



EMPLOY MILWAUKEE BOARD OF DIRECTORS

EXECUTIVE COMMITTEE MEETING

March 1, 2018 – 10:00 a.m.

Employ Milwaukee – 2342 N. 27th Street, Milwaukee, WI 53210 – Conf Rm. 1B

MINUTES

Members Present: Earl Buford, Don Layden (phone), John Kissinger, Ted Matkom, Lupe Martinez,

Members Absent: Darryl Morin, Alan Perlstein, Karen Spindler

Guests Present: Renee O'Day (DWD) (phone), Jose Olivieri (Michael Best & Friedrich LLP)

Employ Milwaukee Staff Present: Scott Jansen, Patti Porth and Eileen McMahon

Committee Chair Don Layden called the meeting to order at 10:06 a.m.

1. Approval of Minutes from November 30, 2017

After brief discussion led by Chair Layden, minutes from August 31, 2017 were approved as distributed.

2. Board Membership and Committee Update

Handout – Employ Milwaukee 2018 Board Committee Lists, Recommended Language for Employ Milwaukee Development Committee

Earl Buford requested members to strongly consider formation of Development Committee. The need arises from diversity of resources coming in and new committee could focus on grants and planning for gaps in organization. A subset of the Executive Committee, the Development Committee would continue Employ Milwaukee's capacity building and portfolio diversification. Members will work with Development staff to identify funding and strategic partnership opportunities with, but not limited to, foundations, corporations, communication organizations, and individuals, to help advance Employ Milwaukee's place within the greater workforce development landscape.

3. Bylaws 7th Amendment

Handouts – Employ Milwaukee Bylaws Amendment Proposal for BOD 01/24/18

Jose Olivieri, Employ Milwaukee's legal counsel, presented Bylaw 7th Amendment changes. The intent of this amendment was to make language clearer and includes the following changes:

- Document-wide references from 'Chief Elected Official' to 'Designated CEO' and reference to workforce development consortium agreements approved by ICC and Common Council
- Updated minimum Board Directors to 25 and maximum to 40
- Addition of 'Honorary Directors'
- Addition of Youth Committee as a standing committee
- Added specific section on Wisconsin Public Records law and any other necessary changes required

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by Wisconsin Statutes and WIOA.

4. Closed Session – Executive Committee went into closed session at 10:41 a.m.

Pursuant to the Wisconsin Open Meetings Law, the Executive Committee reserves the right to go into closed session, as authorized under Wisconsin State Statute Section 19.85(1)(c), for the purpose of employment contract negotiation; and under Wisconsin State Statute Section 19.85(1)(g), for the purpose of conferring with legal counsel regarding potential litigation.

Executive Committee re-opened session at 11:08 a.m.

(Chair Layden had to leave and Vice Chair Kissinger chaired the remainder of the meeting.)

5. Program Committee Update

Ted Matkom updated members on activities of Program Committee from meeting on February 20, 2018. Local policies for local plan have been updated and are compliant. Committee is receiving updated data and reports every meeting and accolades to Scott Jansen and Pete Coffaro for making this happen.

6. Personnel, Finance & Audit Committee Update

John Kissinger gave overview of Personnel, Finance and Audit Committee meeting, held earlier today. The current budget is \$20.3 million. As of the 2nd quarter, we had expended 44% of the annual revised budget. Cost categories were reviewed and direct program costs are operating slightly above budget at 52%. Executive team is reviewing organization structure within budgeted dollars to determine what adjustments need to be made. Each funding source was identified with a status of green, yellow or red for expenditures. A review was done on programs in yellow status to ensure action plan for the remaining six months to meet program and expenditure goals.

The revised Employee Handbook was approved after brief discussion on benefits. The name change from MAWIB to Employ Milwaukee among other items. Prior to revising the handbook, a benefit analysis was done that compared Employ Milwaukee to a recent MRA survey of nonprofits. EM's benefits are comparable to other nonprofits of our size and budget. Karen Spindler and Patti Porth will be taking a closer look at PTO benefits and make a recommendation at the next meeting scheduled in May.

7. Board Agenda – March 15, 2017

After a brief discussion of draft agenda for March 15th Employ Milwaukee Board meeting, committee agreed agenda ready for upcoming Board meeting with no changes or additions.

8. FoxConn Update

Scott Jansen reported he attended early morning meeting with Foxconn executives and learned we will be included in conversations so we can provide workforce resource solutions. More to come on this.

9. Midwest Urban Strategies Update

Earl Buford gave brief update on Midwest Urban Strategies collaborative, which now includes 11 midwestern cities. Mr. Buford also informed members Milwaukee is hosting National Fund of Workforce Solutions Board meeting and it has been scheduled for May 2nd – 3rd, 2018.

The meeting was adjourned at 11:32 a.m.

Next Meeting: Thursday, May 31, 2018 10:00 a.m.