



MINUTES

FVWDB Executive Committee Meeting

2:30 pm Thursday, March 16, 2023

Via Zoom

Members Present: Brian Kaminske, Laura Biehn, Dale Walker, Brad Grant, and Sarah Pantol.

Members Excused: Jason Hendricks, and John Jarvis (Ex-Officio).

Others Present: Anthony Snyder – FVWDB.

Meeting Call to Order: Chair Kaminske called the Executive Committee to order at 2:31 pm.

Approval of Meeting Agenda (Action Item): Mr. Kaminske introduced the Executive Committee agenda. **Motion by Mr. Walker and seconded by Ms. Biehn to approve the agenda as presented; motion carried.**

Approval of Meeting Minutes (Action Item): Mr. Kaminske presented the meeting minutes. **Motion was made by Mr. Grant, and seconded by Mr. Walker, to approve the minutes from the 2/16/23 Board Meeting as presented; motion carried.**

Approval to Award Grant Contracts (Action Item): As a result of a decision by the Labor Education and Training Center (LETC) to cease operations at the end of this program year, the FVWDB was required to release a Request for Proposal (RFP) for its non-Youth training grants. The Board's Strategic Programs Committee conducted the RFP process and have made a recommendation to award the following grants to Forward Service Corporation: WIOA Adult, WIOA Dislocated Worker, Dislocated Worker-Recovery, Support to Communities, COW-Rural Healthcare and Workforce Advancement Initiative. Based on known dollars, the preliminary budget will be \$655,000 with the first new hires coming on in May 2023 until 6/30/23 to ensure a smooth transition from LETC to FSC. **Motion was made by Mr. Grant, and seconded by Mr. Walker, to award the contract for all listed grants to Forward Service Corporation at the preliminary amount of \$655,000 to begin now through PY2023; motion carried.**

Approval for Temporary Transition Staff (Action Item): Mr. Snyder shared a proposal to create a temporary transition staff member to assist with review of case files and to communicate with clients during the transition from LETC to FSC. **Motion was made by Mr. Walker, and seconded by Ms. Pantol, to create the temporary transition position, not to exceed the cost of \$4,500; motion carried.**

Board Updates from the CEO: Mr. Snyder updated the Executive Committee on Board activities including the announcement that FVWDB would be expanding our Windows to Work activities into Taycheedah State Correctional Institution in Fond du Lac beginning 7/1/23, that FVWDB would be receiving at least \$250,000 to participate in the QUEST childcare grant and urged members of the Executive Committee to attend one of the upcoming job fairs in our region planned by Board staff or partners.

Adjournment: The meeting was adjourned at 3:12 pm.

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