

ESS Finance Subcommittee
July 8, 2021

Members Present: Lisa Kent, Sheri Jones, Stacie Herridge, Amy Assink, Laura and McKeever

Other Participants: Phil Dunshee, Lisa Long, Leah Champion, and Gary Wilgenbusch.

Meeting Summary

The Subcommittee reviewed the June 3, 2021 meeting summary. Sheri Jones made a motion to approve the meeting summary. Lisa Kent seconded, and the motion was approved.

Accounts Receivable Report

The Subcommittee received an update regarding outstanding accounts receivable items.

Monthly Payments Report

The Project Manager presented the Subcommittee with the monthly payment reports for July. Stacie Herridge made a motion to approve the July monthly payments reports. Sheri Jones seconded, and the motion was approved.

Fund 255 Reimbursement Invoice

The Subcommittee reviewed the monthly Fund 255 reimbursement invoice for July. Bills included CSI, \$7,581.03, and Oasis, \$12,654.28 and \$12,654.28. Amy Assink made a motion to approve the July Fund 255 reimbursement invoice. Stacie Herridge seconded, and the motion was approved.

Monthly Financial Reports

The Subcommittee reviewed the May 2021 Financial Reports. Jo Greiner made a motion to approve the May 2021 Financial Reports. Amy Assink seconded, and the motion was approved.

CY 2020 Audit, 990 Return Status

The Project Manager presented the combined financial statements prepared by Bergan KDV and provided an update on the status of the 2020 audit and 990 IRS return.

Recording Services Cost Study

The Subcommittee was informed that the ILR team continues to ask counties to participate in part three of the cost study, and they will follow up with individual counties as the report is written.

Development Services RFQ

The subcommittee was informed that contract negotiations with both selected vendors have been completed. Both vendors, We Write Code and Lean Techniques, have agreed to most of the standard terms presented with only minor changes.

Other Project Updates – Discussion

The Project Manager informed the Subcommittee that there have been discussions with ISAC and ISAC affiliates regarding how to proceed with the new peace officer name redaction legislation.

June Metrics Review

It was reported that June was a peak e-submission month in 2020, and that while this year is not seeing the same degree of growth, there doesn't seem to be a drop-off since pandemic restrictions have begun to ease.

The meeting was adjourned at 9:27 AM.

The next meeting of the Finance Subcommittee is a teleconference scheduled for August 5, 2021.