



MINUTES

Board of Directors Meeting

Thursday, August 18, 2016 at 2:00 P.M.

Oshkosh Area Workforce Development Center, Oshkosh, WI

Board Members Present: Patti Andresen-Shew, Debra Behringer (by phone), Tony Beregszazi, JoAnne Hall, Jason Hendricks, Kim Holmes, Aimee Hostettler, Brian Kaminske, Carol Karls (by phone), Jodie Larsen, Trevor Martin, Jose Martinez, Linda Mingus, David Thiel, Mike Vander Zanden, Dale Walker, Debbie Warga, Craig Wehner and Margaret Winn.

Board Members Excused: Laura Biehn, Craig Christenson Brad Grant, Amanda Kopetsky, Larry Lautenschlager, Terri Lick, Jim Nitz, Bob Pedersen, and Mark Westphal.

Others Present: Stefanie Hayford (FVWDB), Al Hesse (FVWDB), Bobbi Miller (FVWDB), Gary Now (FVWDB), Anthony Snyder (FVWDB), Paul Stelter (FVWDB) and Jill Valdez (FVWDB)

Board Meeting Call to Order: Board Chair, Jodie Larsen, called the BOD meeting to order at 2:10pm. Quorum was not met so the group moved up to the facilitated discussion.

Facilitated Discussion by the Board Chair: Board Chair, Jodie Larsen, facilitated a discussion with the Board members to gain a greater knowledge of how much the board fully understands the Board's operation. Board members shared information about themselves as well as their thoughts about what would be needed information to make more informed decisions.

[Quorum was met at this point]

Approval of Agenda (*Action Item*): *Motion to approve the Meeting agenda was made by Mr. Martinez and seconded by Ms. Mingus. The motion was passed.*

Presentation by Brent Sanderfoot on the Windows to Work Program: Mr. Sanderfoot provided the group with a comprehensive overview of the Windows to Work Program including Pre-release and Post-release services, program length and eligibility. A former program participant also addressed the group regarding his experiences and successes in the program. They both answered questions from the group.

Approval of Minutes from 5/19/16 BOD Meeting (*Action Item*): *Motion to approve the 5/19/16 BOD Meeting Minutes was made by Mr. Hendricks and seconded by Mr. Kaminske. The motion was passed.*

DOL Audit Update: Mr. Stelter provided an update to the Board on the DOL Audit. Subsequent to the May BOD Meeting, we learned there won't be resolution until later 2016 or sometime in the first half in 2017. In the meantime, we are continuing with filing a claim with our liability insurance carrier, looking at the possibility of appealing to the Governor after the final determination is made, and considering other options for resolution.

COMMITTEE REPORTS:

Finance Committee Report:

Move to Closed Session as per State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data (Action Item): A motion to move to closed session was made by Mr. Kaminske and second by Mr. Martin. Roll call was taken. The motion carried.

Move to 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 to return to open session was made by Mr. Martinez and second by Mr. Walker. Roll call was taken. The motion carried.

Vote on actions taken in Closed Session (Action Item): A motion to approve the Budget as recommended by the Finance Committee made by Mr. Martinez and second by Mr. Beregszazi. The motion carried.

Title V Reimbursement Update: Mr. Martinez reported we now have a reimbursement agreement in place with DHS which allows us to invoice them twice a month to cover Title V participant salaries. He noted that this is a new process on both sides but it's working out well thus far and helps us better manage our cash flow.

Approval of the Finance Committee Report (Action Item): Mr. Martinez provided a report of the Finance Committee to the Board as outlined in the August 8, 2016, Finance Committee meeting minutes. This included updates on the Fast Forward Industrial Maintenance Grant, fiscal and program monitoring of subcontractors, renewal on the Board's line of credit, and quarterly review and approval of the Board's financial statements. ***A Motion was made to approve the Finance Committee Report Ms. Winn and second by Mr. Kaminske. The motion carried.***

Youth Services Council Report:

Ms. Valdez provided a report of the Youth Services Council to the Board as outlined in the August 16, 2016, meeting minutes. This included updates on the Independent Living Grant proposal received from the Bay Area Workforce Development Board, a possible name change for the youth program, status on the new WIOA youth staff at the job centers, and the future of the youth council. Quorum was not met at the 8/16/16 Youth Council meeting so no vote was made on the report.

One-Stop Committee Report:

Update on One-Stop Agreements: Mr. Wehner reported that the State has informed us that we have lease agreements with at least two job centers that mix MOU and lease information that need to be separated and updated. We have until July 1, 2017, to complete these updates and staff has begun the process of addressing the matter.

Approval of Training Services Policy Update (Action Item): Mr. Wehner requested the Committee approve the updated Training Services Policy. ***A motion to approve the updated 'Training Services Policy' as noted in the edited policy by Ms. Andresen-Shew and second by Ms. Hostettler. The motion carried.***

Approval of Support Services Policy Update (Action Item): Mr. Wehner requested that the Committee approve the updated Support Services Policy. ***A motion to approve the updated 'Support Services Policy' as noted in the edited policy by Mr. Walker and second by Mr. Vander Zanden. The motion carried.***

Approval of Priority of Services Policy Update (Action Item): Mr. Wehner requested that the Committee approve the updated Priority of Services Policy. ***A motion to approve the updated 'Priority of Services Policy' as noted in the edited policy in by Ms. Andresen-Shew and second by Mr. Vander Zanden. The motion carried.***

Approval of the One-Stop Committee Report (Action Item): Mr. Wehner provided a report of the One-Stop Committee as outlined in the August 11, 2016, meeting minutes. This included updates on DWD monitoring, Introduction to Manufacturing Training, WIOA program performance reports, NEG monitoring, WIOA data collection changes, and an update on the Graphic Packaging rapid response.

Motion to approve the One-Stop Committee Report by Mr. Martinez and second by Mr. Martin. The motion carried.

HR/Personnel Committee Report:

Mr. Beregszazi reported that no action was taken at the last meeting but there was much discussion regarding the PY16 Budget and the changes to Mr. Stelter's employment contract. They also continue to work on the revisions to the FVWDB Personnel Manual.

Approval of the HR/Personnel Committee Report (Action Item): ***Motion to approve the HR/Personnel Committee Report by Ms. Hall and second by Ms. Mingus. The motion carried.***

Recognition of Former BOD Chair: Ms. Larsen recognized and thanked Ms. Winn for serving as Board of Director's Chair over the last two years.

Adjournment: The meeting was adjourned at 4:19 pm.

***The Next Joint Board of Directors and Chief Elected Officials Meeting is Thursday, November 10, 2016, at 2:00 pm.

Minutes Approved on 11/10/2016.