



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
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FINANCE COMMITTEE MEETING MINUTES

**Thursday, March 7th, 2024, at 8:00 AM
VIA ZOOM**

Please join my meeting from your computer, tablet, or smartphone.

<https://us06web.zoom.us/j/94867265750?pwd=YVFNVUxZVHhhYTViajNCOUR2Q1hWQT09>

Meeting ID: 948 6726 5750

Passcode: 692cZj

Attendees: Ralph Richard, William Pizzuto and Michael Palmerie

Attendees from NRWIB: Susan Mertz, Nina Lombardi.

Called the meeting to order 8.05 AM

1. Approval of Finance Committee Meeting Minutes from 12.07.2023.

Motion to approve was made by M. Palmerie and seconded by R. Richard. Motion approved.

2. Update on the Audit RFQ.

CFO S. Mertz informed the committee that an Audit RFQ is in process, MahoneySabol firm was the sole vendor that registered and attended the Bidders conference.

3. Review of January financial statements.

S. Mertz presented the January financials. All reports have been filed on time and all accounts reconciled. S. Mertz noted that the finance team is well structured, and one staff was replaced temporarily due to maternity leave.

Motion to receive and place on file was made by M. Palmerie and seconded by R. Richard. Motion approved.



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4. Approval of Fiscal Policy changes.

S. Mertz reported the few modifications made to update the NRWIB Fiscal Policy and requested it to be presented to the board.

Motion to approve and present to the board was made by R. Richard and seconded by M. Palmerie. Motion approved.

5. Other Business.

S. Mertz confirmed having monitoring at the end of this month of March, for The Community Projects grant and CareerConneCT grants.

6. Adjournment.

Motion to adjourn was made by M. Palmerie and seconded by R. Richard

The meeting adjourned at 8:15 am