



Contra Costa County



Meeting: Fiscal Sub-Committee Date: January 15, 2020 Time: 5:00 pm to 5:45 pm

Location: 500 Ellinwood, Pleasant Hill Facilitator: Haydee Ilan Recorder: Haydee Ilan

Attendees: See sign-in sheet

TOPIC	SUMMARY	
<p>Desired Outcomes / Agreements Reached</p>	<p>Detailed discussion of the function and responsibilities of the Finance subcommittee. Clear understanding of roles and function by new members ensued.</p> <p>Reviewed HS; EHS; CCP 1 and CCP2 Budgets vs. Actuals Monitoring Reports and Credit Card Reports for November 2019. Explained the change in Credit Card report to reflect only expenditures incurred for the Head Start/Early Head Start programs, excluding expenditures for State programs. This was a recommendation of the Fiscal Reviewer during the Self-Assessment.</p>	
<p>Next Steps</p>	<p>Members of Fiscal Sub-committee will do the Fiscal report to the PC starting March 2020.</p>	
<p>Meeting Evaluation</p>	<p><u>Plus</u> 3 members of the Fiscal Sub-com were present and showed enthusiasm in the committee.</p>	<p><u>Deltas</u> 2 members of the Fiscal Sub-com were absent.</p>