



WORKFORCE DEVELOPMENT BOARD, INC.

Building a world class workforce

Minutes

HR/Personnel Committee Meeting

Wednesday November 9th, 2016 at 3:15 pm
Oshkosh Job Center, Oshkosh

Members in Attendance: Tony Beregszazi, Linda Mingus (by phone) and Jodie Larsen (by phone)

Members Excused: Debra Behringer and Amanda Kopetsky

Others in Attendance: Stefanie Hayford, FVWDB and Anthony Snyder, FVWDB

Call to Order: The HR/Personnel Committee Meeting was called to order at 3:20 pm by Tony Beregszazi, Committee Chair.

Approval of Agenda (*Action Item*): *The agenda was reviewed and a motion to approve the Agenda was made by Ms. Larsen and second by Ms. Mingus. The motion carried.*

Approval of Minutes from 9/14/16 (*Action Item*): *The meeting minutes for 9/14/16 were reviewed and a motion to approve the minutes was made by Ms. Larsen and second by Ms. Mingus. The motion carried.*

Review Budget Impact on Staff/Staff Benefits: Mr. Snyder reported that since we last met, a staff member has resigned and the Board has enrolled in a less expensive health care package for 2017. He believes that with these savings, along with ensuring that staff properly allocate their time and continuing to monitor administrative costs, the Board will be able to get through this program year without further reductions.

Update Policy and Procedure Manual: Mr. Snyder provided the group with a copy of the edits he made to the FVWDB Personnel Policy. The group provided feedback on his changes. Mr. Snyder will continue to make updates to the policy and bring to the next meeting for feedback.

Report to Board: Ms. Larsen will report to the Board and CEOs at the next meeting on Thursday, November 10, 2016.

Proposed Board and Committee Meeting Dates for 2017: Mr. Snyder provided the group with the 2017 Board and Committee meeting schedule.

Adjournment: The next scheduled meeting date is Wednesday, December 14th at 3:15 pm. (*This meeting was later cancelled.*) Mr. Beregszazi adjourned the meeting at 4:23 pm.

Minutes approved on 8-9-2017.