



**Finance Committee Meeting
Minutes – Approved
October 19, 2017**

CIWDB Finance Committee Members in Attendance: Don Fisher, Luke Nelson, Amy Landas, and Rosie Thierer.

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

Meeting called to order at 12:04 pm.

Approval of Minutes

Motion by Amy Landas to approve the August 17, 2017 minutes, **Second** by Don Fisher. **Motion carried.**

Financials – September 30, 2017

Jodi Spargur-Tate reported on the CFI statement – CFI will update report formatted to separate the different funds. Received redistributed funds, which have been spent. FY2017 carryover must be spent on OSY. Have spent 25.3% of the annual budget. Have spent 12.9% on ISY with 87.1% on OSY. 39.9% of program funds have been sent on work experiences. Have new office space and targeting an early November move.

Robin Luke reported on the IES statement – This report is for the first three months. Timesheets need to be added to the report and accrued. Rapid response funds, received from the state, are being used to pay for people that were enrolled in the sector partnership grant. Redistributed funds from the state have been received and added into the regular budget.

Angie Arthur reported on the CIWDB statement – Expense for September include salary, fringe benefits, and a \$20 fee for the articles of incorporation. Working with IWD to transfer the adult/dislocated worker admin funds to the CIWDB. Had \$29,665 of income for Ticket to Work incentives. Waiting to get check from IWD for the IWD employment network earned incentives for Region 11.

Non Profit Designation – 501(c)3

The CIWDF has received its Employer Information Number (EIN). Now working with the Drake Legal Clinic to file the 1023EZ application with the IRS.

Grants

No news from the DOL regarding Iowa's application for the Round 8 DEI grant. Discussed local funding grant opportunities such as the grant with Boone. Open to other suggestions on possible grant options.

WIOA Updates.

The one stop operator RFP has been in process. Waiting to hear updates from IWD. Cost sharing and one stop certification are also on hold. Conference calls took place with the legislative directors in Grassley and Young's office to discuss WIOA budgets and education on impacts of programs.

Wrap Up/Adjournment

Meeting adjourned at 12:43 p.m.