



## SFWIB FINANCE AND EFFICIENCY COUNCIL MEETING MINUTES

**DATE/TIME:** August 21, 2025, 8:45AM

**LOCATION:** ONLINE ONLY

Zoom: [https://us02web.zoom.us/meeting/register/tZwod-6gqD4iGtB1r\\_9f6hTTiLxAUPpsV9CH](https://us02web.zoom.us/meeting/register/tZwod-6gqD4iGtB1r_9f6hTTiLxAUPpsV9CH)

### 1. CALL TO ORDER:

Chairman Scott, called to order the regular meeting of the Finance and Efficiency Council meeting, at 8:35AM on August 21, 2025.

**ROLL CALL:** 8 members; 5 required; 8 present: Quorum Present

| SFWIB<br>PRESENT (VIA ZOOM)                                                                                                                                        | FEC<br>MEMBERS | SFWIB<br>ABSENT          | FEC<br>MEMBERS | SFWIB STAFF                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------|----------------|--------------------------------|
| Bridges, Jeff<br>Chi, Joe<br>Datorre, Roberto<br>Gibson, Charles<br>Glean-Jones, Camela<br>(Zoom)<br>Perez, Andy (Zoom)<br>Pintado, Kirenica<br>Scott Jr., Kenneth |                |                          |                | Bennett, Renee<br>Petro, Basil |
|                                                                                                                                                                    |                | <b>SFWIB<br/>EXCUSED</b> |                | <b>ADMINISTRATION/IT</b>       |
| <b>OTHER ATTENDEES</b>                                                                                                                                             |                |                          |                |                                |
|                                                                                                                                                                    |                |                          |                |                                |

Agenda items are displayed in the order they were discussed.

### 2. Public Comments

*Public comments should be two minutes or less.*

Chairman Scott opened the floor for comments from the public. No requests to speak were received by the Executive Office. None were presented. Item closed.

### **3A. Finance and Efficiency Council Meeting Minutes – June 26, 2025**

Chairman Scott called for the minutes from the June 26, 2025, Finance and Efficiency Council meeting to be considered, allowing members an opportunity to review before entertaining a motion.

**Motion:** Ms. Glean-Jones to approve the June 26, 2025 Finance and Efficiency Council Meeting minutes. Ms. Glean-Jones seconded the motion; **item is passed without dissent.**

No further comments or suggestions were submitted by the members. Item closed.

### **4. Information – SFWIB Financial Report Update**

Chairman Scott introduced the item; Ms. Bennett reviewed the unaudited SFWIB Financial Report for the period of July 1, 2024 through June 30, 2025. Ms. Bennett presented the unaudited SFWIB Financial Report for the period from July 1, 2024, to June 30, 2025. She informed the council that this report includes a soft close for Program Year 2024-2025, as the year-end closing process has not yet been completed. Following the introduction, Ms. Bennett reviewed the expenditure rates for headquarters, adult and youth services, facilities, and other programs and projects, providing explanations for the corresponding variances.

No further comments or suggestions were submitted by the members. Item closed.

### **5. Information – Bank Reconciliation – June and July 2025**

Chairman Scott introduced the item; Ms. Bennett updated the Chairman on the voided checks from the June 26, 2025, meeting and then reviewed the bank reconciliation reports for June and July 2025.

No further comments or suggestions were submitted by the members. Item closed.

### **6. Information – Office of Continuous Improvement (OCI) Fiscal Monitoring Report**

Chairman Scott introduced the item; Ms. Bennett reviewed the OCI Fiscal Monitoring Report for the period of June 1, 2024 through July 31, 2025.

The review examined three organizations: Arbor E&T, LLC, Community Coalition, Inc., and Youth Co-Op, Inc. Ms. Bennett presented the findings and observations for each organization. Arbor E&T incurred a disallowance of \$416.49 due to a reimbursement error related to staff local travel.

Mr. Chi expressed concerns regarding the report and asked about the next steps. Ms. Bennett explained the Corrective Action Plan process, which aims to address the identified issues and ensure that measures are implemented to prevent similar findings from occurring in the future.

No further comments or suggestions were submitted by the members. Item closed.

## **7. Approval – Acceptance of Workforce System Funding**

Mr. Scott introduced the item; Ms. Bennett subsequently presented the request to accept an additional \$970,988 in additional Workforce System Funding.

**Motion:** Mr. Chi to recommend to the board the approval of the acceptance of additional workforce system funding in the totaling \$970,988. Mr. Datorre seconded the motion; item is passed without dissent.

No further comments or suggestions were submitted by the members. Item closed.

There being no further business to come before the Council, meeting adjourned at 9:10 am.