



Mississippi Valley Workforce Development Board

Finance Committee Meeting Minutes Wednesday, October 25, 2023, at 3:00 p.m.

Members Present: Ryan Drew, Jack Willey, Lori Bassow, Kelley Brown, Joyce Stimpson, and Kimberly Jaber, Angela Rheingans

Members Absent: Cory Bergfeld (unexcused)

CEOs Present: Jim Irwin and Danny Chick

Staff Present: Andrea Taylor, Strategic Partnership Specialist and Tyler Lanz, Communications Assistant

Fiscal Agent Staff: Kassie Ruth

Service Provider Staff: Cherisa Price-Wells, Regional Director, Cheryl Tipsword, Project Accountant, Taylor Longstreth, Operations Manager, and Shannon Weaver Operations Manager

One-Stop Operator: Nick Clayton

CALL TO ORDER

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

QUORUM

The committee had a quorum to conduct business.

CONSENT AGENDA

The consent agenda included approval of the agenda and previous minutes. Bergfeld's absence was unexcused. Rheingans made a motion to approve the consent agenda items, seconded by Brown, and the motion carried.

FINANCIAL UPDATES

Lanz gave an overview of the financial updates. We are still waiting for the \$12,201.00 in Ticket to Work funds from IWD for the previous year. A transfer request of \$50,000 from the DW to Adult program was approved by the Executive Committee and has been submitted to IWD for final approval and processing. Lanz discussed the implications of the federal government's 45-day funding bill on receiving the FY24 '9-month money' for the Adult and Dislocated Worker programs. Lanz advised that financial monitoring has been completed and will be presented at the next meeting after responses have been received from the subrecipient.

WIOA FINANCIAL REPORT

Ruth presented budget expenditures for Adult, Dislocated Worker, and Youth. The remaining budget after expenditures is \$3,280,654.05. Ruth advised the administrative budget has \$372,296.86 remaining, Adult has \$949,775.96 remaining, DW has \$766,083.01 remaining, the

Youth Out of school budget has \$925,890.51 left to expend, while the Youth in-school budget has \$266,607.71 remaining.

***SEPTEMBER PROGRAM INVOICE**

Weaver shared that funding for the Adult program is extremely low as they wait on the transfer request and FY24 funds. September saw some support services expended as participants are receiving assistance with books and other items at the start of the semester. The Adult budget expended \$57,150.77 in September. The Dislocated Worker expended \$44,522.82, and the Youth budget combined expenditures at \$100,853.06. Weaver shared that the Youth program exceeded their goal of 20% work-based learning expenditures, achieving 37.55% in September. Willey made a motion to accept the final invoices, seconded by Brown, and the motion carried.

***ONE-STOP OPERATOR SEPTEMBER INVOICE**

Clayton advised the expenditures are \$9,677.45 of the contracted budget which is mostly salaries and travel. Clayton discussed that the travel expenses are higher than normal for September because he had some other travel in addition to his normal trips to Davenport. Brown made a motion to accept the invoice, seconded by Bassow, and the motion carried.

***FISCAL AGENT INVOICE – CIJDC**

Ruth presented one invoice for September, the CIJDC wages invoice for \$4,246.00 for 38.25 hours. Willey motioned to approve the invoice, seconded by Rheingans, and the motion carried.

NON-WIOA FINANCIAL REPORT

Ruth advised there was only one expenditure in September, which was \$80.00 in Ticket to Work funds. The new TTW budget has been added in, pending receipt of the funds from IWD, and 97.66% remain. None of the Clinton County funds have been expended in September with \$240.01 carried over, and none of the North Scott Rotary Grant has been spent in September with \$1,655.80 carried over.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

There was no public comment.

ADJOURNED

Bassow made a motion to adjourn, seconded by Brown. Motion carried, and meeting was adjourned at 3:15 p.m.