

LEO meeting - Open session minutes *(approved at 11/20/14 meeting)*

Tuesday, September 2, 2014 at 1:00 P.M.

LEOs present: Mr. Koeppen, Mr. Meyers, Ms. Connors, Mr. Buechel, Mr. Harris

LEOs excused: Ms. Kalata

Others present: Mr. David Arb, Local Program Liaison - DWD, Ms. Nancy Eilks, State DWD, Mr. Stelter, Mr. Hesse, Ms. Denton, Ms. Reinke, Mr. Dustin Woehl , with Kasdorf, Lewis & Swietlik SC

Call to Order

Meeting was called to order by Chief LEO Jack Meyers at 1:01 p.m.

Approval of Minutes from 5/15/2014 joint LEO/BOD meeting *(Action Item)*

Motion to accept the May 15, 2014 joint LEO/BOD meeting minutes first by Mr. Buechel, second by Ms. Connors, all were in favor and motion carried.

Moved Agenda item #10 up to beginning of meeting

Update on DOL audit

Mr. Stelter introduced Ms. Eilks, State of WI Dept of Workforce Development who gave an extensive outline of the DOL letter and findings and what/how the State DWD is addressing this situation and explained the important upcoming meeting dates. Ms. Eilks explained that her and two other members of DWD would represent FVWDB at the meeting (to present and explain current documentation) on September 22, 2014 and felt confident they had proper documentation to do so. Discussion ensued.

Move to Closed Session as per State Statute 19.85(1)(b) for Personnel *(Action Item)*

Motion to move to closed session first by Mr. Buechel with a second by Ms. Connors. A roll call was taken, all were in favor and meeting was moved to closed session. Ms. Denton left the meeting.

Move to Open Session as per State Statute 19.85(1)(b) for Personnel *(Action Item)*

Motion to return to open session first by Ms. Connors, second by Mr. Koeppen, all were in favor, a roll call was taken and meeting returned to open session at 2:35 p.m.

Finance update

Ms. Denton gave an unaudited fiscal update for year ending June 30, and July 2014 revenue and expenses.

Ms. Denton also gave an audit timeline for the PY13 audit; as well as an outline for the PY14 RFP process for audit work for the next three years.

Mr. Meyers expressed concern that we have a reputable audit firm that is recognized by the DOL and DWD who has been exposed to our situation and who may know more clearly how to handle it. Ms. Denton assured the LEOs that she will do her diligence to make sure we have a reputable firm.

Approve revised Consortium Agreement (originally given at May 15th meeting) *(Action Item)*

Mr. Hesse reviewed the Consortium Agreement one more time outlining all proposed changes that were discussed with the full Board. Everyone was in agreement with the changes made. It was decided that the LEOs would get clean copies to give to their individual Boards before signing the agreement. *Motion to approve the revised Consortium Agreement as stated first by Mr. Buechel, second by Mr. Harris. All were in favor and Consortium Agreement was approved.*

Approve revised Joint Agreement (originally given at May 15th meeting) *(Action Item)*

Mr. Hesse gave overviews of the changes being recommended from the full Board meeting which were mainly cleaning up of small grammatical items. Discussion ensued. *Motion by Ms. Connors to accept the revised Joint Agreement, second by Mr. Koeppen. All were in favor and the Joint Agreement was approved.*

Review of Board of Director members *(Action Item)*

A listing of Board members was given outlining each Board member and how they fit into our Board matrix. *A motion to accept the membership as shown first by Ms. Connors, second by Mr. Buechel. All were in favor and motion carried.*

PY14 WIA Performance Targets

Mr. Stelter showed a handout explaining our WIA performance measures in adult, dislocated worker and youth. This new format is much more easily identifiable where we stand on WIA measurers.

We recently completed our PY13 program monitoring with no findings. Mr. Stelter has outlined our monitoring summary from PY11, PY12 and PY13 which shows the progress that has been made in our program monitoring reports.

Update on new WIOA Act

A handout was given from the National Association of Workforce Boards which outlines the new Workforce Innovation and Opportunity Act (WIOA). Mr. Stelter will pass along more information as it becomes available.

Establish meeting date(s) for November 2014 and all 2015

A calendar of 2015 full Board of Director and LEO meeting dates was handed out.

Adjournment

Motion to adjourn first by Ms. Connors, second by Mr. Harris. All were in favor and meeting adjourned at 2:41p.m.

Next LEO meeting is: November 20, 2014, 2:00 p.m. at Amerequip, Kiel

Meeting minutes were reviewed and approved on ____ day of _____, 2014.

Jack Meyers, CLEO

Donna Kalata, Secretary