



**North Central Workforce Development Board  
Finance Committee Meeting Summary  
March 12, 2018 - 10:00 AM**

**Members Present:** Robert Cardamone  
**Members via Conference Call:** Susan Kefover, JoAnne Ryan  
**Workforce Solutions Staff Present:** Vanessa Hasselman, Susie Snelick

**Topics Discussed:** North Central Budget Revision and North Central IT Charges

**Meeting Summary:**

The first item on the agenda was a review of North Central's budget revision for the WIOA and EARN contracts. While the overall total budget amounts stayed nearly the same, the most significant line item changes were decreases in Personnel Salaries & Fringe Benefits across all programs, offset by increases in Training Services. There was then a discussion of North Central's low training expenditures and the possibility of a performance-based contract in the future. The committee also agreed that May 31st of each year was the final date in which a subcontractor budget modification request would be accepted. Susan then made the motion to approve the budget revisions as presented with a request for a written plan of how North Central will improve current practices to find people for services and better meet training targets. JoAnne seconded the motion. Motion passed.

The committee then moved into a discussion of the North Central IT Support and Internet charges that Workforce is responsible for paying. One of the main concerns was that Workforce is being charged for capacity rather than usage. Additionally, North Central has been improperly charging videoconferencing fees for equipment that has not been utilized in nearly two years. When reviewing the documentation requested from North Central to support these charges, some questions arose regarding discrepancies in the amounts being charged to Workforce relative to the invoices provided, and the total amount that North Central must refund to Workforce Solutions. A formal meeting with North Central is scheduled for Monday, March 19<sup>th</sup> to seek further clarification and resolve these outstanding items.

With no other business to discuss, Susan moved to adjourn, JoAnne seconded, motion passed.