



West Central Wisconsin Workforce Development Board, County Consortium Boards'

Meeting Minutes

Joint Boards Meeting

9:00AM – 10:30AM Friday, February 19th, 2021

Meeting was held via Webex due to Covid19 Pandemic

1. Call to Order and Roll Call

Meeting was called to order @ 9am by Waichulis (Consortium) & Osero (WDB) & roll call was taken. Quorum met by JB.

Present: WDB: Peter Kaz, Ashley Zwier, Patti Audorff, Lisa Fiore, Jessica Bierman, Kevin Larson, Steve Osero, Alison Page, Betty Laskowski, Jake Steivang, John Walsh, John Will, Joni Geroux, Elizabeth Hart, Lynn Nelson, Peter Kilde, Steve Blodgett, Deb Leslie, Scott Hodeck; Consortium: Louie Okey, Dean Gullickson, Joe Waichulis, Dave Bartlett, Colleen Bates, Jeff Bjork; WDB Staff: Jon Menz, Bambi Penning, Toni Oas, Michelle Emerson
Other: Ashley Urquhart, Terri Leisten, Cassandra Hathaway, Dynamic Works, WRI
Absent: WDB: Jesse Singerhouse, Russell Boos, Karen Griffin, Claudia Pecha; Consortium: Wayne Hendrickson, Fran Duncanson, Dave Ostness, John Andrews

2. Review of minutes of October 16th and December 11th, 2020, Joint Boards

There was review and discussion on October 16th, 2020, minutes and the minutes/notes of December 11th, 2020. Menz noted that there was not quorum at the December meeting but presented minutes/notes as documentation as they moved through the agenda.

WDB Action:

Motion to approve minutes of October 16th, 2020, by Kilde 2nd Larson. Motion Approved.

Motion to approve December notes/minutes by Will 2nd by Audorff. Motion approved.

Consortium Action:

Motion by Bartlett 2nd by Okey to approve minutes of October 16th, 2020. Motion approved.

Motion by Okey 2nd by Gullickson to approve notes/minutes of December 11th, 2020, meeting. Motion approved.

3. Strategic Planning and Annual Report – (*delayed due to COVID19)

Menz reviewed the annual report and strategic plan with the group noting that there was no quorum at the December 11th Annual Meeting. There was some discussion.

WDB Action:

Motion by Larson 2nd by Audorff to approve Strategic Planning and Annual Report as presented. Motion approved.

Consortium Action:

Motion by Waichulis 2nd by Okey to approve the Annual report and Strategic Plan as presented. Motion approved.

4. Consortium Board Discussion/Possible Action

a. Governance Training with DWD

Menz updated the group that DWD will be offering additional training. More information will be sent out as updates are learned. Menz noted that if anyone would like a link to October's 2020 training, they

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can reach out to Michelle at the office. More information will be provided for the additional training as it comes out.

- b. Terms on WDB Board Seats – Expiring, Reappointments, and Slate Nominations/ Recommendations Acknowledgement of ongoing or transitioning members.

Alison Page has completed her term with the WDB and today is her last meeting. Appreciation was shared by the Consortium for her leadership and her years of service on the WDB. We are pleased to note the nomination of Erin Benson.

WDB Slate of Officers

Bates reviewed the list of reappointments with the group. Noting that Lynn Nelson has accepted reappointment as well as Peter Kilde, Deb Leslie, Scott Hodek, Betty Laskowski, Ashley Zwier, Patti Auditorff. Nomination for appointment to fill Page vacancy in Health Care sector, Erin Benson, for a three-year term. All said terms will be 1/1/2021 to 12/31/2023. There was some discussion.

Consortium Action:

Motion by Okey 2nd by Bartlett to approve reappointments to the WDB for Lynn Nelson, Peter Kilde, Deb Leslie, Scott Hodek, Betty Laskowski, Ashley Zwier, Patti Auditorff, and appointee Erin Benson to a three-year term ending 12/31/2023. Motion approved.

- c. Board Member Recruitment (Pepin, Barron) (Private Industry)
Discussion on board member recruitment (Pepin and Barron County business member/private industry). Noted that the WDB has vacant seats needing to be filled in Pepin and Barron. Recruitment has been hampered by COVID19. The consortium members appoint members to the WDB. Informational only.
- d. Conflict of Interest Forms
Reviewed and Secured Annually. See 5b. Informational only.

Notes: Item b: Reappointments – Lynn Nelson, Peter Kilde, Deb Leslie, Scott Hodek, Betty Laskowski, Ashley Zwier, Patti Auditorff. Non-Reappointments – Alison Page. Nominations for appointment to seats – Erin Benson.

5. WDB Discussion/Action

- a. Conflict of Interest Policy & Forms
It was noted that annually the Conflict-of-Interest Policy and Disclosure of Interest forms have been secured with the exception of two members. COVID19 has had an impact on this process. Emerson is working to secure the final two through DocuSign. Informational only.
- b. Reentry Discussion
Deb Leslie, WRI CEO spoke into current happenings in WDA8. Informational only.

6. Update on Reintegration of WDA8 Job Centers

Menz and Blodgett updated the group on the status of reintegration of the Job Centers. They will be opening the Eau Claire County Job Center on a limited bases by appointment only with allotted times between appointments to allow cleaning protocol. The DWD continues to monitor the status of COVID19 from the state level. Informational only.

7. WDB CEO Report – discussion/possible action

- a. Update on 2020-23 WIOA Local Plan
Menz noted that the Local Plan has been submitted to the DWD for review. Once the final comes back, he will be sending out and posting for public comment. Informational only.

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- b. Staffing Updates
Menz noted updates on staffing to include Kimberly Larson, Analyst; Michelle Emerson, Executive Assistant, Toni Oas, WIOA Program Director; Nicole Lillis, Career Planner for COW Grant. WRI looking to fill the opening with community outreach for Opioid Grant. Informational Only.
- c. Grant Updates – Opioid, DW Additional Funds, H1-B – Healthcare
Menz provided update on the Opioid Grant and overview on grant updates. Informational only.
- d. Update on Fast Forward Grant
Menz updated the group on a grant application that went out for reentry. Informational only.
- e. Website – JB Systems
Menz noted that staff would be reaching out to get Board Pics & Bio for the new website as it continues to be under development. Informational only.
- f. 'How to stop being the best kept secret.'
Menz noted looking at ways to be creative with outreach in our region. Informational only.
- g. Discussion of Job Center of the Future Subcommittee – CWI Menz
Menz noted updates with statewide subcommittee. Informational only.
- h. April Board Meeting – Subcommittee/Task Force Structure Discussion
Menz noted that the structure of the meetings with breakout sessions to task forces will be looked at in April. Informational only.
- i. Discussion on Staff Review and Cost of Living Adjustments for 2020-2021
Will be addressed at upcoming April meeting. Informational only.

8. WIOA Partner Updates

- a. Business Services, Regional Business Services, Statewide SBSG
Cassandra gave a brief update on Business Services activities in the region.
- b. OSO – Ashley Urquhart –OSO updates
Ashley was introduced to the JB and gave a short update on OSO business.
- c. Rapid Response, WARN Notices, Dislocation and Closure Activity
WRI Staff Standing item – no report given due to time.

9. Business Penetration Report

Due to lack of time no report was given.

10. Fiscal Reports Update – 12/31/2020 Review discussion/possible action Joint Boards – Bambi Penning

- a. Grant Reports Ending 12/31/2020
- b. Co-enrollment Report Ending 12/31/2020

Penning reviewed the grant and enrollment reports ending 12/31/2020 that had been provided to the Joint Boards prior to the meeting. There was some discussion. It was noted that the Executive Committee had reviewed it in detail and made the recommendation to accept these reports.

WDB Action:

Motion by Larson 2nd Nelson to accept/approve grant reports and enrollment as presented. Motion approved.

Consortium Action:

Motion by Okey 2nd Bartlett to accept/approve grant reports as presented. Motion approved.

- c. Review of Current Updates PY19-20 Income/Expense/Budget

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The updated income/expense for Program Year 2020-2021 budget was reviewed by Penning. Penning noted that projected budget was approved but now that updated allocations for the grants as this date as well as new program dollars, this modification is updated to reflect data ending December 31st, 2020.

WDB had some discussion of the review of the budget piece with updated allocations income/expense.

WDB Action:

Motion by Kilde 2nd by Larson to accept the budget as amended. Motion approved.

11. Next Meeting – Friday, April 16th 9:00am

12. Adjournment

With no further business, the meeting of February 19th was adjourned.

13. Discussion by Joint Boards on what is happening locally, or what you need from the Public Workforce System (roundtable).

Discussion was had by most of the members on WDA activities.

THIS WAS AN OPEN MEETING AND WILL BE HELD IN ACCORDANCE WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS PERTAINING TO OPEN MEETINGS.

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