

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

**February 1, 2021**

**PRESENT:**

<b>Jennifer Calhoun</b>	<b>GC Board of County Commissioners, Budget Analyst</b>
<b>Chasity Williams</b>	<b>GC Family &amp; Children First</b>
<b>Deb Cordell</b>	<b>GC Family &amp; Children First</b>
<b>Melissa Howell</b>	<b>GC Public Health Department</b>
<b>John LaRock</b>	<b>GC Board of Developmental Disabilities</b>
<b>Sandy Brubaker</b>	<b>GC Juvenile Court, Fiscal Coordinator</b>
<b>Brent Lewis</b>	<b>GC Family &amp; Children First - Director</b>
<b>Debbie Matheson</b>	<b>Family Violence Prevention Center</b>
<b>Greta Mayer</b>	<b>GC Mental Health Recovery Board</b>
<b>Beth Rubin</b>	<b>GC Department of Job &amp; Family Services</b>

Ms. Mayer called the meeting to order at 8:30 A.M.

**REVIEW/APPROVAL OF MINUTES FROM NOVEMBER 2020**

Minutes for the November 2020 Audit/Finance Committee were reviewed. A motion to approve the minutes was made by Ms. Howell, seconded by Ms. Rubin. The motion passed without exception.

**REVIEW/APPROVAL OF THE FISCAL REPORTS: NOVEMBER 2020**

Ms. Cordell presented the Fiscal Report that captures through December 31st. The Family Stability expenses and revenues at this point in the year should be at 100%. Current expenses are at 88% and revenues are at 89%. Expenses are down due to position vacancies. With the vacancies, we were not able to capture all revenue for the year, but they balance one another out.

The expenses for Shared Youth Placements were at 83% and the revenue is at 120%. Revenue is higher due to funds granted from the State for Multi Youth System placements, which are all paid in advance of placement. Those revenues were not reflected in our budget because they are applied for on an as needed basis. Due to the fact that the only outside funds placed in this fund are the Shared Dollars, our expenses will never outweigh our revenue. However, our revenue will always appear higher due to the manner in which the MSY funds are disbursed.

The Help Me Grow report does not reflect any changes with the exception of the \$11,707.00 we received based on rebates that the county received for workers comp. Ms. Cordell reached out to DODD at the state level as recommended by the county auditor to ensure that they wanted

the funds returned, because several state programs did not require that they be returned. However, DODD did ask that the funds be returned. We have received the Help Me Grow report for December, but it was not in time to reflect in this report.

FCSS grant, we have expended almost \$10,000.00. Our revenue shows \$18,996.00 but this is due to the \$10,000.00 advance from the county. This is farther along than we normally are with 50% of the grant being accounted for, which is a positive and demonstrating that we are making good use of the advance from the county.

Council Admin expenses are right where they should be, but down slightly due to the vacancy in the Administrative Assistant position previously. Our revenues are good.

Ms. Mayer clarified that the Multi-System dollars being pulled down from the state are actually saving us local dollars. Mr. Lewis elaborated that we are one of the top five counties in the state to access these available funds and that we have secured 100% of the applications we have submitted. We have received positive feedback from the state on the processes we have in place to initiate, monitor and plan step downs for these residential cases, which has led to our success in securing funds.

Ms. Mayer asked for a motion to recommend acceptance of the Fiscal Report. Motion to accept was made by Ms. Calhoun and seconded by Mr. La Rock. The motion passed without exception.

#### **REVIEW/APPROVAL - ADMIN RECONCILIATION OCTOBER-DECEMBER 2020**

Ms. Cordell reported that the division is currently divided 75% for the County Admin and 25% for Council Admin when expenses are paid. For October-December the actual expenses were 80%-20% split.

The summary for calendar year 2020 reflected all four quarters and the overall division for the year was 73% County, 27% Council, which lines up very well with the 70%/ 30% split we are utilizing for the 2021 calendar year. Ms. Cordell reported to the committee that we are delaying the time study and Mr. Lewis spoke on the fact with the number of vacancies we have at this time and the number of staff who have been out due to COVID, that it would not be truly reflective.

Ms. Mayer asked for a motion to recommend acceptance of the admin reconciliation and reallocation for October-December. Motion to accept was made by Ms. Rubin and seconded by Ms. Matheson. The motion passed without exception.

#### **REVIEW OF SFY 2020 GRANT SPEND OUTS**

Ms. Cordell reported that for Help Me Grow, for the first five months of the grant, 31% was spent with a target of 42%. There have been vacancies that have led to the underspending, but is not uncommon with this grant and it normally balances out over the course of the grant.

With the FCSS grant we have spent 46% of the grant. To date we have spent \$16,418.00. We also have an additional \$820.00 obligated. The grant is for a total of \$35,983.00. We are on pace to expend the full amount of the grant.

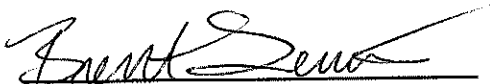
**OTHER ITEMS AT THE DISCRETION OF CHAIR/DIRECTOR**

There were no other items of discussion at this time.

The next meeting is Monday, May 3, 2021, TBD at 8:30 A.M.

There being no further business the meeting was adjourned at 8:53 A.M.

**Respectfully submitted,**



**Brent Lewis, Director  
Greene County Family & Children First**

**Approved:**

**Date:** 5/3/21