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

2:00 p.m., Monday, September 21, 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, September 21, 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:
Shawn Bryant
Travis Cooke
Rachel Gocken
Bryce Johnson
Sara Roberts
Linda Murken
Ryan Moffatt
Aaron DeJong
Craig Armstrong
Luke Parris
Stacie LoVan

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

MIPA Board Members Absent:
Stephanie Ripperger
Greg Piklapp
Steve Schainker
Rachel Wacker
Wade Wagoner
Margret Liston
Jeff Davidson
Brenda Dryer, Chair
Dan Nieland
John Cook

1. **Call to Order:**
   Murken called the meeting to order at 2:05 pm. A quorum was present.

2. **Vote – Approval of the Agenda:**

   MOTION: A motion was made by Gocken to approve the September 21st, 2026, MIPA Executive Committee meeting agenda. Seconded, by LoVan.
   MOTION CARRIED UNANIMOUSLY

3. **Report and Vote - Meeting Minutes:**

   MOTION: A motion was made by Roberts, seconded by Armstrong to approve the July 20th 2026 meeting minutes.
   MOTION CARRIED UNANIMOUSLY

4. **Report and Vote – Financial Statements**
   Collings reported on MIPA's financial statements. Staff recommended approval.

   MOTION: A motion was made by Gocken to approve of the reported financial statements. Seconded by Moffatt.

   MOTION CARRIED UNANIMOUSLY

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

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

   MOTION CARRIED UNANIMOUSLY

6. **REPORT and VOTE: WIOA Title 1 Invoices**
   Collings reported on the submittal of invoices to IWD for July and August. Staff recommended approval.

   MOTION: A motion was made by Gocken to approve of the submittal of MIPA and National Able Network invoices to IWD. Seconded by LoVan.

   MOTION CARRIED UNANIMOUSLY

7. **REPORT and VOTE: CIWDB MOUs**
   Collings reported on the updated MOUs with the CIWDB. Staff recommended approval.

   MOTION: A motion was made by Armstrong to approve the updated MOUs with the CIWDB. Seconded by Moffatt.

   MOTION CARRIED UNANIMOUSLY

8. **REPORT: Employee Handbook and Policies and Procedures Manual Update**
   Collings reported on updating the Employee Handbook and Policies and Procedures Manual.

9. **REPORT: COG Designation**

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

11. **Next meeting Date**
    Monday, October 19th at 2 pm.

12. **Adjournment:**
    Linda Murken declared the meeting adjourned at 2:30 pm