

OFM Federal Agency Workgroup - Executive Meeting

Meeting minutes

Date: April 5, 2018
Location: Department of Commerce FA Bldg 5, Room 307
Facilitator: Sara Rupe, OFM
Present: see Meeting Sign-in Sheet

1. Feedback on OFM's [federal year-end training](#)

- DOT suggested adding something in the training on the GONE Act. There was further discussion on the GONE ACT. It requires federal agencies to close out old grant agreements. Most of the other agencies felt that it didn't apply to them, but it instead applied at the federal agency level. OFM will look into it and include information in the federal training if it applies to the state.
- Someone suggested adding information about FAFATA reporting requirements. OFM explained that this is a reporting and it is no longer an audit requirement under the compliance supplement. OFM will consider adding information in the training.
- Most felt that offering a federal grant administration class quarterly would be sufficient. As long as it is something we continue to offer.
- OFM will work on developing the training, or at least a list of topics that will be included before the next workgroup meeting. OFM will share this with the group at the next meeting.

2. Questions from the Group

- None

3. Subrecipient Monitoring

- Sara lead the group in a discussion regarding subrecipient monitoring.
- Sara asked agencies to provide subrecipient monitoring tools and resources that can be shared with the group. Sara will send those resources out before the next meeting.

4. Next meeting **June 7^h, 2018**

- Sara will work with Commerce on getting a call in number for the next meeting.
- Group participants to send Sara related resources from their respective agencies, questions, tools, policies and procedures, etc.
- Sara will cancel the August meeting.
- OFM will go over a summary of the FY17 Single Audit.
- OFM will work on the federal grant administration training and go over this with the group.