



Eric Troyer
Chairman

Rick Mosholder
Vice Chair

Walter Spikes, Jr
Treasurer

Ted Ehrlichman
President & CEO

**Finance & Performance Committee Meeting Teleconference
Aug 31, 2021 - 8:00 A.M.**

MINUTES

Present

Rick Mosholder
Walter Spikes
Peter Hayes

Absent

Staff & Guest

Ted Ehrlichman
Josh Matlock
Robin Dawson
Tracey Barta
Kathy Bouchard
Anthony Gagliano
James Disbro

I. Welcome and Introductions

Walter Spikes, Chair, called the meeting to order and roll call was performed.

II. Approval of June 10, 2021 Meeting Minutes.

A copy of the June 10, 2021 meeting minutes was included in the packet as reference. The minutes were approved at the Aug 19, 2021 Executive Committee meeting.

III. Review of Budget to Expenditure as of 6.30.21

Robin Dawson presented the budget to expenditure report for program year ending June 30, 2021. The following expenditure information was reported.

Total Personnel Costs were expended 96%

Facility costs were expended 87%

Office and furniture were expended 90%

Total operating costs were expended 73%

Total program services were expended 78%

For an overall total expenditure of 89%.

Admin rate was 7.47% with a maximum rate of 10%

Indirect rate was 12.45% with an approval rate of 13.57%

ITA was 34.04% with a minimum requirement of 30%

PY20 Paid internship expenditures were 26.72% with a minimum requirement of 20%

PY20 Youth out of school was 99.54% with a minimum requirement of 75%

IV. Summary of Non-Federal Funds

Robin Dawson presented the summary of non-federal funds report which details where the funds were received broken out by program. Total funds available \$583,332. This includes a certificate of deposit with Bank of the Ozarks of \$173,747. A copy of this report was included in the meeting packet.

V. Update on Performance PY 20-21

Anthony Gagliano presented the performance indicator summary that shows where our performance is to date. Some of this data lags, but it allows us to look at where we are and where we need to concentrate our efforts to meet the performance indicators. A final update is usually received in the fall with a DEO direct report to the CSS Board in January or February. Mr. Gagliano also presented several dashboards from CareerSource Florida reporting on Continuous Improvement Plan (CIP) goals - showing the employment rate first quarter after exit data, participation rate, and business penetration rate. Overall year to date performance received \$77,896. CIP Dashboard will continue for PY 21-22 but no incentive award dollars will be allocated to the regions.

VI. Programmatic & Financial Compliance Monitoring Review.

James Disbro reported on the DEO Quality Assurance Report for financial and programmatic monitoring for PY 20-21. Monitoring was conducted in March, 2021. The review period was for January 1, 2020 – December 31, 2020. There were no findings or issues of non-compliance during the financial monitoring review. December 31, 2020. Programmatic monitoring results had findings and they have all been addressed or resolved in a CAP (corrective action plan) A copy of the report was included in the meeting materials.

VII. Final Comments, Next Meeting Date

There were no comments. The next meeting will be determined at a later time. The meeting adjourned at 8:39.