

#### EXECUTIVE COMMITTEE Meeting

**Thursday, April 8, 2021**

**Meeting Minutes**

1. The meeting was called to order, via Microsoft Teams video and conference call, at 10:03 am by Robert Smith as Eric Kool could not due to technical issues. Also present were Eric Kool, Jim Ward, Jana Rhoads, John Hawkins, and Teresa Burke.
2. The March 11, 2021, minutes were reviewed. Jana moved to approve the minutes and Eric seconded. All were in favor and the motion was carried by unanimous vote.
3. Review FY21 budget and estimated FY22 budget.
   1. Spending of contracts was reviewed and, overall, spending is still down.
   2. FY22 budget would require adjustment if any contracts would not be renewed for FY22 based on today’s voting.
4. Discussion and vote: Decision on some of Polk Decat contract renewals for FY22. Refer to the April 8, 2021 Agenda Addendum and Minutes Addendum for voting results.
5. Other Decat, RJCE and CPPC updates:
   1. No updates at this time
   2. Jana mentioned that PSSF funds have been received and would like to review how they could be used in Polk. She provided a summary to Teresa of the amended used for PSSF dollars, given that they have changed from how they were previously able to be used. Teresa confirmed that this would most likely require changes to the Flex Funds Request Form. Jana suggested a discussion with Kara Regula for more details on PSSF funds usage and how to code the funds on PCQs.
   3. Jana would like to have a meeting with Teresa on the RJCE Coordinator Scope of Work for DHS. Teresa will schedule a meeting.
6. Next meeting topics:
   1. Any other Transfers of funds
   2. Review of FY21 budget
   3. Review final FY22 budget
   4. Discussion on use of some of the JCS unencumbered funds
   5. CPPC FY22 Plan review and vote
   6. Other Decat, RJCE and CPPC activities
   7. Anything else?
7. Adjourn: Eric moved to adjourn the meeting at 11:22 am. Jim seconded, all were in favor, and the motion passed unanimously.

The next regularly scheduled meeting will be Thursday, May 13, 2021, 10:00 am, via video and conference call.

tkdb