



**NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD
FINANCE COMMITTEE MEETING**

Monday, January 5, 2026
3:00 – 4:00 p.m.

Join by Zoom: https://us06web.zoom.us/j/86943035767?pwd=aVZHQVkySXdGVnJuOXM4S0gxVUhOdz09 ID: 86943035767 Passcode: 0WQU0C08	Or Dial by Phone: 1.360.209.5623 Passcode: 87617288
--	---

Minutes

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Ed Raber	I
Ed Raber called the meeting to order at 3:01 Attendance: Jamie Benson, Jennifer Breister, Carly Carper, Gary McVicker, Heidi Nederhoff, Corey Eberling, Ed Raber, Doug Reimer Guests: Kassie Ruth, Raji Sljivo, Averi Nugent, Erin Powers Daley Board Staff: Erika Lippmann, Caraline Eggena, Taylor Williams		
1. Consent Agenda <ul style="list-style-type: none"> • January 5, 2026 – Agenda • November 24, 2025 – Minutes 	Ed Raber	I/D/A
Motion by Doug Reimer, second by Carly Carper to approve the January 5, 2026–Agenda and the November 24, 2025 Minutes. Ayes: All. Motion carried.		
2. Title I Service Provider <ul style="list-style-type: none"> • October 2025 Invoice with Possible Action • Title I Service Provider Budget with Possible Action • Payment Approval Process/QA Updates • Title I Updates 	Title I Service Provider	I/D/A I/D/A I/D I/D
No action was taken on the October 2025 invoice or the Title I Service Provider budget due to the absence of a completed budget. The Fiscal Agent is currently reviewing the October invoice. The November invoice has not yet been received.		
3. Central Iowa Juvenile Detention Center (Fiscal Agent) <ul style="list-style-type: none"> • Consider Action to Affirm November 2025 Invoice Approvals • Consider Action to Affirm November 2025 Bank Reconciliation • Financial Reports 	Fiscal Agent	I/D/A I/D/A I/D
Motion by Carly Carper, second by Jamie Benson to affirm the November 2025 Invoice Approvals. Ayes: All. Motion carried.		
Motion by Corey Eberling second by Carly Carper to affirm the November 2025 Bank Reconciliation. Ayes: All. Motion carried.		
4. Single Audit <ul style="list-style-type: none"> • PY25 Single Audit with Possible Action • Findings and Corrective Action Tracker • PY22 State Auditor’s Office Invoice with Possible Action • PY23 State Auditor’s Office Invoice with Possible Action 	Taylor Williams	I/D/A I/D I/D/A I/D/A

<p>Motion by Doug Reimer second by Carly Carper to affirm the PY25 Single Audit conducted by Forge. Ayes: All. Motion carried.</p> <p>Motion by Carly Carper second by Doug Reimer to approve PY22 State Auditor’s Office Invoice. Ayes: All. Motion carried.</p> <p>Motion by Carly Carper second by Jennifer Breister to approve PY23 State Auditor’s Office Invoice. Ayes: All. Motion carried.</p>		
<p>5. PY25/FY26 Budget with Possible Action</p>	Taylor Williams	I/D/A
<p>The Finance Committee reviewed the updated PY25/FY26 budget. The Chair presented each proposed amended line item individually, and the Committee approved the following amendments separately:</p> <ul style="list-style-type: none"> • Motion by Jamie Benson, second by Doug Reimer to approve to utilize \$35,000 in Ticket to Work funds for administrative expenses to address outstanding Board audit costs. Ayes: All. Motion carried. • Motion by Gary McVicker, second by Jennifer Breister to amend the Audit Costs line item in the amount of \$40,000 due to the additional audit invoices. Ayes: All. Motion carried. • Motion by Corey Eberling, second by Jennifer Breister to amend the Miscellaneous/Contingency line item as presented. Ayes: All. Motion carried. • Motion by Jamie Benson, second by Carly Carper to amend the Materials/Supplies line item as presented. Ayes: All. Motion carried. 		
<p>6. Next Steps</p> <ul style="list-style-type: none"> • Finance Committee Chair Update • Finance Committee Members • General Ledger 	All	I/D I/D I/D
<p>Ed Raber announced he wishes to step away as Finance Committee Chair due to other commitments. Taylor announced committee members should try to recruit additional members to join our committee.</p>		
<p>7. Announcements</p> <ul style="list-style-type: none"> • Next NEIWDB/CEO Joint Quarterly Meeting February 5, 2026 (10:00 – 12:00 p.m.) TBD • Next Finance Committee Meeting February 23, 2026 (3:00 – 4:00 p.m.) 	All	I/D
<p>8. Adjournments</p>	Ed Raber	I/D/A
<p>Ed Raber adjourned the meeting. Meeting was adjourned at 4:01 p.m.</p>		

Minutes by Taylor Williams, Executive Director