



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

CIWDB Finance Committee Members in Attendance: Elizabeth Buck, Don Fisher, Luke Nelson, Stacy Sime, and Rosie Thierer.

Guests: Robin Luke (DMACC), Jeff Chamberlin (IES@DMACC), Jodi Spargur-Tate (CFI)

CIWDB Staff: Angie Arthur

Meeting called to order at 12:00 pm.

**Approval of Minutes**

**Motion** by Stacy Sime to approve the October 20, 2016 minutes, **Second** by Rosie Thierer. **Motion Carried.**

**Financials – December 31, 2016**

Jodi Spargur-Tate reported on the CFI statement – CFI has spent 46.5% of its total budget in the first two quarters. In-school at 30% with out-of-school at 70% of program funds. 25.6% of the program funds are being used for work experience programming. Regardless of the WIOA transition to spend more on out of school youth, there is still a big need with the in school youth so try to help direct them to local resources. Co-enrolling youth with IVRS and a lot are in school. Have to balance need with spending requirements. CFI doesn't have a concern about reach 75% spending requirement for out of school youth.

Robin Luke and Jeff Chamberlin reported on the IES statement – The admin funds for adult/dislocated workers are being expended. There are also admin funds in other grants that are now being expended. Expenditures are on track. Hiring a new person with the Job Driven NEG. Recently expended \$10,000 for indirect costs. The John Deere NEG has been extended through 6/30/2018. IWD is submitting an extension for the sector partnership NEG.

Angie Arthur reported on the CIWIB statement – Expenses are as expected. Discussed funding for the board, which includes the executive director position. Luke Nelson as finance chair will send an email to the executive committee about the need for a 30-day notice to the executive director if the funding short fall isn't addressed. Addressing budget and revenue at the February 2017 quarterly board meetings.

**Financial Monitoring**

CFI's fall monitoring has been completed. The final letter from IWD has been shared with the committee. There was one minor issue. IES recently responded to their fall monitoring. Also has a few minor issues. Waiting for response from IWD.

**WIOA**

DOL has released some technical guidance, but still waiting on several areas of guidance to be released.

**Wrap Up/Adjournment**

Meeting adjourned at 12:42 p.m.