

Employment Services Committee Meeting Minutes

Productive Living Board

September 30, 2025

Attendance

Present:

Members: Melissa Garza (remote), Felice McClendon (remote), Amy Wilson (remote)

Other Board Member Present: Dave Herman

Staff Participants: Becky Herschbach - Executive Director (remote); Don Kaufmann - Director of Finance and Administration (remote)

Absent:

Members: Scott Malin

I. Call to Order

A quorum was present and due notice had been published.

Ms. Garza called the meeting to order at approximately 3:00 p.m.

II. Board Action Items

A. Promise Community Homes Capital Funding Extension Request

Ms. McClendon moved that the Employment Services Committee approve the extension of PLB Service #4034/45 to October 31, 2025. Ms. Wilson seconded the motion.

Mr. Kaufmann discussed the extension request. Mr. Kaufmann and Matt Elmore from Promise Community Homes answered questions from the Committee.

The motion passed unanimously.

B. Sheltered Workshop FY'26 Capital Improvement and Equipment Funding

Ms. Wilson moved that the Employment Services Committee approve the Sheltered Workshop FY'26 Capital Improvement and Equipment Funding as attached. Ms. McClendon seconded the motion.

Mr. Kaufmann discussed the recommended funding and answered questions from the Committee.

The motion passed unanimously.

III. New Business

No new business was discussed.

There being no further business before the Committee, the Employment Committee adjourned at approximately 3:20 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Becky Herschbach".

Becky Herschbach
Executive Director

As recorded by Kathy Williams, Executive Administrative Assistant.

The above minutes were reviewed and approved by Melissa Garza, Employment Services Committee Chairperson.

Sheltered Workshops
Capital Improvement and Equipment Funding
FY'26 Analysis of Funding per PLB and Sheltered Workshop Policy

	<u>Canterbury Enterprises # 3098</u>	<u>Lafayette Indust. North # 3099</u>	<u>Lafayette Work Center # 3100</u>	<u>Valley Industries # 3102</u>	<u>Heartland Industries # 3103</u>	<u>Total</u>
Total Funding Committed and Available as of 6/30/25 <i>(appropriated funds available at 6/30)</i>	49,879	83,049	277,172	315,576	221,773	947,449
<i>Equipment In Process</i>	-	(142,000)	(68,815)	-	-	
Total Funding Available for Equipment as of June 30, 2025	<u>49,879</u>	<u>(58,951)</u>	<u>208,357</u>	<u>315,576</u>	<u>221,773</u>	
Total Recommended Appropriation for FY'26	86,319	86,680	129,948	34,771	50,020	387,738
Funding Available for FY26 and future use	<u>136,198</u>	<u>27,729</u>	<u>338,305</u>	<u>350,347</u>	<u>271,793</u>	<u>1,124,372</u>
Building and Equipment Carryover Cap <i>(total appropriated balance not to exceed this amount)</i>	137,617	138,191	338,305	350,347	271,793	1,236,254