

MEMORANDUM



Date: August 17, 2021

From: Art Carter, Chief Local Elected Official

To: **Local Elected Officials**

Mr. Marty Brewer

Mr. Robert Keeney

Mr. John Meyers

Mr. Russ Podzilni

Mr. Jack Sauer

RE: **Southwest Wisconsin Counties Consortium (SWCC) Meeting Notice**

Tuesday, August 24, 11:30 a.m. to 1:00 p.m.

This meeting will be in person meeting with call-in option.

Location of Meeting: SWWDB Administrative Office, 1370 N. Water St. Platteville, WI 53818

If unable to attend in person, members may call-in.

Call-in Number: **1-888-273-3658**

Access Code: **3107524**

The next meeting of the Local Elected Officials, Southwest Wisconsin Counties Consortium is scheduled for Tuesday, August 24, 2021, at the time and location listed above. The agenda for the meeting is included for your review.

All county board chairs are urged to attend the meeting. If you cannot attend, please arrange for an alternate to represent your county.

If you are unable to attend the meeting, please contact Katie Gerhards at k.gerhards@swwdb.org or (608) 314-3300 two days prior to the meeting date.

SWWDB is an equal opportunity employer and service provider.
Upon advance request, reasonable accommodations will be made for persons with disabilities. If special accommodations are needed, please contact Katie Gerhards (k.gerhards@swwdb.org) or (608) 314-3300 at least two days prior to the meeting.

A proud partner of the  American Job Center network

Southwest Wisconsin Counties Consortium

Tuesday, August 24, 2021

11:30 a.m. to 1:00 p.m.

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Conference Call Dial-In Instructions:

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Agenda

1. Approval of Agenda – (Action)

Approval of the August 24, 2021, meeting agenda is requested.

2. Approval of Minutes – (Action)

Minutes of the Southwest Wisconsin Counties Consortium (SWCC) meeting held on May 25, 2021, are contained in [Enclosure 1](#). Approval of the meeting minutes is requested.

3. Program Year 2020-21 Financial Reports, Quarter 4 – (Action)

Danielle Thousand will share the SWWDB financial statements representing a draft of the financial condition of the organization through June 30, 2021. The following reports are submitted for review and consideration:

- Balance Sheet – [Enclosure 2](#)
- Statement of Operations – [Enclosure 3](#)

Additionally, SWWDB receives grants and contracts throughout the year that either increase or reduce the originally approved fiscal year budget. Budget modifications for the current program year are listed in [Enclosure 4](#).

Approval of the Program Year (PY) 2020-21 financial statements and budget modifications is requested.

4. Program Year 2021-22 Budget Modification

An updated budget for Program Year (PY) 2021-22 is provided in [Enclosure 4](#). SWWDB is seeking approval of these changes.

5. Board Member Applications – (Action)

None.

6. 2021 Monitoring – (Information)

The Department of Workforce Development (DWD) provided the results of the monitoring that was conducted in May. This report is provided in [Enclosure 5](#). Rhonda Suda will provide a status update regarding the resolution process.

7. Update to LEO Agreement

To comply with guidance provided by the Department of Workforce Development (DWD), the Chief Elected Officials Consortium Agreement ([Enclosure 6](#)) must be amended. Under Section 8, item 3, which

describes how disallowed/misspent costs are to be addressed, is out of compliance. DWD cannot make any determinations “as to respective liabilities.” Rhonda Suda will present options to address this required change and an amendment to the Chief Elected Officials Consortium Agreement. Possible options include:

- Equal distribution based on number of counties,
- Population based formula, and/or
- Expenditure rates per county.

Approval to amend the Chief Elected Officials Consortium Agreement as appropriate and allowed under Section 10 of the Agreement and Consortium By-Laws.

8. Leased Employee Program – (Information)

SWWDB has maintained a leased employee program for several years. The program has been primarily serving local county governmental entities and non-profits who are in need of limited-term employees. All employees placed through this program have access to all SWWDB benefits, which are determined by their full- or part-time status.

Danielle Thousand will provide an update on SWWDB’s leased employee program (**Handout 1**).

9. Adjournment

The next meeting of the Southwest Wisconsin Counties Consortium is tentatively scheduled for November 23, 2021.