

**Workforce Connections, Inc. Board of Directors  
Full Board Meeting  
Monday, June 24, 2019  
3:00 p.m. to 4:30 p.m.  
2615 East Ave. South  
Lower Level Conference Room  
La Crosse, WI 54601**

Agenda Item	Action Needed
<b>I. CALL TO ORDER</b>	<b>(3:00 to 3:05 P.M)</b>
A. Announcements and Introductions	
B. Approve May 20, 2019 Meeting Minutes	Pages 3-4 X
<b>II. REPORTS and BOARD SCHEDULE</b>	<b>(3:30 to 4:00 P.M)</b>
A. Reports	
1. April 2019 Financial Report	Pages 5-13 X
2. 2019-2020 Budget	Pages 14-15 X
3. Executive Director Report including Programs Report	Pages 16-24 X
B. Confirm 2019-2010 Board Schedule	Page 2
<b>III. STRATEGIC INITIATIVES</b>	
A. Increase Brand Awareness/Outreach Plan	Under Separate Cover
1. Position Description	Under Separate Cover
B. Business Plan for 2020	Under Separate Cover
C. Business Breakfast	
D. Annual Meeting Ideas	
<b>IV. CLOSED SESSION (4:00 p.m. to 4:20 p.m.)</b> <i>In accordance with the Section 1, Subchapter IV of Chapter 19.85 (1)(c) of the State Statute on open meetings, the Committee will enter into closed session to discuss personnel related topics.</i>	
A. Finalize Executive Director Evaluation	
<b>V. OPEN SESSION (4:20p.m. to 4:30p.m.)</b> <i>In accordance with the Section 1, Subchapter IV of Chapter 19.85 (1)(c) of the State Statute on open meetings, the Committee will go back into open session.</i>	
<b>Vi. ADJOURNMENT</b>	<b>(4:30 p.m.)</b>
Unfinished Business	
A. New Business	
Confirm Next Meeting Date—September 24, 2019	

## OFFICERS AND MEMBERS

Anna Boland, Ingersoll-Rand	Chairperson
David Ring, Kwik Trip	Vice Chairperson
Kevin Zagrodnick, River Bank	Treasurer
Angela Mattice, Logistics Health, Inc.	Director
Doug Billings, Empire	Director
Anne Hlavacka, UW – La Crosse	Director
Karen Long, Organic Valley/CROPP Cooperative	Director
Tim Vondrasek, Norwinn Company	Director
Neil Kamrowski, International Assoc. of Machinists and Aerospace Workers	Director
Dimitar Dzikov, Coulee Bank	Director
Nick Goins, Mid City Steel, Inc.	Director

### Board of Directors 2018-2019 MEETING SCHEDULE

Date	Time	Meeting
Monday, September 17, 2018	2:00 p.m.	Oversight Committee (Billings/Kamrowski/Zagrodnick/Goins)
Monday, September 24, 2018	3:00 p.m.	Full Board
*Monday, October 22, 2018	Noon	Annual Meeting
*Monday, January 28, 2019	3:00 p.m.	Full Board
Monday, March 25, 2019	3:00 p.m.	Full Board—Strategic Focus
Monday, May 13, 2019	1:00 p.m.	Personnel & Compensation (Hlavacka/Long/Mattice/Vondrastek/ Dzikov)
Monday, May 20, 2019	3:00 p.m.	Full Board
Monday, June 24, 2019	3:00 p.m.	Full Board—If needed

*Board meetings are held the 4<sup>th</sup> Monday of the meeting month, unless otherwise noted(\*).*

### 2019-2020 MEETING SCHEDULE (PROPOSED)

Date	Time	Meeting
Monday, September 16, 2019	2:00 p.m.	Oversight Committee (Billings/Kamrowski/Zagrodnick/Goins)
Monday, September 23, 2019	3:00 p.m.	Full Board
*Monday, October 21, 2019	Noon	Annual Meeting
Monday, January 24, 2020	3:00 p.m.	Full Board
Monday, March 23, 2020	3:00 p.m.	Full Board
Monday, May 18, 2020	1:00 p.m.	Personnel & Compensation (Hlavacka/Long/Mattice/Vondrastek/ Dzikov)
Monday, May 25, 2020	3:00 p.m.	Full Board
Monday, June 22, 2020	3:00 p.m.	Full Board—If needed

**Board of Director's  
Full Board Meeting  
Monday, May 20, 2019  
3:00 p.m. to 5:00 pm**

**I. CALL TO ORDER (3:00 p.m. TO 3:05 p.m.)**

A. Announcement and Introduction

*Mr. Ring called the meeting to order at 3:07pm a quorum was present.*

B. Approve March 26, 2019 Meeting Minutes

*Motion made (Zagrodnick / Dzikov) to accept the March 26, 2019 meeting minutes as presented.  
Motion carried unanimously.*

**II. PERSONNEL AND COMPENSATION (3:05 to 3:30 pm)**

A. Organizational Metrics

*Ms. Pierce presented the organization metrics. Overall Organization metric is assessed at 86.5.*

B. Summary of Recommendations X

1. Recommendation 1: 2018-2019 Pay Plan Incentive

*Reviewed recommendation of a 2% incentive payment consistent with the pay plan and Organization metrics being in the Good range. Discussion held. Motion made (Zagrodnick /Goins) to accept the recommendation of a 2% incentive payment consistent with the pay plan and the Organizational metrics being in Good range.*

2. Recommendation 2: 2019-2020 Pay Pool Adjustments

*Reviewed recommendation a 3.5% pay pool. Discussion held. Motion made Dzikov /Vondrasek to approve a 3.5% pay pool. Motion carried unanimously.*

3. Recommendation 3: 2019-2020 Pay Plan Changes

*Reviewed the recommended updates to the pay plan. Discussion held. Motion made Dzikov/Zagrodnick to accept the recommended changes to the Pay Plan as presented. Motion carries unanimously.*

4. Recommendation 4: Personnel Policies Changes

*Reviewed the recommended updates to the Personnel Policies. Discussion held. Motion made to accept the recommended changes to the Personnel Policies. Motion carried unanimously.*

5. Recommendation 5: 2019-2020 Insurance Rates and Plan

*Reviewed recommended insurance offerings for the 2019-2020 fiscal year. Discussion held.*

*Motion made Zagrodnick/ Vondrasek to accept the recommendation to offer the Quartz HMO and Quartz POS simultaneously for the upcoming open enrollment and move to one offering in the future years for the most cost savings.*

**III. REPORTS and BOARD SCHEDULE (3:30 to 4:00pm)**

A. Reports

1. March 2019 Financial Reports

2. Executive Director Report and Program Reports.

*Ms. Pierce Presented the March 2019 Financials, Executive Director Report, and Program Reports. Discussion held.*

*Motion made Zagrodnick/ Vondrasek to accept the March 2019 Financial Reports, Executive Director Report, and Program Reports as presented. Motion carried unanimously.*

**B. Preliminary 2019-2020 Budget**

*Ms. Pierce presented the preliminary 2019-2020 Budget. Discussion held.*

*Motion made Dzikov / Zagrodnick to accept the preliminary budget as presented. Motion carried unanimously.*

**C. 2019-2020 Board Schedule**

*Motion made Dzikov/ Zagrodnick to accept the 2019-2020 Board Schedule as presented. Motion carried unanimously.*

**IV. CLOSED SESSION (4:00 to 4:30 pm)**

*In accordance with Section 1, Subchapter IV of Chapter 19.85 (1)(c) of the State Statute on open meetings, the Committee will enter into closed session to*

- A. Executive Director Evaluation Under Separate Cover

*Motion made Dzikov / Zagrodnick to enter into closed session. Motion carried unanimously.*

**V. OPEN SESSION (4:30 to 4:35 pm) The Committee will reconvene into open session.**

Motion made Dzikov / Zagrodnick to reconvene in open session. Motion carried unanimously. Board members agreed to have a conference call with absent members to discuss Executive Director's evaluation. Mr. Ring will connect back with Ms. Pierce.

**VI. ADJOURNMENT (4:35 pm)**

- A. Unfinished Business--None  
B. New Business--None  
C. Confirm Next Meeting Date – June 24, 2019 (If Needed)

**VII. Tour of Kwik Trip (4:35 to 5:00pm)**

*Meeting adjourned at 4:35pm.*

Respectfully Submitted,

David Ring, Chair

**Attendance**

<u>PRESENT</u>	<u>OTHERS PRESENT</u>	<u>NOT PRESENT</u>
Ann Boland, Ingersoll-Rand David Ring, Kwik Trip Kevin Zagrodnick, River Bank Dimitar Dzikov, Coulee Bank Doug Billings, Empire Tim Vondrasek, Norwinn Company Nick Goins, Mid City Steel, Inc	Teresa Pierce, WCI Kelly Norsten, WCI	Anne Hlavacka, UW- La Crosse Karen Long, Organic Valley Neil Kamrowski, International Assoc. of Machinists and Aerospace Workers Angela Mattice, LHI

