



Executive Team Meeting Agenda

Monday, August 14, 2023 at 8:00 am

VIRTUAL MEETING ONLY

Approved 10 11 2023

(City Hall Conference Rooms are Filled due to Cedar Corp needing space, their building has been condemned.)

Joint Board Present Virtual: Jesse Singerhouse, Steve Osero, John Will, Peter Kaz

Consortium Present Virtual: Ben Plunkett, Joe Waichulis

WCW Staff Present Virtual: Jon Menz, Brenda Kuske

WIPFLI Present Virtual: Jess Ervin

1. **Call to Order**-Singerhouse called to order
2. **Review minutes June 8, 2023**
Motion First to approve the minutes June 8, 2023: Waichulis
Second to approve the minutes June 8, 2023: Kaz
Motion to approve the minutes June 8, 2023: Approved
3. **Review and Discussion of Fiscal and Grant Performance Reports**
 - a. Grant Reports
 - b. Income and Expense
 - c. Budget Update

Discussion: Ervin presented Grant Reports documents. Menz furthered discussion on the WAI grant as this will be transitioning from WRI. Liz Pizzi will be hiring for a position to manage this grant, through the transition NWIB is offering Amanda Soultou to manage the participants in transition. Fostering relationships with Stout, Lipert Manufacturing to serve participants in the spirit of the WAI grant. Ervin presented Income and Expense documents. Menz spoke to the adding of the Quest Grant funds. Plunkett questioned unspent funds and how many participants are needed to fulfill the requirements. Menz spoke to this as there is not a quantity mandated. Memorandums of Understanding/Contracts define qualifying metrics.

Menz spoke to DWD mandating the procurement of WIOA Youth, (this has since been retracted and stated as recommended) based on non-performance and continuing finance issues.

Plunkett spoke to failure on elected officials to be steering folks into available funds. Menz suggested round table discussions with constituents. Mentioned upcoming Winning Wisconsin events. Outreach is very important and got lost in the fray from Covid. Menz mentioned getting out to the people we serve. Will mentioned the economy and relatability in the Tech Colleges and the competition. Entry level employment and wage pressure. It is difficult to fill the higher educated jobs.

Menz mentioned significant problems with Daycare and the Quest grant is just a small part to help with the problem. First of September federal funding of the \$5 wage increase for caregivers is halted. This may lead to many daycare closures and raising costs for services throughout all 9 of the counties we serve.

d. WIPFLI Updates

Menz discussed the data breach at WIPFLI and the lack of forth coming communication from WIPFLI on the results. WCW has contacted Von Briesen & Roper for pursuit of WIPFLI malpractice. At the start of the contract with WIPFLI it was expected to be close \$5000 per month, with some exception for the clean up which was expected. The monthly rate has increased to \$16,000 per month, which is not

sustainable, based on time and material. Solution to bring CFO back in house with hopes to share costs with another board as they are having same difficulties with WIPFLI. These are statewide increases that at least 3 board area are affected.

- e. Expenditure discussion related to Career Services vs other services (All Grants)
- f. Remaining funds

Menz discussed that WRI is good at spending money for career services and not good at spending the funds for services. Continually running out of funds for staff and leaving supportive services money on the table. Richard Price and Jon Menz have been meeting to get better benchmarks and weighing what we are paying the people and what funds are getting to the participants. WRI added a new holiday day off and did not inform the board of the closure. This is a punitive disruption in government services that is not decided with board approval.

Plunkett mentioned spot checks on Job Centers and the locked doors faced. Menz spoke to this as doing more compliance checks. And optimizing the Job Center locations.

Menz discussed that we are currently hiring for Department of Corrections. Windows to Work to be taken back to the board.

Menz discussed the ongoing struggles with supervisor at the St Croix job center, turnover is constant with no ramifications to the supervisor and the fault lies with the individual who has left. There have been multiple immediate resignations and we are pursuing discussions with those who have left. This continues to go back on the ability of WRI to serve.

Motion First to approve the fiscal documents and Grant Performance Reports as presented: Will
Second to approve the fiscal documents and Grant Performance Reports as presented: Waichulis
Motion to approve the fiscal documents and Grant Performance Reports as presented: Approved

4. Federal, State and Local Policy

- a. State Monitoring DWD
- b. Subrecipient Monitoring
- c. Risk Assessment
- d. Fiscal Policy Manual update
- e. Employee Handbook update

Occupational Skills Training Document – reviewed and presented

Motion First to approve Occupational Skills Training Document as presented: Waichulis

Second to approve Occupational Skills Training Document as presented: Osero

Motion to approve Occupational Skills Training Document as presented: Approved

WAI Fiscal Policy Manual – reviewed with deletion of follow up policy as not required for this grant

Motion First to approve WAI Fiscal Policy Manual as presented: Waichulis

Second to approve WAI Fiscal Policy Manual as presented: Osero

Motion to approve WAI Fiscal Policy Manual as presented: Approved

Employee Handbook Update – reviewed with addition of sign on bonus no more than \$1000.00

Discussion-Group this is similar in private sector to entice employment

Motion First to approve Employee Handbook Update as presented: Will

Second to approve Employee Handbook Update as presented: Kaz

Motion to approve Employee Handbook Update as presented: Approved

5. **Joint Boards recertification**– Menz recertification is in process and need to have conflicts of interest and board documents signed.
6. **Quorum**- Menz discussed the need for quorum in the joint board meetings and looking for ways to accomplish. Mentioned reaching out to colleagues to build the board. In need of leadership roles on the board. Waichulis spoke to this being the biggest battle and suggested meeting to discuss ways to act.
7. **One Stop Operator** – No discussion and No action
8. **Rapid Response(s) Updates:** No discussion and No action
9. **Service Provider** – Menz mentioned this has been discussed throughout the meeting in different categories and no more to share.
10. **Procurement** – Menz discussed the following with no action.
 - a. Youth- discussed in previous areas of meeting.
 - b. Possible procurement Title 1, Pathways Home, WAI procurement
11. **Quest Grant:** No discussion and No action
12. **Annual Meeting** – Discussion annual meeting at Stout December 1, 2023 with a light breakfast looking for full attendance with meaningful - No action
13. **WCWWDB Staff Cost of Living Increase**
 - a. This was voted on last meeting and tabled per chairperson request
Discussion this was voted on at last executive meeting no further action needed. Singerhouse suggested a change in procedure for this to be handled by WCW CEO.
14. **Date for Next Scheduled Meeting – Wednesday, October 11, 8:00 am** - Menomonie City Hall and Virtual
15. **Adjournment**
Motion First to adjourn: Plunkett
Second to adjourn: Will
Motion to adjourn: Approved

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