

Finance Committee Meeting

September 19, 2024

1:00 p.m. to 2:00 p.m.

Agendas

Agenda Item	Person Responsible	Status
<p>Call to Order</p> <ul style="list-style-type: none"> Welcome and Check-In <p>Approve Consent Agenda</p> <ul style="list-style-type: none"> Approve 9/19/2024 Agenda Approve 7/18/2024 Minutes Approve invoices Approve payroll 	<p>Michelle Seibert</p> <p>Michelle Seibert</p>	<p></p> <p>I/D/A</p>
<ul style="list-style-type: none"> <i>Michelle Seibert called the meeting to order at 1:01pm.</i> <i>Board Members in attendance: Michelle Seibert, Lana Pol, Tom Hayes, and Lisa Heddens.</i> <i>Service Providers and Staff attendance: Eric Kress, Kassie Ruth, Alejandra Sinecio, Heather Brooks, and Rebekah Brandmeyer.</i> <i>Tom Hayes motioned to approve the consent agenda. Lisa Heddens seconded. Ayes: All.</i> 		
<p>Reports</p> <ul style="list-style-type: none"> PY24 Approved Budgets Administration Finance Report Program Finance Report Grant Balances Spreadsheet Legacy* (TTW) Fund 	<p>Eric Kress</p> <p>Eric Kress</p> <p>Eric Kress</p> <p>Kassie Ruth</p> <p>Eric Kress</p>	<p>I/D</p> <p>I/D</p> <p>I/D</p> <p>I/D</p> <p>I/D</p>
<ul style="list-style-type: none"> <i>The approved PY24 budgets were provided with a brief overview. Budgets were approved by the Finance and Executive Committee, full board, and Chief Elected board.</i> <i>A budget amendment to allocate unspent carryover Dislocated Worker funds to National ABLE network is on the Polk County supervisors' agenda for approval.</i> <i>The Legacy (TTW) fund budget will be reviewed at the October meeting for recommendation to the full board in July.</i> 		
<p>Action</p> <ul style="list-style-type: none"> Local Financial Monitoring Approval <ul style="list-style-type: none"> Cost allocation training Financial Operating Standards Review 	<p>Tom Diehl</p> <p>Michelle Seibert</p>	<p>I/D/A</p> <p>I/D/A</p>
<ul style="list-style-type: none"> <i>Eric Kress presented the financial monitoring Executive summary on behalf of Tom Diehl (absent).</i> <i>Tom Hayes motioned to accept the financial monitoring report. Lisa Heddens seconded. Ayes: All.</i> <i>Michelle Seibert recommended no changes to the Financial Operating procedures. No formal action occurred.</i> 		

<p>Discussion</p> <ul style="list-style-type: none"> • Continuous Improvement and Compliance Consultant • WIOA Economic Impact Study Action Plan and High-Level Review • Chief Elected Board Update and Administration Exploration 	<p>Eric Kress</p> <p>Rebekah Brandmeyer</p> <p>Lisa Heddens</p>	<p>I/D</p> <p>I/D</p> <p>I/D</p>
<ul style="list-style-type: none"> • <i>The procurement documents for the Continuous Improvement and Compliance consultant were shared. Elevated Strategies/Rebekah Brandmeyer was selected and has been contracted for up to 20 hours per week for the remainder of PY24.</i> • <i>Eric presented a high-level recap of the WIOA Economic Impact Study. A brief discussion occurred about the application of the findings. Rebekah Brandmeyer will be convening a focus group of volunteers on the subject. Michelle Seibert will serve on the subcommittee and others are invited.</i> 		
<p>Wrap Up and Adjourn</p>	<p>Michelle Seibert</p>	<p>I/D/A</p>
<ul style="list-style-type: none"> • <i>Tom Hayes motioned to adjourn the meeting. Lana Pol seconded. The meeting was adjourned at 1:53 pm.</i> 		