

**The Fox Valley Workforce Development Board**  
**Board of Director meeting minutes**  
**Thursday, November 21, 2013**

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**Attendees:**

Ms Karth (via phone), Ms. Larsen (via phone), Mr. Dissing, Mr. Matheny, Mr. Pedersen, Mr. Bartz, Mr. Wehner, Mr. Lautenschlager, Mr. Grant, Mr. Martinez, Mr. Beregszazi, Ms. Roettger, Ms. Reese, Ms. Cronmiller, Ms. Winn, Mr. Skahan, Ms. Holmes, Mr. Mauch, Mr. Westphal, Dr. Geigle, Mr. Stelter

**Others present:**

Ms. Reinke, Ms. Lemieux, Mr. Hesse, Mr. Turner, Mr. Friedl, Mr. Rice from DWD, Ms. Watson

**Call to Order**

Ms. Mingus called the meeting to order at 2:00 PM

**Introductions**

Introductions were made.

**Approval of Minutes from 8/15/13 meeting (*Action Item*)**

*Motion to accept the minutes from August 13, 2013 meeting first by Mr. Mauch. Second by Mr. Grant. All were in favor and motion carried.*

**Committee updates**

Finance Report –

Mr. Martinez gave an update on the recent Finance Committee meeting that was held on November 12, 2013. Mr. Joel Joyce, from Reilly, Penner & Benton LLP, attended this meeting to give an update on our most recent audit which was very helpful.

HR/Personnel Committee Report –

Ms. Roettger gave an update on the HR Committee including an update on the Board insurance plan and upcoming performance measures and succession planning activities.

Policy Committee Report –

The Policy Committee met just prior to the full Board meeting in an effort to approve a new Youth Stipend Policy. With a few more details to get through, this approval was tabled until further clarification was reached.

One-Stop Committee Report –

Ms. Winn gave an update from the November 4<sup>th</sup> One-Stop meeting. Details included job center usage numbers and report-outs from each program. It was mentioned that the Oshkosh Job Center is getting ever so slowly closer to having a signed agreement between Ganther Construction, the State and FVWDB to get started on renovations. Our targeted move in date is February 1, 2014. The Committee was given a brief tour of the proposed new location.

### Youth Committee Report -

The Youth Committee meeting was October 17, 2014. It was agreed on that we will be implementing a youth stipend policy – it is currently being reviewed by the Policy Committee and will be coming to the full board at the next meeting.

We have great news about fulfilling the ‘youth committee’ requirement of having a youth and an adult on our youth council. We are one of only a few boards in the State to have this requirement met.

### **Skills Wisconsin Employer Survey Results**

Mr. Stelter spoke on the handout provided on the survey results. He further explained that FVWDB will be helping in future studies as follow up to the survey in an effort to focus on the top issues.

Mr. Stelter spoke briefly on the Fast Forward grant that is available and the work that is being done in our area to be a part of that grant. Also, Mr. Pedersen gave comments on the concepts of money management and offered FISC to be an integral part of the training system.

### **Strategic Planning Approval (*Action Item*)**

First, Mr. Stelter thanked everyone who helped by attending the strategic planning sessions. Whether it was all four or just one – every effort made towards our Strategic Planning efforts is truly appreciated. Mr. Stelter explained the Vision Statement and the five Strategic Statements, their expected outcomes. Ms. Cronmiller, Mr. Bartz, Mr. Pedersen, Mr. Stelter and Ms. Reese/Ms. Roettger gave brief explanations of each statement. *A motion was made to adopt our Strategic Planning statements by Mr. Bartz with a second from Mr. Beregszazi. All were in favor and motion carried.*

### **Partnership between WWDA & DWD (*Action Item*)**

Mr. Stelter spoke on the States initiative to have the WDBs work more closely with the DWD and WWDA. He then introduced Mr. Vincent Rice, from Division of Employment and Training, who gave a presentation on how WWDA and DWD can better align themselves. *A motion was made to approve the work already completed to create a better working relationship and to develop collaborations with the State WWDA and with DWD first by Mr. Beregszazi and second by Dr. Geigle. Mr. Wehner commented that we should pursue a memo of understanding and work toward it. With that amendment, all were in favor and motion carried.*

### **Day at the Capital**

Mr. Stelter spoke on the upcoming “Day at the Capital” event and invited any of the Board members to accompany him. Anyone wishing to attend should contact Ms. Reinke – she will coordinate dates/times and travel arrangements.

### **DOL Audit Update**

Mr. Stelter stated that there is no news to report – we are still waiting from a response from DOL in Washington. Rest assured he will pass along any information as it becomes available.

### **Adjournment**

*Motion to adjourn first by Mr. Westphal, second by Mr. Mauch. All were in favor and meeting adjourned.*

(minutes approved at the 3-20-14 BOD meeting)