



MINUTES

FVWDB Executive Committee Meeting

2:30 pm Thursday, August 15, 2024
Via Microsoft Teams

Members Present: Laura Biehn, Dale Walker, and Brian Kaminske.

Members Excused: Sarah Pantol, Jo Ann Hall, and John Jarvis (Ex-Officio).

Others Present: Anthony Snyder – FVWDB.

Meeting Call to Order: Chair Biehn called the Executive Committee to order at 2:33 pm.

Approval of Meeting Agenda (*Action Item*): Chair Biehn introduced the Executive Committee agenda for 8/15/24. **Motion by Mr. Kaminske, and seconded by Mr. Walker, to approve the agenda as presented; motion carried.**

Approval of Minutes from 6/20/24 Executive Committee Meeting (*Action Item*): Chair Biehn presented the meeting minutes. **Motion was made by Mr. Kaminske, and seconded by Mr. Walker, to approve the minutes as presented; motion carried.**

Local Plan Discussion and Approval (*Action Item*): Mr. Snyder presented the draft 2024-2027 WIOA Local Plan for Workforce Development Area 4. The Board will be advised if any comments from the public in the remaining open comment period suggest changes to any part of the plan. **Motion was made by Mr. Kaminske, and seconded by Mr. Walker, to approve the plan as presented; motion carried.**

Strategic Programs Committee Report of 8/1/24 Meeting (*Action Item*): Mr. Snyder presented the minutes of the 8/1/24 Strategic Programs Committee Meeting, which included presentations on the Pathways Home 4 grant program serving the formerly incarcerated; presentation on the DWD Office of Veteran Employment Services noting their more flexible enrollment guidance; A review of all grant enrollments; a discussion on the Board's WIOA Performance Negotiations with DWD; an update on Job Center operations; and a discussion about a recent conversation with representatives of the J.J. Keller Foundation. **Motion was made by Mr. Kaminske, and seconded by Mr. Walker, to accept the report of the Strategic Programs Committee as presented; motion carried**

Finance & Personnel Committee Report of 8/8/24 Meeting (*Action Item*): Mr. Snyder presented the report of the 8/8/24 Finance & Personnel Committee meeting, which included a report on the success of the Board's 401(k) Account Plan dated 7/31/24; a presentation from a representative of the Board's Employee Assistance Program (EAP) serving both staff and enrolled clients; an update to an employee termination issue; update to the Memorandum of Understanding for the job center for PY23 and PY24; an update to our Congressionally Directed Spending Project; a decision to extend our PY23 budget to 9/30/24 as we await our PY24 WIOA contracts – including extending the contract for Forward Service Corporation to 9/30/24; discussed the Wipfli proposal for outsourced accounting services and payroll after 11/1/24; and a review of May and June 2024 Financial Reports,

May and June 2024 Credit Card Statements, and Checks Over \$5,000 from May and June 2024. **Motion was made by Mr. Kaminske, and seconded by Mr. Walker, to accept the report of the Strategic Programs Committee as presented; motion carried**

Committee Discussion/Round Robin: Ms. Biehn offered to coordinate a collection for Treasurer Hall on the passing of her husband. Mr. Snyder shared an observation about engaging our Board members, and also community members, in our committees and events and committee members shared some ideas on how to increase involvement.

Adjournment: The meeting was adjourned at 2:51 pm.

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