

I. Roll Call

Commissioner Merz called the meeting to order at 2:47 pm.

Present: Lynn Merz, Maria Su, and Theresa Zighera

Absent: Linda Asato

II. General Public Comment

There was no general public comment.

III. Discussion and possible action to approve the May 22, 2019 Fiscal Committee meeting minutes

There was no further discussion and a motion to approve the May 22, 2019 minutes was made by Commissioner Su and seconded by Commissioner Merz.

There was no public comment.

IV. Discussion and possible action to approve a grant augmentation for Instituto Familiar de la Raza Mission neighborhood grant in an amount up to \$50,000 to fund family support activities from July 1, 2019 to June 30, 2020 at a site in the Mission

Staff presented the grant augmentation for Instituto Familiar de la Raza's Mission neighborhood grant. This addback will fund a Mission Neighborhood Center position that will provide supervision and administrative support for its family support programs. It will also support direct services at a new service location that includes a Head Start child care site.

The following was discussed:

- The addback process.
- The award and allocation process.

A motion to approve an augmentation to Instituto Familiar de la Raza's Mission neighborhood grant for up to \$50,000 was made by Commissioner Su and seconded by Commissioner Merz.

The motion carried unanimously and was approved at 2:51 pm.

There was no public comment.

V. Discussion and possible action to approve a grant augmentation for Instituto Familiar de la Raza – Population in an amount up to \$75,000 to fund family support activities from July 1, 2019 to June 30, 2020 at an expansion site in the Excelsior

Staff presented the grant augmentation for Instituto Familiar de la Raza's population grant. This addback will fund family support activities at a satellite site serving Spanish speaking families in the Excelsior neighborhood.

A motion to approve an augmentation to Instituto Familiar de la Raza's population grant for up to \$75,000 was made by Commissioner Su and seconded by Commissioner Merz.

The motion carried unanimously and was approved at 2:53 pm.

There was no public comment.

VI. Discussion of the 2018-19 year-to-date financial report

Staff presented the year to date financial results as of June 30, 2019 but before the start of the audit.

The following was presented:

- Revenue is approximately \$27.3 million, but not all revenue has been received.
- The deferred income is expected to be higher than prior years due to the State's transition to a new financial system.
- Expenditures is approximately \$26 million.
- Only 89% of the total projected budget was spent.
- There will be an expected savings for 2018-19.
- Savings was mostly in personnel and city grant programs.

There was no public comment.

VII. Discussion of the 2018-19 audit timeline

Staff presented the audit timeline. The following was discussed:

- The field audit work will start on September 9, 2019 and expected to conclude on September 27, 2019.
- Preparations are on schedule.
- The department's financial data cleanup in the new system has not been completed and will not be done until fiscal year 2020-21.

There was no public comment.

VIII. Update

The following updates were provided:

- 2018-19 annual and audit reports.
- Department hiring to fill vacant positions and clarifying staff workloads.
- Coordination with the Office of Early Care and Education (OECE).
- Communication work around the new website, paid family leave, developmental screening campaign, and teacher stipend rollout.
- The Chief Financial Officer of the Department of Children Youth and their Families (DCYF) is leaving.

There was no public comment.

IX. ADJOURNMENT

Meeting was adjourned at 3:10 pm.