

Funding Oversight Committee Meeting
Thursday, September 6, 2012
9:00 a.m.
UWIB Conference Room

Meeting Minutes

Committee Members Present:

Mr. Bill Brasington
Mr. Jim Cook
Ms. Betty Guzzo
Ms. Lisa Morris
Mr. Mike Perry
Ms. Jennie Thomas
Mr. David Wall, Chair
Ms. Martha Young

Committee Members Absent:

Ms. Libbie Cheeks

UWIB Staff Members Present:

Ms. Dana Wood
Ms. Natalia Valenzuela

Mr. David Wall called the meeting to order at 9:00 a.m. and turned the meeting over to Ms. Natalia Valenzuela for the first item on the agenda.

Committee Review of Program Year 2011 Budgets

Ms. Valenzuela informed the committee that the PY2011 budgets were being presented to the committee for review. Ms. Valenzuela directed the committee members to the first spreadsheet: the budget for the WIB office. Although the WIB office went over on three line items, Ms. Valenzuela pointed out that, overall, the expenditures did not go over the budgeted amount. The three line items mentioned were Copier, Indirect Cost, and Temp Help. Ms. Valenzuela explained that the overage in Temp Help was something due to a former staff member being under Temp Help for a while before being brought under Spartanburg County. The committee members did not have any concerns, since the total expenditures were not more than the approved amount. Mr. Bill Brasington asked a question about the Training line item. Ms. Valenzuela said that she would look into the line item because the WIB office budget should not have a line item for Training. The credit shown for this line item may have been a reimbursement for the Greer Office and, if so, should have been credited to a different account. There were no other questions for the WIB PY2011 budget.

Ms. Valenzuela directed the committee members to the following PY2011 budget: youth programs. The spreadsheet showed that all three programs spent close to the full amount granted to them for the year. Ms. Valenzuela reminded the committee that Henkels and McCoy is no longer a provider, so this year's budget will only include the two other youth providers: Spartanburg School District 6 and USC Upstate (ACHIEVE). The committee did not have any questions.

Ms. Valenzuela continued with the next set of budgets: ResCare Workforce Services (RWS) grants. The first spreadsheet listed smaller grants given to RWS. Ms. Valenzuela pointed out that the grants shown in red were grants that have already closed. Those in black are still open. Ms. Martha Young asked what SRS stood for in the first grant name. Ms. Dana Wood explained that it was the signage grant. She also explained that the grant from the state had strict guidelines on what could be purchased with these grant funds, which is why 73.52% of the grant was used. There were no other questions.

Ms. Valenzuela continued with the RWS formula funds budget for PY2011. She explained that the committee had four spreadsheets to review because of the way their grant budget was written (Dislocated Worker, Adult, Greer Office

Dislocated Worker and Greer Office Adult). Ms. Valenzuela pointed out that when the UWIB received RWS's last invoice and close-out for the program year, it was noticed that they had gone over in several line items. The UWIB staff worked with RWS's staff to adjust the budget, as much as possible within the 10% limit and not making any adjustments between cost categories. However, there were still several line items where RWS had gone over. Ms. Valenzuela noted that one of the line items was Adult Instructional Training. Overall, RWS did not spend more than their total budget. Ms. Valenzuela explained and showed a final spreadsheet that reflects RWS's last invoice. If the line items where RWS went over are taken into consideration, RWS would need to reimburse \$8,465.51 of Adult funds and would receive payment of \$9,804.59 of Dislocated Worker funds. Ms. Valenzuela stated that she and Ms. Angermeier wanted to present this information to the committee for their feedback and input. Mr. Brasington and Mr. Jim Cook both stated that since RWS had not gone over their total budgeted funds, the UWIB should simply manage and require better management from RWS for this coming program year. Mr. Wall stated that the full amount of the last invoice should be paid. Ms. Valenzuela stated that new steps have been put in place for this year to keep a better watch on specific line items. Mr. Wall also explained that if RWS would have noticed earlier in the year that they needed more funds in a certain line item, they would have requested a modification that would have come before the committee and then the full UWIB Board. The committee was in agreement that better management needs to be asked from RWS, that the last invoice should be fully paid, and that full UWIB Board action was not necessary. There was no further discussion or questions on this item.

Committee Review of Program Year 2012 Budgets

Ms. Valenzuela ended discussion on PY2011 and continued with PY2012 budgets. The first budget for review was for the WIB office. Ms. Valenzuela explained a couple of line items where more than 30% of the year's funds have been expended. The Consumable Supplies/Office Supplies line item was the first in this category at 38%. Ms. Valenzuela explained that certain supplies needed to be bought to prepare for the coming year; additionally, there is an Incentive Grant that has funds allocated for office supplies (should the office need additional funds). Ms. Valenzuela explained the Communications/Telephone line item by stating that currently, the office's AT&T bill is combined with SC Works. The UWIB pays the full bill and then receives payment from SC Works for their portion (around \$900). Ms. Valenzuela also stated that the UWIB is working to try to separate these two expenses so that separate bills are received by the two offices. The other line item to be explained was the Temp Help line item. Ms. Valenzuela explained that two staff members currently paid through a staffing agency were approved last week to go under Spartanburg County. This change will reduce the amount paid for Temp Help. Ms. Young asked what was categorized under Miscellaneous Expense. Ms. Valenzuela stated that when staff members travel out of the county for work-related meetings, their meals will be reimbursed; additionally, if it is necessary to order meals for meetings that take place during lunch hours those expenses are also charged to this line item. Lastly, Ms. Valenzuela stated that new board member nameplates were bought for new board members this year and the expense was paid from this line item. Generally, Ms. Valenzuela stated that anything that did not fall under one of the other specific line items may be charged to this line item. Mr. Mike Perry asked about the Facilities Cost/Rent line item that showed \$0.00 expenditures. Ms. Valenzuela stated that in previous years, the rent was directly invoiced to Spartanburg County and they made the payments (and these would then show up on the monthly reports received from Spartanburg County). However, this year, a change was requested so that the Business Technology Center (BTC) would send invoices to the UWIB. Ms. Valenzuela said that the BTC has been contacted and that they have received their first payment for July; however, the amount was not shown on Spartanburg County's last report to the UWIB. Ms. Valenzuela stated that due to the recent change, the first payment was probably still carried out as before, but that invoices should be received directly from the BTC for future months. She stated she would contact the county's finance department as well to inquire about the rent that did not show on the July reports. There were no further questions or concerns about the WIB office budget.

Ms. Valenzuela went on to the spreadsheet showing the current youth programs. Ms. Valenzuela explained that USC Upstate has been contacted because the UWIB has not yet received an invoice for July expenditures. Ms. Wood stated that USC Upstate may have new staff members because there was a mix-up on other forms as well, a few months ago. There were no questions concerning Spartanburg School District 6. Ms. Valenzuela finished presenting PY2012 budgets.

Rapid Response Funds

Mr. Wall turned the meeting over to Ms. Wood. Ms. Wood reminded the committee that last year, they and the Board granted a blanket approval for Rapid Response Funds. Ms. Wood explained that these are funds issued from the state to

specific businesses that have been identified as struggling. The funds are used to train staff to help keep the businesses competitive. Ms. Wood explained that these funds are time sensitive and are specific to a business. Ms. Wood requested that the committee grant a blanket approval so that any time the state issues Rapid Response Funds for a business in our area, the UWIB will be able to issue the funds to ResCare (the UWIB's business services provider) without having to bring each request before the committee and board for approval. Ms. Wood explained that this would speed up the process of providing the necessary services to the struggling businesses. She also stated that the committee could be updated at every meeting on these grants and that she could also provide an email informing the committee anytime a new grant was given. **Mr. Cook made a motion to grant the UWIB blanket approval to issue Rapid Response Fund Grants to ResCare Workforce Services, and that the committee should be notified of these grants by email (omitting the name of the business, for the sake of confidentiality).** Ms. Lisa Morris seconded the motion. The motion carried with all in favor and no abstentions.

Other Business

Mr. Wall asked the UWIB staff members and UWIB committee members if there was any additional business, feedback on meeting times, the format of the meetings, etc. Ms. Valenzuela stated that the next meeting would be October 30, 2012, and that all meetings would be at 9 a.m. on Tuesdays. Mr. Wall asked if anyone had any concerns or problems with meeting at that time of the day or day of the week. Mr. Perry stated he would not be able to attend the meeting on October 30, 2012. There were no other concerns with the dates or times for the next meetings.

With no further business, Mr. Wall adjourned the meeting at 9:40 a.m.

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With no further business, Mr. Wall adjourned the meeting at 9:40 a.m.

PY12
Youth Grants

	thru JULY 2012 Expenditures	Budget	Variance	% of Budget
Youth				
Spartanburg School District 6	\$ 21,101.00	\$ 511,481.00	\$ 490,380.00	4.13%
USC Upstate Achieve	\$ -	\$ 375,361.00	\$ 375,361.00	0.0%
Total Youth WIA grants	\$ 21,101.00	\$ 886,842.00	\$ 865,741.00	2.38%

PY11
WIB Office Grant

Expense	TOTAL			
	thru JUNE 2012 Expenditures	Budget	Variance	% of Budget
Computer Expenses	0.00	0.00	0.00	0.0%
Contract services	0.00	0.00	0.00	0.0%
Consulting	4,015.94	5,000.00	984.06	80.32%
Copier	3,051.92	3,000.00	-51.92	101.73%
Dues and Subscriptions	2,921.09	4,000.00	1,078.91	73.03%
Indirect Cost	46,082.48	44,457.11	-1,625.37	103.66%
Miscellaneous Expense	2,977.38	3,000.00	22.62	99.25%
Office Supplies	8,944.67	9,000.00	55.33	99.39%
Postage and Delivery	471.93	1,813.00	1,341.07	26.03%
Printing	1,554.33	1,700.00	145.67	91.43%
Professional development	4,590.92	7,000.01	2,409.09	65.58%
Promo & Outreach Recruitment	13,437.16	20,000.00	6,562.84	67.19%
Recognition	0.00	0.00	0.00	0.0%
Rent Expense	46,118.47	47,444.00	1,325.53	97.21%
Salaries & Fringes	320,993.40	330,543.13	9,549.73	97.11%
Special projects	4,921.16	5,000.00	78.84	98.42%
Telephone Expense	11,707.16	16,800.00	5,092.84	69.69%
Temp help	147,714.86	140,000.00	-7,714.86	105.51%
Training	-85,359.36	0.00	85,359.36	-
Travel Expense	4,146.63	12,000.00	7,853.37	34.56%
Utilities	0.00	0.00	0.00	0.0%
Van	2,804.05	3,100.00	295.95	90.45%
miscellaneous Equipment	1,639.61	3,000.00	1,360.39	54.65%
Admin	180.43	0.00	-180.43	-
Total Expense	542,914.23	656,857.25	113,943.02	82.65%

Admin = reimbursements from Arbor

PY11
Youth Grants

Youth	<u>thru JUNE 2012 Expenditures</u>		<u>Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Spartanburg School District 6	\$	420,748.00	\$ 426,892.00	\$ 6,144.00	98.56%
USC Upstate Achieve	\$	286,342.00	\$ 286,342.00	\$ -	100.0%
Henkels & McCoy	\$	508,125.00	\$ 520,800.00	\$ 12,675.00	97.57%
Total Youth WIA grants	\$	1,215,215.00	\$ 1,234,034.00	\$ 18,819.00	98.48%

PY11
Arbor Grants

	thru JUNE 2012 Expenditures	Budget	Variance	% of Budget
Arbor				
SRS (CLOSED)	15,896.00	21,620.00	5,724.00	73.52%
OJT (9/30/2012)	79,634.00	90,000.00	10,366.00	88.48%
RAPID RESPONSE IWT #1 FF (CLOSED)	16,730.00	16,730.00	0.00	100.0%
RAPID RESPONSE IWT #2 Santuc (12/31/2012)	24,075.00	41,580.00	17,505.00	57.9%
RAPID RESPONSE Fin. Workshops (CLOSED)	7,220.00	7,600.00	380.00	95.0%
IWT (CLOSED)	275,321.00	281,400.00	6,079.00	97.84%
RAPID RESPONSE IWT-04 - SC Tool (12/31/2012)	6,000.50	41,580.00	35,579.50	14.43%
Total Arbor Special Grants	424,876.50	500,510.00	75,633.50	84.89%

TOTAL: WIA ADULT

	Approved Budget	Expenditures Through June 30, 2012	Variance	% of Budget
Salaries	\$ 425,394.00	\$ 401,015.00	\$ 24,379.00	94%
Fringes	\$ 118,888.00	\$ 96,208.00	\$ 22,680.00	81%
Temp Labor*	\$ 133.00	\$ 3,968.00	\$ (3,835.00)	2983%
Indirect Cost	\$ 72,785.00	\$ 65,461.00	\$ 7,324.00	90%
Profit	\$ 80,294.00	\$ 72,120.00	\$ 8,174.00	90%
Operating Expenses:				
Dues, Prof Fees, Subscriptions	\$ 845.00	\$ 890.00	\$ (45.00)	105%
Professional Development	\$ 5,300.00	\$ 2,610.00	\$ 2,690.00	49%
Travel: Out-of-Town	\$ 2,417.00	\$ 1,362.00	\$ 1,055.00	56%
Mileage	\$ 8,401.00	\$ 7,936.00	\$ 465.00	94%
Office Supplies	\$ 13,462.00	\$ 13,312.00	\$ 150.00	99%
Copier Supplies	\$ -	\$ -	\$ -	0%
Printing Supplies	\$ 3,472.00	\$ 3,278.00	\$ 194.00	94%
Postage	\$ 2,072.00	\$ 1,918.00	\$ 154.00	93%
Telephone	\$ 25,791.00	\$ 17,256.00	\$ 8,535.00	67%
Rent	\$ 66,456.00	\$ 65,584.00	\$ 872.00	99%
Misc & Facilities Cost	\$ 14,961.00	\$ 14,961.00	\$ -	100%
Utilities	\$ 12,293.00	\$ 11,986.00	\$ 307.00	98%
Contract/Consulting Services	\$ 7,958.00	\$ 8,547.00	\$ (589.00)	107%
Advertising & Promotions	\$ 10,865.00	\$ 9,279.00	\$ 1,586.00	85%
Computers & Software	\$ 5,300.00	\$ (3,884.00)	\$ 9,184.00	-73%
Misc Equipment	\$ 5,118.00	\$ 7.00	\$ 5,111.00	0%
Client Handling Fee	\$ 14,330.00	\$ 14,330.00	\$ -	100%
Training Expenses:				
Instructional Training	\$ 426,088.00	\$ 445,251.00	\$ (19,163.00)	104%
Training Supplies	\$ 156.00	\$ 156.00	\$ -	100%
Supportive Services:				
Supportive Services	\$ 16,960.00	\$ 17,987.00	\$ (1,027.00)	106%
TOTAL	\$ 1,339,739.00	\$ 1,271,538.00	\$ 68,201.00	95%

*Arbor may use Salaries, Fringe and Temporary Help categories interchangeably, provided the total expenses do not exceed approved amount and is in compliance with the approved staffing plan.

Over Budget

\$ (20,824.00)

TOTAL: GREER ADULT

	Approved Budget	Expenditures Through June 30, 2012	Variance	% of Budget
Salaries	\$ 55,332.00	\$ 38,941.00	\$ 16,391.00	70%
Fringes	\$ 16,594.00	\$ 10,508.00	\$ 6,086.00	63%
Temp Labor	\$ -	\$ -	\$ -	0%
Indirect Cost	\$ 9,140.00	\$ 6,615.00	\$ 2,525.00	72%
Profit	\$ 10,073.00	\$ 7,290.00	\$ 2,783.00	72%
Operating Expenses:				
Dues, Prof Fees, Subscriptions	\$ 398.00	\$ 140.00	\$ 258.00	35%
Professional Development	\$ 265.00	\$ 95.00	\$ 170.00	36%
Travel: Out-of-Town	\$ -	\$ -	\$ -	0%
Mileage	\$ 398.00	\$ 322.00	\$ 76.00	81%
Office Supplies	\$ 1,325.00	\$ 175.00	\$ 1,150.00	13%
Copier Supplies	\$ -	\$ -	\$ -	0%
Printing Supplies	\$ 504.00	\$ 231.00	\$ 273.00	46%
Postage	\$ 48.00	\$ 47.00	\$ 1.00	98%
Telephone	\$ 1,590.00	\$ 1,360.00	\$ 230.00	86%
Rent	\$ 12,171.00	\$ 11,984.00	\$ 187.00	98%
Misc & Facilities Cost	\$ 795.00	\$ 484.00	\$ 311.00	61%
Utilities	\$ 1,961.00	\$ 1,593.00	\$ 368.00	81%
Contract/Consulting Services	\$ 204.00	\$ 406.00	\$ (202.00)	199%
Advertising & Promotions	\$ -	\$ -	\$ -	0%
Computers & Software	\$ -	\$ -	\$ -	0%
Misc Equipment	\$ -	\$ -	\$ -	0%
Client Handling Fee	\$ -	\$ -	\$ -	0%
Training Expenses:				
Instructional Training	\$ -	\$ -	\$ -	0%
Training Supplies	\$ -	\$ -	\$ -	0%
Supportive Services:				
Transportation	\$ -	\$ -	\$ -	0%
Child Care	\$ -	\$ -	\$ -	0%
Other Emergency Support	\$ -	\$ -	\$ -	0%
TOTAL	\$ 110,798.00	\$ 80,191.00	\$ 30,607.00	72%

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Over Budget

\$ (202.00)

TOTAL: WIA DW

	Approved Budget	Expenditures Through June 30, 2012	Variance	% of Budget
Salaries	\$ 377,237.00	\$ 374,668.00	\$ 2,569.00	99%
Fringes	\$ 105,429.00	\$ 90,363.00	\$ 15,066.00	86%
Temp Labor*	\$ 118.00	\$ 3,666.00	\$ (3,548.00)	3107%
Indirect Cost	\$ 64,546.00	\$ 61,023.00	\$ 3,523.00	95%
Profit	\$ 71,204.00	\$ 67,215.00	\$ 3,989.00	94%
Operating Expenses:				
Dues, Prof Fees, Subscriptions	\$ 750.00	\$ 981.00	\$ (231.00)	131%
Professional Development	\$ 4,230.00	\$ 3,110.00	\$ 1,120.00	74%
Travel: Out-of-Town	\$ 1,929.00	\$ 1,291.00	\$ 638.00	67%
Mileage	\$ 7,184.00	\$ 7,184.00	\$ -	100%
Office Supplies	\$ 11,852.00	\$ 11,852.00	\$ -	100%
Copier Supplies	\$ -	\$ -	\$ -	0%
Printing Supplies	\$ 2,987.00	\$ 2,987.00	\$ -	100%
Postage	\$ 1,772.00	\$ 1,772.00	\$ -	100%
Telephone	\$ 22,188.00	\$ 15,990.00	\$ 6,198.00	72%
Rent	\$ 61,440.00	\$ 61,440.00	\$ -	100%
Misc & Facilities Cost	\$ 14,144.00	\$ 14,144.00	\$ -	100%
Utilities	\$ 11,271.00	\$ 11,271.00	\$ -	100%
Contract/Consulting Services	\$ 7,057.00	\$ 7,949.00	\$ (892.00)	113%
Advertising & Promotions	\$ 8,672.00	\$ 8,430.00	\$ 242.00	97%
Computers & Software	\$ 4,702.00	\$ (5,446.00)	\$ 10,148.00	-116%
Misc Equipment	\$ 4,538.00	\$ 6.00	\$ 4,532.00	0%
Client Handling Fee	\$ 11,791.00	\$ (3,281.00)	\$ 15,072.00	-28%
Training Expenses:				
Instructional Training	\$ 377,661.00	\$ 204,063.00	\$ 173,598.00	54%
Training Supplies	\$ 329.00	\$ 329.00	\$ -	100%
Supportive Services:				
Transportation	\$ 13,864.00	\$ 11,314.00	\$ 2,550.00	82%
Child Care	\$ 150.00	\$ 150.00	\$ -	100%
Other Emergency Support	\$ 1,026.00	\$ 1,026.00	\$ -	100%
TOTAL	\$ 1,188,071.00	\$ 953,497.00	\$ 234,574.00	80%

*Arbor may use Salaries, Fringe and Temporary Help categories interchangeably, provided the total expenses do not exceed approved amount and is in compliance with the approved staffing plan.

Over Budget

\$ (1,123.00)

TOTAL: GREER DW

	Approved Budget	Expenditures Through June 30, 2012	Variance	% of Budget
Salaries	\$ 49,068.00	\$ 36,819.00	\$ 12,249.00	75%
Fringes	\$ 14,716.00	\$ 10,010.00	\$ 4,706.00	68%
Temp Labor	\$ -	\$ -	\$ -	0%
Indirect Cost	\$ 8,105.00	\$ 6,276.00	\$ 1,829.00	77%
Profit	\$ 8,932.00	\$ 6,916.00	\$ 2,016.00	77%
Operating Expenses:				
Dues, Prof Fees, Subscriptions	\$ 353.00	\$ 163.00	\$ 190.00	46%
Professional Development	\$ 212.00	\$ 85.00	\$ 127.00	40%
Travel: Out-of-Town	\$ -	\$ -	\$ -	0%
Mileage	\$ 317.00	\$ 290.00	\$ 27.00	91%
Office Supplies	\$ 1,058.00	\$ 189.00	\$ 869.00	18%
Copier Supplies	\$ -	\$ -	\$ -	0%
Printing Supplies	\$ 402.00	\$ 205.00	\$ 197.00	51%
Postage	\$ 41.00	\$ 41.00	\$ -	100%
Telephone	\$ 1,269.00	\$ 1,260.00	\$ 9.00	99%
Rent	\$ 11,368.00	\$ 11,396.00	\$ (28.00)	100%
Misc & Facilities Cost	\$ 635.00	\$ 460.00	\$ 175.00	72%
Utilities	\$ 1,598.00	\$ 1,598.00	\$ -	100%
Contract/Consulting Services	\$ 181.00	\$ 364.00	\$ (183.00)	201%
Advertising & Promotions	\$ -	\$ -	\$ -	0%
Computers & Software	\$ -	\$ -	\$ -	0%
Misc Equipment	\$ -	\$ -	\$ -	0%
Client Handling Fee	\$ -	\$ -	\$ -	0%
Training Expenses:				
Instructional Training	\$ -	\$ -	\$ -	0%
Training Supplies	\$ -	\$ -	\$ -	0%
Supportive Services:				
Transportation	\$ -	\$ -	\$ -	0%
Child Care	\$ -	\$ -	\$ -	0%
Other Emergency Support	\$ -	\$ -	\$ -	0%
TOTAL	\$ 98,255.00	\$ 76,072.00	\$ 22,183.00	77%

*Arbor may use Salaries, Fringe and Temporary Help categories interchangeably, provided the total expenses do not exceed approved amount and is in compliance with the approved staffing plan.

Over Budget

\$ (211.00)

Final Invoice for PY11		Over Budget	Owe
WIA Adult	\$ 12,560.49	\$ (20,824.00)	\$ (8,263.51)
Greer Adult	\$ -	\$ (202.00)	\$ (202.00)
		ResCare	\$ (8,465.51)

WIA DW	\$ 11,138.59	\$ (1,123.00)	\$ 10,015.59
Greer DW	\$ -	\$ (211.00)	\$ (211.00)
		WIB	\$ 9,804.59

Budget WIB Office
12M103Q1-UWIB

Account	Account #	Budget	YTD Expenditures	Balance	Percent Spent
Salaries/Fringe/Indirect	91055/95001	\$ 420,890.00	\$ 23,057.20	\$ 397,832.80	5%
Consumable Supplies/Office Supplies	92700	\$ 5,000.00	\$ 1,918.74	\$ 3,081.26	38%
Communications/Telephone	93600	\$ 4,000.00	\$ 1,743.80	\$ 2,256.20	44%
Postage	93145	\$ 1,080.00	\$ 302.34	\$ 777.66	28%
Staff Travel/Mileage	92500	\$ 3,000.00	\$ -	\$ 3,000.00	0%
Miscellaneous/Misc Expense	95000	\$ 2,400.00	\$ 252.01	\$ 2,147.99	11%
Professional Development	92510	\$ 6,600.00	\$ 1,357.48	\$ 5,242.52	21%
Facilities Cost (Rent, utilities)/Rent	93300	\$ 47,444.00	\$ -	\$ 47,444.00	0%
Sponsorships, memberships/Dues-Professio	92004	\$ 3,600.00	\$ -	\$ 3,600.00	0%
Copier	92704	\$ 3,000.00	\$ 407.31	\$ 2,592.69	14%
Temp Help	91055	\$ 80,000.00	\$ 25,654.96	\$ 54,345.04	32%
Special Projects	9700	\$ 2,160.00	\$ -	\$ 2,160.00	0%
Van Usage/Vehicle Fuel	93502	\$ 2,400.00	\$ 153.50	\$ 2,246.50	6%
Consulting Services	93452	\$ 3,600.00	\$ 212.50	\$ 3,387.50	6%
Printing	93121	\$ 700.00	\$ -	\$ 700.00	0%
		\$ 585,874.00	\$ 10,974.10	\$ 132,981.36	2%

Funding Oversight Committee Meeting
Date: September 6, 2012
Time: 9:00 a.m.
Location: Upstate WIB Conference Room

AGENDA

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|------|--|--|
| I. | Committee Review of Program Year 2011 Budgets | Natalia Valenzuela &
Ann Angermeier |
| | a. Upstate WIB | |
| | b. Youth Programs | |
| | c. Arbor | |
| II. | Committee Review of Program Year 2012 Year-to-Date Budgets | Natalia Valenzuela &
Ann Angermeier |
| | a. Upstate WIB | |
| | b. Youth Programs | |
| III. | Rapid Response Funds | Dana Wood |
| IV. | Other Business | David Wall |

Adjournment

Next Meeting: October 30, 2012