



Finance Committee Meeting

Thursday, April 9, 2026, 9:00 a.m.

MINUTES

MEMBERS PRESENT: Eric Ushkowitz, Trey Simpkins, and Michelle Sperzel

MEMBERS ABSENT: Wendy Brandon, Shawn Hindle, and Matt Walton

STAFF PRESENT: Leo Alvarez, Pam Nabors, Vince Bruno and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Ushkowitz, Finance Committee Chair, called the meeting to order at 9:03 am.	
2	Roll Call / Establishment of Quorum Ms. Kasal, CSCF Executive Coordinator, reported a quorum present.	
3	Public Comment None Offered.	
4	Approval of Minutes Finance Committee reviewed the minutes from the 1/14/26 Audit & Finance Committee's joint meeting.	Ms. Sperzel made a motion to approve the minutes from the 1/14/26 Audit & Finance Committee's joint meeting. Mr. Simpkins seconded; motion passed unanimously.
5	Information/Discussion/Action Items	
	<u>FY 2025-2026 Activities:</u> - Financial Results thru February 2026 - Reviewed financials through 2/28/26. (attachment) - Facilities Update (attachment) - Reviewed office closures of Seminole County – closed on 3/31/26, and Southeast Orange County – closing expected on 6/30/26. - Currently, have 4 full-service Community Hubs opened; goal is to have a total of 6 hubs by 6/30/26. - Also have several specialized community hubs that operate on designated days to serve specific populations; this is in partnership with respective organizations that support those groups. - Reviewed lease schedule as well as a chart showing the continued cost savings in leases over the last three years,	

	- Accounting Policy Recommendation - Reviewed action memo (attachment) on staff recommendations of the following two updates to CSCF's financial policies. - Increase the <u>capitalization threshold from \$5,000 to \$10,000</u> within the Accounting Policies and Procedures Manual. - Increase the <u>micro-purchase threshold from \$10,000 to \$15,000</u> within the Procurement Policies and Procedures. These updates align CSCF policies with the most recent federal guidance under 2 CFR 200 Uniform Administrative Requirements. <u>FY 2026-2027 Activities:</u> - Budget Planning - Reviewed timeline for approval of CSCF's FY 2026-2027 budget (attachment). - New Fiscal Year Budget Projections - Reviewed FY 2026-2027 preliminary revenue projections vs. prior year (attachment). - FY 2026-2027 Health Insurance Plan Renewal - Reviewed action memo (attachment) on the RFP results and staff recommendation, based on financial impact and plan stability, to renew CSCF's healthcare coverage with UnitedHealthcare for the 2026-2027 plan year.	Mr. Simpkins made a motion to approve for Board's final approval below two staff recommendations: The Accounting Policies and Procedures Manual to increase the capitalization threshold to \$10,000. The Procurement Policies and Procedures to increase the micro-purchase threshold to \$15,000. Ms. Sperzel seconded; motion passed unanimously. Ms. Sperzel made a motion to approve moving to Executive Committee to approve renewal of healthcare coverage, not to exceed 9% premium increase, with UnitedHealthcare for the 2026–2027 plan year. Mr. Simpkins seconded; motion passed unanimously
6	Other Business None offered.	
7	Adjournment Meeting adjourned at 10:01 a.m.	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator