



Mississippi Valley Workforce Development Board

Finance Committee Meeting Minutes

Wednesday, January 3, 2024, at 3:00 p.m.

Members Present: Ryan Drew, Jack Willey, Kelley Brown, Joyce Stimpson, and Kimberly Jaber, Cory Bergfeld

Members Absent: Angela Rheingans (excused), Lori Bassow (excused)

CEOs Present: Danny Chick, Jim Irwin

Staff Present: Tyler Lanz, Strategic Partnership Specialist

Fiscal Agent Staff: Kassie Ruth

Service Provider Staff: Taylor Longstreth, Operations Manager, Tabytha Seigfried, Quality Assurance, 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, Rheingan's and Bassow's excused absences, and previous minutes. Willey made a motion to approve the consent agenda items, seconded by Stimpson, and the motion carried.

FINANCIAL UPDATES

Lanz gave an overview of the financial updates. Budgets for the Adult and Dislocated Worker programs were approved at the Executive Committee meeting on December 14, 2023.

WIOA FINANCIAL REPORT

Ruth presented budget expenditures for Adult, Dislocated Worker, and Youth. The remaining budget after expenditures is \$2,792,247.43. Ruth advised the administrative budget has \$314,670.45 remaining, Adult has \$869,940.48 remaining, DW has \$653,922.30 remaining, the Youth Out of school budget has \$748,382.26 left to expend, while the Youth in-school budget has \$205,331.94 remaining. Ruth advised the administrative, Adult, Dislocated Worker, and Youth budgets have spent their PY22 carryover.

***NOVEMBER PROGRAM INVOICE**

Weaver shared that spending for the Adult and Dislocated Worker program was extremely low in November as they waited on the FY24 funds. The Adult budget expended \$42,961.72 in

November. The Dislocated Worker expended \$48,507.15, and the Youth budget combined expenditures at \$106,242.17. Weaver shared that the Youth program once again exceeded their goal of 20% work-based learning expenditures, achieving 29.12% in November. Brown made a motion to accept the final invoices, seconded by Willey, and the motion carried.

***ONE-STOP OPERATOR NOVEMBER INVOICE**

Clayton advised the expenditures are \$7,626.85 of the contracted budget which is mostly salary since he did not travel during November. Brown made a motion to accept the invoice, seconded by Willey, and the motion carried.

***FISCAL AGENT INVOICE – CIJDC**

Ruth presented one invoice for November, the CIJDC wages invoice for \$4,366.00 for 38.25 hours. Jaber motioned to approve the invoice, seconded by Brown, and the motion carried.

NON-WIOA FINANCIAL REPORT

Ruth advised there was \$250.00 expended from Ticket to Work funds and 93.75% remains. None of the Clinton County funds were spent in November, with 73.89% remaining. None of the North Scott Rotary Grant was used, with 88.40% remaining.

OTHER BUSINESS

Drew inquired about the WIOA Unified State Plan email that had been sent out by IWD. Lanz advised that the State Plan has been posted for public comment and that an in-person Town Hall will be held in Des Moines, as well as a Virtual Town Hall. Willey inquired whether this was related to the recent Boards and Commissions hearing, and Lanz clarified that it is not. Lanz started her new role as the Strategic Partnership Specialist on January 1, 2024.

PUBLIC COMMENT

There was no public comment.

ADJOURNED

Willey made a motion to adjourn, seconded by Brown. Motion carried, and meeting was adjourned at 3:19 p.m.