



**WORKFORCE DEVELOPMENT
BOARD, INC.**

Building a world class workforce

MINUTES

FVWDB Finance & Personnel Committee

2:30 pm, Thursday, March 14, 2024

Via Microsoft Teams

Members in Attendance: Chair Jo Ann Hall, Tony Beregszazi, Brad Grant, Jose Martinez, and Dale Walker.

Members Excused: All Present.

Others in Attendance: Kristy Gamble – Wipfli; and Anthony Snyder – FVWDB.

Call to Order: Ms. Hall called the meeting to order at 2:32 pm.

Approval of Consent Agenda (Action Item): A motion was made by Mr. Martinez, and seconded by Mr. Beregszazi, to approve the Consent Agenda, which included the 3/14/24 Meeting Agenda; Minutes of the 2/8/24 Finance & Personnel Committee Meeting; and a final and complete copy of the Board's 2023 Financial Audit; motion carried.

401(k) Statement: Mr. Snyder reviewed the most recent statement of the Board's 401(k) and discussed steps taken to boost enrollment among existing staff. In addition, all former employees will now have notices sent directly by the 401(k) provider vs. making this a current requirement of the Board CEO, thus reducing our administrative burden.

Worker Compensation Report: Mr. Snyder reviewed a report from our Worker Compensation Insurance provider noting another year without accidents and a favorable premium rate as a result. The committee discussed some ways to further prevent accidents that Mr. Snyder agreed to explore with staff.

Update to Staff Discussion: Mr. Snyder shared information on a recent staff termination.

Update to Federal Earmark: Mr. Snyder reviewed the status of our congressionally directed spending request and a recent Training and Employment Guidance Letter (TEGL). Mr. Snyder shared how our proposed project dovetailed with TEGL 10-23 focused on human centered design approaches to Workforce Innovation and Opportunity Act (WIOA) service delivery. More will be shared as it becomes known.

Program Year 2024 Projected WIOA Allocations: Mr. Snyder reviewed our proposed WIOA allocations for next year, noting only significant decrease. The committee discussed the impact on Board operations. Mr. Snyder cited some immediate steps taken to reduce overall expenses.

Financial Document Review (Action Items): Ms. Gamble and Mr. Snyder reviewed Board Financial Reports from January 2024; the Credit Card Statement from January 2024; and Checks Over \$5,000 from January 2024. **A motion was made by Mr. Walker, and seconded by Mr. Beregszazi, to accept the reports as presented; motion carried.**

Adjournment: The meeting adjourned at 3:45 pm.

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