



## FINANCE COMMITTEE MINUTES

**DATE:** March 20, 2024  
**TIME:** 5:00 p.m.  
**PLACE:** 1430 Collier Street – Board Room

**MEMBERS PRESENT:** Ann Kitchen and Hal Katz

**MEMBER ABSENT:** Deborah Smith

**Center staff were in attendance.**

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The meeting was called to order by Chair Ann Kitchen at 5:00 p.m.

### CITIZEN'S COMMENTS

None

### APPROVAL OF FINANCE COMMITTEE MINUTES FOR FEBRUARY 22, 2024

The minutes of the February 22, 2024 meeting stand approved as submitted.

### RECOMMENDATION TO APPROVE CASH & INVESTMENT REPORT FOR FEBRUARY 29, 2024

Mark Watson reviewed the Cash and Investment report for February 29, 2024. Hal Katz made a motion to recommend to the Board the acceptance of the proposed recommendation. Ann Kitchen seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

### RECOMMENDATION TO APPROVE FINANCIAL STATEMENTS AND BUDGET AMENDMENTS (IF APPLICABLE) FOR THE PERIOD ENDING FEBRUARY 29, 2024 (SUBJECT TO AUDIT)

Joe Carrington presented the February 29, 2024 Financial Statements. Hal Katz made a motion to recommend to the Board the acceptance of the proposed recommendation (Subject to Audit). Ann Kitchen seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

### RECOMMENDATION TO APPROVE THE BP 04.22 "FUND BALANCE"

Mark Watson provided an update on the policy which affects the days of operation. Hal Katz made a motion to recommend to the Board the acceptance of the proposed recommendation. Ann Kitchen seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

### RECOMMENDATION TO ENGAGE AUDIT FIRM FOR ANNUAL COMPLIANCE AND FINANCIAL AUDITS OF INTEGRAL CARE AND INTEGRAL CARE FOUNDATION, BEGINNING WITH FY24, AND FOR COMPLETION OF ASSOCIATED 990s

David Weden provided an update on the RFQ and recommended the Board authorize choosing Eide Bailley. Hal Katz made a motion to recommend to the Board the acceptance of the proposed recommendation. Ann Kitchen seconded the motion. All in favor. Motion carried. This item will be added to the consent agenda.

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**RECOMMENDATION TO APPROVE THE FY 2025 BUDGET CALENDAR**

Joe Carrington provided an update on the FY 25 Budget Calendar. Hal Katz made a motion to recommend to the Board the acceptance of the proposed recommendation with additions discussed. Ann Kitchen seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**RECOMMENDATION TO APPROVE PURCHASE OF BUDGET AND FINANCIAL PLANNING SOFTWARE**

Joe Carrington provided an update on the software and recommended finalizing a contract with Workday. Hal Katz made a motion to recommend to the Board the acceptance of the proposed recommendation. Ann Kitchen seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**UPDATE ON DIRECTED PAYMENT PROGRAM BEHAVIORAL HEALTH SERVICES**

David Weden provided an update on the program and how much funds Integral Care received.

**UPDATE ON AUDIT BY TRAVIS COUNTY**

Joe Carrington provided an update on the audit of 10 programs and announced there were no findings.

**ANNOUNCEMENTS**

None.

**NEW BUSINESS**

- Consent: Items: III, IV, VI, VIII
- Non-Consent Item: V, VII

**CITIZENS' COMMENTS**

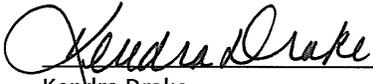
None

**ADJOURNED**

The meeting adjourned at 6:03 p.m.

  
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Ann Kitchen  
Finance Committee

05/23/2024  
Date

  
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Kendra Drake  
Recording Secretary