MINUTES
FVWDB Finance & Personnel Committee
2:30 pm, Thursday, April 9, 2026
Via Microsoft Teams

Members in Attendance: Chair Jose Martinez, Tony Beregszazi, and Brad Grant.

Members Excused: All Present.

Others in Attendance: Amanda Hodge – Dean Dorton, and Anthony Snyder – FVWDB.

Call to Order: Chair Martinez called the meeting to order at 2:34 pm.

Approval of Consent Agenda ***(Action Item)*****: A motion was made by Grant, and seconded by Beregszazi, to approve the Consent Agenda, which included the 4/9/26 Meeting Agenda; Minutes of the 3/6/26 Finance & Personnel Committee Meeting; IRS Approval to Extend the 2025 990 Submission to 5/15/26; and the Board's March 2026 401(k) Monthly Statement; motion carried.**

Update on Cost Allocation Plan ***(Action Item)*****:** Hodge and Snyder reviewed the proposed updated Cost Allocation Plan (CAP) for the Board, which clarifies the CAP as outlined in our Fall 2025 Monitoring. **A motion was made by Beregszazi, seconded by Grant, to adopt the updated Board Cost Allocation Plan, retroactive to 7/1/25; motion carried.**

One Stop Operator (OSO) Contract ***(Action Item)*****:** Snyder reviewed information to contract with an individual to serve as the Board's OSO. **A motion was made by Beregszazi, seconded by Grant, to recommend a contract be issued to Debra Warga to serve as the Board's One Stop Operator (OSO). In accordance with Wisconsin Department of Workforce Development's technical assistance, we will submit a Sole Source Justification Form following two failed procurements, with the option for renewals in PY27, PY28 and PY29. The contract will be issued to Ms. Warga for $10,000 annually, or $11,666 for the first 14 month contract; motion carried.**

OSCI Job Center Discussion ***(Action Item)*****:** Hodge and Snyder reviewed the contract for the Wisconsin Department of Corrections (DOC) Job Center inside Oshkosh State Correctional Institution. This February-June 2026 Contract is for staff at the center. **A motion was made by Grant, seconded by Beregszazi, to accept the contract and authorized not more than $1,500 from Pathways Home 6 to ensure co-enrollments are taking place; motion carried.**

Windows to Work Changes as of 7/1/26: Snyder reviewed upcoming changes to the DOC's Windows to Work program as of 7/1/26, which will grant FVWDB four (4) full time positions to operate Job Labs

inside Oshkosh, Redgranite and Taycheedah correctional institutions, and one position to serve clients after release. No decision was made, but the committee discussed staffing options based on available funding. More information to be shared at future meeting.

Financial Document Review ***(Action Items)*****:** Hodge and Snyder reviewed the Board Financial Reports, Checks Over $5,000 Report, and the Credit Card Statement, all from February 2026, and answered questions. **Motion made by Grant and seconded by Martinez to accept the reports as presented; motion carried.**

Round Robin on Workforce Issues: Members of the committee shared information on workforce activities in their areas. Snyder shared an update on the status of Program Year 2024 and Program Year 2025 Fiscal Monitoring of the Subrecipient.

Adjournment: Motion made by Grant and seconded by Martinez to adjourn the meeting at 4:17 pm; motion carried.

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