

**Oversight Committee
Meeting Minutes
July 22, 2014**

The Oversight Committee meeting was called to order at 4:40 p.m. by Chairman Gerald Waszkowiak.

MEMBERS PRESENT: Jennifer Robbins, Gerald Waszkowiak, Mike Phalen

MEMBERS ABSENT: Dave Howell, Joe Panzica

OTHERS PRESENT: Pam Furlan, Jo Ann Johnson

Approval of Meeting Minutes

Mike Phalen motioned to approve the May 27, 2014 Meeting Minutes as submitted. Motion was seconded by Jennifer Robbins and carried.

Business Meeting

Members reviewed the Quarterly Performance Reports for the 4th Quarter which ended June 30, 2014. Gerald pointed out the 4 measures were met and 5 exceeded the goals. Pam informed members that if bonus money was available, local areas would only receive those funds for the measures that were exceeded. Members suggested that the definitions of each of the performance measures be included on the report.

Gerald informed members that the 3rd Quarter Report was tabled at the last meeting as clarification was needed. He said that Pam provided members with the explanation after the last meeting which was acceptable to the committee.

After discussion, Jennifer Robbins motioned to approve the 3rd and 4th Performance Reports as presented. Motion was seconded by Mike Phalen and carried.

Other Business

Training Program Report

Pam informed members that a report was included with the meeting materials that provided the programs and number of enrollees that the BEST, Inc. customers are attending at the local community colleges. Pam said that this report was provided for member's information.

Public Comments

None

Adjournment

With there being no further business, Mike Phalen motioned to adjourn. Motion was seconded by Jennifer Robbins and carried. Meeting adjourned at 5:06 p.m.

Jo Ann Johnson