

## **CareerSource Pinellas Finance Committee Minutes**

Date: February 26, 2019 - 9:00 A.M.

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

### **Call to Order**

Chair David Fetkenher called the meeting to order at 9:00am. There was a quorum present with the following Finance Committee members participating.

### **Committee Members in attendance**

David Fetkenher, Jack Geller (phone), Barclay Harless (phone), William Law, Amy Van Ness (phone).

### **Committee Members not in attendance**

Scott Wagman.

### **Staff Present**

Jennifer Brackney, Steven Meier, Luna Clarke, Mai Russell.

### **Action/Discussion Items**

#### **Action Item 1 – Approval of Minutes of November 27, 2018 Finance Committee Meeting**

The minutes of November 27, 2018 Finance Committee Meeting were presented for approval.

Motion: Jack Geller  
Second: William Law

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

### **Other Administrative Matters**

None

#### **Information Item 1- Grant Status Report – As of 2/19/19**

A new detailed report is being presented to outline the current grant expenditures throughout the program year. Items shaded in light orange/salmon color, represent the closed out grants for the year.

New Grants were highlighted: Apprenticeship Expansion grant (\$100,000) from CareerSource FL. To provide apprenticeship opportunities for 82 adults through various programs through August 2020. Youthbuild grant was awarded for three additional years (\$1.1 million). Grant from CSF (\$100,000) for Soft-Skills development proposal. Goodwill, Pinellas Ex-Offender Re-entry Coalition are among the partners with whom CareerSource will be collaborating with on this grant.

Committee Members agree to keep the budget modifications as we move forward, to keep the board informed on any new additions or reductions. Request to also bring budget items to the full Board Meetings.

#### **Information Item 2 – Cost Allocation/Expenditure Report for PE 12/31/18**

A new report is being introduced to the committee to detail the cost allocation for budget line items. Items are grouped by programs, such as WIOA, Employment Services, WTP, etc.

#### **Information Item 3 – Pooled Cost Expenditure Report for PE 12/31/18**

A pooled cost expenditure report was provided to cover the period ended on December 31, 2018. Some items were highlighted, such as: Accounting/Audit fees, Legal fees, and payroll processing. CareerSource Pinellas has expended 43% of its total 2018-2019 planning budget.

### **Public Comments**

None.

### **Discussion**

Chairman Geller thanks Committee Chair Fetkenher for his leadership on the Finance Committee.

### **Adjournment**

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