

**GREENE COUNTY FAMILY & CHILDREN FIRST COUNCIL  
AUDIT/FINANCE COMMITTEE**

**MINUTES**

**May 1, 2017**

**PRESENT:**

<b>BRENT LEWIS</b>	<b>GC FCF</b>
<b>JOHN LaROCK</b>	<b>GC BODD</b>
<b>GRETA MAYER</b>	<b>MHRB</b>
<b>TERRY GRAVES-STRIETER</b>	<b>GC ESC</b>
<b>JAIME LENNON FOR DEBBIE MATHESON</b>	<b>FVPC</b>
<b>BILL VOSKUH</b>	<b>GC JC</b>
<b>DEBRA CORDELL</b>	<b>FCF FISCAL SUPPORT COORD</b>
<b>KI M CERNEY</b>	<b>FCF ADMIN SUPPORT</b>

Ms. Strieter called the meeting to order at 8:35 a.m.

**REVIEW/APPROVAL OF MEETING MINUTES FROM FEBRUARY 2017:**

The minutes from the May 2017 meeting were reviewed. As there were no additions or corrections to the minutes, a motion to approve the minutes was made by Dr. Mayer and seconded by Mr. LaRock. The minutes were passed without exception.

**REVIEW/APPROVAL TO RECOMMEND ACCEPTANCE OF THE FISCAL REPORT:  
JANUARY - MARCH 2017**

There were no comments or questions so Ms. Strieter asked for a motion to recommend acceptance to the Steering Committee the January – March 2017 Fiscal Report. Motion to accept was made by Mr. LaRock and seconded by Mr. Voskuhl. The motion passed without exception.

After the motion passed, Dr. Mayer inquired about the "Parents" line item under revenue for Shared Youth Placement. She asked if Parents ever contribute to this fund. Ms. Cordell stated that in the past we have received income from parents due to a court ordered payment situation. We don't budget for it but it can happen.

## **REVIEW/APPROVAL OF JANUARY – MARCH 2017 ADMIN ALLOCATIONS AND EXPENSE REALLOCATIONS**

Ms. Cordell stated that there are no exceptions to the reports as submitted. We appear to be underspending in the grant funds but we have a lot of obligations that will be paid before the end of June when the grants end. Our intentions are to fully spend all funds for FCSS, Engage and HMG Centralized Coordination. The Health Department just submitted a bill for Early Intervention for January – March, 2017. There is no indication when we will receive the reimbursement funds from ODH. Based on current spending by GCPH it is highly unlikely that the entire EI grant will be accessed.

There were no comments or questions so Ms. Strieter asked for a motion to recommend approval of the January – March 2017 Admin Allocations and Expense Reallocations. Motion to accept was made by Mr. LaRock and seconded by Dr. Mayer. The motion passed without exception.

IN ADDITION - Ms. Cordell stated that with the completion of the Council/County Admin Reconciliation for the period of January 1 through March 31, 2017 County Admin will owe Council Admin a significant amount. This is largely due to the amount of time involved with the VOCA grant as well as Partners in Prevention. She stated that we don't have as many Council grants and the amount of time admin spends managing those grants is less than previously. Thus our true percentage split is 70/30 in favor of County admin.

Ms. Cordell stated that after three quarters of consistent history where County Admin owes Council Admin larger sums we should revisit the current percentage (50/50) being applied to expenses. Ms. Cordell proposed that the Audit/Finance committee recommend and approve this change effective immediately. Upon approval, she will begin to use those percentages for all in-house expenses along with forwarding the same request to the GC Auditor's office for payroll related expenses.

Ms. Streiter asked for a motion and approval for a change to the Admin Reconciliation applied percentage process to reflect the 70/30 split.

Mr. Voskuhl inquired if the determining factor was how many grants we have? Ms. Cordell responded by saying our time spent on any given grant is documented daily. Three of our grants are Council grants, HMG CC, FCSS and Early Intervention which currently haven't required as much administrative time while the County funded programs such as the Visitation Center, Partners in Prevention, Family Relations and the VOCA grant are requiring more management provided by Admin.

Motion to approve was made by Mr. LaRock and seconded by Mr. Voskuhl. The motion passed without exception.

## **AGENDA ITEMS FOR NEXT MEETING IN AUGUST 2017**

Mr. Lewis stated that he would contact Pastor Greg Delaney with Woodhaven Residential Treatment Center.

**OTHER ITEMS AT THE DISCRETION OF CHAIR/DIRECTOR**

Ms. Cordell added that she was pleased to say that all but two of our partners have sent in their Council dues for the year.

Ms. Strieter asked Ms. Lennon if she knew when Ms. Matheson may be returning. Ms. Lennon said that Debbie is expected to be back on July 1<sup>st</sup>.

There being no further business, the meeting was adjourned at 8:50 a.m.

Respectfully submitted,

Approved:

*Kim Cerney*

Date *August 7, 2017*

Kim Cerney  
Admin Support Tech  
Family & Children First