

Finance Committee Minutes
October 1, 2013
Main Office Large Conference Room
6:00pm

Present: Ms. Katherine Driban, Dr. Bill Foster, Mr. Richard Hansen, Mr. Robert Vining, and Mrs. Kathryn Strouse

An agenda was distributed in advance of the meeting.

2014-15 General Fund Budget Discussion: The Business Manager reviewed progress in building the 2014-15 General Fund budget. The Act 1 index is 2.1%, PSERS employer rate that will be used is 21.7%, health care cost trends are 8 to 10%, wage and salary will be per contract where applicable and 4% on all others. Some discussion occurred and the consensus is the final budget is within the Act 1 index.

Healthcare Consortium Update: The Bucks Montgomery County Schools Healthcare Consortium is rolling out a Wellness initiative with Health Advocate providing services to all employees enrolled in consortium medical plans. Health Advocate is a nationwide provider of healthcare help and wellness programs. Healthcare help services range from providing aid in locating a doctor, to answering medical questions, to assistance in resolving claims issues and more. Wellness services range from coaching for weight reduction & smoking cessation to providing screenings to supporting school wellness programs. Services will extend to all members of an employee's family. Also discussed was MBIT's financial status relative to premiums, claims, fees and reserve as of August 31, 2013.

PDE Supplemental Equipment Grant: The Director informed the committee that MBIT is the recipient of a Supplemental Equipment Grant in amount of \$34,774.86. PDE will be distributing the funds in two parcels, 75% now and 25% in April. No match funds are required with this grant. The Director worked with the OAC equipment lists, the High Priority Occupation lists, and program instructors to identify equipment needed in programs that will be ineligible due to changes in HPO. The committee agreed and recommends the Executive Council approve purchase of equipment.

Transformer Replacement: The Facilities Manager requested that Reuter & Hanney, Inc. be appointed as engineer of record for MBIT. The history of services provided by Reuter & Hanney, the extension of useful life, the age, need and financing of replacement was discussed. The committee concurred with the recommendation.

Security Surveillance Provider: The Facilities Manager reviewed history of central station monitoring of burglary and fire alarm services by Stanley Convergent Security Solutions / Sonitrol. He outlined service issues and presented a proposal from Tyco. The recommendation is to use Tyco for central station service. An immediate cost of \$1,600 is necessary with monthly fees being approximately \$100 lower. Tyco will install their equipment and it will be financed over the five year contract with MBIT eventually owning it.

Forklift: The Facilities Manager presented a proposal for new forklift to replace one that is twenty five years old. The cost of the forklift will be \$396 month for sixty months and is financed with \$1 buy-out lease. The need for a forklift was discussed as well as purchase of used vs. new, warranty and cost of maintaining. The committee recommends a new forklift be acquired.

The meeting adjourned at 6:45 PM.

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