



**Finance/Audit Subcommittee
Meeting Minutes
12/4/17**

Attendees: Ladan Dalla Betta, Bruce Knopf
Staff: Kris Stadelman, Deborah Gamble

- I. Review Agenda** – Ms. Stadelman reviewed the agenda and provided a brief explanation of each item.
- II. Review of 11/7/16 Meeting Minutes** – The finance committee reviewed the meeting minutes from 11/7/16.
- III. Expenditures** – Ms. Stadelman provided detailed explanations on annual allocations, period of performance and carry forward requirements.
 - a. Financial Statement for Year Ending 6/30/17
 - The WIOA Allocation grants (Adult, Dislocated Worker and Youth) all met the required 80% spend/obligated mandate of program funds.
 - NOVA carried forward approximately \$200,000 of Rapid Response and Layoff Aversion funds into PY2018. While the State has allowed for the carry forward of these funds for the last few years, we do not anticipate the State to continue this trend for PY2018.
 - In the Spring of 2017, NOVA received the pending funding increments for the DOL NDWG and the Slingshot grants totaling over \$2,500,000.
 - b. Financial Statement for Q1 of PY2017
 - Despite a decrease in the WIOA Allocation funding, NOVA is in a good financial position for PY2017. The DOL NDWG and H-1B Ready to Work grants bridge the gap in allocation funding and allow NOVA to continue to provide quality services to dislocated workers in the area.
 - The DOL NDWG grant has been extended through December 2018.
 - The committee discussed the status and expected performance of non-allocation grants

- IV. **WIA / WIOA Performance** – Ms. Stadelman explained WIOA performance is not yet available due to the change in performance timeframes. WIA performance data was provided for program exits through 6/30/16. NOVA has achieved or succeeded each of its WIA performance goals for PY16.
- V. **Compliance** – Ms. Stadelman reviewed and explained the recent monitoring reports received. Provided a handout on the outcomes for four program reviews occurring during PY16: WIOA Program, WIOA Fiscal and Procurement, H-1B Ready to Work and the National Dislocated Worker Grant. Of the four reviews, there is one outstanding finding – internal monitoring. NOVA has since addressed this issue and expects to have the finding resolved during the annual WIOA Program review in December 2017.
- VI. **Next Meeting** – TBD.