



**WORKFORCE DEVELOPMENT
BOARD, INC.**

Building a world class workforce

MINUTES

FVWDB Executive Committee Meeting

October 11, 2018, 1:00 PM

James P. Coughlin Center

625 E. County Road Y, Oshkosh, WI

Members in Attendance: Tony Beregszazi, Jason Hendricks, Aimee Hostettler, Brian Kaminske, Robert Sivick.

Members Excused: Joe Gonyo, Brad Grant, Jodie Larsen and Mark Harris (ex officio).

Others in Attendance: Carrie Korth-FVWDB and Anthony Snyder-FVWDB

Call to Order: The meeting was called to order by Ms. Hostettler, Chair, at 1:06 PM.

Approval of Consent Agenda (*Action Item*): A motion to approve the Consent Agenda, containing the meeting agenda, minutes from the September 12 Board of Directors meeting, and current financial reports, was made by Mr. Sivick and seconded by Mr. Kaminske. The motion carried.

OLD BUSINESS:

McMahon Drive Building Update: Mr. Snyder reported the McMahon Drive Building remains without a tenant and is for lease or sale. He encouraged all Board members to share information on the property with other business contacts.

Program Performance Status as of 9/30/18: Mr. Snyder presented the first quarter end performance goals of the Adult, Dislocated Worker and youth programs; all showing improvement.

NEW BUSINESS:

Strategic Planning Discussion: Mr. Snyder summarized the status of the Board's Strategic Planning, including a meeting of the Benchmarking Group with these four (4) top goals: 1) Conduct a systematic market survey to assess the needs and opportunities for workforce development, including branding issues; 2) Increase revenue by \$100,000 through the securing of grants from diverse sources (local, state and national) with a specific focus on those that support our mission; 3) Increase the Summer Youthworks Program to deliver greater return; and 4) Increase participation and investigate a new model for Fast Forward grants.

Grant Writer Proposal (*Action Item*): Mr. Snyder presented a proposal from Seliger & Associates, a professional grant writer. Mr. Beregszazi volunteered to participate in future grant writing conversations with the vendor and CEO. **Mr. Sivick made a motion to authorize the CEO to engage in a contract with Seliger & Associates for not more than \$7,500, seconded by Mr. Beregszazi. Motion carried.**

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Move to enter Closed Session as per State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data. A motion to move to closed session by Mr. Kaminske and seconded by Mr. Beregszazi. The motion carried and Mr. Snyder took roll call.

Return to Open Session as per State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data (Action Item): A motion was made by Mr. Sivick and seconded by Mr. Beregszazi to return to open session. The motion was carried and roll call was taken by Mr. Snyder.

Approval of Actions Discussed in Closed Session (Action Item): A motion was made by Mr. Hendricks to proceed with the proposed staff reorganization plan to be completed within 90 days, seconded by Mr. Beregszazi. Motion carried.

Adjournment: The meeting was adjourned at 2:02 PM.