



**Finance Committee Meeting
Minutes – Approved
June 16, 2017**

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

Guests: Jeff Chamberlin (IES@DMACC), Cheryl Johnson (CFI), Jeff Vroman (CIWDB Chair)

Meeting called to order at 12:00 pm.

Approval of Minutes

Motion by Amy Landas to approve the May 25, 2017 minutes, **Second** by Don Fisher. **Motion Carried.**

Financials – May 31, 2017

Jeff Chamberlin reported on the IES statement –Received and additional \$200,000 in the Job Driven Apprentices grant that is ending 6/30/2017. Due to the end of the National Emergency Grants, IES@DMACC had to lay off four people. Submitting a request for use of Ticket to Work (TTW) funds. Details are noted below.

Cheryl Johnson reported on the CFI statement – Spent 74.6% of budget with 25.4% remaining. Spent 27% of program funds on WEPs. At 31.7% for ISY and 69.3% for OSY. Expect to reach 75% for OSY by year-end. On track with benchmarks.

CIWDB statement – Monthly report shared with the committee.

Budget Discussion for WIOA and CIWDB

DOL 7/1/2017-6/30/2018 budget for WIOA was finalized by DOL and IWD. Final allocations are close to the preliminary budget released by IWD.

Reviewed CIWDB draft budget. Discussed implications of becoming a 501(c)3, costs and administrative dollars to use for the CIWDB budget. Will work for CFI and IES@DMACC to determine amount of admin dollars to transfer to CIWDB.

Ticket to Work Funds

Jeff Chamberlin presented a spreadsheet compiled by Robing Luke outlining IES@DMACC funding sources. IES@DMACC received only a portion of the WIOA funds for the first three months with Adult (13%) and Dislocated Workers (16%) beginning 7/1/2017. The remainder of the funding is received after October 1st. May need additional funds in the first quarter until receive rest of FY18 funds. Requested use of up to \$50,000 of TTW funds for Adult/Dislocated Worker program expenses if needed.

Motion by Rosie Thierer to recommend to the CIWDB to use up to \$50,000 of Ticket to Work incentive funds for Adult/Dislocated Worker program funds if needed. **Second** by Stacy Sime. **Motion Carried.** Will be presented to the CIWDB and CEO Board at the August board meeting.

Wrap Up/Adjournment

Meeting adjourned