



**Minutes – Finance Committee
March 2, 2005
Hayes Center, Delaware**

Members Present: Theo Adegboruwa, Mike Allen, Neena Dulaney, Chuck Feicht, William Lukens, Robert Talcott, Michal Urrutia

Others in Attendance: Steve Clayborn; ODJFS, Trish Garrison (recorder)

Agenda Item: Funds Management Policies

Discussion surrounded changes to the draft policy and the committee’s desire to have the revised policy shared with Directors, WIA Administrators and others throughout Area 7 to solicit comment prior to the April Board meeting. Steve Clayborn said that 2.1 million reverted to the state last year.

The committee recommended the following changes:

- Move November date to December 15th to give counties additional time prior to review by the Area 7 fiscal agent
- Add “last resort” language to allow the Area 7 Board to spend funds in the event that no county requests use of the funds.
- Add specific language to protect counties with documentable obligations from having their funds reallocated
- Consider adding the Chair of the Finance Committee to the Joint Funding Oversight Committee

Agenda Item: Other

Members expressed an interest in making the financial reports easier to read. One issue surrounds the dates PY and FY Carry Forwards and Allocations as well as Other Funds must be spent.

Members also expressed an interest in some JFS Directors joining the Finance Committee so that the effect on county operations may be considered during the decision making process.

Providing Area 7 input into the state’s waiver process would also be valuable since waivers are granted by Workforce Area.

Action Items	Due Date	Person(s) Responsible
Revise fund management policy and invite comment	4/6/05	Trish Garrison T. Adegboruwa
Make financial reports presented to Board more user friendly	4/6/05	T. Adegboruwa
Collect waiver requests from member counties and forward to ODJFS	4/15/05	Trish Garrison
Discuss the appointment of additional committee members with the Board Chair	4/6/05	Trish Garrison