

Audit Finance Committee Meeting Minutes

August 15, 2019 – 9.00 a.m.

Committee Members

Present: Mark Barry, Mark Earl, Joelle Neri, Lex Smith

Absent: Ken Minter

Quorum Present: Yes

Others Present:

PHWB Staff: Heather Harter, Theresa Miner, Jerome Salatino

Proceedings:

Meeting called to order at 8.58 a.m. by Mark Barry, Chair

Welcome and call to orderMark Barry, Chair

Public Comments

No public comments were received.

Action Item 1 – Approval of Minutes from May 9, 2018 Meeting

Mark Barry asked the Committee members to review the minutes from May 9, 2018 meeting for any corrections or comments. Hearing none, a motion was made to accept the minutes of the meeting.

MOTION made by Mark Earl and seconded by Lex Smith to approve the minutes. Motion carried.

Action Item 2 – Financial Policies and Procedures Manual

Committee members reviewed the summary of changes to the Financial Policies and Procedures Manual. The manual has been updated to comply with policy updates required by the Department of Economic Opportunity.

MOTION made by Lex Smith and seconded by Joelle Neri to approve the changes as presented. Motion carried.

Action Item 3 – Procurement Standards, Policies and Procedures

Committee members reviewed the recommended summary of changes to Procurement Standards, Policies and Procedures to bring our policies up to date with the Department of Economic Opportunity.

MOTION made by Joelle Neri and seconded by Lex Smith to approve the changes as presented. Motion carried.



Information Item 1 – Budget Revision #1

Theresa Miner provided the Committee with an updated budget for FY 2019-20.

Information Item 2 – Statement of Revenues and Expenditures

Theresa Miner provided the Committee with a financial update listed on the Statement of Revenues and Expenditures report.

Information Item 3 – Programs Report Year End 6/30/19

Jerome Salatino provided the Committee with a programs update for year end 6/30/19.

Information Item 4 – Workforce Re-Entry Program Update

Jerome Salatino provided the Committee with an update on the Workforce Re-Entry Program.

Board Member Comments

No Board Member comments were made.

Board Chair Comments

Mark Barry thanked everyone for calling in.

With no further business to discuss, the meeting adjourned.

