

Finger Lakes Workforce Investment Board, Inc.
FINANCE & AUDIT COMMITTEE MEETING MINUTES
Via Zoom
Wednesday, October 27, 2021 9:00 am

ATTENDANCE: Members: Bob Doebelin, Rick House, Bonnie Percy, Rick Plympton, Mitch Rowe, Eileen Tiberio
Guest: Mark Waterstram
Staff: Jordan Bates, Lynn Freid, Jen May, Debbie Sowards
Absent: Sarah Eighmey

Approval of Minutes

A motion to approve minutes from June 30, 2021 was made by Mr. Plympton and seconded by Ms. Tiberio. All in favor, motion carried.

A motion to approve minutes from August 25, 2021 was made by Ms. Tiberio and seconded by Mr. Plympton. All in favor, motion carried.

Reports

Training and OJT obligations report – PY'21

81.64% of Adult funds have been obligated for ITA and OJT training; \$31,992 remains available;
0% of Dislocated Worker funds have been obligated for ITA and OJT training; \$140,205 remains available;
18.75% of Customized Training funds have been obligated; \$16,000 remains available;
58.38% of PY'20 carry over Youth funds have been obligated; \$3,208 remain available;
\$15,000 Adult funds and \$15,000 DW funds remain available for Work Try-Out.

Contractor expense reports – Target is 20% through 9/30/21 per the county's contract; numbers reflected are through 9/30/21
Ontario County 25.08% overall, 20.72% youth
Seneca County 19.48% overall, 17.62% youth
Yates County 19.31% overall, 16.09% youth
Wayne County 21.67% overall, 17.94% Youth
Genesee Finger Lakes Regional Planning Council 2.47% (actual based on vouchers submitted)
Sodus Central School District 31.60% overall

A motion to approve the vendor history reports for PY'20 and the first quarter of PY'21 was made by Mr. Plympton and seconded by Ms. Percy. All in favor, motion carried.

PY'20 Independent Audit

Mr. Waterstram, of The Bonadio Group, reviewed the draft independent audit with the committee. The audit showed no findings or areas of concern. Mr. Waterstram also noted the challenges faced by the WIB, including the continued impact of COVID, turnover at the upper management level of the agency and the banking/fraud issue. The final audit will be presented to the full board on November 18th.

Work Plan

Update #7: PY'20 Audit to be approved by the full board on November 18th.

Next Scheduled Meeting – Wednesday, November 25, 2021

A motion to enter executive session was made by Ms. Tiberio and seconded by Mr. Plympton. All in favor, motion carried. The committee entered executive session at 9:33 a.m.

A motion to exit executive session and adjourn the meeting was made by Ms. Tiberio and seconded by Mr. Rowe. All in favor, motion carried. The meeting was adjourned at 9:45 a.m.

*Respectfully submitted by:
Jennifer May, Executive Assistant*