



Mississippi Valley Workforce Development Board

Finance Committee Meeting

Tuesday, December 21, 2021 at 3:00 p.m., via Zoom

Members Present: Cory Bergfeld, Lori Bassow, Joyce Stimpson, and Angela Rheingans

Members Absent: none

CEOs Present: none

Staff Present: Miranda Swafford Executive Director, Phyllis Wood Executive Assistant

Fiscal Agent Staff: Lori Gilpin, Brittini Rahmus, and Susan Coffey

Service Provider Staff Present: Kendra Schaapveld Project Director, Cheryl Tipsword Project Accountant, and Cherisa Price-Wells Regional Director

Guest: none

CALLED TO ORDER

Bassow called the meeting to order at 3:00 p.m.

QUORUM

The committee had a quorum to conduct business.

APPROVAL OF AGENDA

Bergfeld made a motion to approve the agenda, seconded by Rheingans, motion carried.

APPROVAL OF PREVIOUS MEETING MINUTES

Stimpson made a motion to approve the meeting minutes, seconded by Bergfeld, motion carried.

NOVEMBER PROGRAM INVOICE

Schaapveld reviewed the Equus November invoices for the Rapid Response, Adult/DW and Youth programs. Equus's expenses for the month of November were as follows: Adult \$73,641.53, DW \$53,891.42, Youth \$56,317.47, Rapid Response \$3,896.49, and NDWG \$1,269.01. Schaapveld reported the Adult funding is on track with spending around 42% of budget, DW is about 25%, and Youth is about 16% spent but WEX expenditures are at 25% which is above the 20% threshold required. Rapid Response funds were set to expire at the end of the calendar year, but we received notification there will be contract extension through June 30, 2022. NDWG has met its enrollment goal for the program year already but they will continue to enroll in that program. Rheingans motioned to approve the November invoices, seconded by Bergfeld, motion carried

NOVEMBER ONE STOP OPERATOR INVOICE

Swafford presented the November invoice for \$8,533.13 reminding the committee the OSO contract runs from Sep 15, 2021-Sept 15, 2022. Bergfeld motioned to approve the invoice, seconded by Rheingans, motion carried.

FISCAL AGENT INVOICE

Gilpin with SEIRPC presented one invoice. November wage invoice of \$5,448.75 for 96.5 hours; Bergfeld motioned to approve the invoice, seconded by Stimpson, motion carried.

OTHER BUSINESS

Bassow recognized that there were no issues with program invoices and thanked everyone for the efforts. Gilpin also thanked Equus for their efforts.

PUBLIC COMMENT

There was no public comment.

ADJOURNED

Rheingans made a motion to adjourn the meeting, seconded by Bergfeld, motion carried, and the meeting was adjourned by Bassow at 3:24 p.m.