

MEMORANDUM



Date: September 25, 2023

From: Rhonda Suda, Chief Executive Officer

To: Ms. Maria Lauck, Chairperson
Mr. Geoff Fricke
Mr. Keith Kruse

Mr. John Meyers (optional)
Mr. James Otterstein

Cc: SWWDB Board Members

Southwest WI County Consortium Members

RE: **Audit Ad Hoc Committee Meeting Notice**
October 2, 2023, 8:30 a.m. to 9:00 a.m.
Video Conference via Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 239 709 419 782

Passcode: CfmcvD

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The Audit Ad Hoc Committee will meet on Monday, October 2, 2023, at the time and place noted above. This meeting will be held via video conference. Access information for joining will be included in the Outlook invite containing the Memorandum.

The agenda for the meeting is included for your review and is also available on the SWWDB website – www.swwdb.org. All Audit Ad Hoc 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, ext. 230 or 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 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

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The SWWDB Audit Ad Hoc 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. Discuss 2022-23 Audit with Wegner, LLP Audit Associates**
As a recipient of federal funding, SWWDB is required to have an annual independent audit. Wegner LLP representatives will conduct the annual audit the week of October 2, 2023. Wegner LLP will explain the process for this year and entertain questions from Audit Ad Hoc Committee members.
- 2. Closed Session (upon request)**
Committee members may adjourn to closed session to hold confidential discussions with Wegner LLP representatives regarding issues or concerns they would want examined during the audit.
- 3. Reconvene in Open Session**
- 4. Audit Close Meeting**
Audit Ad Hoc Committee members will reconvene with Wegner LLP representatives to discuss preliminary audit results on Thursday, October 5, 2023, at 9 a.m.
- 5. Adjournment**