

## **Employment Services Committee Meeting Minutes**

Productive Living Board

Tuesday, October 1, 2024 at 3:45 PM CDT

### **Attendance**

#### **Present:**

Members: Melissa Garza, Scott Malin, Felice McClendon

Staff Participants: Becky Herschbach - Executive Director; Don Kaufmann - Director of Finance and Administration; Amy Meyer - Director of Agency and Community Relations

#### **Absent:**

Members: Amy Wilson

### **I. Call to Order**

A quorum was present and due notice had been published.

Mr. Malin called the meeting to order at approximately 3:50 p.m.

### **II. Board Action Items**

Funding Opportunities Overview - Ms. Herschbach and Mr. Kaufmann presented the Funding Opportunity Strategic Initiatives and Financial Overview.

#### **A. FY'25 Ongoing Service Adjustments**

Ms. Garza moved that the Employment Services Committee approve the ongoing service adjustment as presented. Mr. Malin seconded the motion.

Mr. Kaufmann provided an overview of the FY'25 Partner Agency Ongoing Funding opportunity and the staff recommendation and answered questions from the Committee.

The motion passed unanimously.

#### **B. One-time Funding Approvals**

Ms. Garza moved that the Employment Services Committee approve the one-time funding projects as presented. Mr. Malin seconded the motion.

Ms. Herschbach provided an overview of the One-time Funding opportunity including the process that was used to review the requests and an overview of the staff recommendations. Mr. Kaufmann provided information regarding policies and procedures that will be followed for capital purchases.

Ms. Meyer provided an overview of each One-time Funding request. Ms. Herschbach, Mr. Kaufmann, and Ms. Meyer answered questions from the Committee.

The following agency representatives presented information about their requests and answered questions from the Committee.

Mike Macauley - Heartland Industries  
Stacey Elster and Kim Lamb - Lafayette Industries  
Mary Parram - Southside Wellness  
Sandy Weitkamp and Matt Jannings - BCI  
Samantha Waigand - Waigand Wheels

The motion passed unanimously.

C. Sheltered Workshop FY'25 Capital Improvement and Equipment Funding

Ms. Garza moved that the Employment Services Committee approve the Sheltered Workshop FY'25 Capital Improvement and Equipment Funding as presented. Mr. Malin seconded the motion.

Mr. Kaufmann discussed the recommended funding.

The motion passed unanimously.

**III. New Business**

No new business was discussed.

**Closing Comments**

Ms. Garza and Mr. Malin thanked the agencies and staff for all of the hard work that went into preparing the requests for ongoing and one-time funding.

There being no further business before the Committee, the Employment Services Committee adjourned at approximately 4:50 p.m.

Respectfully Submitted,



Becky Herschbach  
Executive Director

The above minutes were reviewed and approved by Scott Malin, Employment Services Committee Chairperson.