

**Acting Committee Chair: Tammy Brown**  
**Minute Scribe: Jessie Foss**  
**Meeting Attendance: See Page 2**

**I. CONSENT ITEMS**

A. Call to Order

Ms. Brown called the meeting to order at 2:01 p.m. A quorum was present as indicated by roll call.

B. Announcements and Introductions

None.

**II. ORDER OF BUSINESS**

A. Meeting Minutes — November 27, 2017

Motion made (Balacek/Hill) to approve November 27, 2017 meeting minutes. Motion approved unanimously.

B. Financials

Ms. Jessie presented the WDB financials through as of November 30, 2017. She compared each grant's actual expenses to straight line expenses.

Motion made (Hill/Roesler) to approve the financials. Motion carried unanimously.

C. Job Center Certification

Ms. Mitchell updated the committee on the Job Center certification which began during the summer of 2017. The WDB received a letter from the state stating both job centers (located in La Crosse and Tomah) are now certified through July 1, 2019.

D. Audit Report for Year End June 30, 2017

Ms. Mitchell updated the committee on the audit for year end June 30, 2017. The WDB received its final audit report. Ms. Mitchell pointed out there were no findings or questionable costs and the WDB remains a low-risk auditee.

Motion made (Eide/Hill) to accept the audit report. Motion carried unanimously.

**III. CONCLUSION**

A. Old Business

None.

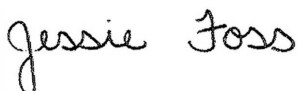
B. New Business

None.

**IV. ADJOURN**

Motion made (Berg/Hill) to adjourn. Motion carried unanimously. Meeting adjourned at 2:11 p.m.

Respectfully recorded,  
Jessie Foss, recorder



Respectfully submitted,  
Tammy Brown



Present

Tammy Brown (via phone)  
Patti Balacek (via phone)  
Judy Berg (via phone)  
Pete Eide (via phone)  
James Hill (via phone)  
Jodi Roesler (via phone)

Not Present

Mark Glendenning

Others Present

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