

Members Present: Dave Eckmann, Jodi Gruhn, Paul Herold, Michael Tautges, and Amy Yessa.

Staff & Guests: John Cokl, Liberty Heidmann, Brian Kalish, and Ginger Keymer.

Minutes (approved)

1. **Call to Order/Roll Call** – Quorum established. Gruhn called the meeting to order at 9:02 a.m.
2. **Approval of New Executive Committee Member: Dave Eckmann** – Herold motioned to approve Dave Eckmann as a new Executive Committee member, Yessa seconded. Motion carried.
3. **Approval of April 09, 2026, Executive Minutes** – Herold made a motion to approve the April 09, 2026, Minutes; Yessa seconded. Motion carried.
4. **Accept Treasurer's Report** – Eckmann made a motion to accept the Treasurer's Report. Herold seconded. Motion carried.
5. **Review IRS Form 990** – Cokl explained this is a long form at 32 pages. Most Boards contract an Auditor to complete this form. John is unique among his finance peers to prepare this on his own. Some of the information is reported on a fiscal year, some on a calendar year basis. Essentially, we are reporting on the calendar year within the fiscal year. Eckmann made a motion to approve the IRS Form 990 2024. Herold seconded. Motion carried.
6. **Review and Possible Action on Program Year 2026 Budget (PY 26 = 07/01/2026 – 06/30/2027)**
- Yessa made a motion to approve the IRS Form 990 2024. Herold seconded. Motion carried.
7. **Review and Adopt DWD and Local Policies** <https://dwd.wisconsin.gov/wioa/policy/>
 - a. Motion to approve and adopt Chapter 1.7.1: and Chapter 1.7.2: by Eckmann, seconded by Herold. Motion carried.
 - b. Motion to approve and adopt UPDATE Chapter 8.8 revision by Herold, seconded by Yessa. Motion carried.
 - c. Motion to approve and adopt the NEW Advance Wisconsin Employment Background Check Policy by Eckmann, seconded by Herold. Motion carried.
 - d. Motion to approve and adopt the NEW Advance Wisconsin Employment Fraternization Policy by Herold, seconded by Eckmann. Motion carried.
8. **Updated on Procurement Process (RFP)** – Kalish reported that FSC submitted the only response to our RFP. FSC scored very highly on our rubric. They have worked very well with us in the past and we are excited to continue working with them.

9. **Review Amended & Restated Articles of Incorporation and Amended Bylaws** – Keymer explained the first steps toward legally changing our name with the State of Wisconsin and the Internal Revenue Service involve amending both our Articles of Incorporation and our Bylaws. Keymer reviewed both the Wisconsin Department of Financial Institutions Amendment form and the amended bylaws. Both amended documents will need Board approval in June. Once these amendments are approved by our Board, these documents will be submitted to the State of Wisconsin’s Department of Financial Institutions (DFI) . The Wisconsin DFI will send a certified letter recognizing those changes. We will submit that Certified Letter from the Wisconsin DFI to the IRS.
10. **Review Draft Meeting Dates for New Program Year** – Discussed changing meeting date to first Thursday rather than the third Thursday. As Jodi has a conflict at 9:30am each Thursday, then proposed changing the meeting time only to 8:00am versus 9:00a.m. Kalish will discuss the change with Chaney and once we find consensus will bring back to full Executive team.
11. **AWE Updates**
 - a. **WWDA Annual meeting** in Madison on August 5th, from 10am-1pm with lunch provided. Looking for an Executive or Board member to attend to represent our regional board.
 - b. **Rebranding** of organization on track to be done by end of the program year. Website revisions are nearing completion as well. Website could be up and running in the next week or two.
 - c. The Department of Workforce Development, Division of Employment and Training has announced they are ending their lease with the **Northern Advantage Job Center in Rhinelander**. DET will no longer have a physical presence in Rhinelander and will perform county level outreach similar to what they are transitioning to in Adams, Wood, and Portage counties.
 - d. The funding source for the staff person at the **Marshfield Access Point** on Central Avenue will be ending June 30. We are looking to partner with MSTC to cover staffing at that location.
 - e. Working aggressively on a new revised **LifeWork\$** program with some recent positive developments. Will involve classroom training and hard skills training with MSTC. Crystal Finishing, Greenheck, Schutte Metals, and Wausau Tile will provide tours. First cohort August 17th with justice involved individuals in Marathon County working on reentry. Second cohort will be in partnership with DVR in October. Goal of generating \$300,000.00 in revenue with this program. Curriculum developed, now an approved DVR provider, applying for funding with Marathon County.
12. **With the absence of Chair, Al Chaney the Closed Session for Personnel Matters postponed to a future date**
13. **Adjourn** – Yessa motioned to adjourn; Seconded by Herold. Meeting adjourned at 10:25 a.m.

Next Exec Meeting – Thursday, July 09, 2026 at 8:00 a.m. (tentative)

[Strategic Plan Scorecard](#)

AWE leads, innovates, and supports the development and retention of a skilled workforce.

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Approved by Exec Committee on 07/09/2026