

Finance Committee Meeting

Meeting Minutes

Subject	Finance Committee	Meeting Notes : Dates	11/12/2012	
Facilitator	Reg Allen, Chair	Time	930am – 950am	
Location	GoTo Meeting	Scribe	Reg Allen	
Attendees	T. Frost, K. Dewar, M. Tornstrom, T. DeMarse, J. Cushman Excused/Absent: M. Shah, B. Faugh			
	This workgroup's responsibility is: Review the MLREMS Finances on a quarterly basis.			
Key Points Discussed and Action Items				
No.	Topic	Action Item(s)	Resources	Target Date
1	Introductions and Work Plan 1. Quarterly review of budget and finances of the MLREMS Council			
2	Old Business • None			
3	<p>New Business</p> <ul style="list-style-type: none"> • Reviewed balance sheet as of October 31, 2012 and all expenses Budget YTD • Reviewed current bank account totals. • Current IT vendor for web site. <ul style="list-style-type: none"> ○ Discussed options and decision to put out an RFP to evaluate our options for a new vendor. <p>NYS Funding</p> <ul style="list-style-type: none"> • Extensive discussion regarding NYS funding and the delayed payments. Currently NYS DOH owes 	<p>No action needed on current financials</p> <p>Develop RFP for IT services</p>	<p>NYS Legislators</p>	<p>January 2013</p> <p>Nov. 2012</p>

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	<p>MLREMS \$103,437. It was also noted that course sponsors are not being paid on time, despite the statement from NYS DOH that “training will be a priority.” Discussion on next steps and option to contact local NYS Legislators. It was agreed that this would be discussed at the full council meeting next month. Below is an overview of the payments due.</p> <p>NYS Vouchers –</p> <p>We are still waiting for payment on the Apr-Jun 2012 Vouchers (PA-\$44223/CO-\$1526) and the Jul-Sep 2012 Vouchers (PA-\$38492/CO-\$5008).</p> <p>We are waiting on payment for the August 2012 CIU Course (\$950).</p> <p>We are still waiting on the Jan-Mar 2012 Council Voucher to be paid by NYS – the good news is that as of yesterday, the SFS System showed “pending” for that payment. That amount is \$13,238.</p> <p>Specialty Course 5 Year Financial Audit Results –</p> <p>I know that NYS is still investigating items that were uncovered during the Specialty Course Audit – according to our records; NYS owes us money for Specialty Courses. There was also a payment that should have been made from Council to U of R/Program Agency related to Specialty Courses during that 5 year audit period, but we cannot find a record of whether or not it was paid.</p> <p>Council Payments to Program Agency/ U of R –</p> <p>All Administrative Support invoices are paid up through September 2012.</p> <p>Invoices have not yet been paid for Apr-Jun 2012 or Jul – Sep 2012 – due to the fact that NYS has not yet paid the vouchers.</p>			
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4	Next Meeting November 12, 2012 at 9:30am Go To Meeting			