

GUAM DEPARTMENT OF EDUCATION FINANCIAL SUPERVISORY COMMISSION (EFSC)

Virtual Zoom Meeting

November 24, 2020

MEETING MINUTES

AGENDA	DISCUSSION/TOPIC	ACTION/ STATUS										
In Attendance	<table><tr><td>Vanessa Valencia, OFB</td><td>Lou Perez, GDOE</td></tr><tr><td>Vincent Duenas, OPA</td><td>Joy Bulatao, GDOE</td></tr><tr><td>Grace Edrosa, DOA</td><td>Helen Legaspi, GDOE</td></tr><tr><td>Zeny Asuncion, GDOE</td><td>Justin Castro, GDOE</td></tr><tr><td>Carol Hinkle-Sanchez, Parent Representative</td><td>Adam Suharto, Vice Speaker Telena Nelson Office</td></tr></table>	Vanessa Valencia, OFB	Lou Perez, GDOE	Vincent Duenas, OPA	Joy Bulatao, GDOE	Grace Edrosa, DOA	Helen Legaspi, GDOE	Zeny Asuncion, GDOE	Justin Castro, GDOE	Carol Hinkle-Sanchez, Parent Representative	Adam Suharto, Vice Speaker Telena Nelson Office	
Vanessa Valencia, OFB	Lou Perez, GDOE											
Vincent Duenas, OPA	Joy Bulatao, GDOE											
Grace Edrosa, DOA	Helen Legaspi, GDOE											
Zeny Asuncion, GDOE	Justin Castro, GDOE											
Carol Hinkle-Sanchez, Parent Representative	Adam Suharto, Vice Speaker Telena Nelson Office											
I. Call to Order												
II Review and Approval Minutes a. Oct 29, 2020	<p>MEETING WAS CALLED TO ORDER ON VIRTUAL ZOOM PLATFORM AT 3:01PM.</p> <p>BBMR Item II of the agenda, approval of October 29, 2020 minutes. OFB acknowledged August and September 2020 EFSC meetings were approved in light of no audio to reflect that action. OPA moved to approved the October 29, 2020 minutes, subject to corrections; motion was seconded by Parent Representative and without object, motion carried.</p>											
III. Old Business a GDOE Cash Report FY2020 b. Reconciliation of Cash Disbursements	<p>GDOE distributed FY21 Cash Update. As of November 18, 2020 GDOE total FY21 cash received GF Operations \$23,653,315 cash received, GF Chamorro Studies \$69,167 cash received, SSHS Procurement \$67,305; PLRF \$22,776. Grand Total Cash received \$23,812,563. DOA distributed the Cash Disbursement Report and noted the variance is due to DOA release of payment not yet received by GDOE; expectation EFT be processed by tomorrow morning.</p>											
c. BBMR Appropriation/Allotment Status	<p>BBMR stated let’s move to the BBMR Appropriation/Allotment Status Reports item III. OFB noted BBMR request the November report be tabled for next meeting. DOA motioned to table the report for next meeting; OFB seconded and without objection motion carried.</p> <p>BBMR moving onto Item 3d the Accounts Payables Aging reports: as of November 3, 2020 total AP Aging Balance of \$4,073,088.72: \$59,126.08 current; \$2,872,816.80 is 30-60 days; \$846,403.61 is 60 to 90 days; \$294,742.33 is 90 days and over. NOTE: On Nov 19, 2020: GDOE fully paid GPA/GWA</p>											

GUAM DEPARTMENT OF EDUCATION FINANCIAL SUPERVISORY COMMISSION (EFSC)

Virtual Zoom Meeting

November 24, 2020

MEETING MINUTES

<p>d. Accounts Payable Aging</p>	<p>invoices in Aug and Sept totaling \$1,598,993; remitted \$216,403 to Lucky Kids Custodial; remitted \$551,558.04 to Sodexo Food Svces; Vendor GOG Retirement has total of \$109,565.76 which is currently disputed. The full amt is solely interest incurred. When noted payments are applied, total payables may be able adjusted to about \$2M.</p>	
<p>IV. Financial Status Designation for FY20 Month Ended a. August 2020</p>	<p>OPA asked how much longer will it take for GDOE to close their FY2020 books. GDOE responded there are a few error reports in the closing process that are being addressed which would allow the opening (FY2020) by week's end.</p> <p>BBMR Moving on to Item IV. a. FY2020 Financial Status Designation reports for the month ending August 2020. August FSD report indicated B-Warnings in 112 Overtime, 290 Misc; and C-Watches in 111 Salary, 112 Overtime, 290 Misc, 361 Power, 362 Water. OFB asked whether the Financials received today for FY2020 September should be resubmitted after GDOE completes FY2020 closing and opens FY2021) will provide a better basis for the FY2020 September 2020 FSD report. GDOE asked whether GDOE staff may be able to engage in EFSC discussions; internally, GDOE runs the same FSD report independent from EFSC's drafts – GDOE's August FSD report is in sync with the draft. OFB stated they do reach out to GDOE's internal staff prior to the completing the EFSC's drafts.</p> <p>Parent Representative motioned to approve the FY2020 August 2020 FSD report; seconded by OPA and without objection, motion carried.</p>	
<p>V. New Business • Next Meeting Date and Time</p>	<p>Next item V. New Business / Next meeting. OFB noted the approval GDOE's FY2021 12 Month Operations Plan was not included in the agenda and asked members if they needed more time to review it [Plan was included in previous meeting documents folder]. OPA stated they hadn't had a chance to review. OFB asked members to complete their review and they will place it on next meeting agenda for approval.</p> <p>After some discussion, OFB suggested tentative Thursday, December 17, 2020 for next meeting and without objection, EFSC December Meeting be scheduled for December 17, 2020 via virtual zoom.</p> <p>With no further business DOA motioned to adjourn, seconded by OPA and without objection, meeting was adjourned at 3:32pm.</p>	
<p>VI. Adjournment</p>		