**Albany County Coalition on Home (ACCH)**

**Fiscal Advisory Committee Meeting**

Minutes- **1/3/2019**

# Attendees

|  |  |  |
| --- | --- | --- |
| Amandia Carr | Rich Marini | Michelle Sandoz-Dennis |
| Phil Garvey | Christine McDonough | Brian Shea |
| Liz Hitt | Frank Montalvo | Alicia Stewart |
| Zack Kaplan | Lisa Ostiguy | Wendy Wahlberg |
| Steve Lape/SPARC | Dawn Pasquarell | Maggie Watson |
| Lyn Mack | Tim Reynolds | Jane Zhang  Andra Zubkovs |

# Call to Order

9:00 AM

# Approval of Previous Minutes

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | No | Yes, with revisions | Decision postponed |

# Old Business

* Vouchering/Reimbursements – $4,936,160 reimbursed through 12/18
* Fiscal Reports - further discussion regarding whether MONTH total should reflect month funds are drawn down versus month of agency expenditures. Maggie will report back.
* Redirecting Funds Update – Maggie confirmed that redirected funds cannot pay for expenses retroactively
* Standard Operating Procedures Manual – to be shared with Committee prior to February 7th meeting. Goal to finalize and post by August 2019 (after Fiscal Advisory and Board reviews)

# New Business

AHA / SPC Meetings

* First monthly meeting 1:30 pm will occur on 1/4/19. Lisa will facilitate discussion surrounding improved communications between agencies and AHA staff, distribution of HAP payment reports, and potential funds to be redirected. Maggie will share SPC budgets with agencies this afternoon.

# Next Meeting

Thursday, February 7 at 9:00 am

The meeting was adjourned at 10:00 AM.

Minutes respectfully submitted by Maggie Watson, CARES of NY, Inc. Planning Team

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