

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
Roger Gordon
Brian Hagerty
Amy Thompson

Staff Present:

Kimberly Medeiros, Executive Director
Gloria Corral-Terrazas, Asst. Executive 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:

Nedra Bickel

Finance Committee Meeting Minutes
For September 17, 2013

1. Call to Order

Chairman Baranowski called the Finance Committee meeting to order at 8:57 a.m.

2. Opportunity for Public Comments

There were no public comments received.

3. Recusal Reminder

Chairman 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 August 20, 2013

ON MOTION OF Member Hagerty, seconded by Member Castetter, the Committee approved the minutes for the August 20, 2013 meeting.

AYES: Baranowski, Castetter, Gordon, Hagerty, Thompson

ABSENT: Bickel

ABSTAIN: None

NOES: None

5. Independent CPA Financial Audit Report for FY 2012-13

Member Cherry introduced Senior Auditor, Jay Siegel, from Moss, Levy & Hartzheim LLP, who reported that there are no findings on compliance or internal controls over financial reporting.

The Finance Committee dismissed commission staff and met alone with the auditor. Staff was called back after a couple of minutes and Chairman Baranowski reported that the Senior Auditor had only positive comments concerning the audit.

ON MOTION OF Chairman Baranowski, seconded by Member Hagerty, the Committee approved the Independent CPA Financial Audit Report for FY 2012-13.

AYES: Baranowski, Castetter, Gordon, Hagerty, Thompson

ABSENT: Bickel

ABSTAIN: None

NOES: None

6. Commission Financials

The Finance Committee reviewed the Balance Sheet as of August 31, 2013.

ON MOTION OF Member Gordon, seconded by Member Hagerty, the Committee reviewed and approved the Balance Sheet as of August 31, 2013.

AYES: Baranowski, Castetter, Gordon, Hagerty, Thompson

ABSENT: Bickel

ABSTAIN: None

NOES: None

7. Nominations for Vice-Chairperson

Chairman Baranowski reported that the current Vice-Chairperson of the Finance Committee, Andy Pease, is no longer part of the Committee. He recommended that Ms. Amy Thompson, Assistant Finance Director for Health and Human Services Agency, replace Andy Pease as Vice-Chair of the Finance Committee.

ON MOTION OF Member Gordon, seconded by member Hagerty, the Committee approved the recommendation that Amy Thompson replace Andy Pease as Vice-Chairperson of the Finance Committee.

AYES: Baranowski, Castetter, Gordon, Hagerty, Thompson

ABSENT: Bickel

ABSTAIN: None

NOES: None

8. Executive Director Report

Executive Director Medeiros reported the following:

- TPAC met on September 16, 2013. The committee discussed ways to narrow the focus of the current initiatives and programs.
- The lease for the new building has not been finalized. First 5 San Diego may move to a new location by Mid-December or January.

9. Future Agenda Items

- 1st Quarter reports & budget projections for FY 2013-14.

10. Adjournment

Chairman Baranowski adjourned the meeting at 9:22 a.m. to reconvene on October 15, 2013.