



Finance Committee
Meeting Minutes
Wednesday September 6, 2017- 9:00 am
15 Industrial Parkway, Burlington, VT

Committee Members:

Commissioner Dimitruk, Chair
Commissioner Bohne
Alt. Commissioner Millar
Alt. Commissioner Powers, via Phone

Staff Present:

Mark Sousa, General Manager
Michelle Daley, Director of Finance
Jordan Nelle, Controller
John Robinson, HR Coordinator
Alma Hebib, Executive Assistant

Meeting opened at 9:03 am

1. Adjustment of the Agenda- Chair Dimitruk requested a review of the strategic goals assigned to finance under item 6, the workplan review.
2. Public Comment- No public comment.
3. Approval of the meeting minutes- Minutes were reviewed and edited with the change of titles of Alternate Commissioner Bohne to Commissioner Bohne and Commissioner Powers to Alternate Commissioner. Minutes were also adjusted to show Commissioner Bohne as present for the meeting on August 8th, 2017. Commissioner Dimitruk made a motion to approve the minutes with the changes discussed, and Commissioner Bohne seconded. All were in favor and the Minutes were approved.
4. Update on the Medicaid (NEMT) Services- No action needed at this time. Mr. Sousa and Mrs. Daley stated that we hope to break even and that things are “going in the right direction”. There is an upcoming meeting between VPTA and Medicaid, although there is not set date on the meeting yet, we are hoping to discuss further in detail about the services, operation, finance, etc. There will be a discussion once the meeting with Medicaid is finished.
5. FY18 Capital and Operating Budget Adjustments- Mrs. Daley stated that there are no adjustments to be made at this time. The Finance department has finalized the Capital budget but are still waiting to hear on the finalized Operating budget and Medicaid funds. Due to the budget not being finalized and after further discussion it was decided by the staff and commissioners to remove discussions of the budget at the retreat and hopefully discuss a proposed budget in October.
6. FY18 Workplan Review/Finance Strategic Goals- Staff provided the committee with a brief preview of the workplan. There was a discussion on the progress of the two assigned strategic goals for Finance and the current status of each goal.
7. FY19 Budget timeline review- Staff provided the outline of the budget timeline to review. Dates will be inserted for the next meeting.
8. Alternate Millar made a motion to adjourn and was seconded by Commissioner Bohne. All were in favor and the meeting Adjourned at 9:44 am.

Next Finance Committee meeting is Tuesday October 10, 2017 at 8:30am.