



Employ Milwaukee Board of Directors

PERSONNEL, FINANCE & AUDIT COMMITTEE December 5, 2024, 8:30 A.M. - 10:00 A.M. Employ Milwaukee – 2342 N. 27th Street, Milwaukee, WI 53210 Via Videoconference (MS Teams)

APPROVED MINUTES

Members Present: Andres Gonzalez (Chair), Julie Cayo, Alan Perlstein

Members Absent: Karen Spindler, Molly Gena

Employ Milwaukee Staff Present: Annemarie Probst

Guests Present: Joe Bitter, Terrie Beede, Luek Gremer, Michael McDonough

Chair Andres Gonzalez called the meeting to order at 8:37 AM.

1. Welcome

Chair Andres Gonzalez welcomed committee members.

2. Minutes from August 29, 2024

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

3. Personnel Updates

The Committee entered closed session at 8:39 A.M. pursuant to Section 19.85 (1) (c) and (e) of the Wisconsin Statutes upon a motion by Andres Gonzalez, seconded by Julie Cayo, that was unanimously approved.

The Committee exited closed session at 9:42 AM upon a motion by Julie Cayo, seconded by Alan Perlstein.

Julie Cayo made a motion to recommend contracting with River Run for managed IT services and adjusting internal staffing as needed. Andres Gonzalez seconded the motion and it was unanimously approved.

Julie Cayo made a motion to enter into agreement with Wisconsin Community Services (WCS) to fund the front desk reception position at 50% of salary and fringe, contingent upon having the ability to participate in choosing a new receptionist if there is turnover in the future. Andres Gonzalez seconded the motion and it was unanimously approved.

4. Finance Updates

Annemarie Probst provided a financial update. Wipfli is completing the annual audit which will be available in early 2025. Employ Milwaukee's losses for FY24 are expected to be greatly improved. Annemarie and

Julie are working with MEDC to extend the line of credit for long-term payment of past losses and to provide cash flow for summer youth employment programming which has high up-front costs for wages. Mike McDonough of MEDC asked for the draft audit and financials through September 30, 2024.

Annemarie presented insurance renewal recommendations which include moving from United Healthcare to Anthem with a 3.6% reduction in premiums and moving to Delta Dental for dental and vision after a 40% rate increase by Equitable. Julie Cayo moved to approve the insurance renewals for Anthem in medical and Delta Dental in dental/vision. Alan Perlstein seconded. Motion carried.

Annemarie reviewed suggested updates to the Employee Handbook to provide consistency. These included moving from 9.5 paid holidays to 11, allowing a maximum vacation carryover of 80 hours annually as of the start of the fiscal year on July 1st, and matching automobile insurance requirements for mileage reimbursement to State of Wisconsin levels. Alan Perlstein made a motion to approve the recommendations with the condition that employees are allowed to carryover up to 120 hours of vacation as of July 1, 2025, then 80 hours from July 1, 2026, forward. Andres Gonzalez seconded. Motion carried.

5. Fund Development Report

Julie Cayo briefly referenced the fund development report and invited the committee to review and contact her with any questions.

Motion for adjournment from Julie, seconded by Alan, unanimously approved.

Chair Andres Gonzalez adjourned the meeting at 10:06 A.M

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