



EMPLOY MILWAUKEE BOARD OF DIRECTORS

EXECUTIVE COMMITTEE MEETING

September 4, 2025 – 1:00 PM

Employ Milwaukee – 2342 N. 27th Street, Milwaukee, WI 53210

Via Video Conference (MS Teams)

APPROVED MINUTES

Members Present: Carla Cross (Chair), Julie Cayo, Mark Kessenich, Andres Gonzalez

Members Absent: Micheal Harris

Employ Milwaukee Staff Present: Annemarie Probst, Brenda King

Guests Present: N/A

1. Call to Order

Chair Carla Cross called the meeting to order at 1:05 p.m.

2. Minutes

Andres Gonzalez motioned for approval of May 22, 2025, minutes. Mark Kessenich seconded. The minutes were approved unanimously.

3. Interim CEO and CFO Update

CEO Report Julie Cayo reported that we have received contracts for WIOA Youth, Adult, and Dislocated Workers, this funding is for 7/1/25 – 6/30/27 with a \$255,949 overall reduction on all 3 programs. Recommendations is implementing training waitlist as needed, updating the Customized Training Policy, and revising the ITA policy. Will have further discussions with the committee regarding the Business Solutions Strategies.

Federal Discretionary Grants The Department of Labor has stopped sending out communications when items are due. They are very focused on spending outcomes and meeting and exceeding performance outcomes. The agency recommendations are ramping up Biohelth Tech Hub, and communicating agency impact success stories

Federal FY2026 Appropriations

The House Labor and the Senate appropriations committee are still in conversation about the bill New Partnerships and Initiatives, the agency has entered into 3 contracts with the Menomonee Valley Partners, Latino Chamber of Commerce and Wisconsin Veterans Chamber of Commerce. The Mayor's Manufacturing Partnership is funded by our grants, and we are cross pollinating systems to improve the economy in the City of Milwaukee. Will be looking at WIOA Youth AI Training to see if there is some sort of training for the youth. We are currently working with community partners to get this up and running. Deloitte is doing a study about Submarine

Workforce Development, Julie Cayo did an interview with Deloitte and are looking to see how workforce development will be able to participate.

CFO Report

1. Financial Status Update
2. MEDC Line of Credit and Loan – Approval Has worked with MEDC to restructure the current loan; MEDC has restructured the loan to a 5% interest rate for 6 years with a payoff date of 3/1/2032.
3. Employee Handbook Updates – Approval Annemarie Probst shared the handbook has been updated to the merit increase polices, updated the benefits while an employ is on leave. Motion to approve the Employ Milwaukee Handbook Updates by with the addition to the language that will state raises being discretionary on the available funding of the agency.
4. Accounting Policies and Procedures – Approval Annemarie Probst shared that the agency would make changes to the Incorporation of Fraud and Incident Policy as a stand-alone memo, the Financial Report Policy and the Budget policy
5. Employ Milwaukee Equal Opportunity/Civil Rights Compliance Plan – Approval- The agency has updated the current Civil Rights Compliance plan for the agency. Changed the effective dates to ensure no gap in compliance. All Approvals will take place during the Personnel, Finance, Audit committee update.

4. Board Chair - No Update


5. Committee Report

a. Governance, Nominating, & Compliance

Board Nominations – Approval

- (1) Thomas Deslongchamps, Pindel Global Precisión
- (2) Brandon Ramey, Quad Graphics
- (3) Gregory Fritsch, Center for Veterans Affairs (Designee Liz Falkowski)
Julie Cayo shared that we currently have 2 vacancies on the board that need to be businesses, and we have the 3 nominees listed that are up for approval to join Employ Milwaukee’s Board of Directors. Motion to approve the new nominations to join the board by Andres Gonzalez; seconded by Mark Kessenich and approved unanimously.

b. Program Committee

1. Policies – Approval
 - (1) Customized Training
 - (2) Individual Training Account (ITA)
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(3) Subrecipient Monitoring

Motion to approve the policy changes by Mark Kessenich; seconded by Andres Gonzalez committee approved unanimously.

2. Contracts – Approval

- a. Worker Advancement Initiative (WAI) – Generator these funds need to be used by 6/30/26.
- b. WIOA Youth, Adult, and Dislocated Worker contracts included in the packet is a grid that will show funds available and expenditures.
Motion to approve 2 contracts by Mark Kessenich; seconded by Andres Gonzalez and the committee approved unanimously.

- c. **Youth Committee** Julie Cayo shared that the committee is ramping up efforts for fundraising support for the Earn and Learn programs, led by LaToya Sykes and Sharlen Moore

d. **Personnel, Finance and Audit Committee**

- (1) Financial Status Update Provided in the CFO Report sharing the financial results with the committee showing positive net assets. Shared with the committee the top revenue program to the agency and showed the financial benefits of outsourcing our HR and IT positions.
- (2) MEDC Line of Credit and Loan – Andres Gonzalez motioned for approval of the modified terms of the LOC; seconded by Mark Kessenich unanimously approved by the committee.
- (3) Employee Handbook Updates – Approval - Mark Kessenich motioned for approval of the updates to the employee handbook Andres Gonzalez seconded; committee approved unanimously.
- (4) Accounting Policies and Procedures – Approval -Andres Gonzales motioned for changes; seconded by Mark Kessenich committee approved unanimously.
- (5) Employ Milwaukee Equal Opportunity/Civil Rights Compliance Plan – Approval - Motioned by Mark Kessenich; seconded by Andres Gonzalez unanimously approved by committee.

6. **Other Items**

None to report

Chair Carla Cross adjourned the meeting at 2:25 PM.

Next Board of Directors Meeting: September 11, 2025 – Annual Meeting, In Person

Next PFA Committee Meeting: November 20, 2025

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