

**Workforce Development Board of South Central Wisconsin, Inc.
Full Board Meeting**

**Friday, December 7, 2018
10:00 a.m. to 1:00 p.m.**

**Overture Center for the Arts
201 State Street, Madison, WI
Wisconsin Studio & Promenade Hall**

Members Present: Pam Christenson, Chair; Laura Cataldo, Marcia Christiansen, Kathy Cromeey, Paul Dietmann, Michelle Eilbes, Alex Fralin, Rich Hands, Pam Korth, John Lalor, Nick Lampone, Alan Langeteig, Francis Langer, Margaret Leitinger, Ann McNeary, Linda Mingus, Melissa Montey, Lisa Pollard, Ryan Pulvermacher, Dave Robinson, Elizabeth Roddy, Ed White, Calvin White Eagle, Bryan Woodhouse

Staff Present: Pat Schramm, Seth Lentz, Erin Bechen, Jackie Hall, Danica Nilsestuen, Andy Clayton, Bri Shekels, Megan David, Chris Ziegel, Lameece Tyne, Kim Larson

Guests Present: Jason Frey

Agenda Item 1 – Introductions & Announcements

Christenson welcomed everyone and everyone introduced themselves. She welcomed new Board members – Michelle Eilbes, Pam Korth, Charles Poches, Chuck Klein and Calvin White Eagle. She shared that Ed Clarke and Brian Pulford will be retiring from the Board and thanked them for their service. She noted there was no one registered for public comment.

Agenda Item 2 – Review and Approval of September 27, 2018 Board Meeting Minutes

Christenson asked for a motion to approve the minutes of the September 27, 2018 Full Board Meeting minutes as presented. Christiansen moved to approve and Lalor offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 – Election of Workforce Development Board Officer Position of Secretary

Christenson stated that the Executive Committee of the Board wishes to advance the nomination of Francis Langer from Nestle Purina in Jefferson to serve as Secretary of the Workforce Development Board of South Central WI from January 1, 2019 through December 31, 2019. She asked if there are any additional nominations from the floor. Hearing none, Christenson asked for a motion.

MOTION: Christenson asked for a motion to elect Francis Langer to serve as Secretary of the WDBSCW from January 1, 2019 through December 31, 2019. Lalor moved to approve the motion as presented.

White offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 4 – Presentation and Acceptance of the Workforce Development Board Annual Fiscal Audit

Jean Christensen from Wipfli presented the Annual Agency Wide Audit for year ending June 30, 2018.

She shared the parts of the audit report include (Page 2):

Financial – Unmodified opinion.

Notes to Consolidated Financial Statements – No new footnotes.

Report on Compliance and Internal Control – General, no findings.

Report on Compliance – Major Programs – No Findings. Tested WIOA Cluster. 87% of federal dollars were audited as a major program. Total federal expenditures are \$5,196,609. Dollars tested \$4,508,188.

Page 3 – Shows operating statistics – revenue and expense. Revenue and expenses change the same amount because for the most part the Board is cost reimbursement grant funded. In order to receive funding, they need to be spent. 1.6% increase across the board. One change – Skills WI program went down \$340k because the grant ended.

She shared that there are a lot of other programs that have increases to offset that decrease. She noted the three categories of expenses: 1) program, 2) management and general, and 3) fundraising.

She stated that the current ratio is 1.09% - current assets to current liabilities is a favorable ratio for the organization.

She noted there are six programs operating and supported with \$5.2 million in federal dollars for the organization which was just down a little from last year. Workforce Innovation and Opportunity Act (WIOA) is the primary funding in the amount of \$4.5 million – 78% of overall expenses. She reviewed the unrestricted net assets.

Lalor asked how the Board compares in management expenses to other WDB's. Christensen shared that most statewide organization run in where between 7-10% for management so we are right in line.

Langeteig complimented management for proactively adding programs to the organization.

Page 4 – Christensen reviewed the Statement of Financial Position.

Leitinger asked what the big dip in assets between 2016-2017 was from. Christensen stated that Grants Receivable went down. Schramm shared we were the administrator for the statewide Skills WI grant which ended.

Page 5 – Christensen reviewed the Statement of Activity.



Christensen stated that this shows which programs are increasing and decreasing. Program activities and program expenses are up. Adult and Dislocated Worker expenses are up, Youth expenses are up, Special Projects expenses are down (due to Rapid Response grant decreases).

Page 6 – Christensen reviewed the Statement of Cash Flows.

Page 7 – Christensen shared there is no current or prior year management letter. She thanked Lameece for all of her hard work in preparation for the audit. She said it went very successfully and went smoothly.

MOTION: Christenson asked for a motion to accept the audit as presented. Dietmann moved to approve the motion. Robinson offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

The Board then transitioned to luncheon part of the meeting

Agenda Item 5 – Welcome Guests to the Annual Meeting – Annual Report and Introduction of Video

Christenson welcomed everyone to the Annual Meeting and luncheon. She spoke about the 2018 accomplishments and introduced the video.

Agenda Item 6 – Panel Presentation – Future of Work and Talent – What Role Will Technology Play

Christenson welcomed Craig Kettleson, Enterprise Development Director for the Madison Region Economic Partnership. Craig provided an overview of the ICT cluster and moderated the panel below around the role technology will play in the future of work and talent.

Panelists:

- Mark Gehring, Senior Technology Advisor and Co-Founder for HealthMyne and Chief Technology Officer for Imagemover
- Forrest Woolworth, Chief Operating Officer for Perblue
- Ryan Rist, Director of Innovation at American Family Insurance

Agenda Item 7 – Aspire and Making a Difference Awards

Cataldo and Langer presented the 2018 Aspire and Making a Difference Awards.

Agenda Item 8 – Adjournment

With no additional business for the Committee, Christenson asked for a motion to adjourn at 12:52 p.m. Adjourned: 12:52 p.m.



Respectfully Submitted:

Brian Pulford
Board Secretary
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

- Agenda
- Draft Full Board Meeting Minutes from September 27, 2018
- Audit PowerPoint Presentation
- Financials Ending in October 31, 2018



Partnerships and pathways for economic growth

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