

**Fox Valley Workforce Development Board**  
**One Stop Committee Meeting**  
**June 20, 2011**  
**APPROVED Meeting Minutes**

**Members Present:** Mr. Beregszazi, Mr. Martinez, Ms. VanNess (via phone), Mr. Wehner, Mr. Sloan, Mr. Mauch, Mr. Westphal

**Members Absent:** Ms. Cronmiller, Mr. Irwin

**FVWDB Staff Absent:** Ms. Welch

**Others Present:** Mr. Turner, Mr. Eagan, Ms. Jusic, Workforce Economics, Inc. Staff for presentation

*Ms. VanNess called the meeting to order at 2:01 p.m.*

**Approval of Minutes from May 26, 2011**

*Mr. Beregszazi made a motion to approve the May 26, 2011 minutes. Mr. Wehner second. There was no discussion and the May 26, 2011 minutes were approved unanimously.*

**Move to closed session as per State Statute 19.85(1)(e) for Competitive Bid Process**

*Mr. Sloan made a motion to move to closed session as per State Statute 19.85(1)(e) for Competitive Bid Process. Mr. Wehner second. There was no further discussion, and the committee moved to closed session at 2:05 p.m.*

**Return to open session as per State Statute 19.85(1)(e) for Competitive Bid Process**

*Mr. Martinez made a motion to return to Open Session as per State Statute 19.85(1)(e) for Competitive Bid Process, Mr. Sloan second. The meeting returned to Open Session at 3:31 p.m.*

**Approval of actions during Closed Session:** There were no actions taken in Closed Session.

**Agenda Adjustment**

*Mr. Wehner made a motion to add the topic of Location for the Oshkosh and Berlin Job Centers to the agenda before adjournment. Mr. Sloan second. There was no further discussion and the items were added to the agenda.*

**Awarding of PY11 One Stop/Career Center Contract**

*Mr. Martinez made a motion to approve the presented proposal from Workforce Economics, Inc., with the stipulation that Workforce Economics, Inc. limit the Administrative (program overhead) cost to 10 percent or less. Mr. Sloan second. Mr. Mauch opposed, Ms. VanNess abstained. There was no further discussion and Workforce Economics, Inc. was awarded the One-Stop/Career Center contract.*

**Oshkosh Job Center Location**

Mr. Turner discussed the FVWDB's plans for the Oshkosh Job Center. It is possible that it may be in the new Chamber of Commerce building. An additional option is the former Post Office building. The committee is asked to make a decision to narrow the possibilities to those the two aforementioned options, and the FVWDB will further research the options.

*Ms. VanNess made a motion to limit search for Oshkosh Job Center to the aforementioned two locations. Mr. Mauch second. Discussion ensued on the affordability of these two options. Due to lack of information to make the decision to limit the options to the two mentioned above, Ms. VanNess and Mr. Mauch rescind their motion. There was no further discussion and the motion was rescinded.*

*Mr. Martinez made a motion to defer this issue and for the management team of FVWDB to present the matter with more information to the full Board for consideration. Ms. VanNess second. There was no further discussion and the motion passed unanimously.*

### **Berlin Job Center Locations**

Mr. Turner updated that by the end of the month of June the Berlin Job Center has to vacate from its current location. This is due to the fact that Moraine Park Technical College did not renew their lease at the location. The FVWDB is searching for a new location at this time. Director of ADVOCAP has suggested that the Job Center be located in their building, and sublease it from ADVOCAP. The cost would be around \$400/month including internet and utilities.

*Mr. Sloan made a motion to approve pursuing the ADVOCAP building for the location of the Berlin Job Center. Mr. Wehner second. Mr. Beregszazi abstains. There was no further discussion and the motion passed unanimously.*

### **Other Items**

*Mr. Sloan made a motion that the One Stop Committee be provided with the RFP and any submitted proposals in full in the future, prior to meeting and making the decision. Mr. Mauch second.* Mr. Turner noted all RFPs are listed on the FVWDB website approximately 30 days before the application deadline, as well as being posted in all major newspapers, but in the future staff will email the information to committee members. *There was no further discussion and the motion passed unanimously.*

### **Adjournment**

*Mr. Sloan moved to adjourn the meeting. Mr. Martinez second. There was no discussion and the meeting adjourned at 3:53 p.m.*

**Respectfully submitted,**

**Cheryl A. Welch**