



## MINUTES

### FVWDB Executive Committee Meeting

2:30 pm Thursday, November 21, 2024

Via Microsoft Teams

**Members Present:** Laura Biehn, Dale Walker, Sarah Pantol, Jo Ann Hall, Brian Kaminske, and Jon Doemel, CEO Ex Officio, County Consortium.

**Others Present:** Anthony Snyder – FVWDB.

**Meeting Call to Order:** Chair Biehn called the Executive Committee to order at 2:35 pm.

**Approval of Consent Agenda (*Action Item*):** A motion was made by Mr. Walker, and seconded by Ms. Pantol, to approve and accept the Consent Agenda, which included the 11/21/24 Meeting Agenda; and the Minutes of the 10/17/24 Executive Committee Meeting; motion carried.

**Amending 2024-2027 Local Plan (*Action Item*):** Mr. Snyder reviewed a change to the 2024-2027 WIOA Local Plan to allow for the use of Training Contracts. **Motion was made by Mr. Doemel, and seconded by Mr. Kaminske, to accept and adopt the updated 2024-2027 WIOA Local Plan; motion carried**

**Strategic Programs Committee Report of 11/7/24 Meeting (*Action Item*):** Ms. Pantol and Mr. Snyder presented the minutes of the 11/7/24 Strategic Programs Committee Meeting, which included updates on re-entry programs activities in our region; a discussion on workforce engagement and labor shortages, as well as Board efforts to address; a review of grant performance year to date; a discussion about a proposed workforce outreach program idea in partnership with the AARP; and an opportunity for all committee members and guests to share information on workforce development activities within their organizations. **Motion was made by Mr. Walker, and seconded by Mr. Kaminske, to accept the report of the Strategic Programs Committee as presented; motion carried**

**Finance & Personnel Committee Report of 11/14/24 Meeting (*Action Item*):** Ms. Hall and Mr. Snyder presented the report of the 11/14/24 Finance & Personnel Committee meeting, which included communication from the Internal Revenue Service approving our Form 990 filing extension; a review of the required FVWDB 401(k) annual fee report; the creation of new position funded by the Wisconsin Department of Corrections (DOC) to staff a job lab inside the Oshkosh State Correctional Institution as of 1/1/25; an update to our employee termination issue; a resolution with Wipfli on our dynamic allocation report issue, which will result in a credit on our November 2024 invoice to make us whole; an update on two DWD Fast Forward Grants; an update on our Congressionally Directed Spending Grant; a review of September 2024 Fiscal Reports, Credit Card Statement and Checks Over \$5,000. **Motion was made by Ms. Pantol, and seconded by Mr. Walker, to accept the report of the Finance & Personnel Committee as presented; motion carried**

**Committee Discussion/Round Robin:** The committee members shared information on workforce development issues within their organizations and area.

**Adjournment:** The meeting was adjourned at 3:04 pm.

###

*The Fox Valley Workforce Development Board is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please dial 7-1-1 for Wisconsin Relay Service or at 800-947-3529. At no cost, you may request information in an alternate format, including language assistance or translation information to your preferred language by contacting us at (920) 594-3655.*

A proud partner of the  network