

**Approved 3/23/21**

**FINANCE AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE**

**February 23, 2021**

**@ 2:00 p.m.**

<b>COMMITTEE MEMBERS PRESENT:</b>	<b>James Fennell</b> – Chairperson; <b>Rachel Reliford</b> – Vice-Chairperson, <b>Jennifer Groves Allison, Eden Blair</b> ( <i>via teleconference</i> ), <b>Brandy Bryant, Linda Daley, James Dillon, Betty Duncan, Kate Pastucha, Andrew Rand, Rob Reneau</b> ( <i>via teleconference</i> ), <b>Steve Rieker, Paul Rosenbohm</b> ( <i>via teleconference</i> ), <b>Phillip Salzer, Sharon Williams</b>
<b>MEMBERS ABSENT:</b>	
<b>STAFF PRESENT:</b>	<b>Scott Sorrel</b> - County Administrator; <b>Shauna Musselman</b> – Assistant County Administrator; <b>Jennie Cordis Boswell</b> - State's Attorney's Office; <b>Randy Brunner</b> – Chief Financial Officer; <b>Paul Letcher</b> – Finance; <b>Nicole Bjerke</b> – Treasurer; <b>Monica Hendrickson</b> – Health Department; <b>Brian Asbell, Doug Gaa, Jim Middlemas, Chris Watkins</b> – Sheriff's Office; <b>Elizabeth Crider</b> – Regional Office of Education; <b>Amy McLaren</b> – County Highway
<b>VISITORS</b>	

**Call to Order**

Chairperson Fennell called the meeting to order at 2:02 p.m.

**Approval of Minutes**

A motion to approve the executive session minutes of December 2, 2021 and regular session minutes of January 14, 2021 and January 26, 2021 was made by Ms. Reliford and seconded by Mr. Rieker. The motion carried unanimously (15-0; Dr. Blair, Mr. Reneau, and Mr. Rosenbohm voted aye via teleconference).

**Informational**

➤ Monthly Financial Report

Mr. Brunner summarized financial activity for Period 12, ending December 31, 2020. Highlights include:

- General Fund revenues are performing better than anticipated
- PPRT, Supplemental Sales Tax, and Public Safety Sales Tax were all down slightly
- Sales Tax, Income Tax, and Interest Income all saw increases
- Property Tax saw a slight gain
- The General Fund was reimbursed \$1.185 million in CURES funding (of a total \$1.5 million CURES funding reimbursement)

Mr. Sorrel advised that after unaudited Period 13 numbers are available, staff will seek a policy discussion on priorities as related to strategic planning.

➤ Heddington Oaks Financial Report

Mr. Letcher advised that the submitted financial report includes Heddington Oaks financial activity through Period 12, December 31, 2020. He summarized the ongoing work related to accounts receivable, including communication with the State's Attorney's Office, the consultant's assistance with Medicare, and the assistance of Member Daley regarding Medicaid. He stated that posting of write-offs approved at the February County Board meeting is ongoing.

Ms. Musselman presented an overview of the Heddington Oaks 2021 Financial Plan related to accounts receivables and outlined quarterly objectives and goals. She advised that the Financial Plan would continue to be included in the committee packet and will be updated throughout the year. She noted that the overall 1<sup>st</sup> quarter goal is attempted collection of 10-15% of total accounts receivable and added quarterly goals will be fine-tuned with more specific metrics throughout 2021.

**Miscellaneous**

Ms. Pastucha reminded committee members that the deadline for completion of the annual County Administrator's evaluation survey is March 1, 2021.

**Adjournment**

The meeting was adjourned by Chairperson Fennell at 2:20 p.m.

*Transcribed by: Jan Kleffman*