

FINANCE COMMITTEE MEETING

September 10, 2025

Call to Order

Matt Rust

Official Business

Matt Rust

- Minutes Review and Approval
- Contracts Review and Approval
 -
- Finance Report
 - Cash Flow Statement
 - Balance Sheet Statement
 - Income Statement
- Executive Report
 - Americorps Funding Update
 - New Finance Committee Members
 - Audit Fieldwork in October 2025

Nancy Manley

Nancy Manley



EmployIndy Workforce Development Board of Directors Meeting Minutes

Date: Thursday, June 18, 2025

Time: 8:30 AM

Location: EmployIndy

1. Welcome and Introductions

Attendance: Ken Clark, Betsy Davis, Nancy Manley, Dionne Smith, Chelsea Meldrum, and Charlie Harris

Members Present: Matt Rust, Dionne Banks, Jerome Stanford

Members Absent: Reginald McGregor

Staff & Guests Present: Andy Renzel, Forvis

2. Call to Order

The meeting was called to order at 8:39 AM.

3. Official Business

a. Minutes from the January 31, 2025, meeting:

- Presented by Matt Rust,
- Motion to approve the minutes.
 - Motion moved by Dionne Banks, seconded by Jerome Stanford; motion passed unanimously.

b. Contract Approvals

Motion #1: To allow EmployIndy leadership to continue contracts with YES Indy Providers in Lilly YES, WIOA Out-of-School Youth, and NBA Foundation funding to provide training and employment services to Opportunity Youth through December 31, 2025.

- Presented by Dionne Smith
- Dionne Smith added that the providers included in this motion are Mary Rigg Neighborhood Center, Goodwill of Central and Southern Indiana, Keys to Work, and PACE.
- Dionne Banks asked if these were projected metrics. Dionne Smith indicated that these metrics are for six months of performance through December 31, 2025.
- Motion to approve the contracts.
 - Motion moved by Dionne Banks, seconded by Jerome Stanford; motion passed unanimously.



Motion #2: To allow EmployIndy leadership to contract with a provider who is to be determined in an amount up to \$250,000 in Lilly YES funds to provide YES Indy services to Opportunity Youth with a focus on construction training and employment through June 30, 2026.

- Presented by Dionne Smith
- Chelsea provided clarification on the need/requirement to add an additional service provider as a requirement/condition of the Lilly Endowment grant. Dionne Smith clarified that YES Indy is the umbrella for all our opportunity youth programs.
- Motion to approve the contracts.
 - Motion moved by Dionne Banks, seconded by Jerome Stanford; motion passed unanimously.

Motion #3: To allow EmployIndy leadership to contract with the Edna Martin Christian Center and Flanner House in Lilly YES funds to operate the YES Indy RE-Engagement Centers (REC) at Brookside and Watkins parks (respectively) for PY25 through June 30, 2026.

- Presented by Dionne Smith
- Dionne Smith clarified that the REC Centers are our recruitment model for YES Indy, and as part of our Lilly Endowment grant, we are expected to expand REC Centers. REC administrators are also YES Indy service providers.
- Jerome Stanford asked if REC is the only recruitment strategy for YES Indy? Dionne Smith responded, no, recruitment also happens through the service providers who have responsibilities to recruit as well through recruitment campaigns specific to industry-related, advanced trainings. Charlie Harris further clarified that lots of the recruitment is organic and through word of mouth.
- Motion to approve the contracts.
 - Motion moved by Jerome Stanford, seconded by Dionne Banks; motion passed unanimously.

Motion #4: To allow EmployIndy leadership to contract with Flanner House in the amount of \$120,000 in Lilly YES funds to partner with Morningstar Afrocentric Wellness Center to provide mental health services to Opportunity Youth participating in YES Indy services for PY25 through June 30, 2026.

- Presented by Dionne Smith
- Dionne Smith shared that we have a commitment to the Lilly Endowment grant to bring in a mental health provider to offer services across all service providers.
- Dionne Banks asked if Lilly required these services. Dionne Smith indicated we wrote it into our proposal based on the needs across the system. To offer services, the career navigator makes the referral, and the participant is required to self-select into the services.
- Matt Rust offered that in his experience with mental health providers at IUI the handoffs are required to be warm. Dionne Smith clarified that the provider is embedded at Flanner House, a current YES Indy service provider.



- Motion to approve the contracts.
 - Motion moved by Jerome Stanford, seconded by Dionne Banks; motion passed unanimously.

Motion #5: To allow EmployIndy leadership to modify the contract with Keys to Work in the amount of \$50,674 in ARAP Micro-Programs funding to continue to serve high-need populations who have experienced significant barriers that were exacerbated by the effects of COVID-19 for a total contract budget of \$350,674 through December 31, 2025.

- Presented by Dionne Smith
- Matt Rust asked for clarification on the program year. Dionne Smith indicated that these funds are for FY25 but only through December 31, 2025, when the grant period for EmployIndy concludes.
- Matt Rust asked if the performance metrics shared are additional outcomes? Dionne Smith confirmed that they are in addition to what has already been accomplished for this provider under this sub-recipient award.
- Motion to approve the contracts.
 - Motion moved by Jerome Stanford, seconded by Dionne Banks; motion passed unanimously.

Motion #6: To allow EmployIndy leadership to finalize contracts with the Indianapolis Urban League and Mary Rigg Neighborhood Center to provide workforce development services as sub-recipients under the 2025 Community Development Block Grant through March 31, 2026.

- Presented by Dionne Smith
- Dionne Banks asked how this program works? Dionne Smith indicated it is occupational skills training outside of YES Indy through CDBG Funding from the City of Indianapolis.
- Jerome Stanford asked who is providing training services? Dionne Smith clarified that services are not provided through EmployIndy but through the service providers directly or through another third-party training provider.
- Jerome Stanford asked about follow-up period, clarifying if it is only 60 days? Dionne Smith shared that adult job seekers are routinely more difficult to retain in follow-up for more than 60 days. CDBG allows more flexibility than WIOA for follow-up.
- Betsy Davis shared that these programs typically don't allow for multiple trainings for participants.
- Matt Rust asked how two providers will accomplish these metrics? Dionne Smith indicated there are three other providers including IUL, Second Helpings, and Fay Bickard Glick Neighborhood Center
- Motion to approve the contracts.
 - Motion moved by Jerome Stanford, seconded by Dionne Banks; motion passed unanimously.



Motion 7: To allow EmployIndy leadership to continue to contract with Eckerd Connects in the amount of \$2,045,317.01 in WIOA funds to provide comprehensive WorkOne Indy services to Adult, Dislocated Worker, and Young Adult (Youth) populations within Marion County for PY25.

- Presented by Dionne Smith
- Ken Clark shared that procurement was previously conducted and that we are extending Eckerd's contract during these uncertain times with WIOA funding, which was allowable in the previous procurement in terms of the numbers of years for which EmployIndy can extend the contract.
- Dionne Banks asked for clarity on the age range for dislocated workers, adults, and youth. Betsy clarified the age ranges for each: 18+, 18+, 18-24 (Opportunity Youth/young adults)
- Motion to approve the contracts.
 - Motion moved by Jerome Stanford, seconded by Dionne Banks; motion passed unanimously.

Motion 8: To allow EmployIndy leadership to continue to contract with Eckerd Connects to act as the service provider for the Jobs for America's Graduates program to provide JAG services to in-school youth in high schools for PY25 in an up-to amount of \$1,200,000 in WIOA, State, and private grant funds through June 30, 2025.

- Presented by Betsy Davis
- Betsy Davis offered clarification around the current state of JAG funding, and the State cuts to the program that will allow for no more than eight classrooms. This will be a strategy year to determine how we will address the JAG gaps and services going forward with a reduction of 24 classrooms.
- Dionne Banks asked if the WIOA dollars previously supported JAG? Betsy clarified that State funds were previously available in addition to WIOA funds.
- Jerome Stanford asked if we had conversations with the new administration about the JAG cuts? Ken indicated that we worked from multiple angles to address the cuts.
- Chelsea added clarification around the history of WIOA in-school youth funding directed solely to JAG statewide.
- Betsy added that we are currently working with John Boner, K12 partners, and others to raise additional funds.
- Jerome Stanford asked if Eckerd was also searching for money? Betsy indicated yes, as the incumbent provider.
- Dionne Banks asked for clarification that EmployIndy is not utilizing a completely different funding source to support JAG given the funding cuts. Ken and Betsy affirmed that EmployIndy is not.
- Motion to approve the contracts.
 - Motion moved by Dionne Banks, seconded by Jerome Stanford; motion passed unanimously.



Motion 9: To allow EmployIndy leadership to transfer \$700,000 of the FY25 WIOA Dislocated Worker allocation, which totals \$1,768,233, to the WIOA Adult program.

- Presented by Ken Clark
- Ken Clark shared that WIOA enables EmployIndy to move funds between categories and allows EmployIndy to budget based on need and available funding. This is the Adult and Dislocated Worker split.
- Motion to approve the contracts.
 - Motion moved by Jerome Stanford, seconded by Dionne Banks; motion passed unanimously.

Motion 10: To allow EmployIndy leadership to reallocate any remaining PY24 and all PY25 WIOA Youth spending from 75 percent spent on out-of-school youth and 25 percent spent on in-school youth, to 50 percent spent on out-of-school youth and 50 percent spent on in-school youth.

- Presented by Ken Clark
- Ken Clark shared that like Motion 9, Motion 10 is specific to moving funds between in-school and out-of-school youth given the JAG challenges and the success we have in securing philanthropic funds for out-of-school youth programming.
- Matt Rust asked if the state engaged EmployIndy in the waiver request? Ken Clark responded that the state has had a blanket waiver for some time allowing EmployIndy to leverage as needed.
- Motion to approve the contracts.
 - Motion moved by Dionne Banks, seconded by Jerome Stanford; motion passed unanimously.

4. Finance Report

- Presented by Nancy Manley
- Balance Sheet – Cash flow position is healthy at this time. Net assets did grow by 36% and EmployIndy did have a reduction in liabilities due to tightening up processes and staying on task.
 - Dionne Banks asked if EmployIndy was at a pre-COVID budget? Ken Clark replied affirmatively.
- Cash Flow Statement – New Cash Flow Statement document introduced last quarter. Lots of progress on invoicing to improve cash flow and working to maintain a minimum balance during uncertain times and to properly project for budgeting. Cash flow is in a good position, but EmployIndy anticipates ebbs and flows. Currently processing real time invoicing and are no longer playing catch up to process AERs. EmployIndy's goal is to get to a consistent \$500k in cash on hand and immediately draw down funds where possible. EmployIndy expects \$1M in cash in the next few weeks. Currently paying out \$300-500k in cash bi-weekly. Also expecting quarterly Indy Achieves disbursement in June.



- **Miscellaneous Updates:** Line of credit – Nancy Manley met with PNC and shared the most recent audit. Nancy is in the process of fulfilling documentation requirements including financial statements and FY25 budget in order for PNC to offer a line of credit. Nancy has not yet pursued opportunities with other banking institutions and is first awaiting an offer from PNC.
 - Matt Rust asked what our line of credit needs are currently. Nancy Manley and Ken Clark indicated \$1M would be ideal.
 - Jerome Stanford asked if EmployIndy knows what current interest rates will reflect? Nancy Manley indicated EmployIndy hasn't yet looked at the market, but we will bring it to the finance committee before it is finalized.
 - Jerome Stanford asked if EmployIndy had previously had a line of credit. Ken Clark and Chelsea Meldrum responded that it is new for EmployIndy.

5. Executive Report

- Presented by Ken Clark
- PY23 Audit
 - Andy Renzel from Forvis joined the meeting to review the audit and answer questions.
 - Ken Clark provided an overview of the previous audit findings and reminded the committee that they could ask any pertinent questions of Forvis.
 - Andy Renzel shared the following:
 - Forvis did work for EmployIndy about 15 years ago and was open to working with EmployIndy now that Ken and Nancy are on board at EmployIndy. Most of the previous findings were on uniform guidance and those were not found in the PY23 audit. This year they tested WIOA and there were no findings. There was an internal control finding specific to revenue reporting. There have been a lot of improvements in internal controls and processes which have made the audit process much easier.
 - Is EmployIndy graded on the audit? When the IRS sees lots of findings, the risk profile goes up and opens EmployIndy up to more scrutiny and potential IRS/990 review.
 - How long will the findings follow EmployIndy, like 5 years? Ken and Andy indicated two years is a more likely benchmark. It's more important to prove that the team in place is doing the right things currently.
 - Ken shared that most of the improvements are due to process changes, including month-end closing and the credit card statements not being reconciled for more than 12 months. We are

implementing the same controls and standardizing regardless of the funding source.

- DWD Monitoring
 - Cleared all issues with DWD monitoring.
- FY25-26 Budget
 - Ken Clark reviewed the slide deck for the committee, and added:
 - EmployIndy has not cut any programs in this operational budget.
 - There is a broader impact on jobs beyond EmployIndy given the cuts Eckerd has had to make this week.
 - WIOA is making a larger cut in the budget due to all the other funding cuts. This has not been the case in recent years due to additional funds over the past few years.
 - The new budget also appears as if city funding is growing, but the amount is not, just the percentage comparatively with the loss of other funding.
 - The expense breakdown is still heavy on programs; we are a grass tops organization and are not a direct service program.
 - Personnel is down \$2M due to recent restructuring and the administrative reductions last year.
 - Service provider contracts are down ~\$5M due to ARPA and JAG.
 - Two reference documents are in the committee packet including revenue sources breakdown and expenses by category.

7. Adjournment

- The meeting was adjourned at 10:14 AM.
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Finance Committee Meeting
EmployIndy
101 W. Washington St., Suite 1200
Wednesday, September 10, 2025

For Finance Committee Consideration

Motion to approve the minutes

To approve the minutes as presented by EmployIndy leadership from June 18, 2025, Finance Committee meeting.

9/10/2025	Contractor	Action	Funding Source	Modification Amount	Contract Total Amount	Purpose	Current Contract End		
Contract Updates	Kristen Berry, LLC	Contract	JP Morgan Chase	\$0.00	\$20,000.00	Funding to provide strategic consulting an dproject support services with a focus on the Acelerate Ed project and Comprehensive Needs Assessment.	1/31/2026	WIOA	\$40,000.00
			Accelerate ED	\$0.00	\$20,000.00			DOL	\$107,000.00
	Star Training	Contract	DOL - YouthBuild	\$0.00	\$26,000.00	Funding to provide healthcare training services to opportunity youth in the YouthBuild DOL Healthcare Trianing program.	6/30/2026	Philanthropic	\$100,000.00
	Wii Connect	Contract	Lilly - YES	\$0.00	\$60,000.00	Funding to act as the Power Huddle program administer to opportunity youth enrolled in the YES Indy program.	6/30/2026	Combined Funds	\$23,400.00
	Marian University	Contract	DOL - YouthBuild	\$31,000.00	\$81,000.00	Additional funding to hire an additional teacher to provide Adult Basic Education training services to YouthBuild program participants through April 1, 2026.	6/30/2026	Updates Total	\$270,400.00
	Martus	Contract	Combined Funds	\$0.00	\$13,400.00	Funding for budgeting and planning software.	8/30/2028		
	Christy Paddock Advisors	Contract	Combined Funds	\$0.00	\$10,000.00	Funds to provide end of year support and review prior to the PY24 audit.	9/30/2025		
	Connor Tomasko	Contract	WIOA Combined funds	\$0.00	\$40,000.00	Funding to provide support to EmployIndy for the management of the EmployIndy learning tools.	12/31/2025		

9/10/2025	Contractor	Action	Funding Source	Modification Amount	Contract Total Amount	Purpose	Current Contract End		
Contract Approvals	Mary Rigg	Contract	Community Development Block Grant (CDBG)	\$0.00	\$135,000.00	Funding for community-based organizations to provide barrier-busting workforce development activities. EmployIndy has not received the executed contract from the City yet but will in the coming months.	3/30/2026	Combined Funds	\$277,557.35
	Indianapolis Urban League	Contract	Community Development Block Grant (CDBG)	\$0.00	\$215,000.00	Funding for community-based organizations to provide barrier-busting workforce development activities. EmployIndy has not received the executed contract from the City yet but will in the coming months.	3/30/2026	Philanthropic	\$151,662.00
	Martindale Brightwood CDC	Contract	Lilly-YES	\$0.00	\$151,662.00	Funding to operate the new YES Indy Re-Engagement Center at Brookside Park for PY25 ensuring alignment with YES Indy services.	6/30/2026	DOL	\$638,193.11
	Nehemiah Project CDC	Contract	MUS Growth Opportunities	\$0.00	\$302,200.00	Funding to act as Employer of Record and provide project administration for opportunity youth participating in the Construction Training 1 pathway through the Growth Opportunities (GO 5) grant.	5/31/2028	City	\$350,000.00
	Martindale Brightwood CDC	Contract	MUS Growth Opportunities	\$0.00	\$148,993.11	Funding to act as Employer of Record and provide project administration for opportunity youth participating in the Construction Training 2 pathway through the Growth Opportunities (GO 5) grant.	5/31/2028	Approvals Total	\$1,417,412.46
	PACE	Contract	MUS Growth Opportunities	\$0.00	\$187,000.00	Funding to act as Employer of Record and provide project administration for opportunity youth participating in the Advanced Manufacturing Training 1 pathway through the Growth Opportunities (GO 5) grant.	5/31/2028		
	4410 N. Shadeland, LLC	Modification	Combined Funds	\$0.00	\$277,557.35	Funding to extend the lease at WorkOne Indy at \$23,129.78 for one year through January 31, 2027.	1/31/2027		



Finance Committee Meeting

EmployIndy
101 West Washington Street
Indianapolis, IN 46204
September 10, 2025

FOR FINANCE COMMITTEE CONSIDERATION

Motion #1:

To allow EmployIndy leadership to finalize the contract with Nehemiah Project CDC in the amount of \$302,200.00 in Growth Opportunities grant funding to act as the Employer of Record and provide project administration for opportunity youth participating in the construction training one pathway.

Funding Overview

The GO 5 Grant introduces and prepares justice-involved youth and young adults between 18-24 years old for work and on a path to equitable career opportunities through placement into paid work experiences. In addition to paid work experience, the program encompasses occupational education and training in in-demand industries, leadership development, a mentorship component, and post-work experience placement into unsubsidized employment and/or education.

Projected Performance Metrics

Metric	Goal
Justice Involved Referrals	125
Enrolled in Program	70
Enrolled in Occupational Training	60
Participating in Work Based Learning Opportunities	53
Placed in Employment	53



Finance Committee Meeting

EmployIndy
101 West Washington Street
Indianapolis, IN 46204
September 10, 2025

FOR FINANCE COMMITTEE CONSIDERATION

Motion #2:

To allow EmployIndy leadership to finalize the contract with Martindale Brightwood CDC in the amount of \$148,993.11 in Growth Opportunities grant funding to act as the Employer of Record and provide project administration for opportunity youth participating in the construction training two pathway.

Funding Overview

The GO 5 Grant introduces and prepares justice-involved youth and young adults between 18-24 years old for work and on a path to equitable career opportunities through placement into paid work experiences. In addition to paid work experience, the program encompasses occupational education and training in in-demand industries, leadership development, a mentorship component, and post-work experience placement into unsubsidized employment and/or education.

Projected Performance Metrics

Metric	Goal
Justice Involved Referrals	75
Enrolled in Program	30
Enrolled in Occupational Training	22
Participating in Work Based Learning Opportunities	20
Placed in Employment	20



Finance Committee Meeting

EmployIndy

101 West Washington Street

Indianapolis, IN 46204

September 10, 2025

FOR FINANCE COMMITTEE CONSIDERATION

Motion #3:

To allow EmployIndy leadership to finalize the contract with PACE in the amount of \$187,000.00 in Growth Opportunities grant funding to act as the Employer of Record and provide project administration for opportunity youth participating in the advanced manufacturing training pathway.

Funding Overview

The GO 5 Grant introduces and prepares justice-involved youth and young adults between 18-24 years old for work and on a path to equitable career opportunities through placement into paid work experiences. In addition to paid work experience, the program encompasses occupational education and training in in-demand industries, leadership development, a mentorship component, and post-work experience placement into unsubsidized employment and/or education.

Projected Performance Metrics

Metric	Goal
Justice Involved Referrals	115
Enrolled in Program	55
Enrolled in Occupational Training	53
Participating in Work Based Learning Opportunities	40
Placed in Employment	40



Finance Committee Meeting

EmployIndy
101 West Washington Street
Indianapolis, IN 46204
September 10, 2025

FOR FINANCE COMMITTEE CONSIDERATION

Motion #4:

To allow EmployIndy leadership to finalize contracts with the below organizations to provide workforce development services as sub-recipients under the 2025 Community Development Block Grant through March 31, 2026.

Additional Information

During the June 2025 Finance Committee meeting, Community Development Block Grant (CDBG) funds were approved for Mary Rigg Neighborhood Center (MR), Indianapolis Urban League (IUL), Second Helpings, and Fay Biccard Glick Neighborhood Center.

Since that time, EmployIndy has been notified that Fay Biccard Glick Neighborhood Center has ceased operations. As a result, we are requesting approval from the Finance Committee to reallocate the funds originally awarded to Fay Biccard. Specifically, we recommend dividing these funds between Mary Rigg and Indianapolis Urban League, in addition to their previously approved allocations.

This adjustment will ensure the timely use of CDBG funds and continued support for organizations providing critical workforce development and community services.

Amounts

Organization Name	Original Award	New Award
Indianapolis Urban League	\$175,000.00	\$215,000.00
Mary Rigg	\$100,000.00	\$135,000.00

Projected Performance Metrics

Performance Metric	Indianapolis Urban League	Mary Rigg
Number of Participants Enrolled	190	150
Completed Job Readiness	130	95
Enrolled in Training	155	70
Earned Industry Recognized Credential	150	60
B/C Level Job Placement	90	55
30 Day Retention	65	45
60 Day Retention	40	35



Finance Committee Meeting

EmployIndy

101 West Washington Street

Indianapolis, IN 46204

September 10, 2025

FOR FINANCE COMMITTEE CONSIDERATION

Motion #5:

To allow EmployIndy leadership to contract with Martindale Brightwood Community Development Center in the amount of \$151,662.00 in Lilly-YES funds to operate the YES Indy Re-Engagement Centers (REC) Brookside Park for PY25 through June 30, 2026.

Additional Information

At the June 2025 Finance Committee meeting, Edna Martin Christian Center was originally approved to manage operations at Brookside Park. However, during the contracting process, Edna Martin withdrew from this responsibility.

Since that time, Martindale Brightwood Community Development Corporation has committed to assuming this role. We are therefore requesting approval from the Finance Committee to reassign the Brookside Park contract from Edna Martin Christian Center to Martindale Brightwood CDC.



Finance Committee Meeting

EmployIndy

101 West Washington Street

Indianapolis, IN 46204

September 10, 2025

FOR FINANCE COMMITTEE CONSIDERATION

Motion #6:

To allow EmployIndy leadership to extend the WorkOne Indy lease for one year with 4410 N. Shadeland, LLC in the amount of \$277,557.35 (\$23,129.78/month) through January 31, 2027.

From: [Nancy Manley](#)
To: [Reginald McGregor](#); [M Rust](#); dionne@maiawealth.com; [Jerome Stanford](#)
Cc: [Belinda Denning](#); [Sara Phillips](#)
Subject: RE: Finance Committee – Electronic Vote on Action Items (Responses due Wed, Sept 17, 2025, 9:00 a.m. ET)
Date: Monday, September 15, 2025 3:48:49 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[BO Resolution - Credit Card Authorization.pdf](#)

Board Members,

You are voting to forward the listed motions to the Board for formal approval. I realized one additional item requires your vote:

Motion #7 — Resolution for Corporate Credit Card Authorization for Nancy E. Manley, Executive Vice President, Finance & Administration (in lieu of Ken). PNC requires a Board of Directors Resolution; the bank's requested document is attached.

Because this was not included in the original poll, please reply to the original email (the one with the poll) with your vote on Motion #7 only:

Approve / Do not approve / Abstain

Please respond for all motions by 9:00 am Wednesday, September 17, 2025.

Respectfully,
Nancy

Nancy E. Manley
Executive Vice President, Finance and Administration
(O) 317.684.2221
Employindy.org



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From: McGregor, Reginald <Reginald.McGregor@Rolls-Royce.com>
Sent: Sunday, September 14, 2025 4:23 PM
To: Nancy Manley <nmanley@employindy.org>; M Rust <mmrust@iu.edu>; dionne@maiawealth.com; Jerome Stanford <jstanford@cmrcc.com>
Cc: Belinda Denning <bdenning@employindy.org>; Sara Phillips <SPhillips@EmployIndy.org>

Subject: RE: Finance Committee – Electronic Vote on Action Items (Responses due Wed, Sept 17, 2025, 9:00 a.m. ET)

Nancy,

No questions about action items but clarifying what I'm approving: Voting to move the action items to the full board for approval or approving EmployIndy Leadership to finalize contracts.



Reginald McGregor (he/him/his)
Vice President, Government Relations

E: reginald.mcgregor@rolls-royce.com
T: (317) 410-6278

From: Nancy Manley <nmanley@employindy.org>
Sent: Wednesday, September 10, 2025 12:44 PM
To: M Rust <mmrust@iu.edu>; McGregor, Reginald <Reginald.McGregor@Rolls-Royce.com>; dionne@maiawealth.com; Jerome Stanford <jstanford@cmrcc.com>
Cc: Nancy Manley <nmanley@employindy.org>; Belinda Denning <bdenning@employindy.org>; Sara Phillips <SPhillips@EmployIndy.org>
Subject: Finance Committee – Electronic Vote on Action Items (Responses due Wed, Sept 17, 2025, 9:00 a.m. ET)

EXTERNAL EMAIL / EXTERNE NACHRICHT / MESSAGE EXTERNE

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Good morning, Finance Committee,

I learned today that conflicting calendar notices went out for our Finance Committee meeting—my apologies for the confusion.

To stay on schedule for the Board meeting on Thursday, September 25, 2025, we will complete this quarter's Finance Committee business via email vote. The Finance Committee packet is attached for your review.

How to participate

- Questions: Reply to this email (Reply All) with any questions by 4:00 p.m. ET on Friday, September 12, 2025.

Vote: After reviewing the packet, Reply All with your vote for each motion by 9:00 a.m. ET on Wednesday, September 17, 2025, using the poll below.

Acceptable votes: Approve / Do Not Approve / Abstain

Motions for Consideration

Motion 1 – Nehemiah Project CDC

Approve EmployIndy leadership finalizing a contract with Nehemiah Project CDC for \$302,200.00 (Funding: Growth Opportunities grant) to serve as Employer of Record and provide project administration for opportunity youth participating in Construction Training – Pathway One, through May 31, 2028.

Motion 2 – Martindale-Brightwood CDC (Construction Pathway Two)

Approve EmployIndy leadership finalizing a contract with Martindale-Brightwood CDC for \$148,993.11 (Funding: Growth Opportunities grant) to serve as Employer of Record and provide project administration for opportunity youth participating in Construction Training – Pathway Two, through May 31, 2028.

Motion 3 – PACE (Advanced Manufacturing)

Approve EmployIndy leadership finalizing a contract with PACE for \$187,000.00 (Funding: Growth Opportunities grant) to serve as Employer of Record and provide project administration for opportunity youth participating in the Advanced Manufacturing training pathway, through May 31, 2028.

Motion 4 – 2025 CDBG Sub-recipient Awards (through March 31, 2026)

Approve EmployIndy leadership finalizing contracts with the following organizations under the 2025 Community Development Block Grant to provide workforce development services through March 31, 2026:

Organization	Original Award	New Award
Indianapolis Urban League	\$175,000.00	\$215,000.00
Mary Rigg	\$100,000.00	\$135,000.00

Motion 5 – Martindale-Brightwood CDC (YES Indy REC – Brookside Park)

Approve EmployIndy leadership contracting with Martindale-Brightwood Community

Development Center for \$151,662.00 (Funding: Lilly-YES funds) to operate the YES Indy Re-Engagement Center – Brookside Park for PY25 through June 30, 2026.

Motion 6 – WorkOne Indy Lease Extension

Approve extending the WorkOne Indy lease with 4410 N. Shadeland, LLC for one year in the amount of \$277,557.35 (\$23,129.78/month, Funding: Program Cost Pool) through January 31, 2027.Comm

 [Poll: Motion #1: Nehemiah Project CDC](#)

Thank you for your cooperation and your dedication to EmployIndy. If you have any questions, please Reply All or contact me directly.

Best regards,
Nancy

Nancy E. Manley
Executive Vice President, Finance and Administration
(O) 317.684.2221
Employindy.org



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Nancy Manley

From: Nancy Manley
Sent: Wednesday, September 10, 2025 12:44 PM
To: M Rust; Reginald McGregor; dionne@maiawealth.com; Jerome Stanford
Cc: Nancy Manley; Belinda Denning; Sara Phillips
Subject: Finance Committee – Electronic Vote on Action Items (Responses due Wed, Sept 17, 2025, 9:00 a.m. ET)
Attachments: Finance Committee Packet.pdf

Good morning, Finance Committee,

I learned today that conflicting calendar notices went out for our Finance Committee meeting—my apologies for the confusion.

To stay on schedule for the Board meeting on Thursday, September 25, 2025, we will complete this quarter's Finance Committee business via email vote. The Finance Committee packet is attached for your review.

How to participate

- Questions: Reply to this email (Reply All) with any questions by 4:00 p.m. ET on Friday, September 12, 2025.
- Vote: After reviewing the packet, Reply All with your vote for each motion by 9:00 a.m. ET on Wednesday, September 17, 2025, using the poll below.

Acceptable votes: Approve / Do Not Approve / Abstain

Motions for Consideration

Motion 1 – Nehemiah Project CDC

Approve EmployIndy leadership finalizing a contract with Nehemiah Project CDC for \$302,200.00 (Funding: Growth Opportunities grant) to serve as Employer of Record and provide project administration for opportunity youth participating in Construction Training – Pathway One, through May 31, 2028.

Motion 2 – Martindale-Brightwood CDC (Construction Pathway Two)

Approve EmployIndy leadership finalizing a contract with Martindale-Brightwood CDC for \$148,993.11 (Funding: Growth Opportunities grant) to serve as Employer of Record and provide project administration for opportunity youth participating in Construction Training – Pathway Two, through May 31, 2028.

Motion 3 – PACE (Advanced Manufacturing)

Approve EmployIndy leadership finalizing a contract with PACE for \$187,000.00 (Funding: Growth Opportunities grant) to serve as Employer of Record and provide project administration for opportunity youth participating in the Advanced Manufacturing training pathway, through May 31, 2028.

Motion 4 – 2025 CDBG Sub-recipient Awards (through March 31, 2026)

Approve EmployIndy leadership finalizing contracts with the following organizations under the 2025 Community Development Block Grant to provide workforce development services through March 31, 2026:

Organization	Original Award	New Award
Indianapolis Urban League	\$175,000.00	\$215,000.00
Mary Rigg	\$100,000.00	\$135,000.00

Motion 5 – Martindale-Brightwood CDC (YES Indy REC – Brookside Park)

Approve EmployIndy leadership contracting with Martindale-Brightwood Community Development Center for \$151,662.00 (Funding: Lilly-YES funds) to operate the YES Indy Re-Engagement Center – Brookside Park for PY25 through June 30, 2026.

Motion 6 – WorkOne Indy Lease Extension

Approve extending the WorkOne Indy lease with 4410 N. Shadeland, LLC for one year in the amount of \$277,557.35 (\$23,129.78/month, Funding: Program Cost Pool) through January 31, 2027. Comm

[Poll: Motion #1: Nehemiah Project CDC](#)

Thank you for your cooperation and your dedication to EmployIndy. If you have any questions, please Reply All or contact me directly.

Best regards,
Nancy

Nancy E. Manley

Executive Vice President, Finance and Administration
(O) 317.684.2221
Employindy.org



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1. Motion #1: Nehemiah Project CDC



2. Motion #2: Martindale-Brightwood CDC (Construction Pathway Two)



3. Motion #3: PACE (Advanced Manufacturing)



4. Motion #4: 2025 CDBG Sub-recipient Awards (through March 31, 2026)



5. Motion #5: Martindale-Brightwood CDC (YES Indy REC – Brookside Park)



6. Motion #6: WorkOne Indy Lease Extension



7. Voters Name



3 responses

[Back to question](#)



Balance Sheet
For the Period Ending,

Assets	03/31/25	06/30/25
Cash	\$ 2,169,976	\$ 1,408,386
Cash - reserve	222,793	315,038
Total Cash	\$ 2,392,769	\$ 1,723,424
Grant reimbursements receivable		
Prepaid expenses	145,261	83,344
Contributions receivable	5,099,054	7,625,990
Right of Use asset, net	922,555	811,312
Property and equipment, net	97,750	156,915
Total Assets	\$ 8,657,389	\$ 10,400,985
Liabilities		
Accounts payable	\$ 330,900	\$ 2,198,010
Notes payable		
Accrued expenses	65,495	1,150,252
Deferred revenue	176,729	112,473
Lease liabilities	987,117	872,887
Payroll liabilities	258,149	146,641
Total Liabilities	\$ 1,818,390	\$ 4,480,262
Net Assets	\$ 6,838,999	\$ 5,920,723
Total Net Assets	6,838,999	5,920,723
Total Liabilities and Net Assets	\$ 8,657,389	\$ 10,400,985
	\$ -	\$ -

**Note: These Financials are unaudited.



**Statement of Cash Flow
For the Quarter Ended,**

	03/31/25	06/30/25
Cash and Cash Equivalents (Current)	2,939,550	2,358,246
Cash and Cash Equivalents (Beginning of Quarter)	1,860,885	2,939,550
Net Increase (Decrease) in Cash	1,078,665	(581,304)
Net Cash (Used In) Operating Activities	1,087,125	(640,469)
Cash Flows from Financing Activities	0	-
Cash Flows from Investing Activities	(8,460)	59,164

The money you make minus the money you've spent.

Positive balances are that you earned more than you spent and negative is that you earned less than you spent

EmployIndy
Indianapolis Private Industry Council Inc
Income Statement* - YTD Prior Yr variance
DRAFT - Jul 2025

	Current Period (Jul 2025)	YTD Current Year (Jul 2025)	Budget Current Year (Jul 2025)	YTD vs. Budget Variance	Same Period Prior Year (Jul 2024)	YTD Prior Year (Jul 2024)	Current YTD vs. Prior YTD Variance
Revenue/Expense							
Revenue							
Income	\$1,583,480	\$1,583,480	\$1,960,350	-19.22%	\$813,543	\$813,543	13.24%
4000 - Grant Revenue	\$1,583,480	\$1,583,480	\$1,960,350	-19.22%	\$813,543	\$813,543	94.64%
WIOA Grants	\$616,782	\$616,782	\$622,909	-0.98%			
Other Federal Grants	\$397,549	\$397,549	\$407,613	-2.47%			
State Grants	\$100,972	\$100,972	\$107,734	-6.28%			
City Grants	\$247,524	\$247,524	\$242,639	2.01%			
Philanthropic Grants	\$207,085	\$207,085	\$510,914	-59.47%			
Fees	\$13,568	\$13,568	\$68,542	-80.20%			
Total - Income	\$1,583,480	\$1,583,480	\$1,960,350	-19.22%	\$813,543	\$813,543	94.64%
Interest/(Gains)(Loss)	\$160	\$160	\$0	0.00%	\$2,011	\$2,011	-92.05%
Total Revenue	\$1,583,640	\$1,583,640	\$1,960,350	-19.22%	\$815,554	\$815,554	94.18%
Expense							
Personnel							
Salary	\$406,658	\$406,658	\$376,390	8.04%	\$488,624	\$488,624	-16.77%
Fringe	\$122,429	\$122,429	\$117,864	3.87%	\$150,098	\$150,098	-18.43%
Total Personnel	\$529,087	\$529,087	\$494,253	7.05%	\$638,722	\$638,722	-17.16%
Non Personnel							
Travel	\$4,404	\$4,404	\$7,819	-43.68%	\$7,322	\$7,322	-39.85%
Supplies	\$1,773	\$1,773	\$5,083	-65.11%	\$3,697	\$3,697	-52.04%
Office Rent	\$17,386	\$17,386	\$41,008	-57.60%	\$41,202	\$41,202	-57.80%
Office Expenses	\$17,225	\$17,225	\$16,385	5.13%	\$29,273	\$29,273	-41.16%
Communications	\$1,589	\$1,589	\$6,306	-74.80%	\$3,676	\$3,676	-56.77%
Conference & Meetings	\$17,143	\$17,143	\$14,022	22.26%	\$19,172	\$19,172	-10.58%
Professional Services	\$48,854	\$48,854	\$39,123	24.87%	\$81,604	\$81,604	-40.13%
Contract Services	\$182,766	\$182,766	\$1,009,112	-81.89%	\$1,793,063	\$1,793,063	-89.81%
Staff Development & Resources	\$27,493	\$27,493	\$7,536	264.83%	\$13,363	\$13,363	105.75%
Total Non Personnel	\$318,634	\$318,634	\$1,146,395	-72.21%	\$1,992,371	\$1,992,371	-84.01%
Total Expense	\$847,720	\$847,720	\$1,640,648	-48.33%	\$2,631,094	\$2,631,094	-67.78%
Net	\$735,920	\$735,920	\$319,702	130.19%	(\$1,815,540)	(\$1,815,540)	-140.53%

*Unaudited financial information.



Finance Committee

September 10, 2025

Empl[★]yIndy

1

Official Business

2

Contracts Review

3

Financial Updates

4

Executive Report





Official Business



Minutes Review & Approval

- Meeting Minutes from June 18, 2025
 - Motion to approve the minutes





Contracts Review

Motion 1

To allow EmployIndy leadership to finalize the contract with Nehemiah Project CDC in the amount of \$302,200.00 in Growth Opportunities grant funding to act as the Employer of Record and provide project administration for opportunity youth participating in the construction training one pathway.

Projected Performance Metrics

Metric	Goal
Justice Involved Referrals	125
Enrolled in Program	70
Enrolled in Occupational Training	60
Participating in Work Based Learning Opportunities	53
Placed in Employment	53



Motion 2

To allow EmployIndy leadership to finalize the contract with Martindale Brightwood CDC in the amount of \$148,993.11 in Growth Opportunities grant funding to act as the Employer of Record and provide project administration for opportunity youth participating in the construction training two pathway.

Projected Performance Metrics

Metric	Goal
Justice Involved Referrals	75
Enrolled in Program	30
Enrolled in Occupational Training	22
Participating in Work Based Learning Opportunities	20
Placed in Employment	20



Motion 3

To allow EmployIndy leadership to finalize the contract with PACE in the amount of \$187,000.00 in Growth Opportunities grant funding to act as the Employer of Record and provide project administration for opportunity youth participating in the advanced manufacturing training pathway.

Projected Performance Metrics

Metric	Goal
Justice Involved Referrals	115
Enrolled in Program	55
Enrolled in Occupational Training	53
Participating in Work Based Learning Opportunities	40
Placed in Employment	40



Motion 4

To allow EmployIndy leadership to finalize contracts with the below organizations to provide workforce development services as sub-recipients under the 2025 Community Development Block Grant through March 31,2026.

Amounts

Organization Name	Original Award	New Award
Indianapolis Urban League	\$175,000.00	\$215,000.00
Mary Rigg	\$100,000.00	\$135,000.00

Projected Performance Metrics

Performance Metric	Indianapolis Urban League	Mary Rigg
Number of Participants Enrolled	190	150
Completed Job Readiness	130	95
Enrolled in Training	155	70
Earned Industry Recognized Credential	150	60
B/C Level Job Placement	90	55
30 Day Retention	65	45
60 Day Retention	40	35



Motion 5

To allow EmployIndy leadership to contract with Martindale Brightwood Community Development Center in the amount of \$151,662.00 in Lilly-YES funds to operate the YES Indy Re-Engagement Centers (REC) Brookside Park for PY25 through June 30, 2026.

Motion 6

To allow EmployIndy leadership to extend the WorkOne Indy lease for one year with 4410 N. Shadeland, LLC in the amount of \$277,557.35 (\$23,129.78/month) through January 31, 2027.





Financial Review



Statement of Cash Flow
For the Quarter Ended,

	03/31/25	06/30/25
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Balance Sheet Report



Balance Sheet For the Period Ending,

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Indianapolis Private Industry Council Inc
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*Unaudited financial information.





EmployIndy Finance Committee Meeting Minutes

Date: Wednesday, September 10, 2025

Time: 8:30 AM

Location: EmployIndy (Change: Became an electronic vote meeting due to calendar issues)

1. Contract Approvals

Contracts were emailed to members of the board for approval. Those approvals are attached in the packet for reference.

Thank You

Employ[★]Indy

www.employindy.org

Ken Clark

EVP, Finance & Operations

kclark@employindy.org

