



Audit/Finance Committee Meeting
Friday, May 1, 2020 - 4:00 PM
via Zoom

MINUTES

Committee Members Present: Alfred Mae Drakeford (Chairman), Julian Burns, Sen. Kevin Johnson, Jim McCain, Vivian McGhaney, Rep. Laurie Funderburk, Dwight Stewart

Committee Members Not Present: Grady Brown, Rep. David Weeks, Chuck Wilson, Earl Wilson

Guest: none

Staff Present: Christopher McKinney, Areatha Clark, Angela Jacobs, Rachel Katorkas

1. **Welcome and Call to Order** - Chairman Alfred Mae Drakeford called the meeting to order at 4:09PM.
2. **Invocation** - Mr. Jim McCain provided the invocation.
3. **Determination of Quorum** - Chairman Drakeford verified that a quorum was present.
4. **Adoption of Agenda** - Chairman Drakeford entertained a motion to approve the Agenda. A motion was made by Jim McCain and seconded by Vivian McGhaney. All were in favor and the motion which passed unanimously.
5. **Adoption of Previous Meeting Minutes** - Chairman Drakeford entertained a motion to approve the previous meeting minutes from March 13, 2020. A motion was made by Julian Burns and seconded by Vivian McGhaney. All were in favor and the motion which passed unanimously.
6. **Discussion and Recommendation of Budget Proposals** -
FY 19-20 Budget Amendment: Mrs. Rachel Katorkas, Finance Chief, reminded everyone that each year's budget is prepared based on funding allocations from the previous year. The major highlight of the budget amendment is the addition of projected revenues and expenses for the Health and Human Services

Department from new grant awards totaling more than one million dollars. These grants will be used to provide additional assistance to the area's senior population in response to the COVID-19 pandemic. A portion of the projected revenue from these new grants are included in this year's budget amendment, with the rest included in the FY 20-21 Budget Proposal. Approximately 86% of these funds are for meals and other supportive services; 9% for family caregiver services; 2% for the ombudsman program; and 3% for administration of these grants. Staff is currently working with service providers to determine needs and priorities across the region. Other areas of the budget amendment that were highlighted include decreases to revenue from Local Funds to reflect actual amounts approved by member governments, Interest Earnings, Salaries/Fringe expenses, and an overall change to projected Fund Balances. After further general discussion of the proposed amendment, Mr. McCain moved to recommend to the Board approval of the FY19-20 budget amendment. The motion, seconded by Mrs. McGhaney, was unanimously approved.

FY 20-21 Budget: Mrs. Rachel Katorkas presented an overview of the proposed budget for FY20-21 and explained that it is based primarily on what was incorporated into the current year's budget amendment as current allocations are not yet available. While new contracts are anticipated, they were not included in the budget since they have not been finalized. A discussion then took place regarding the increase to the budget for salaries; Mrs. Katorkas reported that the budget increase is due to the inclusion of projections for full staffing for the entire year and budgeted salary increases for staff. Mr. McKinney explained that when salary increases are given, they are merit-based, not across-the-board, and that the majority of salary increases are funded by the various grant-funded programs and are not covered by local government funds. After further general discussion of the proposed budget, Mrs. McGhaney moved to recommend to the Board approval of the FY20-21 budget. Mr. Stewart seconded the motion. The motion carried with Mr. Burns opposing the motion.

- 7. Other Business** - Committee members shared updates regarding the pandemic.
- 8. Adjournment** - The committee meeting adjourned at 4:52PM.

Respectfully Submitted,



Rachel Katorkas
Chief, Finance Department