

ESS Finance Subcommittee

October 11, 2021

Members Present: Amy Assink, Laura McKeever, Sheri Jones and Jo Greiner

Other Participants: Phil Dunshee, Lisa Long and Leah Champion

Meeting Summary

The Subcommittee reviewed the September 7, 2021, meeting summary. Amy Assink made a motion to approve the meeting summary. Sheri Jones seconded, and the motion was approved.

Accounts Receivable Report

A reimbursement payment for fund 255 and an overpayment from Scott County for maintenance were discussed. It was noted that we had since received payment from Warren County for the deputy's conference.

Monthly Payments Reports

The Project Manager presented the Subcommittee with the monthly payment reports for October. Jo Greiner made a motion to accept and approve the October monthly payments reports. Laura McKeever seconded, and the motion was approved.

Fund 255 Reimbursement Invoice

The Subcommittee reviewed the monthly Fund 255 reimbursement invoice for October. Bills included CSI, \$7,907.05; Oasis, \$17,389.55 and \$18,396.92; Lean Techniques, \$18,345.00 and \$12,625.00; and We Write Code, \$13,107.50. Sheri Jones made a motion to approve the October Fund 255 reimbursement invoice. Jo Greiner seconded, and the motion was approved.

Monthly Financial Reports

The Subcommittee reviewed the August, 2021 Financial Reports. Laura McKeever made a motion to approve the August, 2021 Financial Reports. Sheri Jones seconded, and the motion was approved.

Development Services Update

Work continues on both the payment application and the E-Submission 2.0 Submitter interface. The Project Manager reports that the investments have been worthwhile and the velocity at which development is occurring is on track and going well.

Planning & Budget Updates

The Project Manager provided the subcommittee with some insights regarding upcoming budget discussions that will likely occur. This includes potential for new staff positions. Discussion will continue and budget action is planned for November.

September Metrics Review

Activity is still steady. The seminars series is resulting in an increase in e-submission applications.

The Meeting was adjourned at 9:29 AM