



WORKFORCE DEVELOPMENT BOARD, INC.

Building a world class workforce

MINUTES

FVWDB Finance & Personnel Committee

Thursday, January 23, 2020, at 2:00 PM

Coughlin Center, Volunteer Room, 625 E. County Road Y, Oshkosh, WI

Members in Attendance: Tony Beregszazi, Helen Englebert, Brad Grant, JoAnne Hall, Jim Nitz (via phone) and Dale Walker.

Members Excused: Jose Martinez and Bob Pederson.

Others in Attendance: Anthony Snyder – FVWDB.

Call to Order: Chair Walker called the meeting to order at 2:04 PM.

Approval of Consent Agenda (Action Item): A motion was made by Mr. Grant to approve the Consent Agenda, which included the Approval of Meeting Agenda for 1/23/20; Approval of Minutes from 12/9/19 Meeting; an update on the Board's Worker Compensation Insurance renewal with AmTrust; the securing of Short- and Long-Term Disability Insurance, Accidental Death & Dismemberment, and Group Term Life for Employees through Principal; and an update to the Employee Handbook Related to Employer-Provided Cell Phones. Motion seconded by Ms. Englebert. The motion passed.

Vendor Presentations: The committee was shared information from four vendors providing employee retirement plans: Associated Bank (Tyler Krzewina), Van De Hey Financial Services (Corey Grimes), R&R Wealth Management (Alisha Shultz) and Wipfli Financial Advisors (Mark Albers and Stephanie Forester). No action was taken.

DWD Monitoring Spring 2019 (Action Item): Mr. Snyder reviewed the disallowed costs totaling \$648.84 from spring 2019 monitoring by the Wisconsin Department of Workforce Development. Mr. Snyder noted that appropriate steps have been taken to correct errors with sub recipient case files going forward. A motion was made by Mr. Grant to invoice the appropriate sub recipients for 50% of the costs, agreeing the Board should bear the other 50%; seconded by Ms. Hall. The motion passed. Mr. Beregszazi abstained.

Fast Forward Grant (Action Item): Mr. Snyder reviewed the details of a DWD Fast Forward Grant to work with incarcerated individuals in county jails both pre- and post-release with a 2/28/2020 due date. A motion was made by Mr. Grant for the Board to investigate and pursue this grant if the investigation proves viable; seconded by Ms. Englebert. The motion passed.

Review and Approvals (Period ending December 31, 2019) (Action Items):

FVWDB is an Equal Opportunity Employer and Service Provider

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- Board Financial Reports
- Credit Card Statement (November and December 2019)
- Check Registry - Checks over \$5000 (November and December 2019)

A review of the financial reports, credit card statements and checks over \$5,000 were completed. Mr. Grant made a motion to accept the reports, seconded by Mr. Beregszazi. Motion carried.

Adjournment: The meeting was adjourned.

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