



## ADMINISTRATIVE OFFICE

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A proud partner of the  American Job Center network

*Our Mission: To strengthen the economy of Northwest Wisconsin by providing effective and efficient workforce development services to businesses and workers.*

### **NWCEP, INC. BOARD EXECUTIVE FINANCE COMMITTEE MEETING**

**WEDNESDAY, SEPTEMBER 27, 2023 – 2:00 p.m.**

**NWCEP, Inc. Job Center – Ashland, WI**

#### **AGENDA**

- 1. Roll Call & Report of Public Meeting Notice**
- 2. Welcome & Introduction of Guests**
- 3. Review/Approve 6/21/23 Joint Executive Committee Meeting Minutes**
- 4. Update & Discussion on Invoice Format - All**
- 5. Review & Approve Random Samples Selected by Fiscal Staff:**
  - a. Cash Disbursements**
  - b. Credit Card Payments**
  - c. Cash Receipts**
  - d. Payroll Disbursements – Checks & Vouchers**
  - e. Journal Entries**
- 6. Discuss Financial Services for the CEP Agency & Next Steps - All**
- 7. Comments & Announcements**
- 8. Next Meeting Date & Location: at the call of the Co-Chairs.**
- 9. Adjournment**

The Board reserves the right to take appropriate action on any item timely noticed on this agenda.

The Board requests the presence of Jeff Muse, Jennifer Decker & Mary Zinnecker

**NORTHWEST WISCONSIN CEP**

**Strengthening our region, one person, one business, one job at a time.**