



## Regular Meeting of the Board of Control

Tuesday, April 18, 2023

Room 111

1221 Innovation Dr

Ste 205

Whitewater, WI 53190

### Minutes

Committee	Members
Audit	Dennis Purtell, Chairperson Karl Dommershausen
Personnel	Marian Viney, Chairperson Kathy Klein
Policy	Steve Brown, Chairperson Eric Armstrong John Porco

Attendance Taken at 7:01 PM. Eric Armstrong: Present, Steve Brown: Present, Karl Dommershausen: Present, Melissa Frame: Absent, Kathy Klein: Present, John Porco: Absent, Dennis Purtell: Present, David Schroeder: Present, Marian Viney: Present. Present: 7, Absent: 2.

#### I. Call to Order/Announcement of Compliance with the Open Meeting Law

#### II. Roll Call

#### III. Review and Approve Agenda

David Schroeder made a motion to approve the agenda as presented. Kathy Klein seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

#### IV. Presentation: Licensing, Evaluation, and Support Center & CLASS - Tere Masiarchin, Senior Director

#### V. Approval of the Minutes from the Regular Meeting on March 21, 2023

David Schroeder made a motion to approve the minutes as presented. Karl Dommershausen seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Steve Brown: Abstain (Without Conflict), Eric Armstrong: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea  
Yea: 6, Nay: 0, Absent: 2, Abstain (Without Conflict): 1

## VI. Citizen Input

## VII. Reports

### VII.A. Agency Administrator

### VII.B. Executive Director of Financial Services

### VII.C. Executive Director of Integrated Programs & Services

### VII.D. Executive Director of Marketing & Communications

### VII.E. Executive Director of Operations

### VII.F. Jefferson County & Western Kenosha Head Start

## VIII. Action Items (consent agenda)

Steve Brown made a motion to approve the items in the consent agenda.. Eric Armstrong seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea  
Yea: 7, Nay: 0, Absent: 2

### VIII.A. Audit Committee Report and Approval of Financial Reports

#### VIII.A.1. Bank Reconciliation

#### VIII.A.2. Cash Balance Report

#### VIII.A.3. Check Register

VIII.B. New Hires: Paula Booth, Assistant Program Coordinator, Driver Education, effective April 11, 2023; Scott Carr, College and Career Ready Consultant, effective July 1, 2023; and Kenny Lee, Instructor, Driver Education, effective 4/12/2023

## IX. Jefferson County and Western Kenosha Head Start: Approve the submission of the Jefferson County Head Start Change in Scope Enrollment Reduction Request

Kathy Klein made a motion to approve the submission of the Jefferson County Head Start Change in Scope Enrollment Reduction Request. David Schroeder seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea  
Yea: 7, Nay: 0, Absent: 2

X. Jefferson County and Western Kenosha Head Start: Approve the submission of the COLA funding grant application in the amount of \$176,631.00

David Schroeder made a motion to approve the submission of the COLA funding grant application in the amount of \$176,631.00. Kathy Klein seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

XI. Jefferson County and Western Kenosha Head Start: Approve the Quality Improvement grant application in the amount of \$73,019.00

Kathy Klein made a motion to approve the Quality Improvement grant application in the amount of \$73,019.00. Steve Brown seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

XII. Jefferson County and Western Kenosha Head Start: Approve the elimination Jefferson County Head Start/CESA 2 Masking and Vaccination policy per Office of Head Start

Kathy Klein made a motion to approve the elimination of Jefferson County Head Start/CESA 2 Masking and Vaccination policy per Office of Head Start. Karl Dommershausen seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Nay, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 6, Nay: 1, Absent: 2 Eric Armstrong: Nay

XIII. Jefferson County and Western Kenosha Head Start: Retirement - Julie Ouimet, Westosha Director, effective July 6, 2023

Steve Brown made a motion to approve the retirement of Julie Ouimet, Westosha Director, effective July 6, 2023. Karl Dommershausen seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

XIV. Delegate Convention Guest Speaker (Discussion)

XV. Closed Session: The Board of Control will convene into closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, in accordance with WI Statute 19.85(1)(c) to discuss the following:

Agency Administrator evaluation

Salary adjustment of employees

Steve Brown made a motion to convene into closed session at 7:59pm. Karl Dommershausen seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

XVI. Return to Open Session: The CESA 2 Board of Control will reconvene into open session to take action on anything that was discussed in Closed Session.

David Schroeder made a motion to reconvene into open session at 9:18 pm. Steve Brown seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

XVII. Salary Adjustment for Employees

Steve Brown made a motion to approve salary adjustments as presented. David Schroeder seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Dennis Purtell: Nay, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 6, Nay: 1, Absent: 2  
Dennis Purtell: Nay

XVIII. Adjourn

Kathy Klein made a motion to adjourn the meeting at 9:27 pm. Steve Brown seconded the motion. The motion carried.

Melissa Frame: Absent, John Porco: Absent, Eric Armstrong: Yea, Steve Brown: Yea, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 7, Nay: 0, Absent: 2

Meeting notice posted at the following location: CESA 2 Whitewater Office

Meeting notice also posted at [cesa2.org](http://cesa2.org)

c: District Administrators, CESA Administrators