Minutes

<table>
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<th>Committee</th>
<th>Members</th>
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<tr>
<td>Audit</td>
<td>Barb Fischer, Chairperson</td>
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<td>Karl Dommershausen</td>
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<td>John Porco</td>
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<td>Personnel</td>
<td>Nancy Thompson, Chairperson</td>
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<td>Kathy Klein</td>
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<td>Dennis Purtell</td>
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<td>Policy</td>
<td>Steve Brown, Chairperson</td>
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<td>Katie Michel</td>
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<td>Marian Viney</td>
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I. Call to Order/Announcement of Compliance with the Open Meeting Law

II. Roll Call

III. Review and Approve Agenda

   Barb Fischer made a motion to approve the agenda as presented with the removal of the hiring of Victoria Simes from item XI. Marian Viney seconded the motion. The motion carried.

IV. Approval of the Minutes from the Regular Meeting on November 16, 2021.
Steve Brown made a motion to approve the minutes as presented. Marian Viney seconded
the motion. The motion carried.
Don Buchanan: Absent, Karl Dommershausen: Absent, Glenn Fleming: Absent, Kathy
Klein: Absent, Katie Jo Michel: Absent, Steve Brown: Yea, Barb Fischer: Yea, John Porco:
Yea, Dennis Purcell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 6, Nay: 0, Absent: 5

V. Citizen Input

VI. Reports

VI.A. Agency Administrator

VI.B. Executive Director of Financial Services

VI.C. Executive Director of Integrated Programs & Services

VI.D. Executive Director of Marketing & Communications

VI.E. Executive Director of Operations

VI.F. Jefferson County & Western Kenosha Head Start

VII. Action Items (consent agenda)
Steve Brown made a motion to approve the items in the consent agenda. Marian Viney
seconded the motion. The motion carried.
Don Buchanan: Absent, Karl Dommershausen: Absent, Glenn Fleming: Absent, Kathy
Klein: Absent, Katie Jo Michel: Absent, Steve Brown: Yea, Barb Fischer: Yea, John Porco:
Yea, Dennis Purcell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 6, Nay: 0, Absent: 5

VII.A. Audit Committee Report and Approval of Financial Reports

VII.A.1. Bank Reconciliation

VII.A.2. Cash Balance Report

VII.A.3. Check Register

VIII. 2022 Contracts for VOA:

Christina Cook, Computer Lab Aide/Job Coach
Kathy Holman, Employment Training Specialist
Carmen Keehn, Program Assistant
William McGuire, Employment Specialist
Jennifer Pelz, Director/Employment Training Specialist
Tammie Sheridan, Job Coach/Aide

   Dennis Purcell made a motion to approve the contracts for VOA for 2022 as presented.
   Steve Brown seconded the motion. The motion carried.
IX. First Reading: 3144 - Head Start Program Masking and Vaccination Policy

X. Jefferson County and Western Kenosha Head Start: Data Management Policy and Procedures
Barb Fischer made a motion to approve the Data Management policy and procedures as presented. Marian Viney seconded the motion. The motion carried.

XI. Jefferson County and Western Kenosha Head Start: New Hire - LeeAnn Williams, Cook Assistant
Steve Brown made a motion to approve the hiring of LeeAnn Williams as presented. John Porco seconded the motion. The motion carried.

XII. Adjourn
Barb Fischer made a motion to adjourn the meeting at 8:03 pm. Dennis Purtell seconded the motion. The motion carried.