



SCLC Audit and Finance Committee Meeting
Wednesday, April 6, 2022
3:30pm

Minutes

Approved February 1, 2023

Attendance

Anderson, Susan – Redondo Beach
Garcia, Diana – Monterey Park
Graf, Ann – Azusa
Schram, Nancy – Ventura
Shaffer, Gary - Glendale

Other

Cousin, Heather – SCLC
Dinuzzo, Carol - SCLC
Goldman, Elizabeth – Burbank
Graver, Lori – SCLC
Walker, Wayne - SCLC

Absent

Lockwood, Barbara - Calabasas

1. Opening Gary Shaffer
Meeting called to order at 3:32pm.

2. Public Forum Gary Shaffer
None.

3. Consent Calendar
All items on the consent calendar may be approved by a single

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motion. Any committee member may request an item be removed from the consent calendar and placed on the agenda for discussion.

- a. Minutes of the February 2, 2022 Audit and Finance Committee meeting.
MSP (Schram/Garcia) to accept the Consent Calendar, without changes. (4 yes, 0 no, 1 abstain)

4. Adoption of Agenda Gary Shaffer
Chair adopted the agenda without objection.

5. Investments Report Carol Dinuzzo
The investment overview reflects the balance of the LAIF account as of February 2022. The CEPPT account balance is the same as of December 2021, as the quarterly statement will not be available until early May.

6. Funding Pension Liability Update Gary Shaffer
MSP (Schram/Anderson) to 1) Pay \$270,399 to CalPERS by June 30, including \$154,769 already budgeted and \$115,630 additional. 2) Budget for \$270,399 in FY22-23 for the next year of pension liability payment. (5 yes, 0 no, 0 abstain)

7. Proposed Budget FY2022/23 Carol Dinuzzo
Requested correction to entry for "Prior Year Office space rental," from \$3,200 to \$32,000. The difference in travel from prior year to proposed year is due to limited staff travel during COVID, and the anticipation of return to normal travel patterns for FY2022/23. The difference in salary from prior year to proposed year is due to anticipated staff step increases, anticipated COLA increases, and anticipated vacation pay out for two (Interim ED and regular ED), plus sick leave pay out for Interim ED.

8. Staff Salary Schedule Gary Shaffer
MSP (Graf/Schram) to recommend to the Administrative Council to increase the SCLC staff salary range for each position by 2.5 percent for each of the next three fiscal years, and removal of the COLA columns as presented staff salary schedule in the agenda packet. (5 yes, 0 no, 0 abstain)

9. Staff Bonuses Gary Shaffer
MSP (Schram/Graf) to recommend to the Administrative Council a one-time bonus for all SCLC staff to account for the additional workload during the period following the retirement of the immediate past Executive Director and the appointment of the current Interim Executive Director, not to exceed \$5,000 total. (5 yes, 0 no, 0 abstain)

10. Other Gary Shaffer
None.

11. Adjournment Gary Shaffer
Meeting adjourned at 4:30pm.

Respectfully submitted by Lori Graver on February 2, 2023.

