



**West Central Wisconsin Workforce Development Board and  
West Central Wisconsin County Consortium**

Friday, October 21, 2016 held at the Dunn County Job Center, Menomonie, WI

**JOINT BOARD MEETING MINUTES**

**WDB Members Present:**

Alison Page, Peter Kilde, John Walsh, Claudia Pecha, Peter Kaz, Steve Osero, John Will, Deb Leslie, Gerald Bauer, Russell Boos, Randy Sommerfeld, Elizabeth Hart, Lynn Nelson, Steve Blodgett, Patricia Noland WDB Member: By Phone (2-way Speaker): Sharon Masek, Betty Laskowski

County Boards' Consortium: Colleen Bates, "Al" Albarado, Joe Waichulis, Diane Morehouse, Colleen Bates, Dwight Jelle, Ben Plunkett, Larry Jepsen, Roger Larson

Youth Committee: Susan Lohmeier

Others Present: Richard Price, Bonnie Fredrickson, Bambi Penning WDB Staff: Jon Menz, Toni Oas

- 1) Call to order/introductions – the joint meeting of West Central Wisconsin Workforce Development Board and County Boards' Consortium was called to order.

- 2) Action on Previous Minutes

The Minutes of WDB August 12, 2016 meeting were reviewed.

WDB Action: No quorum for WDB, no action. Minutes will go on Agenda of December 1, 2016 Meeting.

The Minutes of the County Boards' Consortium July 27, 2016 meeting were reviewed.

Consortium Action: Motion was made to approve the Minutes of July 27, 2016 by Morehouse, 2<sup>nd</sup> by Jepsen. Motion passed.

- 3) Executive Committee Update

- a. Youth Committee Appointments and Nomination discussion/action

- I. Bates reported that we have received a Nomination for John Goodman of CESA #10 to the Youth Committee.

*Consortium Action:* Motion was made by Al Albarado to appoint Goodman to Youth Committee, 2<sup>nd</sup> by Larson. Motion Passed.


WDB Action: No quorum for WDB, no action. Item will be on Agenda of December 1, 2016 Meeting as good practice.

- b. Workforce Development Board Nomination status/action

- I. Bates reviewed WDB nominations for:

-Patty Noland, WDA 6 Director of Division of Vocational Rehabilitation has been designated by DWD to fill the seat of Randy Sommerfeld due to his retirement until his replacement is hired.

-Elizabeth Hart, Literacy Chippewa Valley, has been nominated to fill the seat of Mary Jo VanGompel due to her retirement.

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-Jake Steivang, Dove Healthcare, has been nominated to a business seat.

Consortium Action: Motion was made by Albarado to appoint Patty Noland as Designee, Elizabeth Hart and Jake Steivang as business members and 2<sup>nd</sup> by Roger Larson. Motion passed.

c. Resolution of WDB's Tax Exempt status. Bates announced that the Organizational Resolutions of WDB need a signature from all WDB board members. This document was created by Ruder Ware the firm handling our non-profit status. Form was then passed around for signature for those who were in attendance. Menz will reach out to those not present.

d. Additional items that required action

- I. Adoption of Bylaws for WDB, MOU and Fiscal Agent MOU: Discussion/Joint Board  
Bylaws were reviewed; had been looked at by County Counsels and updated. Menz reported he had met with Nick Lange, Dunn County as well to review said document.  
WDB Action: No quorum for WDB, no action. Minutes will go on Agenda of December 1,2016 Meeting.  
Consortium Action: Motion was made by Jepsen to approve Bylaws, 2<sup>nd</sup> by Morehouse. Motion passed.
- II. InterCounty Agreement (discussion/Consortium Action)  
Bates announced the changes that were suggested by County Consortium had been updated.  
Consortium Action: A motion was made by Larson to approve with editorial updates, and 2<sup>nd</sup> by Jepsen. Signatures of County Consortium members were requested for document. Plunkett and Larson will forward signatures, and get Menz comments. Motion passed.

4) Oversight Committee Report


Price updated the Negotiated Performance Levels for PY2016-17. Review of Final PY15 Performance & Current WIOA Grant Performance Reports were presented by Price. PY15 WRI was #1 in the state for performance. Price reviewed the WRI leverage and opportunity to use a multitude of different funding sources that is of great benefit to the WIOA participants. Informational, no action.

e. Adoption of the PY16 WDB Budget (discussion/Joint Action)

The 2016-2017 WDB Budget was presented for review by Penning. This budget now reflects the 10% admin fee that will be collected on behalf of the board. Penning pointed out that the budget is expected to change over the year with new grants or funding received that has not been identified at this time. It was also noted that there is an adjustment made to reflect Apprenticeship Liaison and Contract. Page suggested the development and review of a year to date budget. The budget was unanimously adopted by both boards.

5) One-Stop update

Leslie updated the group on two job centers. WRI is exploring a new space for its River Falls office since the current space is hard to locate, the signage is poor and not visually accessible. They hope to have a new location finalized in the coming weeks. WRI is also looking for a new location for its Pepin County Job Center. The

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County Court House is the preferred location but there is no space available so other options are being explored. Jelle will look into the County Building location and get in contact with Leslie to see if this may still be an option.

6) WDB Announcements

Paige reported the DWD Monitoring will take place November 7<sup>th</sup>-10<sup>th</sup>. Menz spoke on the WAGES Grant – Apprentice Liaison Vacancy; also providing a handout highlighting the WDB role and obligation with this grant. Menz also spoke about the WWDA and the structure of the organization. Menz is looking for WDB Board members that would have interest in serving on the Committee. WDB representation on the Committee includes the Executive Director, LEO and a WDB member. Those interested in the Joint Workforce Committee should reach out to Menz. No Action, informational.

7) Youth Committee Update

Youth Committee Chair, Lisa Fiore gave a brief presentation. The presentation included the Committee membership, the initiatives that are currently underway; listing of programs and academies. Fiore touched on the Career Venture event and encouraged all WDB members to participate. She also encouraged those who were interested or new someone of interest to attend the Child Labor Law and Best Practices in Youth Apprenticeship Clinic on November 8, 2016. Youth Committee member Susan Lohmeier announced that she will be stepping down from the Youth Committee. She has served the group 1990. No Action, informational.

8) Job Center Overview -Bonnie Fredrickson, WRI Coordinator of Barron and Polk Job Centers presented an overview of activities in both offices.

8) Strategic Planning


Paige announced that the strategic planning session will take place at the February meeting. Menz handed out a committee sheet for consideration. He would like to assign all WDB and Consortium Members to a committee of interest. Please contact Menz if you have a strong interest. These committees were adopted in the past by the board; will meet during a breakout session at regular WDB meetings. No action, informational.

9) Process for WDB Reappointments/appointments. WDB Officers

Bates reviewed the Reappointments to the WDB. Menz will be meeting with Bruce Barker on Tuesday, October 25th regarding his status. Paige announced that the slate of Officers will be announced at the December meeting.

Consortium: A motion to reappoint Laura Kendzior, Lisa Fiore, Timm Boettcher, Steve Osero, Russell Boos for a 3-year term beginning January 1, 2017. Motion passed.


10) Reminder that the Annual Meeting & Recognition will be Thursday, December 1, 2016 at the Off Broadway Banquet Center. No action, Informational.

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11) Adjournment – there being no further business, the meeting was adjourned.

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