



EMPLOY MILWAUKEE BOARD OF DIRECTORS

PERSONNEL, FINANCE & AUDIT COMMITTEE

May 30, 2019 – 8:30 a.m. – 10:00 a.m.

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

MINUTES

Members Present: John Kissinger (Chair), Don Layden, Mike Fabishak, Karen Spindler, Jon Mariano
Members Absent: Alan Perlstein
Staff Present: Scott Jansen, Patti Porth, Pete Coffaro, Eileen McMahon
Guests Present: Renee O'Day (DWD)

Chair John Kissinger called the meeting to order at 8:37 a.m.

1. Approval of Minutes from February 28, 2019

After a brief review and discussion by the committee, Karen Spindler motioned for approval and Mike Fabishak seconded, February 28, 2019 meeting minutes were approved unanimously.

2. Financial Activity Report – 3rd Quarter Ending March 31, 2019

Packet Information – FY2019 July 1, 2018 – June 30, 2019 Budget vs. Actual by Category, FY2019 Budget
Ms. Porth presented the Financial Activity Report for quarter ending March 31, 2019. Employ Milwaukee expended \$11.8 million (65%) of the \$18 million budget for the year. Staff anticipated 90% of the annual budget to be spent by June 30, 2019. Staff wages, direct program cost and indirect at 76%.

Question was posed what original budget number was?

Response was \$19 million. Changes with WIOA haven't been large, however, going into 2020 more conservative.

3. FY2020 Budget – Approval

Packet information – FY202 Budget & Fund Development Report, Budget Comparison FY2020 vs. FY2019, FY2020 vs. FY2019 Budget by Funding Source

Patti Porth presented the proposed budget of \$17.3 million. The budget includes \$16.3 million of contracted funding plus \$1 million of fund development. The budget is a \$750,000 (-4%) decrease from FY2019. DOL increase of \$1.3 million.

Question was posed if formula is same percent we received in prior years?

Response was yes, total funding is smaller but distribution % is the same.

Karen Spindler motioned for approval of FY2020 Budget; Mike Fabishak seconded; approved unanimously.

4. FY2019 Fund Development Report

Packet information – Fund Development Report 2018-19 Q4, Secured Grants by Affiliation

Rob Cherry, Chief Fund Development Officer, provided a report for the past year. Employ Milwaukee has secured \$5 million in grants over the past year, of which \$1.9 million is included in the current year budget. Will be receiving DWD Youth Apprentice grant of \$22,500.

New grants awarded:

DWD – Summer Employment	\$422,400
Office Violence Prevention – Earn & Learn	\$ 35,401
City of Milwaukee – CDBG Compete OSY	\$ 85,000
City of Milwaukee – CDBG Earn & Learn	\$100,000

The following grants applied for are pending:

Substance Abuse & Mental Health Services	\$1.5 million
DOL Reentry Adult (partnered with State)	\$1.3 million
DOL Reentry Youth (partnered with State)	\$1.3 million
DOL Reentry Youth (MUS)	\$ 50,000
EPA Workforce Grant	\$200,000
Wisconsin Fast Forward/BankWork\$	\$200,000

5. Equity Analysis Update

Discussion continued regarding the equity in the building. Ms. Porth was directed to discuss listing options with brokers. ResCare will not renew their lease in October. This is a loss of \$162,000 in rent revenue until we can secure a new tenant. WCS has requested more space in the building.

6. Building Update

Don Layden and Patti Porth previously discussed option for selling building. Ms. Porth met with broker yesterday. Seven years earlier had building on the market for \$3.6 million and didn't get an offer. Currently owe \$1.67 million.

7. Personnel Status Report

Packet information – New Hire and Termination Report FY19 July 1, 2018 to May 15, 2019

Patti Porth presented the report. As of May 15th, we had 68 full-time employees and 2 part-time interns. Currently there is a hiring freeze until the FY2020 Budget and staffing levels are reviewed.

8. Other

No discussion.

The meeting was adjourned at 9:35 a.m.

Next Meeting: Thursday, August 29th, 2019 at 8:30 a.m. at Employ Milwaukee offices.