



West Central Wisconsin
Workforce Development Board

**West Central Wisconsin Workforce Development Board,
County Boards' Consortium Meeting Minutes**

Friday, August 20th, 2021, 9:00AM-10:30AM

Meeting was held virtually via Microsoft Teams due to COVID19 Pandemic

Present: **WDB** – Peter Kaz, Ashley Zwier, Lisa Fiore, Jessica Bierman, Steve Osero, Erin Benson, Jesse Singerhouse, John Walsh, John Will, Joni Geroux, Elizabeth Hart, Lynn Nelson, Peter Kilde, Steve Blodgett, and Scott Hodek. **Consortium** – Louie Okey, Dave Bartlett, Colleen Bates, Jeff Bjork, and Fran Duncanson. **WDB Staff** – Jon Menz, Toni Oas, Bambi Penning, and Michelle Emerson. **WRI** – Christian Blaisdell. **DWD** – Jen Artz.

Absent: **WDB** - Patti Audorff, Kevin Larson, Jake Steivang, Russell Boos, Karen Griffin, and Claudia Pecha. **Consortium** – Dean Gullickson, Wayne Hendrickson, Joe Waichulis, John C. Andrews, and Dave Ostness.

1. Call to Order and Roll Call

The meeting was called to order. A quorum was not met for WDB but was met for Consortium.

2. Review and Discussion of Fiscal and Grant Performance Reports Ending 06/30/2021

- a. Grant Reports Ending 06/30/2021
- b. Co-Enrollment Report Ending 06/30/2021
- c. Income/Expense through 06/30/202
- d. DWD PY221 Performance Report Ending 06/30/2021

Review and discussion of 2a-2c by Penning. There was some discussion. Penning encouraged questions to be directed to her. Due to limited time, 2d was not discussed. No Action/Informational Only.

3. Consortium Board

- a. Board Member Recruitment (Pepin, Barron, other) (Private Industry)
Bates advised that recruiting is needed by the Consortium. WDB chair Osero asked his board to please help with referrals to the Consortium to help fill these seats. No action/Informational.
- b. Consortium Agreement Adjustments - County Counsel(s) and Consortium Members
Menz advised that he reached out to three corporate counsels who are recommending we utilize an expenditure model vs. shares. Bates advised that she will be wanting a special meeting of the Consortium Board so all counties are included in the final decision. No action/Informational Only.
- c. OSO Procurement
The procurement of the new OSO is on track. The RFP for One Stop Operator has been posted to the WCWWDB website and sent to media. No action/Informational Only.

4. WD Board

- a. DWD to Monitor WCWWDB - April 19th to April 22nd
- b. Service Provider Risk Assessment Completed (WIOA Program and OSO)
- c. Secretary/Treasurer Opening for Exec
 - i. Update Bylaws

ii. Job Description

Menz provided feedback on items 4a-4c. Menz asked that anyone interested in the secretary/treasurer vacancy for the executive meeting should contact WDB Chair Osero or himself. Nominations will be brought forward at the next meeting. Bates asked if we need update bylaws with any changes to duties/responsibilities of the secretary/treasurer position. No action/Informational.

5. Reintegration of WDA8 Job Centers – Update

The committee discussed keeping all physical locations or looking possibly at a different model in the future, such as working with libraries or other spaces with a wide variety of public utilization. More to come. No action/Informational.

6. Governance: Board Structure and Policies for Review and Updates

- a. WIOA Local Plan Approval – Letter from DWD arrived – WDA8 Approved for WIOA State Plan
- b. Supportive Services
- c. Occupational Skills, Incumbent Worker and Customized Training – also with Mari’s policy
- d. Individual Employability Plans (IEP) and Individual Service Strategies (ISS) (CEPT)
- e. Equal Opportunity, LEP, ADA
- f. COVID 19 Procedure/Policy

Line items 6a-6f are a work in progress at this time. Will be touched on at future meetings as they are wrapped up. No action/Informational only.

7. WDB CEO Report

- a. Website – JB Systems
 - i. Board Pics & Bio
Menz reported the website is coming along and should be getting more information in September and will give an update at the October meeting. No action/Informational only.
- b. Branding
Menz stated that branding is still in the works and he will update more as this progresses. No action/Informational only.
- c. Manufacturing Works and Healthcare Works
No action/Informational only.
- d. Partnering WDB’s – Jinny Rietmann
Menz stated he is hoping that Jinny Rietmann from the MN WDB’s will come to speak at the October meeting. We are hoping to partner with them and build relationships. No action/Informational only.
- e. Pathway Home 2 Grant Award – County based
This grant will support expanded services to eligible incarcerated individuals in state correctional facilities or local jails. Menz talked on building alliances and relationships with the inmates prior to reentry. No action/Informational only.
- f. WAI Submission – Worker Advancement Training Initiative ARPA
Menz talked on this grant – the amount, the basics of individuals and businesses it will help. No action/Informational only.

- g. Coordination of \$10 million regional grant applications ARPA
Menz talked on this grant – the amount, the basics of individuals and businesses it will help. No action/Informational only.
- h. CWI – Governor’s Counsel State of Wisconsin
The WDB’s have been invited into strategic planning this year. Menz talked on various points from the meeting and suggested having the boards discuss some of the items from this meeting in October and December. No action/Informational only.
- i. The White House and Workforce Development
Menz stated the WDB’s have been invited to monthly calls and are working with administration as well as legislature. No action/Informational only.

8. WIOA Partner Updates

This line item was not covered due to limited time for this meeting. No action/Informational.

9. Next Meeting – Friday, October 22nd 9:00am

10. Adjournment

With no further business to discuss the meeting was adjourned.

Open Meeting Law Information: This is an open meeting and will be held in accordance with all applicable laws, ordinances, and regulations pertaining to open meetings.

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