

**Board of Directors Meeting**

**Monday, January 18, 2016**

**3:00 p.m. – 5:00 p.m.**

**Workforce Connection, Inc. Offices**

**2615 East Avenue South**

**Lower Level Conference Room**

**La Crosse, WI 54601**

Agenda Item	Pages	Action
<b>I. CALL TO ORDER (3:00 p.m. TO 3:05 p.m.)</b>		
A. Announcement and Introduction		
B. Additions to Agenda		
C. Meeting Minutes		
1. Approve November 2, 2015 Meeting Minutes	1-2	X
<b>II. OVERSIGHT MEETING REPORT AND UPDATES</b>	See Separate Document	
A. Approved 2014-2015 Continuous Improvement Report		
B. Reviewed 2015-2016 Continuous Improvement Plan		
1. Approve 2015-2016 Continuous Improvement Plan		X
<b>III. 2014-2015 AUDIT REPORT</b>	See Separate Document	
<b>IV. STATE BANK LINE OF CREDIT</b>	3-4	
<b>V. EXECUTIVE DIRECTORS REPORT</b>	5-12	
A. November, 2015 Financial Summary Report	13-23	
B. 2013-2016 W-2 Contract Summary	24	
C. Contracts Report		
D. Programs Report	25-28	
<b>VI. CONCLUSION</b>		
A. Unfinished Business		
B. New Business		
C. Confirm Next Meeting Date		
<b>VII. ADJOURNMENT</b>		

## IMPORTANT MEETING INFORMATION

For quorum purposes, please RSVP your attendance to Joanne Clare at  
(608) 789-5601 or [clarej@workforceconnections.org](mailto:clarej@workforceconnections.org).

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<b>Officers</b>	Anna Boland, <i>Ingersoll-Rand</i>	Chairperson
	David Ring, <i>Kwik Trip</i>	Vice Chairperson
<b>and</b>	Kevin Zagrodnick, <i>River Bank</i>	Secretary/Treasurer
	Kurt Bear, <i>Mid City Steel</i>	Director
<b>Members</b>	Angela Menezes, <i>Logistics Health, Inc.</i>	Director
	Anne Hlavacka, <i>UW – La Croose</i>	Director
	Karen Long, <i>Organic Valley/CROPP Cooperative</i>	Director
	Tim Vondrasek, <i>Norwinn Company</i>	Director
<b>2015-16</b>	August 17, 2015—WCI Oversight Committee (Gaul/Zagrodnick/Menezes)	
	August 17, 2015—Regular Board Meeting (ALL)	
<b>Meeting</b>	November 2, 2015—Annual Meeting (ALL)	
	January 18, 2016—Regular Board Meeting (ALL)	
<b>Schedule</b>	March 21, 2016—Strategic Development Committee (Bear/Boland/Ring/Long)	
	March 21, 2016—Regular Board Meeting (ALL)	
	May 16, 2016—Personnel and Compensation Committee (Zagrodnick/Menezes/Hlavacka/Vondrasek)	
	May 16, 2016—Regular Board Meeting (ALL)	

Board and committee meetings are held the 3<sup>rd</sup> Monday of the meeting month, unless otherwise noted (\*). Board committee meetings will be held at 2:00pm in the Workforce Connections, Inc. offices, and regular Board meetings will be held at 3:00pm in the Workforce Connections, Inc. offices.

**Workforce Connections, Inc.**  
**Board of Directors**  
**Business Meeting**  
**Monday, November 2, 2015**

Attendance Page 2

**I. CALL TO ORDER**

A. Announcement and Introductions

Ann Boland, Chair, called the meeting to order at 11:08 a.m. with a quorum present. Joanne Clare introduced as new Administrative Coordinator and WCI Board Members introduced themselves.

B. Additions to Agenda

None

C. Meeting Minutes

Motion made by Zagrodnick/Long to approve August 17, 2015 Meeting Minutes.

Motion carried unanimously.

**II. ORGANIZATIONAL FIDUCIARY RESPONSIBILITY**

A. Executive Director's Report overview given by Teresa Pierce.

Ms. Pierce presented the updated 2015-2016 budget and outline the changes from the last version. Discussion ensued. Motion made by Zagrodnick/Billings to approve 2015-2016 Organizational Budget. Motion carried unanimously.

The September 2015 Financial Summary Reports (FSR) were discussed. Wisconsin Works (W-2) is operating at a loss, which it always has. Discussion ensued. Ms. Pierce will bring information on the W-2 contract to the next Board meeting for in-depth discussion. Motion made by Zagrodnick/Billings to approve September 2015 financials. Motion carried unanimously.

Ms. Pierce commented on key areas of the Administration/Executive/Operations Update which was included in the Grant and Contract Report. Motion made by Long/Bear to approve Administration/Executive/Operations Update and the Grant and Contract Report, including the release of the mid-year incentive. Motion carried unanimously.

The highlights from the September 2015 Programs Report were given. The Second Chance Act-Dept. of Justice has had low membership due to inability to have access to the results of the Compass Scores. Discussion ensued. Motion made by

Boland/Zagrodnick to approve September 2015 Programs Report. Motion carried unanimously.

**III. CONCLUSION**

A. Unfinished Business

None

B. New Business

Mr. Bear gave a report on the EMMA organization and his attendance at a meeting with the Northeast/Green Bay Region, who EMMA would like to emulate their efforts. Discussion ensued.

Ms. Pierce gave a report on a new recruitment campaign in the works called 'Foot in the Door' that will work with businesses and the disenfranchised unemployed population.

**IV. ADJOURN TO BUFFET**

Motion made to adjourn the meeting Zagrodnick/Billings and was carried unanimously. Business Meeting adjourned at 12:06 p.m.

Respectively Submitted,

Ann Boland,  
Chair

**ATTENDANCE**

<u>PRESENT</u>	<u>OTHERS PRESENT</u>
Kurt Bear, Mid-City Steel	Teresa Pierce, Workforce Connections, Inc.
Doug Billings, Empire Screen Printing	Workforce Connections, Inc. Staff:
Ann Boland, Ingersall Rand	Joanne Clare
Anne Hlavacka, UW- La Crosse	Kenda Fluegge
Karen Long, Organic Valley/CROPP	Jessie Foss
Cooperative	Dolores Marusarz
Bruce May, UW- La Crosse	Kelly Norsten
Angela Menezes, Logistics Health, Inc.	Amy Scarborough
Tim Vondrasek, Norwin Company	Carol Wagenson
Kevin Zagrodnick, River Bank	