



Executive Committee Meeting

Tuesday, March 31, 2026 – 7:30 a.m. to 8:30 a.m.
Microsoft Teams online

POSTED
EK 4/28/26

AGENDA/MINUTES

Agenda Item	Person Responsible	Status
1. Call to Order 2. Approve 3/31/26 Agenda 3. Approve 1/27/26 Minutes 4. Board Scorecard	Stacy Sime	I/D/A
<ul style="list-style-type: none"> • Stacy Sime called the meeting to order at 7:35 am. • In attendance: Stacy Sime, Amy Landas, Lana Pol, Eric Kress, Andrew Collings. • Lana Pol motioned to approve the 3/31/26 agenda and 1/27/26 minutes. Amy Landas seconded. Motion passes. • The board scorecard was not presented. 		
5. Reports <ul style="list-style-type: none"> • Financial Reports • FY23 Single Audit • Monitoring and Compliance • Procurement Update 	Amy Landas or Lana Pol Stacy Sime Eric Kress Eric Kress	I/D/A I/D
<ul style="list-style-type: none"> • The finance report was provided, focusing primarily on budget planning for 2026-27. The main challenge is the availability of funding for the adult program to sustain the current operational level. Work will continue in sub-committee before going to the board at the May 7, 2026, meeting. • The FY23 Single Audit is now resolved. It will be provided to the full board for acceptance at the May 7, 2026 meeting. • Eric Kress provided an extensive overview of a number of monitoring and compliance activities. • Eric Kress provided an overview of the Title I Youth Service contract procurement. Lana Pol volunteered to help score RFP responses. Continuity of service for Youth activities was also discussed. 		
6. Discussion <ul style="list-style-type: none"> • MIPA “Staff to the Board” Mid-Year Review / Annual Review • MOU/Partnership Agreement review 	Eric Kress	I/D
<ul style="list-style-type: none"> • The MOU, serving as a partnership agreement for the CLEO, Board Chair, and WIOA grant recipient, was reviewed. Intent is for it to be signed annually by all parties. • Discussion around the delivery of board feedback to MIPA for the function of “staff to the board” was discussed. Eric Kress will facilitate the next steps. 		
Wrap Up and Adjourn	Stacy Sime	I/D/A
<ul style="list-style-type: none"> • Stacy Sime adjourned the meeting at 8:24 am. 		