

SOUTHWOOD SHARED RESOURCE CENTER
Standing Committee on Operations and Finance

MEETING NOTES

Thursday, November 5, 2009 – 3:00 p.m.

A meeting of SSRC Standing Committee on Operations and Finance was held on Thursday, November 5, at 3:00 PM at the Southwood Shared Resource Center, Conference Room 102.

Members Present:

Blanca Bayo – DOR
Kevin Thompson - AWI

Others Attending:

Rick Mitchell – SSRC
Robert Hair – SSRC
John Wade – SSRC
Eric Haug – Governmental Affairs Policy Committee

The meeting was publicly noticed: **Florida Administrative Weekly, October 30, 2009, Volume 35/43**

This was the initial, organizational meeting of the SSRC Standing Committee on Operations and Finance.

Ms. Bayo and Mr. Thompson, Co-Chairpersons for the committee agreed that the high-level mission of the committee is to:

1. Review and evaluate SSRC budgetary documents, spend plans, rate schedules, and any other SSRC financial or budgetary related information and make recommendations to the full board regarding financial or budgetary decisions.
2. Review and evaluate SSRC operational plans, organizational and staffing plans, and other operational related activities and make recommendations to the full board regarding these matters.

The committee decided to meet monthly on the first Monday of each month at 3:00 PM at the Caldwell Building. The precise room location for the meeting will be determined later. Mr. Thompson said that he would ask his administrative assistant to provide clerical support for the committee. Mr. Mitchell said that he would ensure that the meetings were appropriately noticed in the Florida Administrative Weekly.

Mr. Hair, SSRC Business Office Manager, provided the committee with a draft SSRC Monthly Financials Report which was accepted. The committee requested that the SSRC also provide a monthly rate report for review.

The committee directed Mr. Mitchell to request an opinion from the Board's legal counsel as to whether or not the SSRC Board can delegate all (or any portion of) their expressed authority for granting exceptions to the 180 service termination requirement to the SSRC Executive Director.

Mr. Wade, SSRC Executive Director, provided the committee members with a brief overview of the FY10-11 spend plans, service rates and customer impacts resulting from board requested revisions and direction provided the SSRC at the full board meeting on Monday, November 2. The committee members strongly cautioned Mr. Wade to be sure he was comfortable and confident that the SSRC could provide the expected services within the parameters of the revised spend plans.