



MINUTES
FVWDB Executive Committee Meeting
2:30 pm Thursday, April 17, 2024
Via Microsoft Teams

Members Present: Laura Biehn, Dale Walker, Sarah Pantol, Jo Ann Hall, and Brian Kaminske.

Members Excused: None.

Others Present: Anthony Snyder – FVWDB.

Meeting Call to Order: Chair Biehn called the Executive Committee to order at 2:31 pm.

Approval of Consent Agenda (Action Item): A motion was made by Mr. Walker, seconded by Ms. Pantol, to approve and accept the Consent Agenda, which included the 4/17/25 Meeting Agenda; Minutes of the 2/20/25 Executive Committee Meeting; the Report (Minutes) of the 3/6/25 Strategic Programs Committee Meeting; and the Report (Minutes) of the 3/17/25 Finance & Personnel Committee Meeting; motion carried.

Board Update (Action Item): Mr. Snyder used this opportunity to share a “Risk Assessment for Federal Funding” document, provided by the National Council of Nonprofits, offering some guidance on areas to review and address to avoid issues with federal funding; Mr. Snyder updated the Board on the recent election in Winnebago County, which saw County Executive Jon Doemel defeated by Gordon Hintz and, with Winnebago County serving as Chair of our County Consortium, he shared potential outcomes and also extended the Board’s great appreciation to Mr. Doemel for his leadership; Mr. Snyder reviewed all of the current Board grant funded programs with committee members sharing ideas for increasing outreach to partners; he shared updated on the closure of the Menasha Job Center to customers on 7/25/25 and interim job center solutions until the new Oshkosh Job Center opens; and finally, he updated the Committee on the resignation of employee Terri Green and shared his thoughts on a future reorganization of the organization. **Motion was made by Ms. Pantol, and seconded by Ms. Hall, to accept the Board Update, authorized the CEO to post a new position of in-house career planner to being servicing incoming grants, and authorized the CEO to award retainage bonuses to three full-time staff members; motion carried**

Strategic Programs Committee Report of 4/3/25 Meeting (Action Item): Ms. Pantol reviewed the report of the most recent SPC meeting, which included information on the Bay Area Workforce Development Board’s Independent Living Grant, which operates in our area; a review of service delivery of our grants and the quarterly Department of Workforce Development (DWD) Performance Report; Status of the Menasha Job Center; and a recommendation of the committee to renew the WIOA Adult, Dislocated Worker and Youth contract to Forward Service Corporation (FSC) for Program Year 2025 (dollar amount to be determined after allocations are known). In addition to these contracts, FSC will continue with other contracts: Mercury Marine Dislocated Worker Additional Funding (7/1/24-6/30/25), Pathways Home 4 (1/1/25-12/31/25), Quality Jobs, Equity, Strategy and Training – QUEST (7/1/24-6/30/25), and Fostering Opioid Recovery through Workforce Development – FORWD (2/3/25-9/30/26). **Motion was made by Mr. Kaminske and seconded by Mr. Walker, to accept the report of the**

Strategic Programs Committee as presented, and award the contracts as noted for a dollar value yet to be determined; motion carried.

Finance & Personnel Committee Report of 4/10/25 Meeting (*Action Item*): Ms. Hall and Mr. Snyder reviewed the report of the most recent committee meeting, which included a notice of achieving the lowest possible rating for our Worker Compensation Coverage; the January-March 2025 FVWDB 401(k) plan statement; Plans for the new Oshkosh Job Center; a budget update; the need to elect a new Board Treasurer in June; and a review of the February 2025 financial reports, checks over \$5,000 and credit card statement. **Motion was made by Mr. Walker, and seconded by Ms. Pantol, to accept the Report of the Finance & Personnel Committee as presented; motion carried.**

Nominating Committee Discussion: Ms. Hall and Mr. Snyder discussed possible candidates for the roles of Chair, Vice-Chair, Treasurer and Secretary, as well as chair of the SPC, and the results of recent discussions with possible future leaders. The committee suggested a Linked In (or other social media) campaign be considered to pull in additional candidates for the FVWDB Board of Directors and Committee Members. Ms. Hall, as chair of the FVWDB Nominating Committee, indicated her deadline to secure names for the open positions would be by May 15.

Committee Discussion/Round Robin: The committee members shared information on workforce development issues within their organizations and area. Mr. Snyder shared the flyer for the upcoming Oshkosh Job Fair on May 7 and encouraged Board members to exhibit or share the flyer with their networks.

Adjournment: The meeting was adjourned at 4:03 pm.

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