



MINUTES

FVWDB Finance & Personnel Committee

2:30 pm, Thursday September 10, 2026

Via Microsoft Teams

Members in Attendance: Chair Jose Martinez, Tony Beregszazi, and Sara Cardinal.

Members Excused: None

Others in Attendance: Amanda Hodge – Dean Dorton, and Anthony Snyder – FVWDB.

Call to Order: Chair Martinez called the meeting to order at 2:30 pm., welcoming all attendees to the first committee meeting of the fiscal year, including new committee member Sara Cardinal (Premier Financial Credit Union).

Approval of Consent Agenda (Action Item): A motion was made by Beregszazi, and seconded by Cardinal, to approve the Consent Agenda, which included the 9/10/26 Meeting Agenda; Minutes of the 6/12/26 Finance & Personnel Committee Meeting; Wisconsin Department of Workforce Development (DWD) Fall 2025 Monitoring Closeout with No Disallowed Costs; FVWDB 401(k) Form 500-SF Filed with IRS for 2025; FVWDB 401(k) Monthly Statements from June, July, and August 2026; FVWDB 401(k) Proof of Insurance Coverage for Program Year 2026; and the Dean Dorton Required Disclosure Statement 7/1/26; motion carried.

Discuss Personnel Matters (Action Item): A motion was made by Beregszazi, seconded by Cardinal, to move to Closed Session as per State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation; motion carried. The Finance & Personnel Committee entered closed session at 2:37 p.m. Attendees Hodge and Snyder were permitted to attend.

The Executive Committee returned to open session at 2:47 p.m.

While no formal vote was taken, the committee instructed Snyder to follow the advice of consulting Attorney Paul Kastner on the personnel matter discussed and provided sample language with which to do so.

Program Year 2026 Updated Budget (Action Item): While a preliminary budget was approved on 6/18/26, this updated budget takes into account carry over from PY25, WIOA contracts not received as of June, the funding from the RESTART grant, and a special Rapid Response Grant from DWD related to the WIOA Dislocated Worker enrollments from the Spring 2026 Charter/Spectrum layoffs in Calumet County. Hodge and Snyder reviewed the updated PY26 budget and answered questions. The committee recommended making adjustments to some expense placements in the budget, resulting in a more

positive financial projection for the year. **A motion was made by Beregszazi, seconded by Cardinal, to adopt and recommend the updated PY26 budget as amended; motion carried.**

Updating Accounting & Financial Policies Manual: The committee reviewed a first draft of the updated FVWDB Accounting & Financial Policies Manual, which goes through updates as needed, but also a complete and thorough review every five years. The Committee will have until 10/16/26 to share questions and possible improvements for review by staff and accountants. A final version will be recommended for adoption on 11/12/26, retroactive to 7/1/26.

Financial Document Review (Action Items): Hodge and Snyder reviewed the Program Year 2025 Statement of Activities by Program, noting significant positive asset changes as of 6/30/26. The committee then reviewed Board Financial Reports, and Checks Over \$5,000 Reports, from May, June and July 2026; and the Credit Card Statements from June, July, and August 2026. **Motion made by Cardinal and seconded by Martinez to accept the reports as presented; motion carried.**

Round Robin on Workforce Issues: Snyder announced that Nicole “Nikki” Michael had joined the Board staff on 9/9/26 to be the new Job Lab Lead inside the Oshkosh Correctional Institution (OSCI), as part of our grant contract with the Wisconsin Department of Corrections (DOC).

Adjournment: Motion made by Cardinal and, with no objections, the meeting was adjourned at 3:31 pm.

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