



CODE TRAINING AND EDUCATION FUND BOARD OF CONTROL MEETING

Tuesday | March 28, 2023 | 10am

Teams Meeting

Meeting Minutes

PENDING APPROVAL

1. Call to Order

A motion was made by Mike Musco to convene the meeting and seconded by Henry Miga. Motion carried and the meeting was called to order at 10:06 AM.

2. Attendance

Members in Attendance: Mike Musco, Henry Miga, Keith Flood, Alan Lagocki, Raymond Steadward

From the State: Michael Fullerton

3. Approval of March 14, 2023, Meeting Minutes

Michael Fullerton proposed approval of the prior meeting minutes before addressing the budgets. Motion was made by Henry Miga to approve the minutes from the March 14th meeting and seconded by Mike Musco. Motion carried and the prior meeting minutes were approved at 10:07 AM.

4. Discussion of Pending (FY23) and Proposed (FY24) Budgets

Henry Miga and Mike Musco inquired about increased fees for the LMS from FY 22. Michael Fullerton explained having to adjust OEDMs service tier to account for higher than anticipated usage and moving from a 500 concurrent user cap to double that number to avoid (and having the vendor waive) overage charges. This led to a brief discussion of using Blackboard for classes versus live programs, and how OEDM is planning a slow transition back to offering live programs – Ray Steadward noted allocated costs for those programs in the budget which were further expanded upon by Michael Fullerton.

Henry Miga also asked about overtime allotments among the items, and Michael Fullerton explained it was padding in case overtime is required to move the Testing and Assessments program into the LMS.

Keith Flood asked about the large ending fund balance OEDM carries forward each year – A discussion was had regarding OEDM trying to keep one to two years' worth of funds in reserve, touching upon expected changes (Green Construction/Energy Efficiency Initiatives), resuming live events (such as a conference in 2024), etc.



DEPARTMENT OF ADMINISTRATIVE SERVICES

Ray Steadward asked about community outreach and involvement at both the pre-credentialing level as well as the higher programming CEU level. Michael Fullerton explained how and where some of his questions already were provisioned in the budget.

At 10:28 am Keith Flood put forth a motion to accept the FY23 and FY24 budgets as written. The motion was seconded by Mike Musco and carried unanimously at 10:29 am.

5. Adjournment

Henry Miga put forth a motion to adjourn the meeting, which was seconded by Raymond Steadward. The motion carried and the meeting was adjourned at 10:30 am.