



1021 Kingsway, Suite 1
Cape Girardeau, MO 63701

Financial Committee Meeting Minutes (meeting held in-person with virtual Zoom option)

Members present: Matt Crabtree, Committee Chair; Brandon Sneed; Stan Beel; Scott Sattler

Members absent: Ron Huber

WDBSE staff present: Gretchen Morse, Sarah Wells, and Allysia Long

Wednesday, October 14, 2026 – 9:00am-10:30am WDBSE Admin Office

Matt Crabtree welcomed participants and called the meeting to order. Participants introduced themselves and confirmed the necessary financial documents were available for review.

- **Expenditures & Summary of Expenses**
Sarah Wells presented the financial reports and provided updates on expenditures, funding allocations, monitoring, and Job Center improvements.

Sarah reported that expenditures were on track. PY25 funding had largely been reduced to administrative expenses, while PY26 expenditures were still in the early stages of the fiscal year. Budget-line adjustments may be necessary following quarter-end reporting. Youth program funding progressing well.

The committee reviewed On-the-Job Training (OJT) funds and discussed employers' preference for work experience opportunities rather than OJT placements. OJT reimbursement and retention expectations were clarified, and registered apprenticeships were confirmed as an eligible training option. The committee also discussed ongoing efforts to promote OJT and apprenticeship opportunities.

Sarah provided updates on EDSI-managed funding, including the final quarter of a Wagner-Peyser funding allocation and the nearly exhausted Quest funding. The committee discussed the Cape Girardeau Job Center's staffing, rent arrangement, parking concerns, and funding to support a worker at the location.

Sarah reported an anticipated increase in business-services funding, with approximately \$80,000 in total expected to support business services and apprenticeship outreach combined. The committee discussed EDSI's dedicated apprenticeship support, expected deliverables, and the monthly reporting and reimbursement process.

Sarah shared the Division of Social Services expenditures and discussed the next anticipated allocation of \$54,500. The committee reviewed spending progress and discussed the populations served through FNA and TANF.

Motion to approve financial reports as presented made by Scott Sattler, seconded by Brandon Sneed, all in favor, motion carried.

- Internal EDSI Financial Monitoring Report PY26 Qtr 1
Sarah Wells conducted the PY26 Qtr1 internal quarterly financial monitoring of subcontractor, EDSI. No findings were identified, and confirmed compliance with financial policies and allocations for PY26.
- Division of Social Services Financial Monitoring
Discussed upcoming DSS monitoring scheduled for 12/3/26, required financial documentation, and program-specific funding requirements.
- Job Center Funding for Office Updates
The committee discussed a \$20,000 Wagner-Peyser allocation for improvements at eligible Job Centers. Potential improvements included furniture, charging stations, mobile flat screen tv's, and virtual-reality headsets. Several items have already been ordered. Assistance by OWD has also been secured regarding the removal and installation of new cubicles.

Motion to adjourn made by Matt Crabtree seconded by Scott Sattler, all in favor, motion carried.

- Next Meeting – January 13th, 2027 beginning at 9:00am (in-person with virtual option)