



MINUTES

FVWDB Finance & Personnel Committee

Monday, September 9, 2019, at 2:00 PM
Coughlin Center, Room C, 625 E County Y, Oshkosh, WI

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

Members Excused: Jose Martinez and Dale Walker.

Others in Attendance: Kaydee Ruppert – Wipfli (via phone) and Anthony Snyder - FVWDB

Call to Order: Mr. Beregszazi, due to Chair Walker's absence, called the meeting to order at 2:06 PM.

Approval of Agenda (Action Item): A motion was made by Ms. Englebert to approve the agenda and seconded by Mr. Pedersen. The motion passed.

Approval of Minutes from 6/12/19 Finance and Personnel Committee Meeting (Action Item): A motion was made by Mr. Nitz to approve the 5/8/19 meeting minutes and seconded by Mr. Pedersen. The motion passed.

OLD BUSINESS

Program Year 2019 Budget Discussion: Ms. Ruppert joined the committee via phone to discuss the PY19 budget and to answer questions related to board financial reports. Ms. Ruppert then exited the call.

Employee Car Insurance Revisited (Action Item): Mr. Snyder presented the results of his research with the Board liability insurance company and other workforce boards regarding insurance requirements for board staff using their own automobiles. The committee discussed the research. **A motion was made by Mr. Nitz to require all staff to provide a copy of their current driver's license and proof of insurance at the state minimums not less than annually; seconded by Mr. Grant. The motion passed.**

Grant Writer Discussion: Mr. Snyder reviewed the progress in using an outside grant writer to craft some local foundation appeal letters. It was clear the process was not as positive as the Board was expecting nor was the work product at a level that was acceptable. After discussion, the committee asked Mr. Snyder to sever the relationship with the grant writer and attempt to recoup $\frac{1}{2}$ of our investment. The committee indicated they would establish a new grant subcommittee to review possible grants for the Board. Mr. Pedersen indicated that he would be interested in writing a grant for the Board.

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NEW BUSINESS:

Program Year 2020 Budget; County Consortium Discussion: Mr. Snyder discussed a request he had made of the County Consortium to consider putting aside at least \$75,000 in their budgets for next year to help make up a possible Board operational shortfall.

National Association of Counties Resolution: Mr. Snyder shared a copy of a resolution approved by delegates of the July 2019 National Association of Counties Annual Meeting. The resolution asked the Department of Labor to more adequately fund workforce boards in the future while also asserting the importance of local control vs. too much interference from state workforce entities. Mr. Snyder shared a copy of the same resolution with the members of our County Consortium, who planned to share with the Wisconsin Counties Association in the future.

Review and Approvals (Period of May, June, July 2019) (Action Items):

- Board Financial Reports to Date
- Credit Card Statement
- Check Registry - Checks over \$5000

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

OTHER:

Adjournment The meeting was adjourned at 3:39 pm