



MINUTES
Finance Committee Meeting
Virtual Meeting - Zoom
April 6, 2022 | 3:00 pm

Members		Members		Staff	
Sherry Sapp, Chair	P	Huston Tripp	E	Stacy Campbell-Domineck, CEO	Emilisse Ortiz
Adil Khan	P	David McCraw	P	Gerardo Meza, VP of Finance	
David Sorg	P	Melody Rider	A	Joylette Stevens – VP of Operations	

CALL TO ORDER

The meeting was called to order at 3:00pm by for Sherry Sapp, followed by introductions.

APPROVAL OF MINUTES

Chair Sapp called for approval of the February 2, 2022, meeting minutes. Adil Khan motioned, seconded by David McCraw. There was no discussion. All voted. Motion carried unanimously.

OLD BUSINESS: N/A

COMMITTEE EDUCATION: N/A

NEW BUSINESS

Recommendation: Approval of Selected Audit Firm for 2022

Chair Sapp directed the committee to the recommendation to approve James Moore as the selected audit firm for 2022. Chair Sapp entertained a motion. Adil Khan made the motion and David McCraw seconded. The floor was opened for discussion.

Adil Khan asked about the process to approve the proposals and asked about the other two proposers, Clifton Larson Allen LLP, and Thomas Howell Ferguson P.A. Joylette Stevens reviewed the proposal process with the committee and highlighted that James Moore had extensive experience auditing workforce boards, having performed audits for more than half of the regional workforce boards in Florida. Adil Khan asked if James Moore had proposed the lowest cost of its services. Gerardo Meza responded that James Moore proposed the lowest or second lowest cost. Clifton Larson Allen LLP was the highest. Adil Kahn asked about the range of the costs of services from all three proposers. Joylette Stevens responded that the costs ranged from 21k to 28k.

Adil Kahn asked if CareerSource Polk would remain with this firm for the next five years. CEO Campbell-Domineck responded that the contracts are renewed annually, but that the law allows up to five years with same auditing firm.

CEO Campbell-Domineck stated that if this firm were to be approved by the full Board of Directors, CareerSource Polk would begin to execute the contract immediately, as the firm would need to audit the current fiscal year. She emphasized that she would have a discussion with this firm about sticking to the timeline, as this had been an issue the past two fiscal years with the previous auditing firm. She said that her goal is to get back to having the preliminary audit ready for review by the Board of Directors in November and having Form 990 ready for the February board meeting. Adil Khan affirmed his support for any auditing firm who could deliver that timeline effectively.

There was no further discussion or concerns. All voted and motion carried unanimously.

Meeting Adjourned 3:13p.m.