



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

Monday, March 30, 2026
3:00 – 4:00 p.m. Zoom Meeting

**MINUTES**

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Jennifer Breister	I
<p>Jennifer Breister called the meeting to order at 3:02 p.m.</p> <p><b>Attendance:</b> Nick Anderson, Jamie Benson, Jennifer Breister, Carly Carper, Gloria Carr, Gary McVicker, Heidi Nederhoff, Ed Raber, Doug Reimer, Michelle Weidner.</p> <p><b>Guests:</b> Amber Youngblut, Kassie Ruth, Patti Hanson, Erin Powers Daley, Averi Nugent, Raji Sljivo.</p> <p><b>Board Staff:</b> Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.</p>		
<p><b>1. Consent Agenda</b></p> <ul style="list-style-type: none"> <li>• March 30, 2026 – Agenda</li> <li>• March 5, 2026 – Minutes</li> </ul>	Jennifer Breister	I/D/A
<p><b>Motion</b> by Jamie Benson, <b>second</b> by Gloria Carr to approve the March 30, 2026 – Agenda and the March 5, 2026 – Minutes. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<p><b>2. Title I Service Provider</b></p> <ul style="list-style-type: none"> <li>• January 2026 Invoice with Possible Action</li> <li>• February 2026 Invoice with Possible Action</li> <li>• Transfer Fund Request with Possible Action</li> <li>• Title I Service Provider Budget</li> </ul>	Title I Service Provider	I/D/A I/D/A I/D/A I/D
<p><b>Motion</b> by Ed Raber, <b>second</b> by Michelle Weidner to approve the January 2025 Title I Service Provider Invoice. <b>Ayes:</b> All. <b>Motion carried.</b></p> <p><b>Motion</b> by Gary McVicker, <b>second</b> by Gloria Carr to approve the February 2026 Title I Service Provider Invoice pending final review by Kassie Ruth, Fiscal Agent. <b>Ayes:</b> All. <b>Motion carried.</b></p> <p><b>Motion</b> by Ed Raber, <b>second</b> by Gary McVicker to approve the Transfer Fund Request of \$160,000 from the FY25 Dislocated Worker program to the FY25 Adult program. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<p><b>3. Central Iowa Juvenile Detention Center (Fiscal Agent)</b></p> <ul style="list-style-type: none"> <li>• Consider Action to Affirm February 2026 Invoice Approvals</li> <li>• Consider Action to Affirm February 2026 Bank Reconciliation</li> <li>• Consider Action to Approve February 2026 Fiscal Agent Invoice</li> <li>• Financial Reports</li> </ul>	Fiscal Agent	I/D/A I/D/A I/D/A I/D
<p><b>Motion</b> by Carly Carper, <b>second</b> by Gary McVicker to affirm the February 2026 Invoices. <b>Ayes:</b> All. <b>Motion carried.</b></p>		

<p><b>Motion</b> by Gary McVicker, <b>second</b> by Doug Reimer to affirm the February 2026 Bank Reconciliation. <b>Ayes:</b> All. <b>Motion carried.</b></p> <p><b>Motion</b> by Michelle Weidner, <b>second</b> by Heidi Nederhoff to approve the February 2026 Fiscal Agent Invoice. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<b>4. Insurance Renewal- Review and Possible Action</b>	Taylor Williams	I/D/A
<p><b>Motion</b> by Gary McVicker, <b>second</b> by Ed Raber to approve the Insurance Renewal. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<b>5. TRN Policy Change with Possible Action</b>	Board Staff	I/D/A
<p><b>Motion</b> by Carly Carper, <b>second</b> by Michelle Weidner to approve the TRN Policy Change. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<b>6. Ticket to Work Request with Possible Action</b>	Erin Powers Daley	I/D/A
<p><b>Motion</b> by Gary McVicker, <b>second</b> by Michelle Weidner to approve the Ticket to Work Request as presented. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<b>7. Next Steps</b>	All	I/D
<ul style="list-style-type: none"> <li>• Title I Corrective Action Plan (CAP)</li> <li>• General Ledger</li> </ul>		
<b>8. Announcements</b>	All	I/D
<ul style="list-style-type: none"> <li>• Next Finance Committee Meeting April 27, 2026 (3:00 – 4:00 p.m.)</li> <li>• Next NEIWDB/CEO Joint Quarterly Meeting- April 30, 2026 (10:00 a.m.- 12:00 p.m.) TBD</li> </ul>		
<b>9. Adjournments</b>	Jennifer Breister	I/D/A
<p><b>Motion</b> by Ed Raber, <b>second</b> by Carly Carper to adjourn the meeting. <b>Ayes:</b> All. <b>Motion carried.</b></p> <p><b>Meeting adjourned at 3:47 p.m.</b></p>		