



## MINUTES

### FVWDB Executive Committee Meeting

December 12, 2019, 2:00 PM

Via Phone – In Person Meeting at FVWDB Offices, 1401 McMahan Drive, Suite 200, Neenah, WI

**Members in Attendance:** Laura Biehn, Jason Hendricks, Robert Sivick and Dale Walker.

**Members Excused:** Aimee Hostettler, Brian Kaminske and Alice Connors (Ex-Officio).

**Others in Attendance:** Derek Hilst-Wegner CPAs and Anthony Snyder-FVWDB.

**Call to Order:** The meeting was called to order by Mr. Hendricks, Chair at 2:01 PM.

**Approval of Consent Agenda (*Action Item*):** A motion to approve the Consent Agenda was made by Ms. Biehn and seconded by Mr. Walker. Motion carried. The Consent Agenda included Approval of Agenda, Approval of the Board Portion of the Minutes from 10/8/19 Joint Board and County Consortium Meeting, Finance & Personnel Committee Report (which included recent financial reports, details on recent meetings, the termination of contract with grant writer, a refund on worker compensation insurance and recommendations on all employee benefits contracts for 2020 including flexible spending and COBRA, medical insurance, dental insurance, long-term disability and life insurance with accidental death and dismemberment rider) and a change to the start date of new employees to be eligible for health coverage to 60 days.

**Adopt Updated 2019-2020 Board Budget (*Action Item*):** A motion to adopt the updated budget was made by Mr. Sivick and seconded by Ms. Biehn. Motion carried.

**Accept Annual Audit Report of June 30, 2019, and 2018, Prepared by Wegner CPAs (*Action Item*):** Mr. Hilst joined the call to cover the high points of the audit, which was described as “clean” with no exceptions or concerns. A motion to accept the audit was made by Mr. Walker and seconded by Ms. Biehn. Motion carried. Mr. Hilst exited the call.

**Adopted Updated Support Services Policy Retroactive to 4/1/19 (*Action Item*):** A motion to adopt the updated policy was made by Mr. Sivick and seconded by Mr. Walker. Motion carried.

**Discuss Future Board Meeting Dates:** Mr. Hendricks shared the 2019 calendar of meetings and led the group in a discussion about the right cadence of meeting dates, touring other locations before/after meetings, meeting locations and presenters. The next meeting of the Executive Committee was scheduled for 2:30-3:30 pm on Wednesday, January 16, via phone. Mr. Snyder will survey Board members about the discussion and a decision on 2020 meetings will be made on January 16.

**Adjournment:** The meeting was adjourned at 2:27 PM.

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