




Regular Meeting 09/13/01

TO: Juvenile Welfare Board Members

FROM: James E. Mills, Executive Director 
Lisa A. Sahulka, Director, Programs & Finance 
Sue Walterick, Finance Director 

STATUS REPORT

This report is submitted as an update on the fiscal agreement between JWB and the School Readiness Coalition, Inc.

Fiscal

In June 2001, JWB entered into an agreement with the School Readiness Coalition, Inc. in which it assumed operation as the Coalition's fiscal agent from July 1, 2001 through June 30, 2002 in the amount of up to \$60,000.

In the agreement, JWB agrees to perform fiscal services on behalf of the Coalition. This includes accounting, banking, fixed assets, human resources/payroll, reporting, and RFP for audit services.

Staff evaluated the option of having a full-time accountant handle the Coalition's fiscal services or outsourcing the contract to a local accounting firm.

Based on the projected costs of both items, staff determined outsourcing was not only the more economical option, it does not require hiring an employee on "soft" money.

Staff solicited three firms for accounting services and selected Fontana CPA's, Inc., based on service, familiarity with JWB, and submission of the lowest bid. Winston Croft, the Executive Director of the School Readiness Coalition, has been informed and is in agreement with the staff decision.

Fontana CPA's will charge up to \$550 per month for accounting services and reports.