

Finance Committee Meeting
Thursday, December 15, 2022
10:00 a.m. to 11:00 a.m.



Join Zoom Meeting

<https://us02web.zoom.us/j/84330763277?pwd=dXM4MkFqaWZ4b2hpWEVIMUI5RFRkdz09>

Meeting ID: 843 3076 3277

Passcode: 725833

MINUTES

Agenda Item	Person Responsible	Status
Call to Order <ul style="list-style-type: none"> • Welcome and Check-In Consent Agenda <ul style="list-style-type: none"> • Approve 12/15/2022 Agenda • Approve 11/17/2022 Minutes 	Stacy Sime Stacy Sime Stacy Sime	I/D/A
<p>Stacy Sime called the meeting to order at 10:03 am. Volunteer Attendance: Stacy Sime, Tom Leners, and Amy Landas. Staff Attendance: Eric Kress Others: Cheryl Johnson, CFI, Kassie Ruth, Fiscal Agent/CIJDC. Motion by Tom, second by Amy to approve the 12/15/2022 Agenda and the 11/17/2022 Minutes. Ayes: All. Motion carried</p>		
Reports <ul style="list-style-type: none"> • CIWDB Administrative Budget • Financial Report – CFI Title 1 Standing Items <ul style="list-style-type: none"> • Approve November Reimbursement Request (attached) • Approve November Credit Card Invoice (attached) • Approve November Payroll – Employer of Record Invoice (attached) • Staff Time Allocation - November 	Eric Kress Cheryl Johnson Stacy Sime Stacy Sime Stacy Sime Eric Kress	I/D I/D I/D/A I/D/A I/D/A I/D/A
<p>Motion: by Amy, second by Tom to accept the financial reports as presented. Ayes: All. Motion carried Motion: by Amy, second by Tom to approve the staff reimbursement request and November credit card statement as presented. Ayes: All. Motion carried Motion: by Tom, second by Amy to approve the Employer of Record invoice as presented. Ayes: All. Motion carried</p>		
Discussion/Work: <ul style="list-style-type: none"> • Admin Budget Modification (see Narrative and Draft) <ul style="list-style-type: none"> • Carry Over Amounts – CFI Contract Modification • Strategic Planning Budget • Virtual Reality RFP Approval Local Recipient Update Policy Drafts <ul style="list-style-type: none"> • Credit Card and Reimbursement 	Stacy Sime Eric Kress Eric Kress Eric Kress Eric Kress Eric Kress	I/D/A I/D/A I/D/A I/D/A I/D I/D

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

<ul style="list-style-type: none"> • Time and Attendance • Procurement • Travel Board Financial Monitoring	Eric Kress	I/D
Motion: by Tom, second by Amy to approve the modified contracts dated 12/15/2022 for Title 1 Adult, Dislocated Worker, National Dislocated Workers Grant, and Youth services as presented. Ayes: All. Motion carried		
Wrap Up and Adjourn	Stacy Sime	I/D/A
Motion: Amy, second by Tom to adjourn the meeting. Ayes: All. Motion carried. Meeting adjourned at 11:08 am.		

Next Finance Committee Meeting: January 19, 2023 – 2:00pm