



Finance Committee Meeting

September 17, 2025

1:00 p.m. to 2:00 p.m.

Agenda/Minutes

Agenda Item	Person Responsible	Status
Call to Order <ul style="list-style-type: none">Welcome and Check-In Approve Consent Agenda <ul style="list-style-type: none">Approve 9/17/2025 AgendaApprove 7/23/25 Minutes	Amy Landas Amy Landas	 I/D/A
<ul style="list-style-type: none"><i>Amy Landas called the meeting to order at 1:02 pm.</i><i>Committee attendance: Lisa Heddens, Amy Landas, Tom Hayes. Others: Erica Spiller, Eric Kress, Heather Brooks, Alejandra Sinecio, Samantha Marlatt, Teri Johanson, Ethan Wherry.</i><i>Tom Hayes motioned to approve the 9/17/25 agenda. Lisa Heddens second. Ayes: All.</i><i>Lisa Heddens motioned to approve the 7/23/25 minutes. Tom Hayes seconded. Ayes: All.</i>		
Reports <ul style="list-style-type: none">PY24 Close Out Financial Reports<ul style="list-style-type: none">❖ Administration❖ Program❖ Fund BalancesAccept Financial Reports for July and August 2025<ul style="list-style-type: none">❖ Administration❖ Youth and Young Adult❖ Adult❖ Dislocated Worker❖ Ticket FundSingle Audit UpdatesFederal WIOA Funding Updates	Eric Kress Ethan Wherry Eric Kress Eric Kress	I/D/A I/D/A I/D I/D
<ul style="list-style-type: none"><i>Amy Landas motioned to accept the financial reports as presented. Tom Hayes seconded. Ayes: All.</i><i>Eric Kress shared the PY22/SFY23 single audit being conducted by the State Auditor's office is not yet complete.</i><i>Eric Kress shared updates related to the federal senate and house appropriations bills that may impact WIOA funding. He also shared the Trump Administration's priorities for workforce, as well as the D.O.L.'s recent strategy highlights.</i>		
Discussion Items and Updates <ul style="list-style-type: none">AmeriCorp RIVA opportunity – Ticket Fund Request Mid-Iowa Planning Alliance Integration <ul style="list-style-type: none">Approval CIWDB Financial Operating Standards	Eric Kress Ethan Wherry Eric Kress	I/D/A I/D I/D/A

Vision – All Central Iowan's are engaged and thriving in our workforce.



Discussion	Amy Landas	I/D
<ul style="list-style-type: none">• <i>Lisa Heddens motioned to approve the use of \$8,000 for AmeriCorp RIVA funding for two positions. Tom Hayes seconded. Ayes: All.</i>• <i>Tom Hayes motioned to amend and accept the revisions to the CIWDB Financial Operating Procedures as presented; after changing the minimum procurement purchase limit from \$3,500 to \$5,000. Lisa Heddens seconded. Ayes: All.</i>• <i>Discussion occurred on considerations to expand WIOA Title I enrollment in Registered Apprenticeship.</i>		
Wrap Up and Adjourn	Amy Landas	I/D/A
<ul style="list-style-type: none">• <i>The meeting adjourned at 2:04 pm.</i>		