

**Area 7 Workforce Investment Board
Finance Committee Minutes
April 6, 2005**

Peter Machin, Chair, opened the meeting at 11:43 a.m. He welcomed everyone in attendance and asked everyone present to introduce themselves.

Members Present: Theo Adegboruwa, Mike Allen, Neena Dulaney, Chuck Feicht, William Lukens, Peter Machin, Jodie Sterns, Robert Talcott, and Michael Urrutia.

Others Present: Mekelle Branch, recorder, Steve Clayborn, John Deeter, Melanie Gilders, Troy McCollister, Kathy Oliver, and Emily Scardena.

Peter began the meeting informing all that the Finance Committee would be meeting briefly and joining the Policy Committee because of the importance of the pending policies. Peter then passed out handouts for an insurance policy costing \$2,400.00. The discussion was brief because the policy information did not include specific coverage. Peter stated the insurance policy would be necessary, pending more detailed information. Due to time constraints and lack of detailed information, there will not be a formal vote at this time. All present unanimously agreed.

Financial Report

Theo Adegboruwa handed out the financial report and gave a brief explanation of carry forward funds. Area 7 still has carry forward funds remaining that must to be used first, FIFO. The Area 7 Fiscal Office has begun contacting counties regarding this matter and will be requesting them to inform us on how the money will be spent. The tools being used to track funding are improving and we are working with the counties regarding reporting. Some counties are not reporting administration costs, but are reporting everything as program. All of the Area 7 Fiscal staff were present at the regional meetings, along with Mitch McGaw with Maximus for technical support and representatives from ODJFS. Area 7 counties can transfer money to neighboring counties and this will be beneficial so that money will not be recaptured. Theo states that the Area 7 Board is very helpful and we appreciate them.

Peter Machin states we are privileged that Theo and his staff are proactive in getting funds transferred and solving problems. We appreciate your efforts.

Everyone took a brief moment to review the policies. It was suggested that the policies be sent to the counties, so they will know how the policies will impact them and to give them an opportunity to make comments.

We need the Department of Labor's definition of obligations when working with ITAs. Clarity is needed since essentially, counties have agreements with the schools and the students to pay tuition. It can be complicated because some programs are nine months and others are one or two years in length. The desired result is for our clients to become self-sufficient.

The meeting was adjourned to meet with the Policy Committee.