

CT PAID LEAVE

FINANCE AND AUDIT COMMITTEE

MEETING MINUTES

Friday, June 26, 2026

Roll Call

- Meeting Members in Attendance: Andrea Comer, Mike Soltis, Holly Williams, Melissa Ziobron
- Meeting Members Absent: Adrienne Cochrane, Ellen McKitterick
- CT Paid Leave Staff Present: Erin Choquette, Amber Forrest, Dave Marcone, Stephanie Oliveras, Loc Pho

Meeting Minutes

Welcome and Call to Order

Committee Chair Holly Williams called the meeting to order at 9:00 A.M. Clerical Assistant Stephanie Oliveras took attendance by roll call and confirmed the existence of a quorum. Ms. Williams acknowledged the members of the public in attendance.

Review & Approve March 27, 2026, Meeting Minutes

Ms. Williams asked the committee for a review of the March 27, 2026, meeting minutes. Andrea Comer motioned to approve the minutes, Melissa Ziobron seconded that motion. There was no further discussion. None abstained. All were in favor. None opposed. The motion carried.

Review & Approve April 24, 2026, Meeting Minutes

Ms. Williams asked the committee for a review of the April 24, 2026, meeting minutes. Ms. Ziobron motioned to approve the minutes, Ms. Comer seconded that motion. There was no further discussion. Mike Soltis abstained. All but Mr. Soltis were in favor. None opposed. The motion carried.

Review & Approve May 22, 2026, Meeting Minutes

Ms. Williams asked the committee for a review of the May 22, 2026, meeting minutes. Ms. Ziobron motioned to approve the minutes, Mr. Soltis seconded that motion. There was no further discussion. None abstained. All were in favor. None opposed. The motion carried.

Update on Audits

Controller Dave Marcone provided an update on audits through power point presentation which included a description of the annual financial statement audit conducted by the auditing firm Whittlesey and the biennial compliance audit conducted by the Auditors of Public Accounts.

Budget Review of Spending to Date

Mr. Marcone explained that he has adjusted the method of presenting the financial statements in order to become compliant with the ADA digital accessibility requirements. Instead of screen sharing the financial spreadsheets that are emailed to the Committee members in advance of the meeting, Mr. Marcone created slides which contain the information from those spreadsheets that he typically highlights during his review. Mr. Marcone reiterated that he would still answer any questions the Committee may have based upon their review of the underlying documents.

- Actual to Budget Operating Funds for the Month of May 2026
- Actual to Budget Bond Funds for the Month of May 2026
- Bond Schedule (Inception to Date)
- Actual to Budget Contribution Trust Funds for the Month of May 2026
- Contribution Schedule (Inception to Date)
- Statement of Fiduciary Net Position as of May 2026
- Operating Projection FY2026
- Contribution Projection for FY2026

The committee indicated they appreciated the new presentation method.

Old Business

None

New Business

None

Adjournment

Ms. Williams asked for a motion to adjourn. Ms. Ziobron motioned the adjournment, and Mr. Soltis seconded that motion. None abstained. All were in favor. None opposed. The motion carried. The meeting adjourned at 10:22 A.M.

[Watch meeting recording at https://youtu.be/2sgF-DE6uvk](https://youtu.be/2sgF-DE6uvk)

Attachments

- Item 5- Audits Update Slide deck
- Item 6 Budget Review Spending to Date Slide deck