



**Finance Committee Meeting  
Minutes – Approved  
August 17, 2017**

CIWDB Finance Committee Members in Attendance: Don Fisher (phone), Luke Nelson, Amy Landas, Stacy Sime, and Rosie Thierer.

Guests: Robin Luke (DMACC) and Jodi Spargur-Tate (CFI)

Meeting called to order at 12:00 pm.

**Approval of Minutes**

**Motion** by Amy Landas to approve the July 20, 2017 minutes, **Second** by Rosie Thierer. **Motion carried.**

**Financials – July 31, 2017**

Jodi Spargur-Tate reported on the CFI statement – Have \$62,026 in carryover. Must be spent on OSY and want to exhaust in first quarter. Will put in Lift Off program. For FY18, ISY is 12.46% and OSY is 87.54%. Work experience programs are at 21.43%. There is not a lot of great resources for ISY spending. Two new staff starting on 8/21

Robin Luke reported on the IES statement – The June 30<sup>th</sup> report is has been finalized with yearend expenses and the final report has been sent to IWD. Returned \$10,000 of the Job Driven grant. Didn't spend a lot in July. Will accrue the July hours on the August report. Carryover for adult is \$76,169. Carryover for dislocated worker is \$67,144

Angie Arthur reported on the CIWDB statement – Will add Ticket to Work specifics on the report. We have been receiving some additional requests to use TTW funds. We can take some actions if the incentives continue to grow. July expenses include wages, fringe benefits, and insurance costs. Will split expenses 50/50 between TTWWIB and CIWIB funding resources.

**Non Profit Designation – 501(c)3**

The Central Iowa Workforce Development Foundation (CIWDF) has its own fiduciary responsibility separate from the CIWDB. Both boards will need to have confidentiality. Will determine amount of data from the Foundation that will be shared. Ex. unrestricted and restricted. Will work on best practices and educated board members regarding fiduciary responsibility.

**Grants**

Discussed possible grants. Need to update on a regular basis on the grants to pursue. The CIWDF will need to determine process to approve grants and applications. The Finance Committee can bring information on opportunities. Discussed oversight process and need for communication between the CIWDB and the CIWDF boards.

**WIOA Updates.**

The one stop operator RFP has been in process. Waiting to hear updates from IWD. Legislative calls are scheduled with the legislative directors in Grassley and Young's office to discuss WIOA budgets.

**Wrap Up/Adjournment**

Meeting adjourned at 12:53 p.m.