



MINUTES

FVWDB Executive Committee Meeting

June 27, 2017 at 2:00 pm

Via Conference Call

Members in Attendance: Tony Beregszazi, Brad Grant, Amy Hostettler, Jodie Larsen, Terri Lick, Jose Martinez, Robert Sivick and David Thiel

Members Excused: Jason Hendricks and Mark Westphal

Others in Attendance: Stefanie Hayford-FVWDB, Al Hesse-FVWDB, Gary Now-FVWDB and Anthony Snyder-FVWDB

Call to Order: The meeting was called to order by Ms. Larsen, Board Chair, at 2:04 pm.

Approval of Agenda (*Action Item*): A motion to approve the Agenda was made by Mr. Beregszazi and second by Mr. Grant. The motion carried.

OLD BUSINESS:

Review/Acceptance of the Proposed 2017-2018 Budget (*Action Item*): Mr. Hesse provided an overview of the proposed budget for PY17 to the Committee. Because the Board is receiving their PY17 AP/DW WIOA allocations for the first quarter of PY17, acceptance of only the Quarter 1 Budget was requested. The group asked questions and discussed.

A Motion was made by Mr. Martinez and seconded by Ms. Hostettler to accept the proposed 2017-2018 Quarter 1 budget. Mr. Beregszazi abstained. The motion was passed.

Approve MOUs and Infrastructure Agreements (*Action Item*): The MOUs with the Job Center Partners dedicate funding and contribute to the infrastructure costs of the One-Stop delivery system based on each Partner's proportionate use. Approval of these documents have been recommended by the One-Stop Committee. The group discussed.

A Motion was made by Mr. Beregszazi and seconded by Mr. Thiel to approve the WDA 4 Job Center Partners Memorandum of Understanding (MOU) and Infrastructure Agreements. The motion was passed.

PY16 Contract Extensions (*Action Items*): The PY16 contract extensions for One-Stop, DW/Adult and Youth Services were discussed by the Committee. Approval has been recommended by the One-Stop Committee and staff reported that performance of the subcontractors was satisfactory.

A Motion was made by Mr. Martinez and seconded by Mr. Thiel to approve the following contract extensions (Mr. Beregszazi abstained). The motions carried.

1. **Extend the One-Stop/Resource Room contract for Waupaca, Wautoma, Menasha & Oshkosh Job Centers to LETC and the Fond du Lac & Berlin Job Centers to ADVOCAP, for one additional year (until June 30, 2018).**

2. **Extend the Dislocated Worker & Adult Case Management contract for Waupaca, Calumet and N. Winnebago Counties to LETC and the Fond du Lac, Waushara, Green Lake & S. Winnebago Counties to ADVOCAP, for one additional year (until June 30, 2018).**
3. **Extend Youth Services contract for Calumet, Green Lake, Fond du Lac & Winnebago Counties to ADVOCAP, for one additional year (until June 30, 2018).**

Status on the Line of Credit: Mr. Now reported that the Board was granted a new line of credit for \$50,000 with the State Bank of Chilton. The term is 3 years and, after the minimal filing cost, there are no additional fees.

Status on DOL Audit: Mr. Snyder has had ongoing conversations with the CEO Consortium and provided all the requested documentation to the insurance provider; however they ultimately denied the Board's claim. The Executive Committee has agreed that the next step is to meet face-to-face with the CEO Consortium that was in place in 2010 when the monitoring took place.

Nominating Committee Final Report (Action Item): Mr. Snyder reported on behalf of Mr. Walker, Chair of the FVWDB Nominating Committee. At the last Board meeting three individuals were elected to the roles of Chair (Aimee Hostettler), Vice-Chair (Brian Hendricks) and Treasurer (Tony Beregszazi) for a term of office running 7/1/17-6/30/18. Brian Kaminske has stepped forward to serve as our Secretary and the Nominating Committee strongly encourage the Executive Committee to affirm his selection.

A Motion was made by Ms. Hostettler to accept the FVWDB Nominating Committee Final Report and seconded by Ms. Lick. The motion was passed.

NEW BUSINESS:

Discuss Auditor for Fiscal Year Ended June 30, 2017 (Action Item): This is the Board's third year contracting with Wegner CPAs for auditing services. Board staff are highly satisfied with Wegner's services and recommend to continue to contract with them with the stipulation that they continue with the same senior partner but bring in a new assistant auditor to ensure a fresh perspective. Approval has been recommended by the Finance Committee. The Committee discussed.

Mr. Thiel made a motion to approve that the Wegner contract be extended another three years, and Mr. Beregszazi seconded this motion. The motion carried.

Policy Update: Support Services Policy (Action Item): Mr. Snyder provided an overview of the changes made to the Support Services Policy and noted that it's also been reviewed by our DWD Local Program Liaison.

A motion to approve the Support Services Policy as noted in the edited policy by Mr. Grant and second by Ms. Hostettler. The motion carried.

Move to Closed Session as per State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data (Action Item):

A motion to move the closed session by Mr. Thiel and seconded by Mr. Beregszazi. The motion carried, FVWDB staff except Mr. Snyder left the room, and roll call was taken.

Return to Open Session as per State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data (Action Item):

A motion was made by Mr. Beregszazi and seconded by Ms. Hostettler to return to open session. The motion was carried and roll call was taken.

Approval of Actions Discussed in Closed Session (*Action Item*):

The Executive Committee discussed the employment contract for CEO Emeritus Paul Stelter. The committee agreed that the contract ended as of 6/30/2017. Mr. Snyder will speak with Mr. Stelter about transitioning out of any ongoing assignments.

The Executive Committee discussed the employment contract for CEO Anthony Snyder. A motion to extend a 1-year contract to Mr. Snyder was made by Mr. Beregszazi and seconded by Mr. Martinez. Motion carried.

Adjournment: The meeting was adjourned at 3:30 pm.

Minutes approved on 8-16-2017