



MINUTES FWWDB Executive Committee Meeting

Thursday, October 21, 2021
Via Phone

Members Present: Brian Kaminske, Laura Biehn, Dale Walker, Jason Hendricks, Sarah Pantol, Mary Wentland, and Harley Reabe (Ex-Officio)

Members Excused: Brad Grant.

Others Present: Kortni Smith – Wipfli, and Anthony Snyder – FWWDB.

Meeting Call to Order: Chair Kaminske called the Executive Committee to order at 2:32 pm.

Approval of Meeting Agenda (*Action Item*): Mr. Kaminske introduced the Executive Committee agenda.

Motion by Mr. Walker and seconded by Mr. Hendricks to approve the agenda as presented; motion carried.

Welcome New Committee Member: Mr. Kaminske welcomed Ms. Wentland, the new representative on the Committee representing Waushara County. All members presented introduced themselves.

Approval of Minutes from 9/16/21 Board of Directors Meeting (*Action Item*): Mr. Kaminske presented the meeting minutes. **Motion was made by Mr. Walker, and seconded by Ms. Pantol, to approve the minutes from the 9/16/2021 Board of Directors Meeting as presented; motion carried.**

Update on Future Meetings: Mr. Snyder shared the dates of upcoming meetings of the Board and the Executive Committee and discussed the ongoing challenges of getting the system functioning for establishing hybrid (face to face and virtual) meetings at the Fox Cities Job Center in Menasha.

Finance & Personnel Committee Report (*Action Item*): With the absence of Mr. Grant, Mr. Walker, Ms. Smith and Mr. Snyder shared details from the 10/14/21 meeting of the Committee which included the agreement to move forward with submitted a grant application for the U.S. Economic Development Association’s Good Jobs Challenge and becoming the “backbone” agency for the grant should we receive the award; an update on the ongoing rewrites to the Board’s fiscal policies and procedures; the authorization to create two new positions with salary ranges to expand our Windows to Work program and add the Pathways Home grant to our activities; and finally, a review of our financial reports for July and August 2021, our credit card statements for August and September 2021 and our checks over \$5,000 for July and August 2021. **Motion was made by Mr. Hendricks, and seconded by Ms. Biehn to accept the report of the committee and adopt or accept all matters included within the report; motion carried.**

Adjournment: The meeting was adjourned at 3:15 pm.

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