

**Committee Chair: Mark Glendenning**  
**Minute Scribe: Jessie Foss**  
**Meeting Attendance: See Page 2**

**I. CONSENT ITEMS**

A. Call to Order

Mr. Hill called the meeting to order at 3:03 p.m. A quorum was present as indicated by roll call.

B. Announcements and Introductions

Mr. Hill presented LADCO's position paper for an upcoming visit to Madison on October 11. The position paper is aimed at workforce-related issues. Mr. Hill also announced that LADCO's economic forum is scheduled for November 8 and will feature two speakers.

**II. ORDER OF BUSINESS**

A. Meeting Minutes — July 24, 2017

Motion made (Balacek/Roesler) to approve the July 24, 2017 meeting minutes. Motion carried unanimously.

B. Financials

Ms. Jessie presented the revised June financials and the July financials. She stated that the June financials had been restated in order to reflect additional expenses that were submitted after the close of the fiscal year. Ms. Jessie pointed out that the WIOA Youth contract is 25% expended compared to an 8% straightline expense. This is due wages being paid to summer crews and will even out over the duration of the grant. She also pointed out that the WIOA Dislocated Worker grant is under spent due to expenses being charged to the Transition grant in order to full expend that grant first.

Motion made (Balacek/Glendenning) to approve the financials as presented. Motion carried unanimously.

C. Vacant Vice Chair

Mr. Glendenning explained the need for the vice chair position to be filled. Ms. Mitchell emailed board members to gauge interest in the position and no one expressed interest. Ms. Mitchell said she spoke with Ms. Tammy Brown about filling the vice chair position. The two will be having lunch later this week to further discuss the position.

D. PY 17 Budget

Ms. Mitchell explained that so far a budget was only approved for Quarter 1. The WDB has been waiting for WIOA allocations from the state, but that is not going by October 1. Ms. Mitchell presented a tentative budget for the remainder of the fiscal year.

Motion made (Roesler/Balacek) to approve the PY 17 budget. Motion carried unanimously.

E. Board Recertification

Ms. Mitchell said she is working on the board recertification chart she received from DWD. The chart will be submitted by October 20. DWD will then either ask for clarification or accepted the recertification, which will be good for two years.

F. Requested Benefit Change — 401K to SEP

Ms. Mitchell requested the change for WDB staff's pension program from a 401K program to SEP. SEP would allow for a more economical and flexible option.

Motion made (Glendenning/Roesler) to approve the switch from a 401K program to SEP program.  
Motion carried unanimously.

G. Committee Reports

Ms. Balacek provided an update on the WDB Operations Committee's August 17th meeting. She said the main item of discussion centered on the PY 15 monitoring report. Ms. Mitchell is working on updating policies to align with the monitoring report. A change was also made to the Policy on Participant Updates. IEPs will now be updated with case managers every six months as opposed to every three months.

**III. CONCLUSION**

A. Unfinished Business

None.

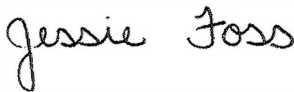
B. New Business

None.

**IV. ADJOURN**

Meeting adjourned at 2:32 p.m.

Respectfully recorded,  
Jessie Foss, recorder



Respectfully submitted,  
James Hill

Present

Mark Glendenning (via telephone)  
Patti Balacek  
Judy Berg  
James Hill  
Jodi Roesler (via telephone)

Not Present

Pete Eide

Others Present

Jessie Foss, WDB  
Betsy Jessie (via telephone), JRM CPAs  
Julie Mitchell, WDB  
Kelly Norsten, Workforce Connections