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Tom Barrett, Mayor, City of Milwaukee  
**Chief Elected Official**

Donald W. Layden, Jr.  
**Chair**

## EMPLOY MILWAUKEE BOARD OF DIRECTORS

### GOVERNANCE, COMPLIANCE & NOMINATING COMMITTEE MEETING

Wednesday, September 23, 2020

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

#### DRAFT MINUTES

**Members Present Virtually:** Andres Gonzalez (Committee Chair) Chytania Brown

**Members Excused:** Saul Newton

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

Chair Andres Gonzalez called meeting to order at 9:07 a.m.

#### I. Minutes from May 20, 2020 Meeting – Action

Committee members briefly discussed minutes from May 20<sup>th</sup>, 2020 meeting. Minutes were approved as circulated. Chair Gonzalez reported that Kimber Bartosiak and Charles Vang have resigned from this committee and we will be working to fill those slots.

#### II. Compliance

*Packet information – EMI Annual Review of Policies CY2020, WDA2 Consortium Agreement, CEO Consortium MOU, EMI Policy 20-02 Conflict of Interest*

- Employ Milwaukee Annual Review of Policies
  - Program Committee and Personnel, Finance & Audit (PF&A) Policy Review Updates  
Julie Cayo informed members that a lot of progress was made on policy updates over the summer due to pandemic. The updates are listed in the note sections.
  - GCN Committee Policy Review Items
    - WDA 2 Consortium Agreement - current
    - CEO-Consortium MOU – current
    - Conflict of Interest Policy – current

Due to recent monitoring, WDA 2 Consortium Agreement was recently updated. This document is reviewed bi-annually. The CEO-Consortium MOU will go to ICC early next year and is current. Conflict of Interest Policy is also current and will review in early December.

Chair Gonzalez requested to have process and approach completely reviewed holistically from compliance standpoint and update Executive Committee. This would include employee handbook and other risks/issues to review at Board Meeting and ensure they are comfortable and get approval. Ms. Brown added she is working on WAH policy and some refining on fiscal policy practices prior to December BOD meeting.

#### III. Committees

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- **Review Board and Committee Nomination Report**

- Vacancies

- GCN Committee Board Member – required
- GCN Non-Board Member – optional

Roster for GCN Committee make up is three board members and two non-board members. Ms. Cayo requested thoughts on business partners that might be a good fit for this committee. Ms. Brown will nominate someone by November meeting who understands the federal government world and knows workforce. Chair Gonzalez added someone from compliance world would be a great fit. He further reported that he serves in advisory capacity at YMCA and Lydia Smith, Human Resources would be a great fit as non-board and perhaps BOD eventually.

**Next steps** – Mr. Gonzalez will review list provided and respond to Ms. Cayo and Ms. Brown with recommendations as well as provide job title for Lydia Smith. Ms. Brown will send nomination on business partner to Chair Gonzalez and Ms. Cayo

- Board of Directors Business Representative – required

Ms. Cayo reported we are non-compliant on the Board of Directors roster after Kimber Bartosiak and Mike Fabishak resigned. Chair Gonzalez remarked that leadership of United Way is interested in supporting efforts at EMI and asked Ms. Brown if they have been in communication with her. Ms. Brown responded working on a grant with United Way but have not heard from them directly.

- Self -Nomination Forms Received

- Mark Kessenich, AGC of Greater Milwaukee – Attached
- Christopher Rowland, Manpower – Pending

Ms. Brown reported these nominations will go before Executive Committee December 3<sup>rd</sup>, 2020 and then Board of Directors on December 10, 2020. Ms. Brown thanked Chair Gonzalez for his leadership and expressed her appreciation to Ms. Cayo for planning and keeping EMI compliant.

#### IV. Other Items

No additional discussion was held.

The meeting was adjourned at 9:37 a.m. by Chair Gonzalez.

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**Commented [CJ1]:** Sharron is now replaced by Carrie Hersh for interpretation services. Please replace here and on all agendas and minutes moving forward. Use Carrie's direct line. Thank you!