



**Workforce Alliance (WA) Local Workforce Development Board (LWDB)
Finance Committee
Meeting Minutes
June 4, 2025 – 3:00 PM**

1. Welcome and Introductions

The Workforce Alliance Finance Committee assembled virtually via Zoom. Committee Chair Alana McNary welcomed attendees and called the meeting to order.

2. Program Year 2024 (PY24) Budget Review

Chad Pettera provided a review of the current budget for the program year ending 2024 (PY24). There is 42% of the budget remaining after March, which will result in a significant carryover for next year.

Report was received and filed.

3. Program Year 2025 (PY25) Budget Presentation

Pettera presented the proposed PY25 budget, which includes all current funding streams WIOA (Adult, Dislocated Worker (DW) and Youth programs) and non-WIOA/grants. WA received its planning allocation for WIOA programs for the program/fiscal year that starts July 1, 2025. In Local Area IV (LAIV), there was a slight decrease in funding across all three programs. The annual WIOA federal funding allocations are based on three factors - overall unemployment rate, areas of substantial unemployment and disadvantaged youth or adults. Kansas Local Areas are receiving a slight increase overall due to a 24% increase in funding to the DW program. The DW program has no cap on increases whereas the Adult and Youth are capped at 10%. LAIV received the largest decrease of around \$400,000 last year compared, but received an increase of over \$190,000 this year. The One Workforce grant is currently the largest source of non-WIOA funding and it will expire January 2026; this is the last fiscal year for the RETAIN grant. The budget does not reflect the recently acquired Brownfield EPA grant, a homeless vets' grant application that is moving forward that staff feel very positive about and a youth program grant with the state; other grant applications are being reviewed and submitted where applicable. Currently, the WA will have about \$8.2 million in revenue for PY25 including last year's carryover with more to be added when status on pending grants is known. The budget for next year, shows a large difference decrease in wages and fringe compared to last year. The WA has not been filling any positions and hope to be able to move staff between programs. Operations and overhead expenses are at 59% and direct client expenses are at 41%; the state's standard is 35% for direct client.

Kathy Jewett (Scott Stiles) moved to approve and recommend the proposed Program Year 2025 (PY25) Budget to the LWDB Executive Committee and Chief Elected Officials Board (CEOB), with authorization to make adjustments once final carry over funding is known. Motion Adopted.

4. Program Year 2023 (PY23) Tax Return

The PY23, 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 chair on May 9, 2025 for review and comment and filed with the IRS on May 13, 2025. An amendment can be filed if needed.

Report was received and filed.

5. **Program Year 2023 (PY23) 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.

Report was received and filed.

6. **Minutes from the May 28, 2024 Meeting**

Scott Stiles (Kathy Jewett) moved to recommend the minutes from the May 28, 2024 meeting. Motion adopted.

7. **Other Discussion**

- The current federal administration's budget proposal combines eleven workforce development programs into one and block grants funds to the states. There are still questions as to how this would all work. It is possible that it could mean more flexibility in the system. The new budget if passed would affect operations in 2027.
- The administration has paused funding and closed Job Corps Centers effective the end of June. They have two offices at the Workforce Center and will be vacating. Current Job Corps participants who have not completed the program will be offered assistance in WA programs and services if they are interested and eligible.

8. The meeting was adjourned at 3:30.

Attendance

Kathy Jewett

Scott Stiles, Vice Committee Chair

Staff/Guests

Amanda Duncan

Chad Pettera