

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

Via Zoom

Thursday, July 6, 2023 11:00 am

ATTENDANCE: Members: Jennifer DeVault, Sarah Eighmey, Erica Wright  
Absent: Rick House, Bonnie Percy, Mitch Rowe, Eileen Tiberio  
Staff: Dréa Badger, Steve Blaszka, Lynn Freid, Jen May

Ms. Freid welcomed Ms. Wright as the new committee chair; Mr. Doeblin remains a member of the board. Lina Brennan has filled the Board Treasurer position and has been invited to attend these meetings. Ms. Freid then welcomed Steve Blaszka, Senior Accountant for FLWIB, Inc.

Approval of Minutes

**A motion to approve minutes from April 26, 2023 was made by Ms. Eighmey and seconded by Ms. DeVault. All in favor, motion carried.**

Fiscal Update

PY'20/PY'21 Audit: DOL Financial Oversight & Technical Assistance (FOTA) - Final information for PY'20 has been submitted and accepted. An extension for PY'21 was granted and the deadline for submission is July 31<sup>st</sup>. The PY'22 audit will likely begin in September/October.

Independent Audit PY'22 - Will likely take place in early/late fall 2023.

Financial Statements

Financial Statements are reported quarterly; will be available during the August 9<sup>th</sup> meeting.

New Business

RES 01-23 Amendment of Yates County Budget  
RES 02-23 Approval to Accept Sole-Source-Auditor  
RES 03-23 Approval of By Law Revisions  
RES 04-23 Amendment of Ontario County Budget  
RES 05-23 Approval to Participate in NYESS  
RES 06-23 Approval of Wayne County Budget and Contract PY'23  
RES 07-23 Approval of WIOA ITA Policy  
RES 08-23 Amendment of One Stop Operator Budget  
RES 09-23 Approval of Seneca County Budget and Contract PY'23  
RES 10-23 Approval of Finger Lakes Workforce Investment Board, Inc. Firewall Agreement

**A motion to approve Resolutions 01-23 through 10-23 was made by Ms. DeVault and seconded by Ms. Eighmey. All in favor, motion carried.**

Work Plan

Update of #3; FOTA PY'21 Monitoring; deadline for submission July 31<sup>st</sup>;  
Update#4; PY'22 Audit to begin fall 2023;  
Update #1; Include 14 basic elements of WIOA Youth contract;  
Addition of #5; Updates to Financial Policy & Procedure Manual; ongoing; Final approval of this committee will be requested when complete.

**Next Scheduled Meeting - Wednesday, August 9, 2023, 9:00 a.m., via Zoom**

**A motion to adjourn was made by Ms. DeVault and seconded by Ms. Eighmey. All in favor, motion carried.**

**Meeting adjourned at 11:43 a.m.**

Respectfully submitted,  
Jen May