



## MINUTES FVWDB Board of Directors Meeting

Thursday, November 19, 2020

Via GoToMeeting

**Board Members Present:** Jason Hendricks, Brian Kaminske, Dale Walker, Aimee Hostettler, Patti Andresen-Shew, Tony Beregszazi, Dustin Delsman, Brad Grant, Amy Groshek, JoAnn Hall, Patti Milka, Sarah Pantol, Debbie Warga, Craig Wehner, Margaret Winn and Steve Zurawski.

**Board Members Excused:** Laura Biehn, Russ Haase, Amanda Kopetsky, Larry Lautenschlager, Jessica Maple, Jennifer Marks, Jose Martinez, Robert Sivick, Hannah Westphal, and Mark Westphal.

**Others Present:** Tara Cowe-Spigai - DWD, Derek Hilst – Wegner CPAs, Bobbi Miller-FVWDB, and Anthony Snyder – FVWDB

**Board Meeting Call to Order:** Chair Jason Hendricks called the meeting to order at 2:05 pm.

**Approval of Meeting Agenda (Action Item):** Mr. Hendricks introduced the agenda. **Motion by Ms. Milka and seconded by Mr. Beregszazi to approve the agenda; motion carried.**

**Approval of Minutes from 10/15/2020 Executive Committee Meeting (Action Item):** Mr. Hendricks presented meeting minutes from the 10/15/2020 Executive Committee Meeting. **A motion was made by Mr. Grant to approve the minutes from the 10/15/2020 Executive Committee Meeting and seconded by Ms. Andresen-Shew; motion carried.**

**Fast Forward Grant Opportunities:** Bobbi Miller, Business Solutions Manager for the FVWDB, shared the latest information the Department of Workforce Development's (DWD) Fast Forward grant program and how the Board could assist with a future applications. Following a question and answer period, Ms. Miller was honored for her 15 years of service with the Board. Ms. Miller exited the meeting.

**Annual Audit Review (Action Item):** Mr. Hilst of Wegner CPAs delivered the annual audit presentation and reviewed the Financial Statements with Supplementary Information for fiscal year ended 6/30/19. Mr. Hilst reported the Board received an unmodified, or "clean," audit opinion. **Ms. Hostettler made a motion to accept the annual audit as presented, seconded by Mr. Beregszazi. Motion carried.** Mr. Hilst exited the meeting.

**Finance & Personnel Committee Report (Action Item):** Mr. Walker presented the report of the Finance & Personnel Committee, which included information on the payout of unused PTO to a deceased Board employee, a decision not to make a voluntary contribution to DWD Unemployment Insurance, the filing of the Board's State of Wisconsin Annual Report, status of job center partner reimbursements, WIPFLI Financial Advisors' presentation on the Board's 401(k) plan, an update to the Board's Personnel Manual, an update to the Board's Procurement Policy, an update on the Support to Communities Grant, and a review of financial statements. **Ms. Pantol made a motion to accept the report as presented, seconded by Mr. Beregszazi. Motion carried.**

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**New Training Policies (*Action Item*):** Mr. Snyder reviewed three updated training policies for Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, Youth and Retail Grant. **Mr. Walker made a motion to adopt the policies as presented, seconded by Ms. Milka. Motion carried.**

**Adoption of Board's Updated WIOA Local Plan (*Action Item*):** A motion was made by Ms. Winn and seconded by Ms. Warga to adopt the Board's 2020-2023 Plan. **Motion carried.** At the time of this meeting, the plan was posted on the Board's web site for a 7-day comment period before being resubmitted to DWD.

**Board Member Report Outs:** Board members who had news, questions, Pandemic best practices or other things to share were encouraged to do so.

**Adjournment:** The joint meeting was adjourned at 3:41 PM.