



## EMPLOY MILWAUKEE BOARD OF DIRECTORS

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### GOVERNANCE, COMPLIANCE & NOMINATING COMMITTEE MEETING

Wednesday, May 20, 2020

2342 North 27<sup>th</sup> Street, Milwaukee, WI 53210 – Via Zoom Technology

### MINUTES

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**Members Present Virtually:** Darryl Morin (Committee Chair) Chytania Brown, Andres Gonzalez, Saul Newton

**Members Excused:** Kimber Bartosiak, Charles Vang

**Employ Milwaukee Staff Present:** Julie Cayo, Pete Coffaro, Eileen McMahon

Chair Darryl Morin called meeting to order at 8:05 a.m.

#### I. Minutes from December 20, 2019 Meeting – Action

Committee members briefly discussed minutes from December 20<sup>th</sup>, 2019 meeting. Chair Morin requested Chytania Brown ensure the Conflict of Interest policy was approved by Executive Committee at their February meeting.

**Next steps** – Ms. Brown will check into the approval and if the new Conflict of Interest policy has not been approved by Executive Committee, she will add it to May 28<sup>th</sup>, 2020 Executive Committee meeting agenda.

*Andres Gonzalez motioned for approval; Saul Newton seconded; December 20, 2019 meeting minutes approved unanimously.*

#### II. Compliance

##### a. Employ Milwaukee Annual Review of Policies

*Packet information – Employ Milwaukee Draft Conflict of Interest Policy, form 19-01, effective September 16, 2019, Attachment B Membership Chart 2020, EMI Board of Directors Committee Listing, Employ Milwaukee Annual Review of Policies 2020,*

Julie Cayo walked members through forms in packet. Annual Review of Policies document has been updated for 2020 with dates instead of quarters.

- Catching up on policy reviews because Board and Committee meeting agendas have been full of other items over the past year such as the CEO Search, Title I Adult/Dislocated Worker and Youth provider, One Stop Operator, etc.
- Supportive services policies will be going to the Program Committee today.
- The Fiscal Policy and Procedures Manual will go to Personnel, Finance, and Audit Committee on May 28th.

Julie Cayo informed members EMI has a good plan moving forward. Chair Morin pointed out that at last meeting policy approval was postponed pending HR firm approval, to ensure we have met review requirements. Chytania Brown reported that MRA is finalizing some of the policies and should be complete with their review in June 2020 and will review at next committee meeting.

Chair Morin asked if delay would put EMI in any jeopardy from compliance point of view. Ms. Brown responded that the Supportive Services policies for Adult and Dislocated Worker and Youth will be reviewed by Program Committee today and they will recommend and meet compliance for DWD.

*Andres Gonzalez motioned to approve Compliance Report; Saul Newton seconded; unanimously approved.*

### III. **Committees**

#### Review Board and Committee Nomination Report

- Vacancies

Julie Cayo stated there are no current vacancies and the Board is balanced with appropriate representatives, at least 20% workforce, and at least 51% business. Some positions have been or will be filled with new individuals – Ex. Chytania Brown as CEO and Mark Kessenich replacing Mike Fabishak.

- Self -Nomination Forms Received

Mr. Coffaro reported that only Molly Gena had been approved by Executive Committee to be a Personnel, Finance and Audit Committee non-Board member. Ms. Cayo added that all other committee slots for non-Board members have been filled.

### IV. **Other Items**

No additional discussion was held.

The meeting was adjourned at 8:16 a.m. by Chair Morin

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