

FIRST 5 COMMISSION OF SAN DIEGO
1495 Pacific Highway, Suite 201 MS A-211
San Diego, CA 92101-2417
(619) 230-6460

Members Present:

Fred Baranowski, Chair
Rob Castetter
Brian Hagerty
Patti Groulx (Alternate for Andy Pease)

Staff Present:

Kimberly Medeiros, Executive Director
Gloria Corral-Terrazas, Asst. Exec Director
Martin Cherry, Operations Manager
Victor Crandall, Fiscal Manager
Petra Montiel, Administrative Secretary

Guest

Jay Siegel, Senior Auditor from Moss, Levy &
Hartzheim, LLP

Members Excused:

Andy Pease, Vice-Chair
Nedra Bickel
Roger Gordon

Finance Committee Meeting Minutes
For August 20, 2013

1. Call to Order

Chair Baranowski called the Finance Committee meeting to order at 9:00 a.m.

2. Opportunity for Public Comments

There were no public comments received.

3. Recusal Reminder

Chair Baranowski reminded the Finance Committee Members to recuse themselves from voting on any agenda items that have a real or perceived conflict of interest.

4. Approval of Finance Committee Meeting Minutes from April 16, 2013

ON MOTION OF member Castetter, seconded by member Hagerty, the Committee approved the minutes for the April 16, 2013 meeting.

AYES: Baranowski, Castetter, Groulx, Hagerty

ABSENT: Pease, Bickel, Gordon

ABSTAIN: None

NOES: None

5. Update on Independent Audit

Jay Siegel, Senior Auditor from Moss, Levy & Hartzheim LLP, gave an overview of the Audit Report. He reported that there are no findings on compliance or internal controls over financial reporting. Staff member Cherry reported that the audit firm of Moss, Levy & Hartzheim, LLP is in the final option year with the County of San Diego. Staff member Cherry explained that the audit firm contract will be up for bid and that he will work with the County Office of Audits on this issue.

6. Commission Financials - June 30, 2013 (FY 2012-13 Final) & July 31, 2013

The Finance Committee reviewed the Balance Sheet and the Statement of Revenues & Expenditures as of June 30, 2013, and Balance Sheet for July 31, 2013 for the current fiscal year.

ON MOTION OF Chair Baranowski , seconded by member Hagerty , the Committee reviewed and approved the Balance Sheet and the Statement of Revenues & Expenditures as of June 30, 2013, and Balance Sheet for July 31, 2013 for the current fiscal year with no changes.

AYES: Baranowski, Castetter, Groulx, Hagerty
ABSENT: Pease, Bickel, Gordon
ABSTAIN: None
NOES: None

7. Executive Director Report

Executive Director Medeiros reported the following:

- The Commission meeting scheduled for September 9, 2013 was canceled. The next Commission meeting is scheduled for October 7, 2013.
- The lease for First 5 San Diego's offices expired on June 2013 and is now a month to month lease. First 5 San Diego will move to a new location by Mid-December or January.

8. Future Agenda Items

- Audit report presentation
- Balance Sheet as of August 31, 2013

9. Adjournment

Chair Baranowski adjourned the meeting at 9:25 a.m. to reconvene on September 17, 2013.