants' report on applying Agreed upon procedures for 6-months period ending December 31, 2016.

Powell and Jones: WorkNet Pinellas 401K Audit Report

A report was provided of the financial statements and required supplemental schedule, for the year ended December 31, 2016.

Financial update for period ended September 30, 2017

The grant award to expenditures report was provided in the meeting packet. CareerSource Pinellas has expended 19% of its 2017-2018 budgets.

Other Administrative Matters

None.

Public Comments

There were none.

Adjournment

The meeting was adjourned at 9:10a.m.