

Southwest Iowa LWDA
CEO Agenda: April 10, 2023 5:30PM

Union County Courthouse 300 N Pine St. , Creston, IA 50801

1. Call to order
 1. Called to order 5:30pm by chair Dennis Brown.
2. Roll call
 2. All CEOs in attendance
 3. Guest Erica Petersohn from RC&D
3. Agenda approval
 - A. Motion to approve by Tony Second by Ron.
4. Approval of March 2, 2023 Meeting Minutes
 - A. Charla stated by e-mail earlier in the day that her name was misspelled. Jesse will correct.
 - B. Motion to approve by Charla second by Randy Taylor.
5. Approval of March 21, 2023 Meeting Minutes
 - A. Correct date to March 2 to 21.
 - B. Motion to approve by Jerry Walker second by Dan Christensen.
 - C All were in favor.
6. Executive Director updates
 - A. Submission of amended letter to dissolve the board. This letter was submitted after e-mail discussion after receipt of a letter from the state regarding lack of a sub-recipient agreement not being a valid reason for dissolving. Acknowledgment of resubmission has been received from the state.
 - B. Jesse stated that some information has been received by the state but more information is expected.
 - B. Jesse continues to attend all meetings as he is able to stay current with information.
 - D. Jesse provided an update that Liz Rodriguez has received her 501c3 and Taylor Williams is expected to receive her designation soon.
 - E. Western Iowa has submitted their dissolution.
 - F. Wendy Greenman has stated that One Stop certification does not need to take place.
 - G. A notice of local monitoring will be issued next week. Jesse stated that something will be done as he does not have a lot of guidance surrounding this.
 - H. Charla wondered what "doing something" meant.
 - I. Jesse stated that we are required to do local monitoring on top of what is done by the state. He will be reviewing information provided by other directors and developing a process. He stated that a process will take place.
 - J. Jesse stated that he knows that there will be findings on both the state and local monitoring reports.
 - K. MATURA continues to provide programming.
7. Review of financials with Erica Petersohn
 - A. All bills have been turned into the state.
 - B. Jerry shared that the biggest concern was making sure that everything was in line and the last financials were in December.
 - C. Jesse was concerned that these had not made the packets and is unsure why this happened.
 - D. Erica stated that the only funds held by RC&D are the ticket to work funds, these funds are in their account and will be sent back to the state when she gets word to do this

and the rest of the funds stay with the state and funds are sent to RC&D when she makes a request.

E. Jesse stated that the only recurring expenses are his salary, MATURA and the fiscal agent.

F. Jesse discussed use and policy for ticket to work. The funds can not be used without a policy and a policy can not be passed as there is not a fully seated board. Jesse questions how the funds can be utilized if there is no local board and no local policy. He continues to seek guidance on this.

G. Erica believes that funds will be returned once she is told to do this by the state. Her understanding is that if something is put in place prior to July one that the funds would go to that entity.

H. Jesse stated that it may be helpful for him to meet with Brian Dennis now that this discussion has taken place.

I. Jesse stated that prior to finding out that the board was not fully seated the finance committee and Executive Board approved Executive Director being able to approve regular invoices, this has been getting done, and Wayne Pantini has been approving Executive Director timesheets and sending this information to Erica.

J. Jesse and Erica discussed how his time is divided and how records are kept.

K. Dan asked questions about use of funds including Covid funding. Jesse shared that other areas are having difficulties spending these funds as well. The funds will be returned to the state and eventually to the federal government.

L. Dan made a motion to approve, seconded by Jerry. All were in favor.

8. Establish remaining meetings for May and June

A. Dan asked if we need to bring up to credentials. Jesse stated that it has been difficult to fill board seats. The state has no plan as to what they will do July one. The chances of another local board being raised exist but this is not foreseen in the near future.

B. Jesse shared how the state is handling other areas dissolving but this has not come to us officially.

C. Jesse does not see a reason to meet in May. Dan feels that one more meeting in June is a good idea.

D. Dan would like to invite Wendy back in June to get a idea of what the state will be doing.

E. Next meeting will be June 27th 5:30PM at the Union County Courthouse.

F. Jesse will e-mail financials to the CEOs after May 15th.

9. Questions and comments.

A. There were no questions or comments.

10. Adjournment

A. Motion by Dan second by Ron

B. Meeting was adjourned at 6:01pm.