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**North Central Workforce Development Board
Finance Committee Meeting Summary
December 16, 2019, 2:30 PM
Meeting/Conference Call**

Members via Conference Call:	Robert Cardamone and Tonya Coursey
Staff Present:	Susie Snelick and Sherri Cunningham
Agenda Items Included:	Workforce Solutions Expenditures, ResCare October Invoices, Quarterly Budget Reports, and ResCare Transfer Request

Meeting Summary: The meeting was called to order at 2:30 PM. The first item on the agenda was Workforce Solutions expenditures through October 2019. There were no questions or issues with the reports.

The next item on the agenda ResCare October invoices. Susie explained that there were no concerns. Blythe is keeping Susie up-to-date on training expenditures and obligations. According to Blythe's last update they are 33% obligated/expended in training funds.

The next item was review of the Quarterly Budget Reports requested by PA Dept. of Labor and Industry. There are two reports – one for PY 2018 and the other for PY 2019. PY 2018 budgets have changed due to unexpended funds originally budgeted that are now being expended according to "first in first out." This throws off the budget. So included in the mailing was the original budget to show what we are over, and an updated budget showing us balanced. PY 2019 – Youth and Dislocated Worker funds have not been expended to date, Adult is \$21,695 expended. Bob moved to approve the Quarterly Reports, Tonya seconded it, motion passed.

Action Item.

The final item discussed was in regard to a request from ResCare to transfer \$200,000 from Dislocated Worker to Adult. Susie explained that our system is overflowing with Dislocated Worker funds, with our formula, Rapid Response, and Trade funds we have more than enough funds to serve this population. Many of the companies laying off are eligible for Trade. That potentially could negatively affect our expenditures with DW funds. Moving funds to Adult will allow us to serve more disadvantaged folks. Bob moved to approve the transfer of funds, Tonya seconded it, motion passed. **Action Item.**

The meeting adjourned at approximately 3:15 PM.

Action Item: The Finance Committee recommends approval of the action items above.