

# FINANCIAL PLANNING COMMITTEE

## ACTION SUMMARY

Thursday, October 4, 2018 – 12:30 PM

**Members:** Kathy Kossick (Chair), Beth Hassett (Vice-Chair), Terrence Jones  
**Advisory Committee Members:** Ernie Brown, Walter Wyniarczuk  
**Staff:** Julie Gallelo, Michele Peterson, Katie Cline, Eric Harrold, Gail Syputa  
**Absent:** Ernie Brown, Terrence Jones

1. Welcome/Call to order and Roll Call  
**Action:** Meeting was called to order at 12:42PM. A quorum was not established at this time.
2. Public Comments on Non-Agenda Matters  
**Action:** Introduction of Lisa Matthews but no comments.
3. Approve Draft Action Summary of July 5, 2018  
**Action:** Hassett/Wyniarczuk. Approved as recommended.
4. Approve 2019 Meeting Calendar  
**Action:** Hassett/Wyniarczuk. Approved as recommended. Meetings will now be held on the third Thursday of every third month (or as designated).
5. Receive Staff Updates  
**Action:** Eric Harrold reviewed topics, which included:
  - Reallocation of the Senior Accountant to an Accounting Technician.
  - MAA invoice from 2014/15 has been paid in the amount of \$201K.
  - The first sustainability webinar training has been held, recorded and a link sent to all contractors.
  - In September 2018, the BOS approved an additional \$325K for Birth & Beyond, which is the second installment.
  - The plan is due to First 5 on February 15, 2019 for an internal review, then to our consultant with feedback and comments. The final version is due late April 2019.
6. Review and Comment on Financial Statements  
**Action:** Eric Harrold reviewed the handouts, opened for question and answer period.

7. Review and Comment Draft Audit

**Action:** Eric Harrold stated that staff is in a learning curve right now due to reviewing of procedures and methodology, which has to be the same as previously started. The draft audit has been reviewed and submitted for suggestions. Expecting minor changes but if there are any substantial changes, the committee will be notified before going before the Commission for their approval. Timing for finalization may change but is expected to be November 2018 and to the Commission in December 2018.

8. Committee Member Comments

**Action:** Chair Kossick gave kudos to Eric Harrold and his staff for all their hard work.

Adjourned: 1:30PM

Respectfully submitted,



Gail Syputa, Clerk  
First 5 Sacramento Commission