

Finger Lakes Workforce Investment Board, Inc.
FINANCE & AUDIT COMMITTEE MEETING MINUTES

Via Zoom

Wednesday, October 26, 2022 9:00 am

ATTENDANCE: Members: Bob Doebelin, Rick House, Bonnie Percy, Mitch Rowe, Erica Wright
Absent: Sarah Eighmey, Eileen Tiberio
Staff: Dréa Badger, Bobbi-Jo Bilia, Lynn Freid, Jen May

Approval of Minutes

A motion to approve minutes from September 6, 2022 was made by Mr. House and seconded by Ms. Wright. All in favor, motion carried.

Fiscal/FOTA Update

Ms. Freid shared that there are currently three audits underway by the NYS DoL; PY'20, PY'21 and the third going back to PY'10. The PY'21 Independent Audit performed by The Bonadio Group has been paused and will likely be completed in December for a January board event (Zoom or email) to review/approve the audit. This will cause an additional (5th) board meeting for PY 22. to allow for the audit presentation. Ms. Badger added that the PY'20 audit is expected to be completed by the end of the year and the PY'21 will be mostly completed.

PY'22 - August and September 2022

PY'21 County Requirements

	Required ITAs	Required OJTs	Enrolled ITAs	Enrolled OJTs
Ontario	28	12	22	21
Seneca	15	5	1	-
Wayne	28	12	20	12
Yates	15	5	16	6

96.68% of Adult funds have been obligated for ITA and OJT training; \$10,790 remains available;
18.04% of Dislocated Worker funds have been obligated for ITA and OJT training; \$71,205 remains available;
18.75% of Customized Training funds have been obligated; \$16,000 remains available;
\$15,000 Adult funds and \$10,000 DW funds remain available for Work Try-Out.

PY'22 County Requirements

	Required ITAs	Required OJTs	Enrolled ITAs	Enrolled OJTs
Ontario	28	12	1	7
Seneca				
Wayne	28	12	2	-
Yates	15	5	3	-

54.33% of Adult funds have been obligated for ITA and OJT training; \$50,329 remains available;
0% of Dislocated Worker funds have been obligated for ITA and OJT training; \$159,999 remains available;
0% of Customized Training funds have been obligated; \$10,000 remains available;

PY'22 Contractor Expenses

Provider	Budget Spent	Budget Total	% of Budget
FLACRA		\$ 86,977.00	0%
FLX Community Schools - Seneca		\$ 98,935.00	0%
Genesee/FL Regional Planning Council		\$ 4,981.52	0%
Ontario County	\$ 62,195.23	\$ 237,679.00	26%
SCION - Wayne ARC DRC		\$ 21,759.25	0%
Sodus CSD	\$ -	\$ 148,122.00	0%
Wayne County	\$ 57,682.16	\$ 266,098.00	22%
Yates County	\$ 26,541.85	\$ 149,984.00	18%

*contract being finalized
*contract being finalized
*claim forms have not yet been submitted for PY22 contract
*based on information received through September 2022
*budget for calendar year, not PY; contract being signed
*claim forms have not yet been submitted for PY22 contract
*based on information received through September 2022
*based on information received through September 2022

A motion to approve the Vendor History for first quarter of PY'22 was made by Ms. Percy and seconded by Mr. House. All in favor, motion carried.

Work Plan

Delete #2A: Basic and Individualized Report; great progress has been made. The action item may return to the Work Plan in the future;

Delete #3: Youth Career Event Update; an update was provided at the September 21st Board meeting; LaToya Collins has joined the FLWIB as Youth Coordinator and will be spearheading future Youth career event efforts;

Update #5: FOTA PY'21 Monitoring; Next Steps/Deadline "ongoing";

Addition of PY'21 Independent Audit and appropriate dates (approximately mid-November).

Next Scheduled Meeting - Wednesday, December 7, 2022, 9:00 a.m., via Zoom.

A motion to adjourn was made by Ms. Percy and seconded by Ms. Wright. All in favor, motion carried.

Meeting adjourned at 9:20 a.m.

*Respectfully submitted by:
Jen May*