



**Finance & Compliance Committee Meeting Minutes**  
**November 14, 2024**  
**UCC Environmental**

**Present:** Timothy Dempsey, Kathy Nellis, Jennifer Serino, Andrew Warrington, Kim Wimer

**Absent:** Marcus Jordan

I. **Call to Order**.....Dr. Andrew Warrington, 8:05 AM

II. **Public Comment**

III. **Consent Agenda**

- *June 2024 Finance & Compliance Meeting Minutes*

- *Motion to Approve:*
- *Motion Seconded:*
- *Motion Carried*

IV. **Regular Agenda**

**1. Review of Budget Performance Metrics**

*Jennifer Serino presented updated budget performance metrics through Q1 of PY24. The committee reviewed expenditures across funding streams and discussed the importance of real-time financial tracking. Several members asked for additional detail in future dashboards, including per-grant expenditure rates and forecasts through the fiscal year.*

**2. Grant Update Reports**

*The committee received status updates on all active grants, including WIOA Adult, Dislocated Worker, Youth, Apprenticeship Expansion, and the Illinois Equity Grant. Emphasis was placed on managing obligations in alignment with program goals and maintaining strong participant outcomes across all service areas.*

**3. WIOA Performance Goals and Negotiated Outcomes**

*Jennifer Serino summarized the finalized PY24 negotiated performance goals for WIOA programs. Committee members reviewed the differences between local goals and state benchmarks and discussed strategies for exceeding targets, particularly in credential attainment and measurable skills gains. A request was made to track youth placement metrics more closely in future reports.*

**4. Board Compliance and By-Laws Review**

*The committee initiated a review of the board's by-laws as part of routine compliance updates. No immediate revisions were proposed, but staff noted that changes related to virtual participation policies may be presented in 2025 to reflect evolving state guidance.*

#### **5. Overview of DCEO Monitoring Results**

*Jennifer Serino shared a summary of the Department of Commerce and Economic Opportunity's (DCEO) annual monitoring results. Key items discussed included:*

- **Findings Letter:** *One minor finding related to documentation of participant eligibility in the youth program.*
- **LCWD Response Letter:** *The response addressed the finding with an updated internal control plan and process clarification.*
- **DCEO Acceptance:** *DCEO accepted the response with no further action required.*

*The committee acknowledged the positive outcome and noted the value of early issue identification to ensure continued compliance.*

#### **V. Announcements**

- *Board Meeting – November 21, 2024, at The University Center*
- *Executive Committee Meeting – December 12, 2024, via Zoom*

#### **VI. Updates/Other Items**

#### **VII. Adjournment**

The meeting was adjourned at 9:30 AM.