



Finance Committee Meeting Minutes

CareerSource Tampa Bay
Jan 27, 2022 at 9:00 AM EST

Attendance

Members Present (Remote):

Constance Daniels, Elizabeth Gutierrez, Karen Koundourakis, Ian Lieberman, Gwen Myers, Donald Noble

Members Absent:

Randall King, Richard Padilla

Attendance

Members Present (Remote):

Sheila Doyle, John Flanagan, Anna Munro, Tammy Stahlgren

Guests Present (Remote):

Corinne Turcotte - James Moore, Ben Clark - James Moore

Board Liason Present (Remote):

Ken Jones

- I. Call to Order, Roll Call and Welcome (Presenters: Donald Noble)

Chair Noble called the meeting to order at 9:01 a.m. There was a quorum present.

- II. Pledge of Allegiance (Presenters: Donald Noble)

Chair Noble led the Pledge of Allegiance.

- III. Action/Discussion Items

- A. Approval of Minutes - October 28, 2021 (Presenters: Donald Noble)

Motion:

To approve the minutes of the October 28, 2021 Finance Committee meeting.

Motion moved by Karen Koundourakis and motion seconded by Constance Daniels. Motion carried.

- B. Required Communication and Acceptance of Annual Financial Statement Audit for the Fiscal Year ended June 30, 2021 (Presenters: Corinne Turcotte, Ben Clark)

Ben Clark and Corrine Turcotte provided an overview of the Annual Financial Statement Audit. In summary, the audit went well, and no current year audit findings were noted.

James Moore noted that in a couple years we are going to have a pretty significant “accounting standards” change, as it relates to leases. Leases will be required to be recorded on the balance sheet. This will have a large impact on financial statements.

Motion:

To approve the acceptance of the Annual Financial Statement Audit for the fiscal year ended June 30, 2021.

Motion moved by Gwen Myers and motion seconded by Constance Daniels.
Motion carried.

C. 2021 – 2022 Budget Modification No. 2 (Presenters: Sheila Doyle)

The Total budgeted revenue has increased from \$27,079,708 to \$ 28,053,860 for an overall increase of \$974,152.

This is due to the following:

Workforce Innovation & Opportunity Act Programs:

Increase in WIOA Adult of \$1,500,000

Decrease in WIOA Dislocated Worker of \$1,700,000

Decrease in WIOA Supplemental of \$200,000

New award - WIOA Get There Faster – Military Program of \$1,210,000

Employment Services

New award - Wagner Peyser One Stop Security of \$84,000

Welfare Transition Program:

Decrease in Welfare Transition of \$338,167

Direct Grants and Special Projects:

New award – Foundation of Caring for \$18,320

New award – Hillsborough County Sector Strategies for \$400,000

Additionally, there was an increase in expenditures of \$972,623.

Motion:

To approve the adjustment to the revenue budget and resultant modification to the expenditure budget.

Motion moved by Karen Koundourakis and motion seconded by Gwen Myers.
Motion carried.

IV. Other Administrative Matters

There were none.

V. Information Items

- A. Expenditure Reports for the Period Ending December 31, 2021 (Presenters: Sheila Doyle)

There was no discussion.

VI. Public Comments

There were none.

VII. Adjournment

The meeting adjourned at 9:32 a.m.

Minutes submitted by Tammy Stahlgren, Administrative Services Coordinator.