



MINUTES

FVWDB Executive Committee Meeting

Thursday, June 18, 2020
Via GoToMeeting

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

Members Excused: Aimee Hostettler, Sarah Pantol, Robert Sivick, and Alice Connors (Ex-Officio).

Others Present: Anthony Snyder – FVWDB

Board Meeting Call to Order: Chair Hendricks called the Executive Committee to order at 2:05 pm.

Approval of Meeting Agenda (Action Item): Mr. Hendricks introduced the Executive Committee agenda. **Motion by Mr. Kaminske and seconded by Ms. Biehn to approve the agenda with the addition of a closed session; motion carried.**

Approval of Minutes from 5/21/2020 Board Meeting (Action Item): Mr. Hendricks presented meeting minutes from the 5/21/2020 Board Meeting. **A motion was made by Mr. Walker to approve the minutes from the 5/21/2020 Board Meeting and seconded by Mr. Kaminske; motion carried.**

Finance & Personnel Committee Report (Action Item): Chair Walker shared information on recent activities of his committee, which met on 6/16. Activities included: a successful audit of the Board's Title V financials by the Wisconsin Department of Health Services, a plan to backfill IT support with the departure Al Hesse, the renewal of the Board's line of credit for \$50,000 for 36 months, the status of the Paycheck Protection Program (PPP) and Economic Injury Disaster Loan (EIDL), status on the Board's application for a Wisconsin Fast Forward Grant as well as several other grant we've applied for, the selection of Wegner CPAs for our Fall 2020 audit, status of the Board's 401(k) move from Principal Financial to Wipfi Financial Advisors, details on the Retraining America's Workforce Act (RAWA), and a review of financial reports. **Motion by Ms. Biehn and seconded by Mr. Kaminske to accept the Finance & Personnel Committee Report and Financial Reports as presented; motion carried.**

Adoption of Program Year 2020-2021 Budget (Action Item): Mr. Walker and Mr. Snyder presented the budget for PY20 proposed by the Finance & Personnel Committee and answered questions. **A motion was made by Ms. Biehn and seconded by Mr. Walker to adopt the budget as presented; motion carried.**

Strategic Programs Committee Report (Action Item): Mr. Snyder shared information on recent activities of this committee, which met on 6/11. Activities included: status of job centers and all customer-focused programs, a recommendation to award the Workforce Innovation and Opportunity Action (WIOA) Adult, Dislocated Worker and Youth contracts to LETC for the third year, continue the National Dislocated Worker Grant career planner contract with LETC for PY20, provided updates on the July 15 Statewide Drive-Thru Job Fair, and also thanked Chair Patti Andresen-Shew who is completing a third and final term chair of this committee on 6/30. **Motion by**

Mr. Kaminske and seconded by Mr. Walker to accept the Strategic Programs Committee Report as presented; motion carried.

Chief Executive Officer Contract Renewal for PY20: **(Action Item)**: Mr. Snyder presented a list of this past year's accomplishments and expressed his appreciation for the opportunity to serve.

- **Move to Closed Session as per State Statute 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data (Action Item): Motion made by Mr. Kaminski and seconded by Mr. Walker. Roll call vote taken and motion passed.** Mr. Snyder exited the meeting.
- **Return to Open Session as per State Statute 19.85 (1)(c) for considering employment, promotion, compensation, or performance evaluation data (Action Item): Motion made by Ms. Biehn and seconded by Mr. Kaminski. Roll call vote taken and motion passed.** Mr. Snyder returned to the meeting.

Approval of Actions Discussed in Closed Session **(Action Item)**: Mr. Kaminske made a motion to renew Mr. Snyder's employment contract for the PY20 year; seconded by Ms. Biehn. Motion passed.

Adjournment: The meeting was adjourned at 3:06 pm.