

## Meeting Minutes

Executive Team

Thursday, October 13<sup>th</sup>, 2022 at 7:30AM  
401 Technology Drive, Suite 400 Menomonie, WI 54751

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### AGENDA

1. **Call to Order-** Jesse Singerhouse called the meeting to order  
**Executive Board Members Present:** Joe Waichulis, Jesse Singerhouse, Peter Kaz  
**Executive Board Members Virtual:** Steve Osero, John Will  
**Third Party Fiscal Administrator:** Kortni Smith  
**WDB Staff Present:** Jon Menz, Brenda Kuske
2. **Review minutes June 9, 2022–**  
**No discussion**  
**Motion to approve:** Waichulis  
**Second to motion:** Kaz  
**Motion to approve June 9 minutes:** Approved
3. **Review and Discussion of Fiscal and Grant Performance Reports**
  - a. Grant Reports
  - b. Income and Expense
  - c. WIOA Program Performance and Enrollment Update
  - d. Budget Update
  - e. Performance Negotiations**No discussion**  
**Motion to approve:** Kaz  
**Second to motion:** Waichulis  
**Motion to approve Fiscal and Grant Performance Reports as presented:** Approved
4. **Federal, State and Local Policy**
  - a. Support Services, Personnel Manual, Firewall Document

**No discussion**

**Motion to approve:** Kaz

**Second to motion:** Waichulis

**Motion to approve Support Services, Personnel Manual, Firewall Document:** Approved

- b. WIOA Attestation

**No discussion**

**Motion to approve:** Waichulis

**Second to motion:** Kaz

**Motion to approve WIOA Attestation:** Approved

**5. WDB Staff**

- a. Staffing Update

**No discussion**

- b. CEO Review

**Discussion:** Scheduled a separate meeting to discuss. Send review documents to Singerhouse for accumulation, results sent out to board for further discussion.

- c. Future Staffing Needs

**No discussion**

**6. Joint Boards Slate– dis**

- a. Officers for PY23
- b. Board Nominations

**Discussion:** Possible addition to the Executive Team, looking for volunteers from JB.

**7. 2023 Calendar/Meeting Time – discussion**

**8. Guest Speaker – TBD**

**9. One Stop Operator – Standing item no discussion**

- a. Oversight and or recommendations

**10. Winning Wisconsin Quarterly Roundtable– Discussion:** Name change to OneWisconsin. Presented information for schedule of events. December 1, at Pablo Center, after Board meeting.

**11. Date for Next Scheduled Meeting – Annual Meeting, Thursday, December 1<sup>st</sup>, (8:00am- 9:00am Pablo Center, Eau Claire, WI)**

**Discussion:** No Executive Team Meeting in December in lieu of Annual meeting of JB.

**12. Adjournment**

**Motion First to Adjourn:** Kaz

**Second to Motion:** Waichulis

**Motion approved**

This is an open meeting and will be held in accordance with all applicable laws, ordinances, and regulations pertaining to open meetings.