



---

## **Employ Milwaukee Board of Directors**

### **PERSONNEL, FINANCE & AUDIT COMMITTEE**

**March 11, 2025, 8:00 A.M. - 10:00 A.M.**

**Employ Milwaukee – 2342 N. 27<sup>th</sup> Street, Milwaukee, WI 53210**

**Via Videoconference (MS Teams)**

### **APPROVED MINUTES**

**Members Present:** Andres Gonzalez (Chair), Julie Cayo,

**Employ Milwaukee Staff Present:** Annemarie Probst, Brena King

**Guests Present:** Michael McDonough, John Hemming, Melanie Ott

**Chair Andres Gonzalez called the meeting to order at 8:03 AM.**

#### **1. Welcome**

Chair Andres Gonzalez welcomed committee members.

#### **2. Minutes from December 5, 2024**

The August 29, 2024, meeting minutes were unanimously approved upon a motion by Alan Perlstein that was seconded by Julie Cayo.

#### **3. Finance Update**

Melanie Ott opened the meeting by thanking participants and introduced the purpose of the discussion, which was to review:

- Fiscal Year 2024 Audit Results
- A preview of Fiscal Year 2025
- Financial statement audit findings and recommendations. The Independent Auditor's Report includes:
  - Auditor and management responsibilities
  - Auditor's opinion on the financial statements
  - The opinion is unmodified (clean) a positive result.
  - An Emphasis of Matter paragraph was included, continuing from last year, regarding the agency's ongoing going concern issue due to a deficit in net assets. Following the Independent Auditor's Report are:
    - Financial exhibits
    - Notes to the financial statements
    - Auditor's Report on internal controls and compliance (in accordance with Government Auditing Standards),

## **B. Employee Handbook Updates-Discussion and Approval**

It was noted that due to recent staffing changes at the agency, Employ Milwaukee (EMI) has developed a Furlough Policy. While there are no immediate plans to implement the policy, it was necessary to establish this framework for potential future use. The policy is intended to provide guidance, and structure should furloughs ever become necessary.

Julie moved for approval of the Furlough Policy. Andres seconded the motion. The policy was approved unanimously.

## **C. Fund Development Report**

New grants received:

- US Department of Labor YouthBuild – \$1,500,000
  - A construction grant designed to serve 68 participants over 40 months.
- US Department of Labor Growth Opportunities Grant – \$2,000,000
  - A reentry grant targeting youth ages 15–18. It will serve 160 participants over 42 months.
- Forward Grant – \$1,000,000
  - Awarded to support training for Peer Support Specialists.

## **4. Personnel Updates**

- One contracted individual has been hired to support the Forward Grant.
- EMI is being cautious about bringing on new employees and is waiting until funding is officially received before making additional hires.

## **5. Other Items**

Andres inquired about recent leadership changes at Milwaukee Public Schools (MPS) and whether those changes would affect the composition of the Board.

Julie confirmed that EMI has been in contact with MPS and noted that the interim CEO attended the last Board meeting.

There are no concerns at this time, and the agency is confident the Board composition will remain in compliance going forward.

Meeting adjourned.

**Chair Andres Gonzalez adjourned the meeting at 9:59 A.M**

Employ Milwaukee is an Equal Opportunity employer and service provider. If you need this information or printed material in an alternate format, or in different language, please contact us at (414)-270-1700. Deaf, hard of hearing, or speech impaired callers can contact us through Wisconsin Relay Service at 7-1-1.