



WDB Admin Office, 1021 Kingsway, Suite 1, Cape Girardeau, MO

WDBSE Executive Committee Meeting
In-Person with Virtual Option via Zoom
March 12th, 2025, 9:00am-10:30am

Agenda:	Presenter
1. Welcome	Scott Sattler
2. Annual Independent Audit Report Ending June 2024	Scott Sattler
a. June 2024 Audit Report to Committee	Patrick Kintner
b. Discussion and Approval (Vote)	
3. Budget Modification	Scott Sattler/Sarah Wells
a. WIOA DW Funds to WIOA AD funds (Vote)	
4. Independent Auditor RFP	Scott Sattler
a. Recommendation from Financial Committee (Vote)	
5. Program Policy Revision	Gretchen Morse
a. WIOA Individual Training Accounts (Vote)	
6. WDBSE Employee Handbook (Move to Closed Session-Vote)	Gretchen Morse
a. Part-Time Employees (Holidays & PTO)	
b. Old Payroll System Verbiage	
c. Bereavement for Part-Time Employees	
d. Cell Phone Reimbursement	
i. (Discussion and Vote)	
7. Adjourn (Vote)	Scott Sattler

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