



Finance Committee Meeting

October 13, 2021 at 12:00 p.m.

Zoom Link: <https://fresnoeoc.zoom.us/j/86221070166>

Meeting ID: 862 2107 0166

1-669-900-6833



FINANCE COMMITTEE MEETING AGENDA

OCTOBER 13, 2021 at 12:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF SEPTEMBER 8, 2021 MINUTES

A. September 8, 2021 - Finance Committee Minutes	Approve	3
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4. FINANCIAL REPORTS:

Approve

A. Agency Financial Statements – August 2021		7
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B. Head Start Financial Status Report – August 2021		11
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5. STOP LOSS COVERAGE

A. Stop Loss Coverage	Approve	14
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6. NON-COMPETITIVE PROCUREMENT

A. Non-Competitive Procurements	Information	17
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7. HEALTH INSURANCE REPORT

A. Health Insurance Report	Information	18
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8. VARIANCE REPORTS

Information

A. Administration Services		20
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B. Advance Peace		22
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9. OTHER BUSINESS

Next meeting: Wednesday, November 10, 2021 at 12:00 PM

10. PUBLIC COMMENTS

(This portion of the meeting is reserved for persons wishing to address the Committee on items within jurisdiction but not on the agenda. Comments are limited to three minutes).

11. ADJOURNMENT

FINANCE COMMITTEE MEETING
Wednesday, August 8, 2021
12:00 p.m.

MINUTES

1. CALL TO ORDER

Charles Garabedian, Chair, called the meeting to order at 12:18 PM.

2. ROLL CALL

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF		
Charles Garabedian (chair)	✓	Jim Rodriguez	Monty Cox	
Alysia Bonner		Steve Warnes	Misty Gattie- Blanco	
James Martinez	✓	Lucy Yang		
Itzi Robles	✓	Cesar Lucio		
		Emilia Reyes		
		Michelle Tutunjian		
		Elionora Vivanco		
		Troy Sosa		

3. APPROVAL OF MINUTES

A. June 14, 2021 Finance Committee Minutes

Public comment: None heard.

Motion by: Martinez **Second by:** Garabedian to approve the June 14, 2021 meeting minutes.

Ayes: Garabedian, Martinez

Abstain: Robles

Nayes: None heard

4. FINANCIAL REPORTS: July 2021

A. Agency Financial Statements

Jim Rodriguez, Chief Financial Officer, presented statement of activities through July 2021. The total revenue was 75,294,293 compare to last year 73,101,734, over \$2 million more this year. Total expenditures, including In Kind through July 2021 was 73,665,967 compared to last year at 71,746,785. The Operating Surplus was 1,628,327. A lot of revenue consolidates is coming from Wells Fargo \$1.5 milling is coming from Access Plus Capital.

Total assets at July 31 were \$64.2 million and Total Liabilities were \$32.3 million. Assets can be thought of as the things that we own and liabilities are the things that we owe. The differences between the two is the fund balance. The fund balance has increased by \$1.8 million since last year.

B. Head Start Financial status report:

Head Start Financial Status Report as of July 2021. Through the 18 months, 89% of the budget is being used. Head start T& TA were not being use as much due to COVID. It prevents from gathering and training that has impacted this budget. Credit card usage is light, for child care, printing, and office supplies for programs. Duration is hardly use due to waiting for Head start to approve on 1303 for a building project. This was just received a few weeks ago therefore, there will be some movement on the fund. Through June 2021, 16% was being used from the budget.

Early Head Start have a total on the Basic budget of \$7,124.444. 87% of the budget is being used very similar to Head Start. T &TA is being use only 17%. Throughout the summer credit card usage is light. Credit card is being used at Target for formula for the program.

Charles Garabedian asked about Office expense of 92% and Interest expense at 99% on the Statement of activities as there is still 5 more months to go. Is that a one-time thing? Jim Rodriguez state that he will provide answer to Garabedian today after some research. Jim state that the Interest expense is due to line of credit in February.

Public comment: None heard.

Motion by: Robles **Second by:** Martinez to accept the Agency and Head Start financial reports presented.

Ayes: Garabedian, Robles, Martinez

Nayes: None heard

5. **Enterprise Vehicle Lease Agreement**

Charles Garabedian said, according to the package, 10 van will be leasing if it passes. Due to van is getting older and much harder to find parts to maintain the vehicle. Jim Rodriguez stated that, they are experiencing a lot of the things that Garabedian mentioned. Rodriguez said that have an old Fleet that is less reliable, less safe, and harder to find the parts. Rodriguez felt that this is a good program. He also mentions about using enterprise vehicle in the past and they have a good system in place. With this, it can help us create an equity with them where we can advise us using the equity toward new leases. The discussion with enterprise is, the longer the wait the longer we will get the vehicle. They have quoted 8-9 month out to get the vehicle. Rodriguez also state that, they would like more clean air vehicles in the future but for now, they needed to be on the contract first. Charles Garabedian mention that is harder to get an approval for electrical car. In the past 6 year no agency was able to buy electrical vehicle. Monty mention that, By American requirement is federal funding and funding that Transit uses is fund by States. With this, they may not have a strict rule.

James Martinez ask if the vehicle will be donating to other organization or how are these vehicles getting dispense? Monty Cox said, they do get calls from organization for donation but they usually keep the cars until it's no longer drivable. Also, with the funding they are using, they will have to go through a competitive procurement. The vehicle is being auction. Usually the vehicle will have to be tow to the auction by the time they are done using the vehicle.

Public comment: none

Motion by: Robles **Second by:** Martinez to accept the Enterprise Vehicle Lease.

Ayes: Garabedian, Martinez, Robles

Nayes: None heard

6. LED Green Light Equipment Leases

A. LED Green Light Equipment Leases

Rodriguez, Chief of Financial presented a two-part project for approval. The first one is the LED light, to places it throughout several offices and building within our agency. This is a term of 84 months for less than half of a million dollars. Second project, is to install several electrical vehicles charging station. There are 10 level II charging station and 2 level III charging station thought the facility.

Garabedian asked, "why are we doing a lease for the lighting?" Garabedian state that there is a fixers of LED light and lightbulb. He also mentions about the LED lightbulb does not last as it stated it should. Jim response is that, it cost half of million to buy them out, if we lease it, we still experience a positive cash load annually. Even after the lease is up, in year 8th and beyond, we would experience great saving about \$80,000 per year and there is a \$1 buyout.

Another question Garabendain have is, about the EV (electrical vehicle) charger on maintenance? Troy Sosa said, the maintenance of the charger is prorated under the 10years warranty agreement. With this we have a 10-year warranty and they are still looking for ways to secure the area from getting vandalizing. Each charging station will have dual options to charge two at a time, with 10 units we will be able charge 20 outlet. The level III, is the highest grade and faster charging station. This will be located in a stricter area with lighting.

Public comment: None.

Motion by: Martinez **Second by:** Robles to accept LED Green Light Equipment Leases

Ayes: Garabedian, Robles, Martinez

Nayes: None heard

7. Non-Competitive Procurement

A. Non- Competitive Procurement

Jim Rodriguez, informed the commissioners about 2 projects. The first one is with Turnkey Construction & Solar to install 6 level II chargers at the Transit yard. They were not only vendor that could expedite the install prior to the June 30th that the funds need to be use by. The second one is with Head Start with the building expansion project with Pacific Gas & Electric Co. As PG&E is the only electrical provider. Garabedian commented, that PG&E doesn't need to be on the procurement.

Public comment: None heard

No action required.

8. Health Insurance Report

A. Health Insurance Report

Steve Warnes, presented the health insurance information through July 31, 2021. The fund balance is \$4.6 million by the end of July 2021 which would cover the 5.2 months of average expenses. The CARES funds have been fully utilized. The total income from January to July is \$7 million; total expenses are \$6.3 million. Health claims paid is the highest expenses with \$920,707 in June and \$578,700 in July. In June we also received stop loss reimbursements of \$271,090. We typically received more stop loss reimbursements in the latter half of the year.

Garabedian asked, "how are staff handling the COVID that is affecting the health insurance?" Warnes said we have not seen a large increase in claims paid over previous years. Other factors may be keeping claims paid down. In January and February was at 54 thousand that is COVID related and we can track that with the health care provider. Emilia Reyes added, that CARES contingency has about half of a million for back up.

Public comment: None heard

No action required.

9. Investment Report

B. Investment Report

Steven Warnes shows a report balance in the account as of June 30th. The total is a little over \$4 million. There is an increase of cash and short terms CD. Will be meeting with our Wells Fargo advisor to review the investments and rates of return that are available to us. Interest rates in the market have remain very low.

Public comment: None heard

No action required.

10. Variance Report

A. Access Plus Capital

The net surplus is at \$3,169,130. They are trying to get more staff. There grant is from Wells Fargo for \$1.5 million and another grant for \$1.8 million. So far, this program is doing a great job.

B. Sanctuary and Support Services

Sanctuary is doing a great job by keeping it under the budget. The funding period is form April 2021- March 2021. Budgeted revenue is \$476,190 with the expenses of \$120,901 or 30\$ of the budget. The project is 33% complete.

Public comment: None heard

No action required.

Other Business

- Next meeting: Wednesday, October 13, 2021 @ 12:00pm

ADJOURNMENT

Garabedian adjourned meeting at 12:58PM.

Respectfully submitted,

Charles Garabedian, Chair



FINANCE COMMITTEE MEETING

Date: October 13, 2021	Program: Finance
Agenda Item #: 4	Director: N/A
Subject: Financial Reports	Officer: Jim Rodriguez

Recommended Action

Staff recommends Committee approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date August 2021 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date August 2021.

Background

In accordance with the Agency's bylaws, the Finance Committee shall advise in the preparation and administration of the operating budget and oversee the administration, collection, and disbursement of the financial resources of the organization. Additionally, the Treasurer is to ensure the commissioners understand the financial situation of the organization, which includes ensuring that financial statements for each month are available for each meeting of the Board of Commissioners. Monthly financials for Fresno EOC (consolidated) and for Head Start are provided for review and acceptance.

Fiscal Impact

(A) Agency Statement of Activities and Statement of Financial Position:

As of August 31, 2021, the Agency had preliminary revenue of \$84,560,498 million, including \$20 million of in-kind contributions, and net operating gain of \$523,931. In comparison, the Agency had revenue of \$81,842,008 million including in-kind of \$22 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date August 31, 2021. Months January 2021 to June 2021 budget and actuals from the previous contract are combined with July 2021 to August 2021 from the new Head Start contract actuals and budget to provide an eight-month financial report of program operations. This also represented in the following percentages.

(C)

Program Area	% of budget	Notes
Head Start – Basic	45%	Personnel is underspent due to unfilled positions and a workforce re-organization beginning in July.
Head Start – Training & Technical Assistance (T&TA)	33%	COVID impacted planned training.

Program Area	% of budget	Notes
Duration	12%	Funds are underspent due to due to the delay of the project approval from HHS. These funds are earmarked for the Clinton/Blythe modular building project. Approval for this project was received last week. Project activities will commence in coming weeks. Fees and permit delays in the installation of the Dakota Circle modular building.
Early Head Start – Basic	36%	Personnel is underspent due to unfilled positions and a workforce re-organization beginning in July.
Early Head Start – T&TA	6%	COVID impacted planned training.

Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the October 27, 2021 Board of Commissioners Meeting.

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
For The Eighth Month Period Ended August 31, 2021 and 2020

	A	B	A - B	C	D	B - D
	BUDGET JAN - DEC 2020	ACTUAL AUGUST 2021	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2020	ACTUAL AUGUST 2020	ACTUAL 2021 vs 2020 Differences
REVENUES AND SUPPORT						
GRANT REVENUE	\$ 82,029,680	\$ 48,298,692 59%	\$ 33,730,988	73,880,314	\$ 45,586,122	2,712,570
GRANT REVENUE - LENDING CAPITAL	-	-	-	438,674	-	-
CHARGES FOR SERVICES	16,426,275	12,855,065 78%	3,571,210	17,473,531	11,151,394	1,703,671
OTHER PROGRAM REVENUE	3,536,400	1,793,157 51%	1,743,243	3,147,836	2,294,655	(501,499)
CONTRIBUTIONS	69,685	234,420 336%	(164,735)	187,423	137,491	96,929
MISCELLANEOUS INCOME	219,265	153,289 70%	65,976	319,067	70,429	82,859
INTEREST & INVESTMENT INCOME	96,000	45,422 47%	50,578	138,432	66,726	(21,304)
AFFILIATE INTEREST INCOME	977,720	719,394 74%	258,326	938,448	619,693	99,701
RENTAL INCOME	1,256,595	165,456 13%	1,091,139	1,284,203	851,499	(686,043)
TOTAL CASH REVENUE	\$ 104,611,620	\$ 64,264,894 61%	\$ 40,346,726	\$ 97,807,928	\$ 60,778,009	3,486,885
IN KIND REVENUE	\$ 32,991,055	\$ 20,295,604 62%	\$ 12,695,451	22,057,737	\$ 22,118,357	(1,822,753)
TOTAL REVENUE & SUPPORT	137,602,675	84,560,498 61%	53,042,177	119,865,666	82,896,366	1,664,132
EXPENDITURES						
PERSONNEL COSTS	\$ 66,198,180	\$ 40,686,838 61%	\$25,511,342	59,374,528	\$ 39,151,331	1,535,508
ADMIN SERVICES	5,810,400	3,568,074 61%	2,242,326	4,977,874	3,034,016	534,058
PROFESSIONAL SERVICES - AUDIT	103,915	44,698 43%	59,217	83,844	59,948	(15,250)
CONTRACT SERVICES	11,712,675	5,432,849 46%	6,279,826	6,078,354	4,779,342	653,506
FACILITY COSTS	5,345,730	3,594,983 67%	1,750,747	5,646,226	3,743,982	(148,999)
TRAVEL, MILEAGE, VEHICLE COSTS	2,691,175	1,251,550 47%	1,439,625	1,550,013	1,141,651	109,898
EQUIPMENT COSTS	1,717,700	796,477 46%	921,223	1,163,027	656,346	140,132
DEPRECIATION - AGENCY FUNDED	345,000	186,311 54%	158,689	361,861	241,787	(55,475)
OFFICE EXPENSE	1,717,700	1,857,205 108%	(139,505)	3,551,960	1,551,425	305,780
INSURANCE	804,060	505,177 63%	298,883	736,437	484,495	20,682
PROGRAM SUPPLIES & CLIENT COSTS	7,625,880	5,327,925 70%	2,297,955	8,310,778	4,703,769	624,155
INTEREST EXPENSE	145,275	154,615 106%	(9,340)	209,247	126,714	27,902
OTHER COSTS	234,030	149,737 64%	84,293	438,275	48,846	100,891
TOTAL CASH EXPENDITURES	\$ 104,451,720	\$ 63,556,437 61%	\$ 40,895,282	92,482,424	\$ 59,723,651	3,832,786
IN KIND EXPENSES	\$ 32,991,055	\$ 20,295,604 62%	\$ 12,695,451	\$ 22,057,737	\$ 22,118,357	(1,822,753)
TOTAL EXPENDITURES	137,442,775	83,852,041 61%	53,590,734	114,540,161	81,842,008	2,010,033
OPERATING SURPLUS (DEFICIT)	\$ 159,901	\$ 708,457	\$ (548,556)	\$ 5,325,505	\$ 1,054,358	(345,901)
OTHER INCOME / EXPENSE						
TRANSIT GRANT ASSET DEPRECIATION		184,526	(184,526)	366,531	262,906	(78,380)
NET SURPLUS (DEFICIT)	\$ 159,901	\$523,931	(364,031)	\$ 4,958,974	\$ 791,452	(267,521)

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF FINANCIAL POSITION
As of August 31, 2021

	2021	2020	Differences
ASSETS			
CASH & INVESTMENTS	\$ 17,675,070	\$ 13,873,041	\$ 3,802,028
ACCOUNTS RECEIVABLE	19,372,374	11,288,004	8,084,369
PREPAIDS/DEPOSITS	273,366	215,519	57,847
INVENTORIES	147,393	182,708	(35,315)
PROPERTY, PLANT & EQUIPMENT	13,240,142	14,097,999	(857,857)
NOTES RECEIVABLE (net)	16,159,285	15,039,124	1,120,161
TOTAL ASSETS	\$ 66,867,629	\$ 54,696,396	\$ 12,171,233
LIABILITIES			
ACCOUNTS PAYABLE	\$ 4,318,881	\$ 2,018,453	\$ 2,300,428
ACCRUED PAYROLL LIABILITIES	4,114,048	3,941,680	172,368
DEFERRED REVENUE	3,795,750	1,091,693	2,704,057
NOTES PAYABLE	15,153,027	12,733,494	2,419,533
HEALTH INSURANCE RESERVE	4,832,447	3,250,558	1,581,889
OTHER LIABILITIES	3,735,805	2,295,127	1,440,678
TOTAL LIABILITIES	\$ 35,949,956	\$ 25,331,006	\$ 10,618,951
FUND BALANCE			
CURRENT OPERATING EARNINGS (YTD)	\$ 708,457	\$ 1,054,358	\$ (345,901)
UNRESTRICTED NET ASSETS	13,471,350	15,047,687	(1,576,337)
REVOLVING LOAN FUND	6,971,390	2,788,197	4,183,193
INVESTMENT IN GENERAL FIXED ASSETS	9,766,477	10,475,149	(708,672)
TOTAL FUND BALANCE	\$ 30,917,673	\$ 29,365,391	\$ 1,552,282
TOTAL LIABILITIES AND FUND BALANCE	\$ 66,867,629	\$ 54,696,396	\$ 12,171,233

Fresno Economic Opportunities Commission
Head Start/Early Head Start Financial Status
Monthly Report
August 31, 2021

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$24,831,181	\$986,198	\$10,892,978	\$13,938,203				
Fringe Benefits	9,952,722	442,495	5,017,594	4,935,128				
Total Personnel	34,783,903	\$1,428,693	15,910,572	18,873,331				
Travel	8,233	-	-	8,233	-	-	-	-
Equipment*	-	-	-	-	-	-	-	-
Supplies	1,365,864	44,327	164,815	1,201,049	43,156	12,805	70,580	(27,424)
Contractual	1,829,846	84,876	912,164	917,682	468	-	-	468
Facilities /Construction								
Other:								
Food Cost	1,187,287	212,849	317,235	870,052				
Transportation	692,199	151,501	556,017	136,182				
Staff Mileage	214,831	886	100,608	114,223				
Field Trips, including Transportation	27,689	-	198	27,491				
Space	735,927	57,851	346,265	389,662				
Utilities / Telephone / Internet	676,423	92,937	447,843	228,580				
Publication/Advertising/Printing	56,057	-	7,294	48,763				
Repair/Maintenance Building	672,893	5,689	296,654	376,238				
Repair/Maintenance Equipment	78,225	11,173	130,659	(52,434)				
Property & Liability Insurance	169,843	12,415	99,907	69,935				
Parent Involvement / CWPC	84,788	-	3,787	81,001				
Other Costs*	114,600	(560)	74,114	40,486				
Staff & Parent Training					360,961	2,928	58,570	302,391
Total Direct Charges	\$42,698,605	\$2,102,637	19,368,132	\$23,330,473	\$404,585	15,733	129,150	\$275,435
Total Indirect Charges	\$3,969,194	\$189,238	\$1,743,132	\$2,226,062	\$27,228	\$1,416	\$11,624	\$15,604
Total Federal Expenditures	\$46,667,799	\$2,291,875	21,111,264	\$25,556,535	\$431,813	17,149	\$140,774	\$291,039
% of Annual Budget Expended to Date			45%				33%	
Non-Federal Share	\$11,176,017	\$572,969	\$2,443,466	\$8,732,551	\$107,953	\$4,287	\$35,194	\$72,759

Credit Card Expenses: Credit card statement dated 8/1/2021 - 8/31/2021
August 2021 expenses

Staff Training (Including meeting costs)	\$	22	Amazon - staff training
Staff Training (Including meeting costs)	\$	275	Teachstone - training
Staff Training (Including meeting costs)	\$	625	Caesars Palace - hotel, ChildPlus training
Staff Training (Including meeting costs)	\$	4,126	Childplus registration
Staff Training (Including meeting costs)	\$	392	Southwest Airlines - airfare, ChildPlus training
Staff Training (Including meeting costs)	\$	355	Party city - training supplies - balloons
Child Care	\$	590	Costco; Bettymills.com - baby wipes, paper exam table crepe
Subscription	\$	90	Zoom - subscription
Office Supplies	\$	129	Office Depot - combs 50 packs
Program Supplies - Classroom	\$	713	Amazon; Target - Philips bluetooth; miscellaneous disabilities supplies
Program Supplies - Disposables	\$	290	Costco - diapers
Contract Services-Facility repair	\$	230	Azuga - vehicle tracking maintenance
	\$	7,835	

Fresno Economic Opportunities Commission
Head Start/Early Head Start Financial Status
Monthly Report
August 31, 2021

Description	Head Start - Duration Start-Up/Operations			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$0	-	-	\$0
Fringe Benefits	-	-	-	-
Total Personnel	\$0	\$0	\$0	\$0
Travel	-	-	-	-
Equipment*	94,000	-	-	94,000
Supplies	366,376	-	4,380	361,996
Contractual	429,400	32,992	220,206	209,194
Facilities /Construction	1,057,160	-	-	1,057,160
Other:				
Food Cost	-	-	-	-
Transportation	-	-	-	-
Staff Mileage	-	-	-	-
Field Trips, including Transportation	-	-	-	-
Space	-	-	-	-
Utilities / Telephone / Internet	-	-	-	-
Publication/Advertising/Printing	-	-	-	-
Repair/Maintenance Building	-	-	-	-
Repair/Maintenance Equipment	-	-	-	-
Property & Liability Insurance	-	-	-	-
Parent Involvement / CWPC	-	-	-	-
Other Costs*	54,700	11,075	23,075	31,625
Staff & Parent Training	-	-	-	-
Total Direct Charges	2,001,636	\$44,067	\$247,661	\$1,753,975
Total Indirect Charges	\$0	\$0	\$0	\$0
Total Federal Expenditures	\$2,001,636	\$44,067	\$247,661	\$1,753,975
% of Annual Budget Expended to Date			12%	
Non-Federal Share	-	-	-	-

Fresno Economic Opportunities Commission
Head Start/Early Head Start Financial Status
Monthly Report
August 31, 2021

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$4,218,984	\$135,729	\$1,718,353	\$2,500,631	\$22,357	\$24	\$24	\$22,333
Fringe Benefits	1,149,877	47,284	599,850	550,027	5,804	3	3	5,801
Total Personnel	5,368,861	183,014	2,318,203	3,050,658	28,161	27	27	28,134
Travel	-	-	-	-	8,449	-	-	8,449
Equipment*	-	-	-	-	-	-	-	-
Supplies	322,870	2,245	41,648	281,222	10,337	-	-	10,337
Contractual	602,898	7,878	87,001	515,897	18,827	7	7	18,820
Facilities /Construction	308,000	-	-	308,000				
Other:								
Food Cost	69,097	1,144	10,139	58,957				
Transportation	7,297	349	4,110	3,187				
Staff Mileage	53,840	1,505	7,640	46,200				
Field Trips, including Transportation	865	-	-	865				
Space	197,501	5,266	41,756	155,745				
Utilities / Telephone / Internet	109,859	7,684	58,353	51,506				
Publication/Advertising/Printing	15,320	-	29	15,292				
Repair/Maintenance Building	129,258	48	9,120	120,138				
Repair/Maintenance Equipment	10,475	14	4,408	6,067				
Property & Liability Insurance	34,107	1,965	14,286	19,821				
Parent Involvement / CWPC	7,327	-	1,172	6,155				
Other Costs*	51,737	1,578	13,733	38,004				
Staff & Parent Training					91,326	1,987	8,425	82,901
Total Direct Charges	\$7,289,310	212,689	2,611,598	\$4,677,712	\$157,100	\$2,021	\$8,459	\$148,641
Total Indirect Charges	\$527,177	\$19,142	\$235,044	\$292,133	\$9,778	\$182	\$761	\$9,017
Total Federal Expenditures	\$7,816,487	231,831	\$2,846,642	\$4,969,845	\$166,878	\$2,203	\$9,220	\$157,658
% of Annual Budget Expended to Date			36%				6%	
Non-Federal Share	\$1,954,122	\$57,958	\$711,661	\$1,242,461	\$41,719	\$551	\$2,305	\$39,415

Credit Card Expenses: Credit card statement dated 8/1/2021 - 8/31/2021
August 2021 expenses

Staff Training	\$	1,037	Expedia - airfare & hotel
Staff Training	\$	5	Amazon - staff training supplies
Staff Training	\$	78	Party City - training supplies balloons
Conference Fees- Non travel	\$	780	TTAS - coference registration fees
Contract Services-Facility repair	\$	23	Azuga - vehicle tracking maintenance

\$ 1,923



FINANCE COMMITTEE MEETING

Date: October 13, 2021	Program: Finance
Agenda Item #: 5	Director: N/A
Subject: Stop Loss Coverage	Officer: Jim Rodriguez

Recommended Action

Staff recommends Committee approval for full Board consideration to obtain stop-loss insurance for our health and welfare plan with Voya.

Background

Fresno EOC's self-funded Health and Welfare Plan requires stop-loss insurance coverage to pay claims that exceed a certain large dollar amount to prevent adverse effects to the stability of the entire plan. The stop-loss deductible is structured so that any claims over the deductible will be paid by the stop-loss carrier, not the Plan.

Coverage History	2022	2021	2020	2019	2018
Premiums	\$1,023,301	\$1,086,991	\$1,252,052	\$1,040,709	\$852,925
Deductible	\$200,000	\$200,000	\$175,000	\$175,000	\$175,000

At the deductible of \$200,000 per claimant (unchanged from the current level) the estimated premium will be \$1,023,301. This represents a 5% decrease from the current year proposed cost, due in large part to the reduced enrollment. Policy will be effective January 1, 2022.

Fiscal Impact

Alliant Employee Benefits marketed our plan to multiple carriers. New carriers are unwilling to take on the risk of our plan without imposing a number of lasers, which would significantly increase the risk to the Plan for large individual claims. A laser is the practice of assigning a higher deductible for an individual with a known condition that is likely to exceed the policy deductible.

Quotes received	Voya	Berkshire	HCC	QBE
Initial Quote	\$1,072,898	\$998,308	\$985,457	\$925,925
Updated Quote	\$1,023,301	Withdrawn	Withdrawn	Withdrawn

These estimated annual premiums are based on enrollment at the time the quotes were obtained; the actual monthly premium paid will fluctuate with enrollment changes. The cost of this insurance will be paid by contributions to the Plan from the programs and employees. The Board (through the HR committee) approved rate increases for programs and employees for 2022 at last month's meeting.

Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the October 27th Commission Meeting. The rates quoted by Voya are firm and guaranteed through October 29, 2021. Upon Board approval, we will have the policy bound.

Fresno Economic Opportunitites Commission

Stop Loss Renewal Options

Specific & Aggregate Premium	Current	Renewal (Initial)	Renewal (Negotiated)	Renewal (Option 1)	Option 1	Option 2
Vendor	Voya	Voya	Voya	Voya	Pinnacle RMS	Pinnacle RMS
Individual Stop Loss						
Line(s) of Coverage	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx
Contract Type	24/12	36/12	36/12	36/12	24/12	24/12
Annual Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Terminals	Not included	Not included	Not included	Not included	Not included	Not included
Individual Stop Loss Level	\$175,000	\$175,000	\$175,000	\$200,000	\$175,000	\$190,000
Aggregating Specific Deductible	None	None	None	None	None	None
Lasers:	None	None	None	None	None	None
Rates			NNL + 55% rate cap	NNL + 55% rate cap		
Individual Stop Loss Fees: # EEs						
Employee Only 359	\$59.62	\$70.69	\$66.62	\$57.04	\$53.34	\$48.78
Employee & Family 481	\$151.53	\$175.78	\$165.66	\$141.61	\$172.54	\$158.49
Aggregate Stop Loss Fees:						
Composite 840	\$2.20	\$2.31	\$2.20	\$2.37	\$2.19	\$2.33
Total Annual Premium Combined	\$1,153,650	\$1,342,419	\$1,265,364	\$1,086,991	\$1,247,765	\$1,148,435
Annual Increase/(decrease) - \$	n/a	188,769	111,714	(66,659)	94,115	(5,215)
Annual Increase/(decrease) - %	n/a	16.36%	9.68%	-5.78%	8.16%	-0.45%
Adjustment to modify the Deductible (by carrier)	n/a	n/a	n/a	(178,374)	n/a	(99,330)
# of Claims Covered by Premium Adjustment	n/a	n/a	n/a	7	n/a	7
Disclosure Status	n/a	n/a	FIRM thru 11/25	FIRM thru 11/25	Requires Oct Claims Review	

Maximum Aggregate Claims Liability						
Aggregate Stop Loss:	Voya	Voya	Voya	Voya	Pinnacle RMS	Pinnacle RMS
Line(s) of Coverage	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx
Contract Type	24/12	36/12	36/12	36/12	24/12	24/12
Maximum Reimbursement	\$1 million	\$1 million	\$1 million	\$1 million	\$1 million	\$1 million
Run-In Limited to	n/a	n/a	n/a	n/a	\$243,300	\$226,200
Terminals	Not included	Not included	Not included	Not included	Not included	Not included
Margin (Percentage of Expected Claims)	125%	125%	125%	125%	125%	125%
Employee Only 359	\$645.73	\$709.11	\$663.82	\$668.08	\$590.87	\$595.82
Employee & Family 481	\$1,527.74	\$1,672.84	\$1,566.00	\$1,576.04	\$1,510.87	\$1,523.47
840						
Total Annual Aggregate Claims Liability	\$11,599,920	\$12,710,478	\$11,898,689	\$11,974,992	\$11,266,210	\$11,360,261
Annual Increase/(decrease) - \$	n/a	1,110,558	298,768	375,071	(333,711)	(239,659)
Annual Increase/(decrease) - %	n/a	9.57%	2.58%	3.23%	-2.88%	-2.07%

Combined Annual Maximum						
Aggregate Claims Liability & Fixed Cost	\$13,341,688	\$14,662,257	\$13,773,413	\$13,671,342	\$13,123,334	\$13,118,056
Annual Increase/(decrease) - \$	n/a	\$1,320,570	\$431,725	\$329,654	-\$218,354	-\$223,632
Annual Increase/(decrease) - %	n/a	9.9%	3.2%	2.5%	-1.6%	-1.7%

Transplant Carve Out	Current	Renewal
Vendor	Swiss Re	
Line(s) of Coverage	Organ Transplants	
Contract Type	See Contract	
Annual Maximum	Unlimited	
Terminals	Unlimited	
Individual Stop Loss Level	\$0	
Rates	Current	Renewal
Employee	\$9.33	\$10.45
Employee & Family	\$23.32	\$26.14
Total Annual Premium	\$53,853	\$60,317
Annual Increase/(decrease) - \$	n/a	6,465
Annual Increase/(decrease) - %	n/a	12.00%

** Terminating the OT policy would result in a 6-7% load to the Voya SL rates (Approx. +\$74k to renewal rates)

CURRENT RISK EXPOSURE: Disclosure reporting currently shows 1 potential transplant & 1 initiated transplant notification.

underwriter will waive the run-in limit on the aggregate coverage after receiving a favorable claims report at disclosure time.



FINANCE COMMITTEE MEETING

Date: October 13, 2021	Program: Finance
Agenda Item #: 6	Director: N/A
Subject: Non-Competitive Procurements	Officer: Jim Rodriguez

Background

The information presented below is intended to keep the Committee apprised on any procurements made through a non-competitive procurement process.

In accordance with the Accounting Policies and Procedures Manual, Noncompetitive Procurements are “special purchasing circumstances, in which competitive bids are not obtained. Noncompetitive procurement (purchases and contracts) are only permissible in the following circumstances (2 CFR 200.320 [f]):

- An emergency exists that does not permit delay,
- Only one source of supply is available,
- If the awarding agency expressly authorizes noncompetitive proposals in response to a written request from the Agency,
- Or after solicitation of a number of sources, competition is determined to be inadequate.

The key requirement for the use of noncompetitive procurement is that the other methods of procurement are not feasible and one of the above circumstances exists.” A report on the non-competitive procurement awards is to be made to the Board of Commissioners.

Vendor	Purpose	Amount	Justification
None to report this month			



FINANCE COMMITTEE MEETING

Date: October 13, 2021	Program: Finance
Agenda Item #: 7	Director: N/A
Subject: Health Insurance Report	Officer: Jim Rodriguez

Background

The information presented below is intended to keep the Committee apprised on the financial status of the Agency's self-funded health insurance plan.

As of August 31, 2021, the health insurance reserve is at \$4.8 million, which covers approximately 5.5 months of average expenditures. To date, contributions from programs and employees for 2021 total \$7,906,356 while the Fund paid out \$7,065,363 in expenses. COVID-related claims costs funded by our CSBG CARES grant, total \$116,291. This budgeted amount has been fully utilized.

Changes to the health insurance plan in 2020 through 2022 include:

- Effective January 2020: 4% overall increase in Employer premiums and 22% overall increase in Employee premiums. Wellness plan now has the same annual deductible but will have a 25% discounted employee premium. The employee + child and employee + children tiers were consolidated.
- Effective January 2021: 6% increase in Employer premiums and an average 16% increase to Employee premiums.
- Effective January 2022: Add tele-health service and 1% increase in Employer premiums and an average 8% increase to Employee premiums.
- Below table presents a sample of the 2021 monthly health insurance premium tier rates. Rates vary depending on the type of coverage selected.

	Agency	Employee (Wellness Incentive)	Total Premium
Employee(EE) Only	\$ 594	\$ 108	\$ 702
EE +Child(ren)	\$ 1,074	\$ 192	\$ 1,266
EE + Family	\$ 1,428	\$ 258	\$ 1,686
EE + Spouse	\$ 1,194	\$ 210	\$ 1,404

FRESNO EOC
HEALTH INSURANCE FUND REPORT
 THROUGH AUGUST 31, 2021

	2021								2020				
	January	February	March	April	May	June	July	August	YTD totals	Mo. Avg.	YTD totals	Annual	Annual Mo.
	Jan - Aug	Jan - Aug	Jan - Aug	Jan - Aug	Jan - Aug	Jan - Aug	Jan - Aug	Jan - Aug	Jan - Aug	Prev 12 mos	Jan - Aug	Jan - Dec	Jan - Dec
Beginning Fund Balance	3,991,455	4,258,187	4,659,792	4,938,787	4,828,846	4,834,254	4,819,499	4,620,766					
Income													
Agency Contributions	868,403	858,194	852,325	847,093	842,960	870,509	611,667	755,946	6,507,097	833,042	6,570,531	10,059,937	838,328
Additional Agency Contr.	51,529	64,762	-	-	-	-	-	-	116,291	16,478	226	65,197	5,433
Employee Contributions	283,963	176,373	181,307	94,977	187,274	98,212	131,833	129,029	1,282,968	155,271	1,175,531	1,755,815	146,318
Total Income	1,203,895	1,099,329	1,033,632	942,070	1,030,234	968,721	743,500	884,975	7,906,356	1,004,791	7,746,288	11,880,949	990,079
Expenses													
Health Claims Paid	500,161	302,551	362,387	686,188	616,262	920,707	578,700	415,044	4,382,000	539,055	4,077,339	6,164,003	513,667
Dental Claims Paid	65,934	67,225	51,751	50,080	72,754	52,746	57,765	70,902	489,157	57,715	343,202	546,628	45,552
Prescriptions Paid	210,323	158,769	169,885	143,418	169,456	114,954	154,172	160,965	1,281,942	149,958	1,465,266	1,982,823	165,235
Vision Claims Paid	12,742	9,468	7,580	14,869	10,131	9,664	8,010	9,669	82,133	9,780	62,734	97,955	8,163
Stop Loss Premiums	89,987	101,367	106,729	103,446	101,789	103,240	95,787	97,630	799,975	104,131	912,414	1,362,007	113,501
Stop Loss Claims	0	0	0	0	0	(271,090)	(3,119)	(130,662)	(404,871)	(44,082)	(69,628)	(193,741)	(16,145)
Life Insurance Premiums	14,000	13,799	13,676	13,548	13,654	13,056	12,346	12,064	106,143	13,551	116,939	173,408	14,451
Pinnacle	14,462	14,514	14,393	14,410	14,324	14,306	13,579	13,198	113,186	14,224	119,006	176,507	14,709
Blue Cross	14,970	14,933	14,822	14,840	14,747	14,728	13,984	13,555	116,579	14,751	123,826	184,255	15,355
Benefits Consultant	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	55,336	7,201	61,904	92,979	7,748
Employee Assist. Program	1,877	1,877	1,877	1,877	1,877	1,877	1,877	1,877	15,016	1,877	15,012	22,518	1,877
Preferred Chiropractors	1,005	1,003	995	996	990	989	939	910	7,827	905	6,262	9,299	775
Other Expenses	4,785	5,300	3,625	1,422	1,925	1,382	1,276	1,225	20,940	2,225	14,210	19,976	1,665
ACA Fees	0	0	0	0	0	0	0	0	0	0	5,220	5,220	435
Total Expenses	937,163	697,723	754,637	1,052,011	1,024,826	983,476	942,233	673,294	7,065,363	871,291	7,253,705	10,643,836	886,986
Current Fund Activity (net)	266,732	401,606	278,995	(109,941)	5,408	(14,755)	(198,733)	211,681	840,993	133,500	492,583	1,237,113	103,093
Ending Fund Balance	4,258,187	4,659,792	4,938,787	4,828,846	4,834,254	4,819,499	4,620,766	4,832,447	4,832,447				
Enrollment													
Employee only-Traditional	294	287	288	290	293	293	280	271		287		330	
High-Deduct	57	56	57	58	57	52	50	51		55		41	
Family coverage-Traditional	416	421	414	413	408	412	390	377		406		463	
High-Deduct	37	37	36	35	33	33	30	28		34		28	
Dental coverage only	31	36	35	35	35	35	33	34		34		36	
Temp/On Call Plan	0	1	1	1	1	1	1	1		1		0	
Total employees enrolled	835	838	831	832	827	826	784	762		817		898	
Total dependants covered													
Average contributions per employee	1,442	1,312	1,244	1,132	1,246	1,173	948	1,161		1,230		1,103	
Average expenses per employee	1,122	833	908	1,264	1,239	1,191	1,202	884		1,067		988	

Estimated # months funded: 5.5



FINANCE COMMITTEE MEETING

Date: October 13, 2021	Program: Finance
Agenda Item #: 8A	Director: N/A
Subject: Variance Report	Officer: Jim Rodriguez

Background

The information presented below is intended to keep the Committee apprised on the fiscal status of selected program(s) within the Agency that are routinely shared with Program Directors and Executive staff.

The following prepared financial analysis reports will be presented:

- Administration

The Administration Report consists of the following departments:

- Executive Office, Finance, Communications, Administrative Services, Information Technology, Human Resources, Planning and Evaluation, and Internal Audit.

Through August 2021, Administration is running a deficit of \$894,000. This is due to personnel costs from the additional positions that were added throughout Administration. There were additional technology solutions that were added this year such as Coupa, Cap60, Avanan, Asana, and Diligent. There were also higher expenses in Community Relations, Travel and Meeting costs compared to last year. Also causing a deficit is lower revenue. There has been less Indirect Cost Revenue claimed year-to-date and also lower claims of CSBG Revenue.

Fresno EOC
Administrative Variance Report
Jan-Aug 2021

% Time Lapsed:

66.67%

	Total Administrative			% of Budget	Actual Jan - Aug 2020	Actual 2020 vs 2021 Differences
	2020 Budget	YTD Expenses Jan-Aug	Balance Remaining			
REVENUES AND SUPPORT						
Administrative ICR	5,810,400	3,530,302	2,280,098	61%	2,998,925	531,377
Fee-for-Services & Contributions	25,000	16,044	8,956	64%	42,571	(26,527)
Other Revenue (Interest)	100,000	70,002	29,998	70%	67,921	2,081
CSBG Revenue	556,395	266,489	289,906	48%	316,821	(50,331)
TOTAL REVENUES AND SUPPORT	6,491,795	3,882,837	2,608,958	60%	3,426,237	456,599
EXPENSES						
Personnel Costs	4,941,615	3,628,330	1,313,285	73%	3,254,540	373,790
Contract Services	653,630	414,928	238,702	63%	458,013	(43,085)
Facility Costs	260,900	120,510	140,390	46%	195,071	(74,560)
Out-of-County/Out-of-State Travel	103,395	1,997	101,398	2%	68,977	(66,980)
Travel, Mileage, & Vehicle Costs	8,890	13,174	(4,284)	148%	3,129	10,045
Equipment Costs	92,415	98,490	(6,075)	107%	102,024	(3,533)
Office Expense	211,555	325,352	(113,797)	154%	159,174	166,178
Insurance Expense	19,375	21,535	(2,160)	111%	14,577	6,958
Program Supplies & Client Costs	91,600	82,650	8,950	90%	63,969	18,681
Other Costs	108,420	70,573	37,847	65%	32,606	37,966
TOTAL EXPENSES	6,491,795	4,777,539	1,714,256	74%	4,352,079	425,460
NET SURPLUS/(DEFICIT)	-	(894,702.15)	894,702.15		(925,842)	31,140

% of budget



FINANCE COMMITTEE MEETING

Date: October 13, 2021	Program: Advance Peace
Agenda Item #: 8B	Director: Isaiah Green
Subject: Variance Report – Advance Peace	Officer: Jim Rodriguez

Background

The information presented below is intended to keep the Board apprised on the fiscal status of selected program(s) within the Agency that are routinely shared with Program Directors and Executive staff.

The following prepared Variance Report will be presented:

- Advance Peace
 - Through 29% of the contract period, approximately 25% of funding has been used. Most of the year to date savings are from Services & Supplies and Other.
 - There are plans in place to fully utilize the funds in coming months in the following manner: Advance Peace Fellowship program will soon begin providing stipends and upcoming trips/events for participating fellows.
- City of Fresno
 - City funding has been fully expensed.

Fresno Economic Opportunities Commission

Program: Advance Peace 93563

Contract Term: 10/1/2020 thru 12/31/2023

Fund- CalVIP - BSCC 876-20

Monthly report as of : August-21 % Budget 29%				
Budget Category	Full Budget 10/1/2020 - 11/30/2023	YTD Actual Oct. 20 - Aug 21	Total Budget Balance as of 8/31/2021	% Spent August-21
REVENUES:				
CalVIP	925,000.00	139,796.00	785,204.00	15%
TOTAL	\$ 925,000.00	\$ 139,796.00	\$ 785,204.00	15%
SALARIES & FRINGES:				
Salaries & Benefits	608,689.00	170,196.00	438,493.00	28%
TOTAL	\$ 608,689.00	\$ 170,196.00	\$ 438,493.00	28%
OPERATING EXPENSES				
Services & Supplies	47,877.00	1,580.00	46,297.00	3%
5170 Professional Services or Public Agency	126,000.00	43,635.00	82,365.00	35%
Project Evaluation	54,000.00		54,000.00	0%
5160 Financial Audit	1,108.00	3.00	1,105.00	0%
5335, 5792, 5810, 5815 Other (Travel, Training, etc.)	26,457.00	8,156.00	18,301.00	31%
5144 Indirect Costs	60,869.00	3,461.00	57,408.00	6%
	-			
TOTAL	\$ 316,311.00	\$ 56,835.00	\$ 259,476.00	18%
TOTAL COSTS	925,000.00	\$ 227,031.00	\$ 697,969.00	25%

(OVER)/UNDER

\$ (87,235.00)

Fresno Economic Opportunities Commission
Program: Advance Peace 93560
Contract Term: 10/1/2020 thru 08/31/2021
City of Fresno

		Monthly report as of : August-21		% Budget	100%
Budget Category		Full Budget 10/1/2020 - 08/31/2021	YTD Actual Oct. 20 - Aug 21	Total Budget Balance as of 8/31/2021	% Spent August-21
REVENUES:					
City of Fresno		125,000.00	124,989.00	11.00	100%
TOTAL		\$ 125,000.00	\$ 124,989.00	\$ 11.00	100%
SALARIES & FRINGES:					
Salaries & Benefits			48,847.00		
TOTAL		\$ -	\$ 48,847.00	\$ -	
OPERATING EXPENSES					
5535, 5560, 5772, 5776	Office/ Program Supplies		4,175.00		
5701	Advertising		223.00		
5205, 5220, 5235, 5252, 5255, 5260, 5261, 5285	Facility Maintenance		2,513.00		
5270, 5280,	Utilities		470.00		
5170	Professional Services		45,000.00		
5620, 5621, 5630, 5635	Insurance		420.00		
5160	Financial Audit		141.00		
5792, 5815	Staff Training		12,530.00		
5144	Indirect Costs		8,810.00		
5570, 5571	Communication	-	1,860.00		
TOTAL		\$ -	\$ 76,142.00	\$ -	
TOTAL COSTS		125,000.00	\$ 124,989.00	\$ 11.00	100%

(OVER)/UNDER

\$ 11.00

Fresno Economic Opportunities Commission
Program: Advance Peace 93564
Endowment

Monthly report as of : August-21 % Budget				
Budget Category	Full Budget 10/1/2020 - 08/31/2021	YTD Actual Oct. 20 - Aug 21	Total Budget Balance as of 8/31/2021	% Spent August-21
REVENUES:				
City of Fresno	76,000.00	76,000.00	-	
TOTAL	\$ 76,000.00	\$ 76,000.00	\$ -	
SALARIES & FRINGES:				
Salaries & Benefits		2,447.00		
TOTAL	\$ -	\$ 2,447.00	\$ -	
OPERATING EXPENSES				
5535, 5560, 5772, 5776 Office/ Program Supplies		8,499.00		
5701 Advertising		190.00		
5315, 5335, 5340 Travel		4,856.00		
5415 Equipment under \$5,000		3,129.00		
5270, 5280, Utilities				
5170 Professional Services		1,500.00		
5620, 5621, 5630, 5635 Insurance		78.00		
5160 Financial Audit		11.00		
5792, 5815 Staff Training				
5144 Indirect Costs		701.00		
5570, 5571 Communication	-	963.00		
TOTAL	\$ -	\$ 19,927.00	\$ -	
TOTAL COSTS	76,000.00	\$ 22,374.00	\$ 53,626.00	29%

(OVER)/UNDER \$ 53,626.00