



Budget & Finance Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board
11/13/2024 3:30 PMEST

Attendance

Present: Remote

Members: Chair- David Fehr, Ron Rohlfing

Staff: Sal Consiglio, Becky Ehling, Brittney Stephens, Traci Stivers, Amy Miller

Absent:

Members: Josh Hisle, Daphne Reeves, Nathan Strange

I. Welcome & Attendance (Presenters: David Fehr)

Committee Chair David Fehr opened meeting at 3:32pm.

A. Meeting Minutes from October 9, 2024

 [Budget & Finance Committee Meeting Minutes 10-9-24.docx](#)

No questions, comments, or corrections. Minutes will stand as official meeting minutes.

II. Roles & Responsibilities (Presenters: David Fehr)

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

III. Status of Funds (Presenters: David Fehr, Sal Consiglio, Becky Ehling)

Sal presented that status of funds to committee. He reports that all grants liquidating in 09/24/2024 have been 100% spent. He reports that for grants liquidating 09/30/25, Butler and Warren are 100% spent on Adult and Clermont is 100% obligated. He reports that Butler and Clermont are 100% obligated for Dislocated Worker and Warren is 57% obligated. He reports that Clermont is 100%, Butler is 70% and Warren is 83% obligated for youth.

Grants liquidating 09/30/26- Butler is 30%, Warren and Clermont are both 23% obligated for Adult.

Dislocated Worker- Butler is 3%, Clermont is 5%, Warren is 0% spent.

Youth- Clermont is 1%, Butler and Warren is 0%.

Sal reports that RESEA PY23 is 83% obligated, He sees no issue with his grant liquidating on time.

Sal reports he distributed the OMJ branding money down to each county.

FY24 Rapid Response is 78% obligated.

Quest is 0% spent, however there are efforts being made to start spending this money.

Admin funds are 32% spent with Adult, DW, and Youth.

Becky made a suggestion to go ahead and release the the admin money to program held back from Adult and DW. This money was held back for outreach, however the State Special Grant has covered this. Sal will process this request.

SFY25 State Special Project is 77% spent.

PY24 RESEA is 0%.

Youth Compliance is on target.

A. Presentation of Status of Funds

 [Status of Funds - as of Sep 2024 Liquidating 9-30-24.pdf](#)

 [Status of Funds - as of Sep 2024 Liquidating 9-30-25.pdf](#)

 [Status of Funds - as of Sep 2024 Liquidating 9-30-26.pdf](#)

B. Status of Funds Dashboards

 [Liquidating 9-24 as of September 30 2024.pdf](#)

 [Liquidating 09-25 as of September 30 2024.pdf](#)

 [Liquidating 9-2026 as of September 30 2024.pdf](#)

 [Youth Compliance as of 9-30-2024.pdf](#)

IV. Budgets (Presenters: David Fehr, Sal Consiglio, Becky Ehling)

We should be at about 83% spent, we are currently at 76%. Sal does not feel that this is an issue.

A. Budget to Actual

 [CYE 12-31-2024 WIB Bdgt vs Act - Sep2024.xlsx](#)

B. Ohio to Work Budget

No update from last month.

V. Discussion (Presenters: David Fehr, Becky Ehling)

A. 2024 Retreat Strategic Planning Tool

 [2024 BCW Workforce Strategic Planning Working Document.pdf](#)

ED Ehling presented that 2023 retreat tool and highlighted the progress made.

ED Ehling presented the 2024 retreat planning tool and asked for committee insight into thoughts on how and if we can start marking these completed or worked on.

Committee feels that "identify a fiscal agent can be yellow
All others will need to stay red as we work on the 501c3.

B. 501c3 SOP

 [SOP 501c3 10-9-24.docx](#)

Committee would like language cleaned up in regard to employee compensation.
Suggestion is to not exceed 13%.

Suggestions were made to possibly research with some of the Chambers that we are members with to see about employee benefits once we are using the 501c3 and have a need to hire another employee.

Add "or a vice chair" to the check signature.
Clean up language around the excess funds.

VI. Adjourn (Presenters: David Fehr)

Committee Chair closed meeting at 4:30pm.

- A. The Next Quarterly CEO/Full Board Meeting will be December 5, 2024 from 8:00am-9:30am at Clermont Chamber
- B. Non Sanctioned Winter Social, December 10, 2024 at Villaggio's Italian Eatery in Downtown Lebanon at 6:00pm. Please RSVP to brittney.stephens@bcworkforce.com

 [Winter Social.pdf](#)