

**Finance Committee Meeting**  
**October 31, 2024**  
**1:00 p.m. to 2:00 p.m.**

Agenda/Minutes

Agenda Items	Person Responsible	Status
<p><b>Call to Order</b></p> <ul style="list-style-type: none"> <li>Welcome and Check-In</li> </ul> <p><b>Approve Consent Agenda</b></p> <ul style="list-style-type: none"> <li>Approve 10/31/2024 Agenda</li> <li>Approve 9/19/24 Minutes</li> <li><a href="#">Approve Invoices</a></li> <li><a href="#">Approve Payroll</a></li> <li>Notification of On-Site Monitoring</li> <li>Notification of Biennial Board Certification</li> </ul>	<p>Michelle Seibert</p> <p>Michelle Seibert</p>	<p>I/D/A</p>
<ul style="list-style-type: none"> <li><i>Michelle Seibert called the meeting to order at 1:02 pm.</i></li> <li><i>In attendance: Board and Committee Members: Michelle Seibert, Amy Landas, Tom Hayes and Lisa Heddens. Staff and Service Providers: Eric Kress, Rebekah Brandmeyer, Tom Diehl, Alejandra Sinecio and Kassie Ruth.</i></li> <li><i>Tom Hayes motioned for approval of the consent agenda. Amy Landas seconded. Ayes: All.</i></li> </ul>		
<p><b>Reports</b></p> <ul style="list-style-type: none"> <li>Administration Finance Report</li> <li>Program Finance Report</li> <li>Fund Balances</li> </ul>	<p>Eric Kress</p> <p>Eric Kress</p> <p>Kassie Ruth</p>	<p>I/D</p> <p>I/D</p> <p>I/D</p>
<ul style="list-style-type: none"> <li><i>Eric Kress and Kassie Ruth reported on the finances. No issues were reported.</i></li> </ul>		
<p><b>Discussion Items and Updates</b></p> <ul style="list-style-type: none"> <li>Board Staff Updates</li> <li>Financial Monitoring Updates <ul style="list-style-type: none"> <li>PY22 Audit Status</li> <li>Uniform Circular Updates</li> </ul> </li> <li>Dislocated Worker Funding Projections</li> <li>Administrative Entity Role in Board Function</li> </ul>	<p>Eric Kress</p> <p>Kassie Ruth</p> <p>Tom Diehl</p> <p>NAN Staff</p> <p>Eric Kress</p>	<p>I/D</p> <p>I/D</p> <p>I/D</p> <p>I/D</p>
<ul style="list-style-type: none"> <li><i>Eric Kress provided an update on board activity including status updates for the Title I Economic Impact focus group and the Strategic Communications assessment implementation.</i></li> <li><i>Kassie Ruth shared that Central Iowa Juvenile Detention Center has received a preliminary report for the PY22 audit from the state auditor's office, however, it has not received the final audit.</i></li> <li><i>Tom Diehl gave an overview of updates to the uniform circular taking place on 10/1/24. The primary discussion centered around understanding pre-approval requirements and changes to the De-minimis rate. Equipment and audit thresholds have also changed.</i></li> <li><i>Extensive time was spent discussing the forecast of Dislocated Worker training and supportive service dollars. The committee wants to plan ahead for anticipated shortages of funding in spring 2024.</i></li> <li><i>Eric provided a high-level overview of the administrative role of the local grant recipient. The chief elected officials are anticipating appointing a new recipient for PY25.</i></li> </ul>		
<p>Wrap Up and Adjourn</p>	<p>Michelle Seibert</p>	<p>I/D/A</p>
<ul style="list-style-type: none"> <li><i>Tom Hayes motioned to adjourn the meeting; Michelle Seibert seconded. The meeting adjourned at 2:04 pm.</i></li> </ul>		



Mission – To build a quality workforce for today and tomorrow.