

**CareerSource Pinellas  
Finance Committee**

**Date: November 27, 2018 - 9:00 A.M.**

**Location: 13805 58<sup>th</sup> Street North, Clearwater, 33760**

**Call to Order**

Committee Chair David Fetkenher called the meeting to order at 9:00am. New board member Amy Van Ness joined the Finance Committee and introduced herself to the team. There was a quorum present with the following Finance Committee members participating.

**Committee Members in attendance**

David Fetkenher, Barclay Harless (phone), Amy Van Ness (phone), Scott Wagman.

**Committee Members not in attendance**

William Law, Jack Geller

**Staff Present**

Jennifer Brackney, Steven Meier, Luna Clarke

**Action/Discussion Items**

**Action Item 1 – Approval of Minutes of July 24, 2018 Finance Committee Meeting**

The minutes of July 24, 2018 Finance Committee Meeting were presented for approval.

Motion: Barclay Harless  
Second: David Fetkenher

*The minutes were approved as presented. The motion carried.*

**Action Item 2 – Program Year 2018-2019 Budget Modification 2**

Total budgeted revenue has increased from \$12,331,578 to \$13,093,764 for an overall increase of \$762,186. This is due to the following:

**Workforce Innovation and Opportunity Act (WIOA) Programs:**

Increase in WIOA Dislocated Worker Program of \$429,285  
Decrease in Community-Based Sector Strategies of \$5,460

**Employment Services Programs:**

Increase in Wagner-Peyser for PY 2017 of \$130,820  
Increase in Wagner-Peyser for PY 2018 of \$113,361  
Increase in Veterans Employment Program of \$63,396  
Increase in Trade Adjustment Assistance (TAA) of \$7,800

**Direct Grants and Special Programs:**

Increase in Able Trust grant of \$43,543  
Decrease in Re-employment Services Eligibility Assessment (RESEA) of \$20,559

Motion: Barclay Harless  
Second: David Fetkenher

*The Finance Committee recommends approval of the adjustments to the revenue budgets and resultant modifications to the expenditures budgets for PY 18-19. The motion carried.*

**Other Administrative Matters**

There are none

**Information Item 1**

**Financial update for period ended October 31, 2018**

The financial summary report was provided in the meeting packet. Through October 31, 2018, CareerSource Pinellas has expended approximately 25% of its 2018-2019 budgets.

**Discussion**

Members inquired about how the events that occurred during the year affected the organization's ability to expend its grant dollars in a proactive way. Several expenditures are currently on track with past years spending. Some items that may experience a change in the future will be the OJT and EWT programs, as the organization needs recommendations from State officials to strictly enforce program guidelines.

Request that some of the financial activities be presented to the full board, from a "bird's eye view" perspective, highlighting what the issues might be and how the administration plans to address them.

New technology systems are being implemented in the Finance Department, to make the process more seamless and efficient. The next report to the Finance committee will be from a cost allocation perspective.

**Public Comments**

None.

**Adjournment**

The meeting was adjourned at approximately 9:21 a.m.

DRAFT