

**Fox Valley Workforce Development Board Minutes**  
**Board of Director, Thursday, March 20, 2014 - Approved**

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**Present:** Ms. Behringer, Mr. Beregszazi, Ms. Cronmiller, Mr. Eden (phone), Mr. Grant, Ms. Holmes, Ms. Larsen (phone), Mr. Leonard, Ms. Lick, Mr. Martinez (phone), Ms. Mingus, Ms. Omen (phone), Ms. Reese (phone), Mr. Stelter, Mr. Thiel, Mr. Wehner (phone), Ms. Winn, Ms. Watson

**Others present:** Ms. Loehrke, Ms. Reinke, Ms. Lemieux, Mr. Turner

**Board members not present:** Mr. Dissing, Dr. Geigle, Ms. Karth, Mr. Kleman, Mr. Kwakkel, Mr. Lautenschlager, Mr. Matheny, Mr. Pedersen, Ms. Roettger, Mr. Skahan, Mr. Vander Zanden, Mr. Westphal

**Call to Order –**

Meeting was called to order by Chair Ms Mingus at 2:15 p.m.

**Introductions –**

Introductions were made.

**Approval of Minutes from 11/21/13 meeting (*Action Item*)**

*Motion to approve minutes from the November 21, 2013 meeting for by Mr. Beregszazi, second by Mr. Grant. All were in favor and motion carried.*

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

*Motion made to move to Closed Session first by Ms. Cronmiller, second by Mr. Beregszazi all were in favor and meeting was moved to Closed Session. Visitors left the room.*

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

*Motion to return to Open Session first by Ms. Behringer, second by Ms. Winn. All were in favor, meeting went back to Open Session.*

**Approval of actions discussed in Closed Session (*Action Item*)**

*Motion in Open Session to approve actions spoke on in Closed Session first by Mr. Beregszazi, second by Mr. Grant. All were in favor and motion carried.*

**Designation of an Ad Hoc Nomination Committee (*Action Item*)**

Several of our Board officer positions are due this year including Ms. Mingus term of office as President and Mr. Martinez as Treasurer. Mr. Stelter would like to form a nominating committee to identify potential candidates to serve as officers on the Board. Ms. Mingus asked for volunteers of who would like to serve on this committee. Members are Ms. Mingus, Mr. Grant and Mr. Beregszazi. *Motion to create an ad-hoc committee of the Board to nominate a slate of potential Board members for the May meeting first by Ms. Cronmiller, second by Ms. Behringer. All were in favor – motion carried.*

**Discussion on and approval of MOU with WWDA (*Action Item*)**

Mr. Stelter presented an MOU between DWD and WWDA which outlines how the two would better collaborate and work together for the benefit of both parties. This MOU was preliminary agreed to by all WDBs – with the approval of the Board, Mr. Stelter would sign the MOU and return to the DWD commenting that this is a very positive step in the right direction. *A motion was made to endorse the MOU as written by Mr. Thiel, second by Mr. Beregszazi. All were in favor, motion passed unanimously.*

**Committee Updates**  
**Finance Report**

Mr. Martinez gave the Finance Committee report outlining various parts of the audit report from Reilly, Penner & Benton. *Motion to approve the annual audit report from Reilly, Penner & Benton first by Mr. Beregszazi, second by Mr. Grant. All were in favor and motion passed.*

Mr. Stelter spoke on the previous financial reports and explained how they will look in the future and the reasoning behind it. Discussion ensued on the end-of-year monies and the possibility of opening up more funds for adult and dislocated workers.

### **Policy Committee Report**

Mr. Stelter showed a diagram of Policies and Procedures as outlined by his staff. This outline showed the number of policies and the game plan to keep all of them up-to-date. Mr. Thiel explained how it came to be a motion to disband the Policy Committee explaining the redundancy of having a committee to go over other committees. Discussion ensued. *Mr. Grant made a motion to dissolve the Policy Committee with a second by Mr. Thiel. All were in favor and motion carried.*

### **One-Stop Committee Report**

Ms. Winn reported out on the last One-Stop Committee meeting. Because there was no quorum, it was recommended to ask approval from the Board to extend the current contract for the WIA programs for PY14 to current sub-contractors. *A motion was made to extend the current second of two year contracts for WIA programs for PY14 first by Mr. Grant with the exception of the Youth program, second by Ms. Behringer. No further discussion, motion carried, Mr. Beregszazi abstained.*

### **Youth Committee Report – Youth Stipend Policy (Action Item)**

Ms. Lemieux gave a brief outline of the new Youth Stipend and Incentive Policy explaining that this is not a totally new policy, that other WDB in the State are currently using it with great success. *After some discussion a motion to approve the Youth Stipend Policy as discussed first by Ms. Watson second by Mr. Grant. No further discussion, all were in favor. Mr. Beregszazi abstained.*

### **Director's Update**

Mr. Stelter personally thanked the committees for their time and efforts in making the Board meetings run much smoother.

#### **a. Strategic Plan Update –**

As promised, Mr. Stelter gave an update on the Strategic Plan outlining the work that has been done already and future plans.

#### **b. Approval of plan to pursue planning grant – (Action Item)**

Mr. Stelter explained the planning grant as a proposal for us to go to different foundations, etc., to ask for monies to write for other grants as we cannot use WIA funds to write for non-WIA grants. *A motion to go forward with the proposal from Redevelopment Resources to help us with capacity building first by Mr. Beregszazi, second by Ms. Holmes. All were in favor. Motion carried.*

#### **c. Compliance update: Data Validation and DoL audit –**

Mr. Stelter gave a brief update on where we stood with audit resolution. We have no news yet and are still working with Ms. Eilks from the State in bringing this to a conclusion. Any news will be forwarded to the Board immediately.

Data Validation – Ms. Loehrke spoke on FVWDBs data validation and the fact that everything was in good order.

#### **d. In-Depth overview of WIA Program –**

Ms. Lemieux gave an overview of WIA programming.

**Next meeting is:** May 15, 2014 at the new Oshkosh Job Center.

**Adjournment**

*A motion to adjourn meeting first by Mr. Beregszazi second by Mr. Grant. All were in favor, meeting adjourned at 3:59 p.m.*