

MINUTES OF THE MEETING  
OF  
CAREERSOURCE FLAGLER VOLUSIA  
FINANCE COMMITTEE

January 20, 2023

The meeting of the Finance Committee of CareerSource Flagler Volusia was called to order at 9:00 a.m., on the 20<sup>th</sup> day of January 2023 at the Administrative office of the organization, located at 329 Bill France Blvd., City of Daytona Beach, in the State of Florida, pursuant to written notice fixing said time and place; the same being filed and attached to these minutes.

Mr. Bret Schmitz Chaired the meeting and Ms. Ann Lesizza served as Recording Secretary. At the Chair’s request, each person introduced themselves and the Recording Secretary noted each person present.

The following Committee members were present:

Mr. Bret Schmitz, Vice President – Peerbridge Health

The following guests were present:

- Ms. Robin King, President & CEO – CareerSource Flagler Volusia
- Mr. Dan Laux, Chief Financial Officer – CareerSource Flagler Volusia
- Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia
- Mr. Julian Lopez, Jr., Vice President – Brok, Lopez & Associates
- Mr. James Halleran, CPA Partner – James Moore & Company
- Ms. Christine Sikora, Vice President of Innovative Workforce Solutions, - CareerSource Flagler Volusia
- Mr. Charlie Howell, Vice President of Business Development and Technology – CareerSource Flagler Volusia
- Mr. Howard Johnson, Data Manager – Eckerd Connects
- Ms. Kathy Spencer, Director of Business and Career Services–Case Management, Inc.
- Mr. Brian Willard, Director – RTS Program
- Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

Item and Discussion	Vote	Abstain
<p><b><u>Approval of the Minutes</u></b></p> <p>Approval of the Minutes of the August 10, 2022 Meeting was postponed due to lack of a quorum.</p>		
<p><b><u>Presentation of the 2021-2022 Annual Audit</u></b></p> <p>Mr. James Halleran, CPA and Partner with James Moore presented the 2021-2022 Annual Audit. Mr. Halleran reviewed the</p>		

<p>audit process and financial statements. He reported that their opinion regarding the financial statements is an unmodified opinion, which is the best they can give. He explained that auditing standards had changed a bit and therefore the audit report appears slightly different with the opinion in the front of the report. Mr. Halleran provided some accounting recommendations regarding bank reconciliations and ensuring CEO approval of draws.</p>		
<p><b><u>Corporate Investments &amp; Investment Policy Review</u></b></p> <p>Mr. Schmitz called on Mr. Julian Lopez of Brok, Lopez &amp; Associates to provide an update on the Corporate Investments and discuss the Investment Policy. Mr. Lopez provided a report and explained the cautious approach he has been taking regarding the corporate investments. Next, Mr. Lopez briefly discussed the Investment Policy. At the last meeting, the Committee requested a legal opinion regarding the authority over Project Self. Ms. King reported that Project Self is a separate entity, and our organization has no authority over their investment policy. Mr. Lopez will work with Mr. Laux to provide an updated Corporate Investment policy to the Committee.</p>		
<p><b><u>Review of the Updated 2022-2023 Annual Budget</u></b></p> <p>The Committee reviewed the updated 2022-2023 Annual Budget, which had been revised to incorporate grants received. Following review and questions regarding the budget, staff advised that they would bring the updated budget to the Executive Committee for approval.</p>		
<p>There being no further business to come before the Committee, the meeting was adjourned.</p>		