



# Budget & Finance Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board  
Jan 10, 2024 at 3:30 PM EST

## **Attendance**

**Present: Remote**

**Members:** David Fehr

**Staff:** Brittney Stephens, Traci Stivers, Amy Miller, Sal Consiglio

**Guests:** Josh Hisle, Daphne Reeves

**Absent:**

Members: Becky Ehling, Ron Rohlfing, Boyce Swift

### I. Welcome & Attendance (Presenters: David Fehr)

Committee Chair Fehr opened meeting at 3:31pm.

#### A. Meeting Minutes from November 8, 2023

 [Budget and Finance Committee Meeting Minutes 11-8-23.docx](#)

Committee has no questions, comments, or corrections. Minutes will stand as official minutes.

### II. Roles & Responsibilities (Presenters: David Fehr)

 [ROLE OF THE FINANCE COMMITTEE.docx](#)

### III. Status of Funds

#### A. Presentation of Status of Funds

 [Status of Funds Nov 2023 Liq 9-30-24.pdf](#)

 [Status of Funds Nov 2023 Liq 9-30-25.pdf](#)

 [Youth Compl. Nov 2023.pdf](#)

Sal reported on status of funds. He reports that there are no issues he sees with getting money spent. Sal explained the new reporting for CCMEP and entering vouchers into CFIS so that the committee would see why the youth funds look a little different then before. Sal reports for both liquidating in 2024 and 2025 that he will be watching to make sure that we are spending the admin dollars timely. Sal reports 9/2025 funds have already been tapped into. He is aware that Becky

is requesting more program dollars. He reported that he sees no issue with youth compliance at this time.

B. Status of Funds Dashboards

 [9-2024.pdf](#)

 [9-2025.pdf](#)

 [RESEA.pdf](#)

Operations Assistant, Brittney Stephens presented dashboards to committee.

IV. Budgets

A. Budget to Actual Report

 [Copy of FYE 06-30-2024 WIB Bdgt vs Act - Dec2023.xlsx](#)

Sal presented budget to Actual. He reports we are at 43% spent, which is slightly under the 50% we should be at, however does not see any issues. He reports that next month the budget will switch from fiscal to calendar.

B. Ohio To Work Budget

 [OhioToWork Budget.xlsx](#)

No changes to this budget at t his time.

V. General Discussion

Traci Stivers gave update on visa cards. There is one more small bill to pay old visa, once paid this account will be closed.

VI. Adjourn

The next Budget and Finance Committee Meeting will be held on February 14, 2024 from 3:30pm-4:30pm

Committee Chair Fehr closed meeting at 4:09pm.