

# MEMORANDUM



**Date:** September 27, 2021

**From:** Rhonda Suda, Chief Executive Officer

**To:** Ms. Heather McLean  
Mr. James Otterstein

Ms. Andrea Simon  
Ms. Mike Williams

**Cc:** SWWDB Board Members

Southwest WI County Consortium Members

**RE: Audit Ad Hoc Committee Meeting Notice**  
October 7, 2021 from 9:00 a.m to 10:00 a.m.  
Video Conference  
<https://global.gotomeeting.com/join/526193685>

**You can also dial in using your phone.**

United States: [+1 \(669\) 224-3412](tel:+16692243412)

**Access Code:** 526-193-685

The Ad Hoc Audit Committee will meet on Thursday, October 7, 2021 at the time and place noted above. This meeting will be held via video conference. Access information for joining will be included in the e-mail containing the Memorandum.

The agenda for the meeting is included for your review and is also available on the SWWDB website – [www.swwdb.org](http://www.swwdb.org). All Ad Hoc Audit Committee members are urged to join the meeting as a quorum is required for action. If you are unable to join the meeting, please contact Katie Gerhards at 608-314-3300 or [k.gerhards@swwdb.org](mailto:k.gerhards@swwdb.org).

Other board members and the public are welcome to attend.

Upon advance request, reasonable accommodations will be made for persons with disabilities. If special accommodations are needed, please contact Katie Gerhards at 608-314-3300 or [k.gerhards@swwdb.org](mailto:k.gerhards@swwdb.org) at least two days prior to the meeting.

SWWDB is an equal opportunity employer and service provider.

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**Southwest Wisconsin Workforce Development Board (SWWDB) is an [Equal Opportunity](#) Employer & Service Provider.**

**Auxiliary Aids and services are available to individuals with disabilities upon request. If you need this printed material interpreted to a language you understand or in a different format, or need assistance in using this service, please contact us.**

For assistance, contact  
SWWDB Equal Opportunity Officer  
Ryan Schomber  
1717 Center Ave.  
Janesville, WI 53546  
(608) 314-3300 Ext. 303  
[Click Here to Email](#)

**Deaf, hearing or speech impaired callers may reach us by the Wisconsin Relay number 711.**

## **Audit Ad Hoc Committee**

**Thursday, October 7, 2021**

9:00 a.m. to 10:00 a.m.

Via Video Conference

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The SWWDB Ad Hoc Audit Committee will convene in open session and, at the conclusion of routine business, may adjourn to closed session pursuant to Wis. Stats.19.85 (1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. The committee will reconvene in open session at the conclusion of the closed session. Any action which might result from the closed session will be taken upon reconvening in open session, scheduled for action in open session at the next regular meeting, or scheduled for action at a special meeting called on notice.

### **Agenda**

- 1. Provide Summary of 2020-21 Audit Procedures: Wegner, LLP Audit Associates**  
As a recipient of federal funding, SWWDB is required to have an annual independent audit. Wegner LLP representatives conducted the annual audit from October 4, 2021 through October 8, 2021. Wegner LLP will provide a summary of the 2020-21 fiscal year audit results and answer questions from committee members.
- 2. Closed Session**  
Committee members may adjourn to closed session to hold confidential discussions with Wegner LLP representatives regarding issues or concerns.
- 3. Reconvene in Open Session**
- 4. Adjournment**