

**CareerSource Pinellas  
Audit Committee Meeting Minutes**

**Date:** October 25, 2023 – 11:00am

**Location:** Hybrid Meeting

**Call to Order**

David Fetkenher called the meeting to order at 11:00am, as the Chair, Barclay Harless, joined the call late.

**Committee Members in attendance**

Barclay Harless, Commissioner René Flowers, David Fetkenher

**Committee Members not in attendance**

Scott Thomas

**Guests in attendance**

Allison Harrell (Zoom) – Thomas, Howell, Ferguson

**Staff Present**

Steven Meier (in-person), David Zirilli (in-person), Leah Geis (in-person)

**Public Comments – None**

**ACTION ITEM 1 – Approval of Minutes**

The minutes of the August 23, 2023, Audit Committee Meeting were presented for approval.

Motion:	Commissioner René Flowers
Second:	David Fetkenher

*The minutes were approved as presented. The motion carried unanimously. There was no further discussion.*

**ACTION ITEM 2 – Annual Financial Audit - Year Ended June 30, 2023**

The Audit Committee approved Thomas Howell Ferguson P.A to perform the financial statement audit of the June 30, 2023, financial statements at its February 22, 2023, meeting and the Board followed up with their approval at the March 15, 2023, meeting.

The audit firm of Thomas Howell Ferguson P.A completed the annual financial audit for WorkNet Pinellas, Inc. for the fiscal year ended June 30, 2023.

**\*A copy of the Financial Statements and the Auditor’s Communications with Those Charged with Governance was included in the packet.**

**RECOMMENDATION**

Approval of the Annual Financial Audit for the fiscal year ended June 30, 2023.

**Discussion:** None

Motion:	Commissioner René Flowers
Second:	David Fetkenher

*The Audit Committee made a motion for approval of the Annual Financial Audit for the fiscal year ended June 30, 2023. The motion carried unanimously. There was no further discussion.*

**Other Administrative Matters** - There were no other administrative matters.

**Open Discussion** – None.

**Adjournment** – David Fetkenher asked for a motion to adjourn. Commissioner René Flowers presented a motion and David Fetkenher seconded the motion. David Fetkenher adjourned the meeting at 11:20am.