

Budget & Finance Committee Meeting Minutes

Meeting Date: August 12, 2026.

Attendance

Present: Remote:

Members Present: Julie Gilbert, Matt Smith, Brian Lacon, Jena Short, Paige Sheridan, Amy Miller

Staff Present: Becky Ehling, Traci Stivers, Sal Consiglio

I. Welcome & Attendance

Executive Director Becky Ehling opened the meeting at 3:32 p.m. and welcomed attendees. No changes were requested to the agenda.

II. Approval of Previous Meeting Minutes

No corrections or amendments were offered to the July 8, 2026 minutes, which stands as the official record.

III. Roles & Responsibilities Review

The committee roles and responsibilities document was referenced as a standing resource for members.

IV. Status of Funds / Financial Update

The status-of-funds report reflected activity through June 30, 2026

Grants Liquidating September 2026

- All grants liquidating in September 2026 were reported as 100% expended. Youth expenditures were not yet fully reflected in the system because of coding between Program Year 2024 and Program Year 2025, but staff confirmed sufficient expenditures exist to fully close the grant.

Grants Liquidating September 2027

- Adult funds were approximately 57% expended and 67% obligated. No concerns were noted regarding full expenditure.
- Dislocated Worker funds were approximately 48% expended and 61% obligated, with no spending concerns identified.
- Program Year 2025 Youth funds were approximately 38% expended and 39% obligated. Approximately \$456,000 in expenditures had been applied to the grant.
- Administrative funds were approximately 25% expended and nearly 50% obligated.
- OhioMeansJobs resource-sharing funds were approximately 56% expended.
- Rapid Response funds were approximately 41% expended. Because activity has been quiet, staff reported the grant will be closed; additional Rapid Response funding may be requested if a future need arises.
- Warren County TANF funds were approximately 74% expended. Warren County had requested an additional \$175,000 and received \$50,000 from Area 7. Staff and the state continued exploring other available funds. Staff noted future transfer requests should begin earlier in the program year.

Special Projects and RESEA

- State Special Project/OJT: Approximately 20% had been expended, with about \$18,000 in additional expenditures expected to appear in the next report. Staff are seeking an extension and developing grant-specific policies intended to broaden eligibility and improve participant access.
- RESEA: The current grant end date was reported as March 2027. JobWorks' contract ends September 30, 2026. Based on current projections, most or all available RESEA funds are

Budget & Finance Committee Meeting Minutes

expected to be used. If the Board approves KRA as the new contractor, a transition plan will begin immediately to support a seamless October 1 transition.

Youth Compliance

- Work-experience expenditures were approximately 37%, exceeding both the federal minimum of 20% and the Board-established minimum of 25%.
- Out-of-school youth expenditures were approximately 79%, exceeding the federal minimum of 70% and remaining just below the Board-established target of 80%.

Local / Unrestricted Funds

- The Duke Energy grant was fully expended. Staff noted it was the only funding received specifically under the 501(c)(3), simplifying any future closeout of that entity.
- The \$8,500 National Workforce award remained unspent and can transition back to the Board if the 501(c)(3) is dissolved.
- Remaining unrestricted funds continue to be maintained as a reserve for cash flow and unexpected needs. Sal Consiglio noted the reserve is particularly helpful because grant expenses are reimbursed after payment.

Dashboards / Spending Targets

- The committee agreed to continue using the financial dashboards. The September 2026 dashboard showed all grants fully expended except youth, which staff confirmed is a reporting/coding timing issue.
- Matt Smith presented additional spreadsheet columns to compare actual spending with a projected spending pace. Members discussed using the visual as a planning tool to identify potential over- or under-spending earlier in the grant cycle.
- Staff explained that spending is not linear and can vary by county because of participant volume, seasonal enrollment patterns, obligations, and Random Moment Sampling (RMS) cost allocations in Butler and Clermont Counties. The committee supported continuing to refine the visual while monitoring both expenditures and obligations.

V. Budgets

A. Amended 2026 Administrative Budget

- The previously approved administrative budget of approximately \$475,000 was revised to approximately \$452,000, primarily reflecting salary and benefit savings following a staff departure while restoring selected travel, training, association, and professional-development expenses.
- Members discussed the value, cost, time commitment, and regional benefit of county leadership programs. The committee agreed the budget should provide for one county leadership program per year rather than all three in one year. Because Traci Stivers has already completed the Warren County program, the discussion contemplated Clermont first and Butler in a future year.
- Julie Gilbert, Matt Smith, and Brian Lacon indicated support for moving the revised budget forward to the full Board with the leadership-program adjustment.

B. Budget-to-Actual / Director of Community Relations Budget

Members reported that they had reviewed the budget-to-actual and Director of Community Relations budget materials distributed in advance. No additional questions or concerns were raised.

VI. Discussion Items

A. 2027 Proposed Meeting Schedule

The committee reviewed the proposed 2027 schedule and agreed to continue meeting on the second Wednesday of the month from 3:30 p.m. to 4:30 p.m. The schedule will be advanced for Board approval.

Budget & Finance Committee Meeting Minutes

B. JobsOhio Grant

BCW/Workforce did not submit as the lead applicant because the short application timeline did not allow sufficient time to obtain all required commissioner approvals. BCW/Workforce instead joined the Greater Cincinnati Chamber's application and is awaiting the award decision. Staff noted that one entity will be selected in each of the seven JobsOhio regions and expressed hope that the Cincinnati Chamber application will be selected, allowing Area 12 to participate in the funding.

VII. Adjournment

With no additional business, the meeting adjourned at 4:41 p.m.

Next Committee Meeting: September 9, 2026, from 3:30 p.m. to 4:30 p.m.