

**Wisconsin Economic Development Corporation
Meeting of the WEDC Audit and Budget Committee**

**WEDC
Teams Meeting**

**Thursday, May 28, 2020
9:00 – 10:00 AM**

COMMITTEE MEMBERS PRESENT VIA TELECONFERENCE:

- Chair Lisa Mauer
- Committee member David Drury
- Committee member State Representative Rob Hutton
- Committee member State Senator Tim Carpenter
- Committee member Secretary Kathy Blumenfeld

COMMITTEE MEMBERS EXCUSED

- Committee member Randy Hopper

CALL TO ORDER and APPROVAL OF MINUTES

Committee Chair Lisa Mauer called the meeting to order at 9:08 AM.

Chair Lisa Mauer requested a motion to approve the minutes from the last Audit and Budget Committee in April.

State Senator Tim Carpenter requested a correction for the April 20 minutes. Minutes indicated he was excused, but in fact he was on the call.

Motion was made by Dave Drury and seconded by Tim Carpenter to approve the minutes as corrected. The motion was passed unanimously.

REVIEW MARCH 31, 2020 QUARTERLY FINANCIAL STATEMENT

WEDC Chief Financial Officer Brian Nowicki presented a summary of the financial statement. Followed by discussion and questions.

REVIEW AND VOTE ON VERIFICATION OF PERFORMANCE MEASURES FY19

WEDC Chief Financial Officer Brian Nowicki introduced, and Clifton Larson Allen representatives Tom Killian and Bill Judd presented the FY19 verification of performance measures July 1, 2018 through June 30, 2019. Brian Nowicki explained the follow up steps taken for award exceptions as noted.

Chair Lisa Mauer requested a motion to approve the Clifton Larson Allen report. Motion made by Dave Drury and seconded by Kathy Blumenfeld. The motion was passed unanimously.

REVIEW SPONSORSHIP SOLICITATION INTERNAL AUDIT FY20

WEDC Compliance Manager Brooklyn Mashaw presented information from the sponsorship solicitation internal audit for FY20.

REVIEW AND VOTE ON PROCUREMENT REQUESTS

WEDC Chief Financial Officer Brian Nowicki presented five (5) procurement requests for consideration by the committee.

- 1) Client Relationship Management Software. Bidding waiver request due to state contract, to continue using the Salesforce platform for two years.

Chair Lisa Mauer requested a motion to approve the Software bidding waiver request. Motion was made by Senator Tim Carpenter and seconded by Dave Drury. The motion was passed unanimously.

- 2) Third Party Software Developer. Bidding waiver request due to state contract, to continue using Allium IT to assist with the implementation and development of our software.

Chair Lisa Mauer requested a motion to approve the Third-Party Development Vendor bidding waiver. Motion was made by Dave Drury and seconded by Representative Rob Hutton. The motion was passed unanimously.

- 3) Electronic Signature Provider. Bidding waiver request due to state contract, for DocuSign as the online contract electronic signature tool in order to accomplish the deployment of emergency funds related to COVID-19.

Chair Lisa Mauer requested a motion to approve the Electronic Signature Provider bidding waiver. Motion made by Kathy Blumenfeld and seconded by Dave Drury. The motion was passed unanimously.

- 4) Economic Modeling Tool/Database. Formal solicitation purchase request to continue using EMSI tool. Chosen from five proposals received from the RFP.

Chair Lisa Mauer requested a motion to approve the purchase of Emsi for use as the WEDC Economic Modeling Tool/Database. Motion was made by Dave Drury and seconded by Kathy Blumenfeld. The motion was passed unanimously.

- 5) GIS Based Property Listing Portal. Formal solicitation purchase request to continue using GIS Planning as the GIS based system to populate WEDC's Locate in Wisconsin site.

Chair Lisa Mauer requested a motion to approve the purchase of GIS Planning services to facilitate WEDC's Locate in Wisconsin site for property listings. Motion was made by Representative Hutton and seconded by Dave Drury.

REVIEW AND VOTE ON FY20 BUDGET AMENDMENT

WEDC CFO Brian Nowicki and Deputy Secretary/COO Sam Ridders presented a summary of the requested budget amendment. Changes due mainly to receiving Federal CARES Act funds through the State of Wisconsin, to be used to provide grants to small businesses affected by COVID19. In addition, the State of Wisconsin's request to reduce General Purpose Revenue (GPR) funding for FY20 by 5% was made.

Chair Lisa Mauer requested a motion to approve the FY20 Budget Amendment. Motion made by Dave Drury and seconded by Kathy Blumenfeld. The motion was passed unanimously.

ADJOURNMENT

Chair Lisa Mauer requested a motion to adjourn the meeting. Motion was made by Kathy Blumenfeld and seconded by Representative Hutton. The motion to adjourn the meeting was passed unanimously. The meeting adjourned at 10:18 AM.