



**West Central Wisconsin Workforce Development Board,
County Consortium Boards'**

Oversight Committee Meeting Minutes

December 1, 2016

@ WDB Office 401 Technology Drive East, Suite 400, Menomonie

WDB Board Members: Alison Page, Kevin Larson and Betty Laskowski

County Consortium: Colleen Bates

WRI, Inc. Staff: Deb Leslie, Richard Price and Bambi Penning

WDB Staff: Jon Menz, Toni Oas

1. Call to Order – The meeting of the Oversight Committee Meeting for December 1, 2016 was called to order.
2. The minutes of October 13, 2016 were reviewed.

Motion made by Larson 2nd by Page to approve the minutes of the Oversight Committee for October 13, 2016.
Motion approved.

3. Unfinished Business and General Orders
 - i. Status on County Agreements – Approved at October Joint Meeting; still waiting on signatures.
 - ii. WDB Bylaws – The Bylaws have been updated and
 - iii. Building Status – Menz provided information from a recent phone call on the building status. Nothing is solid at this time, they are still waiting on final negotiations from DWD and the DOL. He will update the committee if things change.
 - iv. Apprenticeship Position – looking to fill position, worked into budget; expected to have position filled by the end of the month.
4. Grant Performance/Financials Review/rapid Response
Price reviewed the Grant Performance. (see attached). Bambi updated committee on the financials of the WDB
5. New Business
 - a. Annual Report was reviewed (see attached) Motion to approve made by Page and 2nd by Larson.
 - b. Nominations Chair – Motion by Page was made for 2017 WDB Chair business members Kevin Larson to 1st chair and Steve Osero to 2nd chair and Alison Page would be past chair; 2nd by Laskowski. Motion passed.
 - c. Fiscal Audit
 - i. Service Provider Audit – Penning reported that they have completed their Audit by WIPFLI.
 - ii. Monitoring Update – The DWD was here conducting Monitoring in November. Menz reported no findings, working on internal controls and continuing to work on separation. Letter will go out in 45 days to the WDB.

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6. Next Meeting will be for February 9, 2017 at 7:30AM.

7. Adjournment – With no further business the meeting of the Oversight Committee was adjourned.

THIS IS AN OPEN MEETING AND WILL BE HELD IN ACCORDANCE WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS PERTAINING TO OPEN MEETINGS.

Anyone attending this meeting who requires an interpreter, materials in an alternate format, or other accommodations to access this meeting are asked to contact the West Central Workforce Development Board office at (715)235-8393 in advance of the meeting so that arrangements may be made. The meeting locations is accessible by ADA standards.

cc: Kevin Larson, WDB Chairperson
Colleen Bates, Eau Claire County Board LEO and County Consortium Chairperson
Betty Laskowski, WDB Secretary/Treasurer
Steve Osero, WDB Incoming Chairperson
Alison Page, WDB Past Chairperson
Deb Leslie, CEO Workforce Resource, Inc.
Richard Price, CIO Workforce Resource, Inc.
Bambi Penning, CFO Workforce resource, Inc.
Jon Menz, Executive Director, WDB

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