



**Workforce Alliance (WA) Local Workforce Development Board (LWDB)
Finance Committee
Meeting Minutes
June 1, 2026 – 1:00 PM**

1. Welcome and Introductions

The WA Finance Committee assembled virtually via Zoom. Committee Chair Scott Stiles welcomed attendees and called the meeting to order. WA Board member Brian Miles with Bank of America was introduced as a new Committee member.

2. Program Year 2025 (PY25) Budget Review and Draft Program Year 2026 (PY26) July 2026 – June 2027 Budget

- **Current Year PY25 Budget Status**
 - Workforce Innovation & Opportunity Act (WIOA) funds show 48% remaining, higher than typical (~25% expected at this point).
 - Indicates strong carryover to support upcoming months.
 - Community impact funds at 26% remaining, influenced by the One Workforce Grant program ending in January.
 - 37% total budget remains as of end of March.
 - Cost variances: Increased IT and facility-related costs due to Garvey office relocation and upgrades.
 - Staffing expenditures remain stable and within target ranges.
 - Federal funding allocations:
 - U.S. Department of Labor released state allocations in March.
 - The State of Kansas has delayed local allocations due to labor market data delays.
 - The WA budget is based on flat funding assumptions (conservative estimate).
 - Staff have an expectation of eventual allocation increases.
 - Final numbers expected later with a revised budget projected for August.
- **Proposed PY26 Budget Overview**
 - WIOA federal funding trends: slight decrease in Adult, slight increase in Dislocated Worker; slight increase in Youth; overall approximately 0.15% increase.
 - Kansas allocation outlook is for modest increases in most categories.
 - Expected Workforce Alliance funding is estimated to be near or above \$3 million.
 - Historically, funding influenced by economic conditions – the higher unemployment the higher the allocations with a stable economy resulting in flatter funding.
 - Additional revenue sources/ non-WIOA funding, approximately \$2.9 million expected from grants and partnerships, which includes State pass-through funds and direct grants.
 - No new funding included in budget as yet (only confirmed or ongoing sources).
 - Total proposed budget of \$6.8 million for PY26, which is lower than prior years due to expiration of one-time funding (e.g., One Workforce Grant program).
 - Key budget allocation areas: Wages/staffing, client training programs and operational costs.
 - Changes from prior year are reduction in wages, grant awards and training funds primarily due to end of major One Workforce grant funding.
 - Cost distribution is 66 % operations and 34% direct client services
 - Staffing considerations:
 - No layoffs planned - All current positions funded in proposed budget.

- Vacant positions intentionally left unfilled and internal staff reassignments.
- Potential reassignments depending on grant funding outcomes.
- Funding Flexibility and Adjustments
 - Ability to transfer funds between Adult and Dislocated Worker programs.
 - Shift funds to Adult program due to broader eligibility.
 - If allocations increase, additional staff (FTEs) may be added (Youth programs) and increased client training investments.
- The WA continues to pursue additional funding opportunities for to fund staffing positions and increase overall program budget.
 - Kauffman Foundation – Returning Citizen/Justice-Involved Individuals program (decision pending).
 - SBA-related grant via Wichita State partnership.
 - Butler Community College partnership grant.
- Committee members were asked to review and approve the draft budget for submission to Executive Committee and CEOB for approval in order for staff to begin operating in the new fiscal year beginning July 1.
- The Finance Committee will meet again in August after state allocation amounts and carryover data is known in order to review and approve a revised budget.

Kathy Jewett (Commissioner Greg Thompson) moved to recommend the proposed budget to the Workforce Alliance Executive Committee and Chief Elected Officials Board (CEOB), with authorization to make adjustments once final carry over funding is known. Motion Adopted.

3. **Program Year 2024 (PY24) 990 Tax Return**

The PY24, July 2023 through June 2024, 990 Tax Return was prepared by AGH after the completion of the A-133 Audit. It was sent to the finance committee via email on May 9, 2025 for review and comment; no issues or comments were received prior to filing with the IRS on May 14, 2025.

Report was received and filed.

4. **Program Year 2024 (PY24) A-133 Audit Review**

- The A-133 Audit for the period of July 2023 through June 2024 was completed in earlier this year by WIPFLI.
- The audit was a clean report with no findings or recommendations.
- Staff have no concerns regarding the audit and as no corrective actions were required; it has been filed with U.S. Department of Labor and the State of Kansas.
- WIPFLI specializes in nonprofit and government-funded audits and has four years remaining on its five-year contract with the WA. They were chosen in a joint procurement with the other Kansas Local Areas to perform audits.
- Committee member recognized fiscal staff for consistent audit success, which indicates strong financial controls and compliance.

Report was received and filed.

5. **Minutes from the June 4, 2025 Meeting**

Kathy Jewett (Commissioner Greg Thompson) moved to approve the minutes from the June 4, 2025 meeting. Motion adopted.

6. **Other Discussion**

- **Workforce Center Renovation Update**
 - All Garvey staff have moved to the Workforce Center.

- Remaining Garvey furniture and equipment to be moved to the Center this month.
- Center renovation progress nearing completion with remaining work including sliding interior door, new ADA-compliant front entrance and new badge access security system installed and active.

Meeting was adjourned at 3:30 PM.

Attendance

Kathy Jewett

Brian Miles

Scott Stiles, Committee Chair

Commissioner Greg Thompson, City of Winfield (Chief Elected Officials Board)

Staff/Guests

Chad Pettera

Keith Lawing

Shirley Lindhorst