MEETING MINUTES
Mid-Iowa Planning Alliance for Community Development
Executive Committee

2:00 p.m., Monday, May 18th, 2026
939 Office Park Road, Suite 306
West Des Moines, IA 50265

The Executive Committee (the "Board") of the Mid-Iowa Planning Alliance for Community Development ("MIPA") held a hybrid in-person/virtual meeting at 2:00 p.m., Monday, May 18th, 2026. Notice of the meeting, including a meeting agenda, was delivered to Executive Committee members in accordance with MIPA bylaws.

ATTENDANCE

MIPA Board Members Present:
Craig Armstrong
Jeff Davidson
Brenda Dryer, Chair
Shawn Bryant
John Cook
Travis Cooke
Rachel Gocken
Bryce Johnson
Stacie LoVan
Ryan Moffatt
Linda Murken
Dan Nieland
Luke Parris
Ryan Moffatt
Steve Schainker
Rachel Wacker
Wade Wagoner

Staff Present:
Zhi Chen
Abbie Christophersen
Andrew Collings
Ethan Wherry
Lucas Young
Eric Kress
Alyssa Schaeffer

MIPA Board Members Absent:
Aaron DeJong
Margaret Liston
Greg Piklapp
Stephanie Ripperger
Sara Roberts
Dan Nieland

1. **<u>Call to Order:</u>**
Dryer called the meeting to order at 2:04 pm. A quorum was present.

2. **<u>Vote – Approval of the Agenda:</u>**
MOTION: A motion was made by Bryant to approve May 18th, 2026, MIPA Executive Committee meeting agenda. Second, by Murken.
MOTION CARRIED

3. **<u>Report and Vote - Meeting Minutes:</u>**
Staff reported on the February 25th, 2026 and April 20, 2026 meeting minutes. Corrections were made to the April 20th, 2026 meeting minutes to include Linda Murken as present.

MOTION: A motion was made by LoVan, seconded by Moffatt to approve the minutes with corrections to April.

MOTION CARRIED

4. **<u>Report and Vote – Financial Statements</u>**
Collings reported MIPA's April FY 2026 financial statements and transaction report. A corrected bank reconciliation for MIPA's bank account will be sent out in July's meeting. Staff recommended approval.

MOTION: A motion was made by Bryant to approve of the reported financial statements and transactions. Seconded by Wacker.

MOTION CARRIED

5. **<u>Report and Vote – Invoices and Contracts</u>**
Collings reported on MIPA's invoices and contracts. Staff recommended approval.

MOTION: A motion was made by Davidson to approve MIPA's invoices and contracts. Seconded by Cook.

MOTION CARRIED

6. **<u>Report and Vote – FY 2026 Budget Amendment #3</u>**
Collings reported on the proposed amendments to the FY 2026 budget. Staff recommended approval.

MOTION: A motion was made by Murken to approve of the budget amendments. Seconded by Gocken.

MOTION CARRIED

7. **<u>Report and Vote – FY 2027 Budget</u>**
Collings reported on the proposed FY 2027 Budget. Staff recommended approval.

MOTION: A motion was made by Armstrong to approve of MIPA's FY 2027 budget as presented. Seconded by Murken.

MOTION CARRIED

8. **<u>Report and Vote – Executive Director Review</u>**
Dryer reported on the scoring and review conducted by the Executive Director Review Committee. Dryer recommended moving the salary increase to the full board.

MOTION: A motion was made by Murken to move the salary increase to the full board. Seconded by Cooke.

MOTION CARRIED

9. **<u>Report and Vote – FY 2026 – FY 2028 Audit RFP</u>**
Collings reported on the status of the Audit RFP and made a recommendation to select Trustpoint LLP to provide auditing and 990 services for FY 2026 – FY 2028.

MOTION: A motion was made by Bryant to approve Trustpoint LLP to provide auditing and 990 services for FY 2026 – FY 2028. Seconded by Cook.

MOTION CARRIED

10. **Report and Vote – FY 2026 – FY 2028 Audit RFP**
Collings reported on the status of the Audit RFP and made a recommendation to select Trustpoint LLP to provide auditing and 990 services for FY 2026 – FY 2028.

MOTION: A motion was made by Bryant to approve Trustpoint LLP to provide auditing and 990 services for FY 2026 – FY 2028. Seconded by Cook.
MOTION CARRIED

11. **Report and Vote – CIWD Title I Youth Provider Procurement**
Staff reported on the CIWDB review committee selection to procure National Able Network as the WIOA Title I Youth and Young Adult service provider. Staff recommends accepting.

MOTION: A motion was made by Davidson to accept National Able Network as the WIOA Title I Youth and Young Adult service provider. Seconded by LoVan.
MOTION CARRIED

12. **Report and Vote – CIWD Title I Youth Provider Procurement**
Staff reported on the CIWDB review committee selection to procure National Able Network as the WIOA Title I Youth and Young Adult service provider. Staff recommends accepting.

MOTION: A motion was made by Davidson to accept National Able Network as the WIOA Title I Youth and Young Adult service provider. Seconded by LoVan.
MOTION CARRIED

13. **Report and Vote – CIWD FY 2027 Budget**
Staff reported on the proposed CIWDB FY 2027 Budget. Staff recommended approval.

MOTION: A motion was made by Gocken to approve the CIWDB FY 2027 Budget as presented. Seconded by Bryant.
MOTION CARRIED

14. **Report and Vote – CIWD FY 2027 Program Budget Transfer Request**
Staff reported on the proposed CIWDB FY 2027 Program Budget Transfer Request to transfer $102,711 from the Dislocated Worker program to the Adult program. Staff recommended approval.

MOTION: A motion was made by Moffatt to approve the CIWDB FY 2027 Program Budget Transfer Request as presented. Seconded by Cook.
MOTION CARRIED

15. **Report and Vote – Board of Directors Meeting Agenda**
Staff reported on the proposed Board of Directors Meeting Agenda. Staff recommended approval.

MOTION: A motion was made by LoVan to approve the Board of Directors Meeting Agenda. Seconded by Johnson.
MOTION CARRIED

16. **Other Non-Action Items of Interest to the Committee**

17. **Next meeting Date**
    Monday, July 20th at 2 pm.

18. **Adjournment:**
    Brenda Dryer declared the meeting adjourned at 2:49 pm