



**Board of Director's  
Full Board Meeting  
Monday, January 30, 2017  
3:00 pm to 5:00 pm  
Workforce Connection, Inc. Offices  
2615 East Avenue South—Admin Suite Conference Room  
La Crosse, WI 54601**

Agenda Item	Pages	Action
<b>I. CALL TO ORDER</b>	<b>(3:00 p.m. to 3:05 p.m.)</b>	
A. Announcement and Introduction		
B. Approve October 24, 2016 Meeting Minutes	1-2	
<b>II. ORGANIZATIONAL STEWARDSHIP</b>		
A. Board Strategy	<b>(3:05 p.m. to 4:00 p.m.)</b>	
1. Discuss Status of WDB and WCI Relationship		
B. Executive Directors Report	<b>(4:00 p.m. to 4:30 p.m.)</b>	
1. Review and Approve December, 2016 Financials	3-9	
2. Review and Approve Final Audit Report	Available at meeting	
3. Confirm \$300 Mid-Year Bonus		
4. State Bank Line of Credit	10-16	
5. Executive Director Report	17-22	
6. Program/Operations Report	23-25	
7. Impact Stories	26	
<b>III. CLOSED SESSION</b>		
In accordance with Section 1, Subchapter IV of Chapter 19.85 (1)(b) of the State Statute on open meetings, the Committee will enter into closed session to discuss:		
A. Performance Evaluation	<b>(4:30 p.m. to 4:45 p.m.)</b>	
<b>IV. OPEN SESSION</b>		
The Committee will reconvene into open session.		
A. Outcome of Closed Session Discussion	<b>(4:45 p.m. to 4:55 p.m.)</b>	

**V. ADJOURNMENT**

**(4:55 p.m. to 5:00 p.m.)**

- A. Unfinished Business
- B. New Business
- C. Confirm Next Meeting Date—March 27, 2017

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**OFFICERS AND MEMBERS**

Anna Boland, Ingersoll-Rand	Chairperson
David Ring, Kwik Trip	Vice Chairperson
Kevin Zagrodnick, River Bank	Treasurer
Kurt Bear, Mid City Steel	Director
Angela Menezes, 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

**2016-2017 BOARD SCHEDULE**

Monday, August 22, 2016	2:00 p.m.	Oversight Committee (Billings/Kamrowski/Zagrodnick/Bear)
Monday, August 29, 2016	2:00 p.m.	Executive Committee (Boland/Ring/Zagrodnick)
Monday, August 29, 2016	3:00 p.m.	Full Board
Monday, October 24, 2016	3:00 p.m.	Annual Meeting
Monday, January 30, 2017	3:00 p.m.	Full Board
Monday, March 27, 2017	3:00 p.m.	Full Board—Strategic Focus
Monday, May 22, 2017	1:00 p.m.	Personnel & Compensation (Hlavacka/Long/Menezes/Vondrasek)
Monday, May 22, 2017	3:00 p.m.	Full Board
Monday, June 26, 2017	3:00 p.m.	Full Board

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*Board and committee meetings are held the 4TH 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, October 24, 2016**

Attendance Page 2

**I. CALL TO ORDER**

**A. Announcement and Introductions**

Ms. Boland, Chair, called the meeting to order at 11:01 a.m. with a quorum present. Maureen Richey from BJA, Second Chances Program administration was introduced.

**B. Additions to Agenda**

None.

**C. Meeting Minutes**

Motion made by (Zagrodnick/Ring) to approve August 29, 2016 Meeting Minutes. Motion carried unanimously.

**II. BOARD BUSINESS**

**A. Executive Director Report**

1. The offer on the Connections House from WTC was reviewed. Motion made by (Baer/Kamrowski) to approve the offer to purchase the Connections House. Motion carried unanimously.
2. W-2 Contract details were reviewed. Motion made by (Kamrowski/Vondrasek to approved the W-2 contract. Motion carried unanimously.
3. Executive Director's report was reviewed. Motion made by (Zagrodnick/Hlavacka) to approve the Executive Director's report. Motion carried unanimously.

**B. Financial Report**

1. Reviewed the September financials. Discussion on strategy to move WEST forward ensued.
2. Reviewed the 2016-17 modified budget. Internal adjustments addressing the 10% de minimus rate allocation were reviewed. Discussion ensued. Motion made by (Menezes/Zagrodnick) to approve the September 2016 financials and the 2016-17 budget. Motion carried unanimously.
3. The draft of the 2015-16 Audit was reviewed. WCI once again received a no-finding audit. Final Auditors report should be received in December of 2016. Motion made by (Baer/Zagrodnick) to approve the draft of the 2015-16 Audit. Motion carried unanimously.

**III. CONCLUSION**

**A. Unfinished Business**

1. Transportation restricted funds and program structure will need to be brought forth so as to implement a plan to expend those funds.
2. WDB Manager, Beth Sullivan, will retire at the end June of 2017. Transition plan to begin in January of 2017. Coordination of efforts and future opportunities for WCI and WDB should be addressed prior to January 2017 Board meeting. A committee was formed and included Baer, Ring, and Boland.

**IV. ADJOURNMENT**

**A. Adjourn to Lunch**

Motion made by (Kamrowski/Boland) to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 12:02 p.m.

Respectively Submitted,

Ann Boland,  
Chair

**ATTENDANCE**

<u>PRESENT</u>	<u>OTHERS PRESENT</u>
Anna Boland, Ingersoll Rand	Teresa Pierce, WCI
Dave Ring, Kwik Trip	Mike Dumke, WCI
Kevin Zagrodnick, River Bank	Kenda Fluegge, WCI
Kurt Baer, Mid City Steel	Carol Wagenson, WCI
Angela Menezes, Logistics Health	Kelly Norsten, WCI
Doug Billings, Empire	Gina Brown, WCI
Anne Hlavacka, UW- La Crosse	Shannon Franek, WCI
Tim Vondrasek, Norwinn Company	Wanda Palmer, WCI
Neil Kamrowski, International Assoc. of Machinists and Aerospace Workers	Amy Larson, WCI
Dimitar Dzikov, Coulee Bank	BethAnn Zenk, WCI
	Maureen Richey, BJA and Second Chances