



**WORKFORCE DEVELOPMENT  
BOARD, INC.**

*Building a world class workforce*

## MINUTES

### FVWDB Finance & Personnel Committee

2:30 pm, Thursday, May 12, 2022

Via Zoom

**Members in Attendance:** Chair Brad Grant, Tony Beregszazi, JoAnn Hall, Katlyn Hendricks, and Dale Walker.

**Members Excused:** Jose Martinez.

**Others in Attendance:** Kortni Smith – Wipfli, and Anthony Snyder – FVWDB.

**Call to Order:** Chair Grant called the meeting to order 2:33 pm.

**Approval of Consent Agenda (*Action Items*):** A motion was made by Mr. Walker, and seconded by Ms. Hall, to approve the Consent Agenda, which included the Agenda, Minutes from the 2/10/22 Finance & Personnel Committee Meeting, Information on the Staff 401k Plan, Completed Filing of the Annual Form 990, and Board Audit Approved by the Wisconsin Department of Health Services for the Title V program; motion carried.

**Board Fiscal Policy Update and Next Steps:** Mr. Snyder shared the draft copy of the updated Board fiscal policies. After a final review by Wipfli, the final policies will come to the committee next month to recommend adoption to the FVWDB Board of Directors. No action was taken.

**Worker Advancement Initiative:** Board Staff members Terri Green and Maureen Bryden review the program parameters of the WAI grant awarded to the Board by Governor Tony Evers. No action was taken.

**Program Year 2022 Budget Planning:** Mr. Snyder shared the proposed Workforce Innovation and Opportunity Act (WIOA) allocations for next year and updated the committee on the status of the contracting for next year's service delivery. No action was taken.

**Board Receives New Grant:** Mr. Snyder updated the Board on its latest grant received, a \$275,000 Statewide Employment Recovery Dislocated Worker Grant. This grant will add \$25,000 to our Administrative account and will be used to serve dislocated workers. No action was taken.

**Board Staff Benefits Discussion:** Mr. Snyder led a discussion with the committee about staff benefits, including trends in vacation days and some ideas on how to improve the open enrollment and benefits management for our organization. No action was taken.

**Review and Approvals (*Action Items*):**

- Board Financial Reports – January, February and March 2022
- Credit Card Statements – February, March and April 2022
- Check Registry - Checks over \$5000 for January, February and March 2022

A review of the financial reports, credit card statements and the check registry of \$5,000 was completed. **Ms. Hendricks made a motion to accept the reports, seconded by Mr. Beregszazi; motion carried.** Ms. Hall and Mr. Walker did not participate in the check registry discussion and abstained from the vote, noting checks payable to their employers.

**Adjournment:** The meeting adjourned at 3:37 pm.

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