



Finance Committee Meeting

**Wednesday, October 18, 2023
2:30 p.m.**

MINUTES

MEMBERS PRESENT: Eric Ushkowitz, Wendy Brandon, Keira des Anges, Shawn Hindle, Michelle Sperzel and Matt Walton

MEMBERS ABSENT: Bryan Orr

STAFF PRESENT: Leo Alvarez, Pam Nabors, Fabia Diaz and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome Mr. Ushkowitz, Finance Committee Chair, called the meeting to order at 2:30 pm.</p>	
2	<p>Roll Call / Establishment of Quorum Ms. Kasal, CSCF Executive Coordinator, reported a quorum present.</p>	
3	<p>Public Comment None Offered.</p>	
4	<p>Approval of Minutes Finance Committee reviewed the minutes from the 6/7/23 Finance Committee meeting.</p>	<p>Mr. Walton made a motion to approve the minutes from the 6/7/23 Finance Committee meeting. Ms. Brandon seconded; motion passed unanimously.</p>
5	<p>Information/Discussion/Action Items</p>	
	<p><u>Finance Committee Charter</u> Reviewed Charter (attachment) and concurred no changes needed at this time.</p> <p><u>Financial Results – 1st Quarter</u> Reviewed financials through 9/30/23, as well as comparison current year vs. previous year. The Committee concurred for staff to continue providing the “Budget vs. Actual Details” spreadsheet (attachment).</p> <p><u>Budget Adjustments</u> The Committee reviewed and concurred with the budget adjustment reducing FY 22-23 carry-in funds from \$19.4M to \$16.8M, while total budget remains at \$38.5M (attachment).</p>	

	<p><u>Benefits Broker Services</u> The Committee concurred for staff to reassess proposals from last year's benefits broker procurement (primarily health benefits side).</p>	<p><i>Staff to identify top proposals with best ROI from last year's benefits broker procurement and provide a recommendation at 1/10/24 Audit & Finance Committees' meeting.</i></p>
6	<p>Other Business None offered.</p>	
7	<p>Adjournment Meeting adjourned at 3:21 p.m.</p>	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator