



Finance Committee Meeting

October 11, 2023 at 5:00 p.m.

Fresno EOC Board Room

1920 Mariposa Street, Suite 310

Fresno, CA, 93721

Join By Zoom:

https://fresnoeoc.zoom.us/meeting/register/tZwpdumprjMoHdfxDn5MsJDDaLtlIk0_foq



FINANCE COMMITTEE MEETING AGENDA

OCTOBER 11, 2023 AT 5:00 PM

1. CALL TO ORDER

2. ROLL CALL

A. Monthly Attendance Record		3
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3. APPROVAL OF SEPTEMBER 13, 2023 MINUTES

A. September 13, 2023, Finance Committee Meeting Minutes	Approve	4
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4. FINANCIAL REPORTS

Accept

A. Agency Financial Statements August 2023		7
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B. Head Start Financial Status Report August 2023		11
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5. HEALTH INSURANCE REPORT

A. Health Insurance Report	Information	13
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6. NON-COMPETITIVE PROCUREMENT

A. Non-competitive Procurements	Information	15
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7. VARIANCE REPORTS

A. Advance Peace	Information	16
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8. ACCESS PLUS CAPITAL TRANSITION REPORT

A. Access Plus Capital Transition Report	Information	18
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9. OTHER BUSINESS

The next meeting is scheduled for November 8th, 2023, at 5:00 p.m. in the Boardroom.

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 Monthly Attendance Record 2023

Charles Garabedian
James Martinez
Zina Brown-Jenkins
Itzi Robles
Linda Hayes
Alena Pacheco
Rey Leon

January	8-Feb	8-Mar	19-Apr	17-May	13-Jun	July	8-Aug	13-Sep	11-Oct	8-Nov	13-Dec	Attended
	O	O	O	O	O		O	O				7/10
	X	X	O	O	X		O	O				4/10
	O	O	X	T	O		O	O				6/10
	X	O	X	O	X		X	O				3/10
	O	O	X	X	O		X	O				4/10
	O	O	O	O	O		O	O				7/10
	O	X	T	X	X		X	X				2/10

O-Present X-Absent T-Teleconference

**FINANCE COMMITTEE MEETING
Tuesday, September 13, 2023
5:00PM
MINUTES**

1. CALL TO ORDER

Charles Garabedian, called the meeting to order at 5:10 pm.

2. ROLL CALL

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF	STAFF
Charles Garabedian (Committee Chair)	✓	Jay Zapata	Misty Gattie - Blanco
Rey Leon		Steve Warnes	Maria Elizondo
James Martinez	✓	Karina Perez	
Linda Hayes	✓	Jennifer Tillman	
Zina Brown-Jenkins	✓	Chris Erwin	
Itzi Robles	✓	Greg Streets	
Alena Pacheco	✓	Michelle Tutunjian	

3. APPROVAL OF AUGUST 8, 2023 MINUTES

A. August 8, 2023 Finance Committee Minutes

Public comment: None heard.

Motion by: Linda Hayes **Second by:** Itzi Robles

Ayes: Garabedian, Linda Hayes, Itzi Robles

Nayes: None heard

4. FINANCIAL REPORTS

A. Agency Financial Statements

B. Head Start Financial Status Report

Motion by: Linda Hayes **Second by:** Itzi Robles

Ayes: Garabedian, Linda Hayes, Itzi Robles

Nayes: None heard

Jay Zapata, Chief Financial Officer, presented the Financial Statements for Year-to Date for July 2023 as well as the approval of the financial status report for the Head Start 0-5 program as of Year-to-Date July 2023. Through July 31, 2023 the Total Revenues and Support are \$92,538,143 and Total Expenditures are 93,607,038.

Jennifer Tillman, Finance Manager for Head start presented the Head Start Financial Status Reports for Year-to Date for July 2023. Through July 2023 the Head Start Basic grant was 30% expended and the Early Head Start Basic grant was 24% expended.

5. VARIANCE REPORTS

A. Sanctuary and Support Services Programs

Misty Gattie- Blanco presented the Sanctuary and Support Services Programs variance reports.

Commissioner Itzi Robles inquired on how we can direct the LGBTQ+ community to emergency housing that is more for LGBTQ+. Misty Gattie- Blanco Stated continue of care are looking into more options to meet this need.

Public Comment: None heard

No action required

6. HEALTH INSURANCE REPORT

A. Health Insurance Report

Steve Warnes, Assistant Finance Director, presented the health insurance fund reports for July 31st, 2023. The health insurance reserve is at \$6.5 million, which covers approximately 9.2 months of average expenditures. Contributions from programs and employees for 2023 total \$6,102,985 while the Fund paid out \$5,004,218 in expenses.

Public Comment: None heard

No Action Required

7. NON-COMPETITIVE PROCUREMENT:

Chris Erwin presented the information on 120 new Soft Ware License's being purchased. Commissioner Hayes inquired who is responsible for making the buying decisions of this Soft Ware purchase.

Commissioner Hayes recommended this item to be pulled for full Board discussion at the October Board Meeting.

Public comment: None heard.

No Action Required

8. HEAD START FA-1 MONITORING REPORT

Jay Zapata, presented the Head Start Fiscal Monitoring Report. The monitoring report identified one are of concern: the timely submission of Federal Financial (SF-425) reports. Fresno EOC has addressed this concern by hiring a new Financial manager and additional accountant.

Public Comment: None Heard

No Action Required

9. OTHER BUSINESS: Discussion

Charles Garabedian discussed ways to reestablish a new CDFI to ensure that the community needs for lending out met.

Public comment: None heard

No Action Required

10. PUBLIC COMMENTS: N/A

Public comment: None heard

No Action Required

11. ADJOURNMENT:

Garabedian adjourned meeting at 5:56 pm

Respectfully Submitted,

Charles Garabedian
Committee Chair



FINANCE COMMITTEE MEETING

Date: October 11, 2023	Program: Finance
Agenda Item #: 4	Director: Steve Warnes
Subject: Financial Reports	Officer: Jay Zapata

Recommended Action

Staff recommends Committee approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date August 2023 and the financial status report for the Head Start 0-5 program as of Year-to-Date August 2023.

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, 2023, the Agency had preliminary revenue of \$106,808,120 million, including \$30.9 million of in-kind contributions, and net operating loss of \$2,070,458. In comparison, the Agency had revenue of \$90,640,306 million including in-kind of \$23.6 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, 2023 This also represented in the following percentages.

Program Area	% of budget	Notes
Head Start – Basic	54%	
Head Start – Training & Technical Assistance (T&TA)	61%	Training planned for later this year

Program Area	% of budget	Notes
Early Head Start – Basic	35%	
Early Head Start – T&TA	25%	Training planned for later this year

Conclusion

If approved by the Committee, this item will be moved forward for full Board consideration at the next Board Meeting.

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
For The Eighth Month Period Ended August 31, 2023 and 2022

	A	B	A - B	C	D	B - D
	BUDGET JAN - DEC 2023	ACTUAL AUGUST 2023	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2022	ACTUAL AUGUST 2022	ACTUAL 2023 vs 2022 Differences
REVENUES AND SUPPORT						
GRANT REVENUE	\$ 105,694,129	\$ 56,213,466 53%	\$ 49,480,663	79,753,909	\$ 49,760,517	6,452,949
GRANT REVENUE - LENDING CAPITAL	-	-	-	0	-	-
CHARGES FOR SERVICES	22,652,580	16,408,861 72%	6,243,719	21,276,472	13,865,133	2,543,729
OTHER PROGRAM REVENUE	4,998,245	2,001,711 40%	2,996,534	3,459,716	2,189,832	(188,121)
CONTRIBUTIONS	384,300	79,879 21%	304,421	209,416	145,130	(65,250)
MISCELLANEOUS INCOME	759,253	169,284 22%	589,969	165,604	88,418	80,866
INTEREST & INVESTMENT INCOME	106,000	69,589 66%	36,411	53,391	28,190	41,398
AFFILIATE INTEREST INCOME	765,250	644,423 84%	120,827	1,172,129	643,305	1,119
RENTAL INCOME	265,843	273,488 103%	(7,645)	385,663	285,982	(12,494)
TOTAL CASH REVENUE	\$ 135,625,600	\$ 75,860,701 56%	\$ 59,764,899	\$ 106,476,300	\$ 67,006,506	8,854,195
IN KIND REVENUE	\$ 39,637,875	\$ 30,947,419 78%	\$ 8,690,456	41,533,588	\$ 23,633,800	7,313,620
TOTAL REVENUE & SUPPORT	175,263,475	106,808,120 61%	68,455,355	148,009,888	90,640,306	16,167,814
EXPENDITURES						
PERSONNEL COSTS	\$ 75,447,335	\$ 44,992,243 60%	\$30,455,092	66,070,751	\$ 41,820,130	3,172,113
ADMIN SERVICES	8,056,855	5,103,669 63%	2,953,186	6,637,808	3,931,294	1,172,375
PROFESSIONAL SERVICES - AUDIT	0	0 0%	0	0	0	-
CONTRACT SERVICES	11,711,120	7,340,216 63%	4,370,904	10,718,245	6,882,318	457,897
FACILITY COSTS	5,770,460	4,184,012 73%	1,586,449	6,096,789	3,874,313	309,698
TRAVEL, MILEAGE, VEHICLE COSTS	4,737,815	2,177,548 46%	2,560,267	3,070,704	2,022,156	155,392
EQUIPMENT COSTS	973,690	1,443,533 148%	(469,843)	1,408,467	1,040,207	403,327
DEPRECIATION - AGENCY FUNDED	296,000	197,641 67%	98,359	277,232	179,092	18,549
OFFICE EXPENSE	3,199,720	2,910,661 91%	289,059	3,448,422	1,894,813	1,015,848
INSURANCE	660,930	635,640 96%	25,290	809,767	535,927	99,713
PROGRAM SUPPLIES & CLIENT COSTS	23,493,815	8,226,483 35%	15,267,332	9,088,124	5,860,100	2,366,383
INTEREST EXPENSE	458,096	289,548 63%	168,548	446,995	226,606	62,942
OTHER COSTS	638,159	290,958 46%	347,201	1,389,254	766,197	(475,240)
TOTAL CASH EXPENDITURES	\$ 135,443,995	\$ 77,792,151 57%	\$ 57,651,844	109,462,558	\$ 69,033,153	8,758,998
IN KIND EXPENSES	\$ 39,637,875	\$ 30,947,419 78%	\$ 8,690,456	\$ 41,533,588	\$ 23,633,800	7,313,620
TOTAL EXPENDITURES	175,081,870	108,739,570 62%	66,342,300	150,996,146	92,666,953	16,072,618
OPERATING SURPLUS (DEFICIT)	\$ 181,605	\$ (1,931,450)	\$ 2,113,055	\$ (2,986,258)	\$ (2,026,647)	95,197
OTHER INCOME / EXPENSE						
TRANSIT GRANT ASSET DEPRECIATION		139,008	(139,008)	211,983	141,322	(2,314)
NET SURPLUS (DEFICIT)	\$ 181,605	(\$2,070,458)	2,252,063	\$ (3,198,241)	(\$2,167,969)	97,510

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF FINANCIAL POSITION
As of August 31, 2023

	2023	2022	Differences
ASSETS			
CASH & INVESTMENTS	\$ 13,784,020	\$ 19,937,274	\$ (6,153,255)
ACCOUNTS RECEIVABLE	15,972,698	13,811,844	2,160,855
PREPAIDS/DEPOSITS	1,724,683	298,749	1,425,933
INVENTORIES	445,331	328,005	117,326
PROPERTY, PLANT & EQUIPMENT	13,087,748	12,685,881	401,867
NOTES RECEIVABLE (net)	19,302,764	16,513,737	2,789,026
TOTAL ASSETS	\$ 64,317,242	\$ 63,575,491	\$ 741,752
LIABILITIES			
ACCOUNTS PAYABLE	\$ 3,785,798	\$ 3,596,973	\$ 188,826
ACCRUED PAYROLL LIABILITIES	5,638,380	4,002,531	1,635,849
DEFERRED REVENUE	2,094,854	2,335,276	(240,422)
NOTES PAYABLE	15,999,621	16,759,956	(760,335)
HEALTH INSURANCE RESERVE	6,805,605	4,898,573	1,907,032
OTHER LIABILITIES	4,119,549	4,235,805	(116,256)
TOTAL LIABILITIES	\$ 38,443,807	\$ 35,829,115	\$ 2,614,693
FUND BALANCE			
CURRENT OPERATING EARNINGS (YTD)	\$ (1,931,450)	\$ (2,026,647)	\$ 95,197
UNRESTRICTED NET ASSETS	17,443,440	20,266,799	(2,823,359)
REVOLVING LOAN FUND	556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	9,805,177	8,949,955	855,222
TOTAL FUND BALANCE	\$ 25,873,435	\$ 27,746,376	\$ (1,872,941)
TOTAL LIABILITIES AND FUND BALANCE	\$ 64,317,242	\$ 63,575,491	\$ 741,752

Fresno Economic Opportunities Commission
Head Start/Early Head Start Financial Status
Monthly Report
August 31, 2023

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	\$17,232,920	\$1,543,513	\$9,414,686	\$7,818,234				
Fringe Benefits	7,582,485	517,886	3,520,245	4,062,240				
Total Personnel	\$24,815,405	\$2,061,399	\$12,934,931	\$11,880,474				
Travel	-	-	-	-	12,928	-	-	12,928
Equipment*	-	-	-	-	-	-	-	-
Supplies	728,136	102,725	366,370	361,766	25,000	636	2,683	22,317
Contractual	2,390,268	151,855	1,530,006	860,262	15,948	-	10,188	5,761
Facilities / Construction								
Other:								
Food Cost	776,852	90,704	565,028	211,824				
Transportation	547,215	6,637	190,332	356,883				
Staff Mileage	100,000	4,869	82,320	17,680				
Field Trips, including Transportation	3,201	220	3,453	(252)				
Space	1,211,912	43,865	367,752	844,160				
Utilities / Telephone / Internet	843,052	63,334	555,886	287,166				
Publication/Advertising/Printing	54,991	-	110	54,881				
Repair/Maintenance Building	108,572	17,842	176,822	(68,250)				
Repair/Maintenance Equipment	8,654	3,466	8,250	404				
Property & Liability Insurance	72,108	33,516	130,476	(58,368)				
Parent Involvement / CWPC	49,000	233	17,354	31,646				
Other Costs*	240,460	176	496,147	(255,687)				
Staff & Parent Training	3,091	-	11,528	(8,437)	237,568	1,544	169,365	68,204
Total Direct Charges	\$31,952,917	\$2,580,840	\$17,436,767	\$14,516,150	291,444	2,180	182,235	109,209
Total Indirect Charges	\$3,106,182	\$232,276	\$1,569,309	\$1,536,873	\$32,383	\$196	\$16,401	\$15,982
Total Federal Expenditures	\$35,059,099	\$2,813,116	\$19,006,076	\$16,053,023	\$323,827	2,376	198,636	\$125,191
% of Annual Budget Expended to Date			54%				61%	
Non-Federal Share	\$7,011,820	\$212,807	\$3,221,996	\$3,789,824	\$64,765	\$594	\$49,659	\$15,106

*Other Costs Include:

FIRST AID (INCLUDES WORKERS COMP)
PROFESSIONAL SERVICES - COMPUTER
PROFESSIONAL SERVICES - CONSULTING
APPRAISAL FEES
REPAIR/MAINTENANCE-SPECIAL
DEPRECIATION EXPENSE
POSTAGE/EXPRESS MAIL
SUPPLIES - OTHER
DUES - ORGANIZATIONS
FINGERPRINTING / BACKGROUND CHECK
RECRUITMENT
MEETING COSTS - INTERNAL
PROGRAM SUPPLIES - BOOKS & PUBLICATIONS
PROGRAM SUPPLIES - TOOLS
EMPLOYEE EVENT
RECOGNITION
SAFETY

Credit Card Expenses: Credit card statement dated 8/1/23-8/31/23

August 2023 expenses:

Program Supplies - Kitchen	\$	177	The Webstaurant Store - Kitchen Supplies for CWPC
CWPC - Other	\$	311	China Express - CWPC Dinner
Program Supplies - Kitchen	\$	10,731	Cresco Resco - CMA Dishwasher for Sanger HS and Warehouse
Program Supplies - Medical	\$	4,749	Masimo Ameicas, Inc - Medical Hemoglobin Supplies for HS children
Program Supplies - Classroom	\$	428	Target - Home Base Craft Supplies
	\$	16,396	

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
\$3,655,192	\$230,853	\$1,542,239	\$2,112,953	\$0	\$0	\$0	\$0
1,608,284	64,386	454,344	1,153,940	-	\$0	\$0	-
5,263,476	295,239	1,996,583	3,266,893	-	-	-	-
-	-	-	-	16,898	-	-	16,898
-	-	-	-	-	-	-	-
242,877	11,734	96,018	146,859	33,488	140	579	32,909
925,297	9,247	120,540	804,757	26,526	-	-	26,526
-	-	-	-				
50,000	(12,669)	25,131	24,869				
9,536	631	6,642	2,894				
25,000	3,281	26,026	(1,026)				
1,730	-	-	1,730				
84,678	7,675	38,651	46,027				
151,060	13,288	70,547	80,513				
1,500	-	24	1,476				
180,781	1,807	15,869	164,912				
21,223	-	119	21,104				
24,009	4,361	17,039	6,970				
18,628	258	2,820	15,808				
39,344	-	67,032	(27,688)				
2,277	-	95	2,182	96,459	306	42,353	54,106
7,041,416	334,852	2,483,136	4,558,280	173,371	446	42,932	\$130,439
\$703,982	\$32,609	\$223,482	\$480,500	\$15,906	\$40	\$3,864	\$12,042
\$7,745,398	367,461	\$2,706,618	\$5,038,780	\$189,277	486	\$46,796	\$142,481
		35%				25%	
\$1,549,080	\$76,439	\$1,011,248	\$537,832	\$37,855	\$121	\$11,699	\$35,620

Credit Card Expenses: Credit card statement dated 8/1/23-8/31/23

August 2023 expenses:

Program Supplies - Kitchen	\$	39	The Webstaurant Store - Kitchen Supplies for CWPC
CWPC - Other	\$	68	China Express - CWPC Dinner
Program Supplies - Disposables	\$	2,828	Costco - Diapers & Wipes
Office Supplies	\$	426	Walmart - Office Supplies
Program Supplies - Classroom	\$	264	Target - Classroom Supplies
Program Supplies - Kitchen	\$	537	Target - Baby Bottles
Program Supplies - Disposables	\$	506	Target - Diapers
	\$	4,668	



FINANCE COMMITTEE MEETING

Date: October 11, 2023	Program: Finance
Agenda Item #: 5	Director: Steven Warnes
Subject: Health Insurance Report	Officer: Jay Zapata

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, 2023, the health insurance reserve is at \$6.8 million, which covers approximately 9.5 months of average expenditures. Contributions from programs and employees for 2023 total \$6,937,787 while the Fund paid out \$5,626,091 in expenses

Changes to the health insurance plan in 2021 through 2023 include:

- Effective January 2021: 6% increase in Employer premiums and an average 16% increase to Employee premiums.
- Effective January 2022: Tele-health service was added and 1% increase in Employer premiums and an average 8% increase to Employee premiums.
- Effective January 2023: Restructured the wellness program to include more employees; replaced wellness discounted premium by an incentive program available to all employees. 5.5% increase in Employer premiums.

This table presents a sample of the monthly health insurance premium rates for 2023. Rates vary depending on the type of coverage tier selected; the PPO option is shown but a high-deductible option is available to the employees at a 40% lower cost.

	Agency	Employee	Total Premium
Employee Only	\$ 633	\$ 150	\$ 783
EE +Child(ren)	\$ 1,146	\$ 270	\$ 1,416
EE + Family	\$ 1,521	\$ 360	\$ 1,881
EE + Spouse	\$ 1,272	\$ 300	\$ 1,572

FRESNO EOC
HEALTH INSURANCE FUND REPORT
 THROUGH AUGUST 31, 2023

	2023								2022				
	January	February	March	April	May	June	July	August	YTD totals Jan-Aug	Mo. Avg. Prev 12 mos	YTD totals Jan-Aug	Annual Jan - Dec	Annual Mo. Avg Jan - Dec
Beginning Fund Balance	5,493,909	5,464,765	5,865,711	6,054,466	6,355,101	6,660,835	6,712,778	6,592,943					
<u>Income</u>													
Agency Contributions	753,479	747,863	758,762	746,004	744,968	750,773	469,368	730,091	5,701,308	713,828	5,033,735	8,623,821	718,652
Additional Agency Contr.	-	-	-	-	-	-	-	-	-	0	0	0	-
Employee Contributions	193,157	179,182	87,767	185,795	184,966	198,294	102,607	104,711	1,236,479	159,876	1,115,477	1,963,810	163,651
Total Income	946,636	927,045	846,529	931,799	929,934	949,067	571,975	834,802	6,937,787	873,704	6,149,212	10,587,631	882,303
<u>Expenses</u>													
Health Claims Paid	597,281	252,921	277,335	258,071	304,953	538,213	322,956	230,864	2,782,594	398,291	2,837,398	5,188,655	432,388
Dental Claims Paid	47,952	37,885	42,028	52,612	38,170	43,411	47,309	51,445	360,812	43,652	328,632	525,612	43,801
Prescriptions Paid	161,856	93,451	158,339	153,394	111,262	144,243	148,592	169,927	1,141,064	143,571	1,053,752	1,764,880	147,073
Vision Claims Paid	6,778	2,036	14,828	1,220	8,412	9,115	6,472	11,441	60,302	6,688	43,238	68,611	5,718
Stop Loss Premiums	104,348	105,261	108,245	107,933	103,712	103,362	104,699	99,246	836,806	102,068	726,444	1,211,263	100,939
Stop Loss Claims	-	(22,123)	-	-	(67)	-	-	-	(22,190)	(37,324)	(15,246)	(440,948)	(36,746)
Life Insurance Premiums	8,250	8,188	8,240	9,187	9,203	9,170	8,969	9,058	70,265	9,963	88,023	149,754	12,480
Pinnacle	13,309	13,579	13,580	13,526	13,471	13,508	13,490	13,111	107,574	13,211	92,159	155,949	12,996
Blue Cross	13,835	13,895	13,994	13,975	13,875	13,955	13,954	13,558	111,041	13,690	96,668	163,337	13,611
Benefits Consultant	12,083	12,083	12,084	12,083	12,083	12,084	12,083	12,083	96,666	12,083	82,002	142,419	11,868
Employee Assist. Program	4,537	4,537	4,740	4,740	4,740	4,740	4,740	4,740	37,514	3,708	13,136	21,865	1,822
Preferred Chiropractors	871	875	881	880	874	879	878	854	6,992	872	6,301	10,645	887
TeleDoc	2,474	2,485	2,503	2,499	2,481	3,426	2,996	4,863	23,727	2,799	17,892	30,232	2,519
Other Expenses	2,206	1,026	977	1,044	1,031	1,018	982	950	9,234	1,206	16,319	22,588	1,882
ACA Fees	-	-	-	-	-	-	3,690	-	3,690	308	3,750	3,750	313
Total Expenses	975,780	526,099	657,774	631,164	624,200	897,124	691,810	622,140	5,626,091	714,785	5,390,468	9,018,612	751,551
Current Fund Activity (net)	(29,144)	400,946	188,755	300,635	305,734	51,943	(119,835)	212,662	1,311,696	158,919	758,744	1,569,019	130,752
Ending Fund Balance	5,464,765	5,865,711	6,054,466	6,355,101	6,660,835	6,712,778	6,592,943	6,805,605	6,805,605				
<u>Enrollment</u>													
Employee only-Traditional	247	256	256	259	258	260	257	247		251		250	
High-Deduct	79	84	86	87	84	86	87	86		83		76	
Family coverage-Traditional	337	321	322	320	318	318	320	311		326		348	
High-Deduct	34	41	41	38	39	39	39	39		38		36	
Dental coverage only	42	54	49	47	49	47	46	45		46		40	
Temp/On Call Plan	-	-	-	-	-	-	-	-		0		0	
Total employees enrolled	739	756	754	751	748	750	749	728		743		750	
Average contributions per employee	1,281	1,226	1,123	1,241	1,243	1,265	764	1,147		1,176		1,176	
Average expenses per employee	1,320	696	872	840	834	1,196	924	855		962		1,002	

Estimated # months funded: 9.5



FINANCE COMMITTEE MEETING

Date: October 11, 2023	Program: Finance
Agenda Item #: 6	Director: Chris Erwin
Subject: Non-competitive Procurements	Officer: Jay Zapata

Background

The information presented below is intended to keep the Committee apprised of any procurements made through a non-competitive procurement process. In accordance with the Accounting Policies and Procedures Manual, Non-competitive Procurements are “special purchasing circumstances, in which competitive bids are not obtained. Non-competitive procurement (purchases and contracts) is 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 non-competitive proposals in response to a written request from the Agency.
- Or after solicitation of several sources, competition is determined to be inadequate.

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

The Agency also follows the following guidelines:

- Purchases from \$10,000 to \$150,000 require three written quotes and may be approved by the CEO.
- Purchases over \$150,000 require a formal bid and approval from the Board.
- Purchases over \$10,000 without quotes or bids must be disclosed to the Board.

Vendor	Purpose	Amount	Justification
			No items to report this month



FINANCE COMMITTEE MEETING

Date: October 11, 2023	Program: Advance Peace
Agenda Item #: 7	Director: N/A
Subject: Variance Reports	Officer: Emilia Reyes

Background

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

The following prepared financial analysis reports will be presented on behalf of:

- Advance Peace
 - The majority of program funding comes from the California Board of State and Community Corrections (BSCC) through its California Violence Intervention and Prevention (CalVIP) grant program. As of August 2023, the remaining budget, including a required grant match, is approximately \$350,000. Additional funding of \$2,000,000 is anticipated in coming months.

Variance Report Summary
 Advance Peace
 Program Activity Costs Through August 2023

Program	Project/Contract No.	Contract Period	Reporting Period	Program Costs	Budget	Remaining Budget	Remaining Budget %
CalVIP Cohort 3 - GRANT	876-20	October 2020 - December 2023	August 2023	\$849,220	\$925,000	\$75,780	8%
CalVIP Cohort 3 - MATCH	876-20	October 2020 - December 2023	August 2023	\$925,000	\$925,000	\$0	0%
CalVIP Cohort 4 - GRANT	876-22	July 2022 - June 2025	August 2023	\$56,601	\$1,094,238	\$1,037,637	95%
CalVIP Cohort 4 - MATCH	876-22	July 2022 - June 2025	August 2023	\$17,356	\$1,094,238	\$1,076,882	98%
VIPI- City of Fresno	VIPI2223-04	January 2023 - December 2023	August 2023	\$79,095	\$375,000	\$295,905	79%
Live Free	MOU	July 2023 - April 2024	August 2023	\$20,742	\$25,000	\$4,258	17%



FINANCE COMMITTEE MEETING

Date: October 11, 2023	Program: Finance
Agenda Item #: 8	Director: Steve Warnes
Subject: Access Plus Capital Transition Report	Officer: Jay Zapata

Background

In 2008, Fresno EOC established Access Plus Capital (APC) to cater to the financial needs of underserved communities around Fresno County. With Fresno EOC's backing, APC expanded its operations over two decades. On December 23, 2020, an Administrative Services Agreement was signed where APC compensated Fresno EOC for administrative responsibilities, including staffing, workspace, audit functions, and other operational duties.

On April 3, 2023, APC signaled its intent to terminate the Administrative Agreement, aiming for a structural and operational separation (APC Separation and Transition). In June 2023, Fresno EOC and APC reached a transition agreement with fiscal impacts detailed below.

Fiscal Impact

APC's Loans:

- a. Citibank Loan Resolution: APC is slated to finalize and settle Loan Number 6113. Upon completion, Fresno EOC's status as guarantor will be formally rescinded, and APC will reconvey collateral accounts, estimated at approximately \$700,000, to Fresno EOC.
- b. Wells Fargo Obligation: APC has an obligation to discharge its debt under Obligation NO. 59. Subsequent to this fulfillment, the promissory note will be reconveyed, and Fresno EOC's guarantee associated with this obligation will be officially terminated.
- c. SBA ILP Loan Arrangement: Fresno EOC will assume responsibility for a debt approximating \$485,814. Thereafter, a transfer of rights pertaining to the SBA ILP Loan Portfolio will occur from Fresno EOC to APC. Fresno EOC paid the

outstanding balance of approximately \$472,755 and APC has 30 days to purchase the loans from Fresno EOC.

Fresno EOC's Loans:

a. Self-Help Credit Union Loan Loss Reserve: Fresno EOC will relinquish all affiliations with the APC-designated Self-Help Credit Union account, previously earmarked for employee loans. Concomitant to this, any disbursements by APC from this account on Fresno EOC's behalf will be remitted back to APC.

Conclusion

As part of their strategic financial realignment, APC and Fresno EOC proactively worked to resolve their outstanding financial commitments to each other by September 30, 2023.