



WORKFORCE DEVELOPMENT BOARD, INC.

Building a world class workforce

MINUTES

FVWDB Finance & Personnel Committee

Tuesday, June 16, 2020, 2:00 PM

Via GoToMeeting.com

Members in Attendance: Chair Dale Walker, Tony Beregszazi, Helen Englebert, Brad Grant, JoAnn Hall, Jose Martinez, Jim Nitz, and Bob Petersen.

Others in Attendance: Kaydee Ruppert and Kortni Smith – Wipfli and Anthony Snyder – FVWDB.

Call to Order: Chair Walker called the meeting to order at 2:05 PM.

Approval of Consent Agenda Items (Action Item): A motion was made by Mr. Beregszazi and seconded by Mr. Martinez to approve the meeting agenda and the minutes from the 5/13/2020 meeting and to accept the DHS Audit Close-Out Letter for the Title V program. Motion carried.

COVID-19 (and other) Updates: Mr. Snyder updated the committee on plans to backfill our IT needs with an hourly contractor, the renewal of our \$50,000 Line of Credit with State Bank of Chilton for 36 months, the status of job centers and customer facing programs, contracts for next program year, CARES Act funding, other grants applied for and the status of future funding to serve the many newly unemployed in our region.

Non-Board Members on Committee: Mr. Snyder reminded the committee that Mr. Nitz will be completing his time on the committee shortly (departure now delayed until September 30, 2020). The Workforce Innovation and Opportunity Act (WIOA) requires that all Board standing committees include at least two (2) non-Board members. The committee members agreed to recommend potential candidates.

Auditor for Fall 2020: Mr. Snyder shared that he had requested quotes and information from three audit firms previously evaluated by the Wisconsin Workforce Development Association (WWDA) and shared his decision to renew the contract with Wegner, CPAs for an amount not to exceed \$14,000. At the previous meeting, the committee had given Mr. Snyder the authority to do so.

Program Year 2020-2021 Budget Discussion: (Action Item): Mr. Snyder, along with Ms. Ruppert and Ms. Smith reviewed the proposed budget for next program year and answered questions. A motion was made by Mr. Nitz and seconded by Mr. Beregszazi to recommend the budget for adoption by the Board and its next meeting. Motion Carried.

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Program Year 2020 Budget Discussion: The committee was joined by Ms. Smith (WIPFLI) to review the preliminary budget for PY20. Mr. Snyder shared the statewide WIOA allocations for all 11 workforce boards. FVWDB will be receiving \$155,447 less this program year than last. The budget will need one more round of edits once we know the proposed finding for our Title V and Wisconsin Department of Corrections Windows to Work programs.

Review and Approvals (*Action Items*):

- Board Financial Reports (As of March 30)
- Credit Card Statement (Months of March and April)
- Check Registry - Checks over \$5000 (None in the month of March)

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. Nitz. Motion carried.

Adjournment: The meeting adjourned at 2:45 pm.

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