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## West Central Wisconsin Workforce Development Board, County Consortium Boards'

### Oversight Committee Meeting Minutes

October 13th, 2016

@ WDB Office 401 Technology Drive East, Suite 400, Menomonie

WDB Board Members: Alison Page, Kevin Larson, Timm Boettcher and Betty Laskowski

County Consortium: Colleen Bates

WRI, Inc. Staff: Deb Leslie, Richard Price and Bambi Penning

WDB Staff: Jon Menz, Toni Oas

1. Call to Order – The meeting of the Oversight Committee Meeting was called to order.

2. The minutes of August 2, 2016 were reviewed.

Motion made by Betty Laskowski and 2<sup>nd</sup> by Alison Page to approve the minutes of the Oversight Committee for August 2, 2016. Motion approved.

3. Special Orders

a. Nominations for October Meeting for Youth Committee and WDB were reviewed.

i. Youth Committee – John Goodman, CESA #10

ii. WDB Board – Jake Steivang & Elizabeth Hart

4. Menz updated committee on unfinished business and general orders. Menz stated that action will take place to complete and have the below documents signed at the next meeting so they can be updated in the Local Plan at the state level; County Agreements; MOU - WDB to WRI; Fiscal Partner (WRI) to WDB; WDB Bylaws.

a. Building Status – Expecting DWD to give a final decision from the DOL on October 17<sup>th</sup>. Menz will update the Oversight Committee once he is notified.

5. Budget 2016-2017 was reviewed by Penning/Menz. Boettcher suggests that Menz bring to the Oversight Committee some strategies on how other WDB handle and build reserves for strategic sustainability of the board; also recommended that looking forward we should identify additional funding sources that could support the board. Menz will reach out other WDB and report back to the Oversight Committee.

a. Apprenticeship Grant & WDB Liaison for Apprenticeship is also in the funding in Employee costs and Subcontracts to our youth provider.

b. WWDA Dues are \$6,736. Discussion was this should be paid this year; but it should be put to question their fee structure in relationship to the other regions and size and funding they receive.

6. Price reviewed the Grant Performance and financial review reports ending August 31, 2016. Noting that they are working with less funding this year from the State with the additional 5% the state has taken off the top and with the separation of the WDB Board and its 10% of Grants. Price said with the ability to co-enroll customers into other funding it compliments what they can do to support WIOA funding. They are in a good place and remain number one in the state for compliance.

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7. A handout was provided for review of the committee Menz stated it reflects the current overall status of where WRI/WDB with grants to date.
  8. New Business
    - a. Annual Meeting will be held on Thursday, December 1, 2016 at 10:30 at Shops Off Broadway in Menomonie.
    - b. The next oversight meeting will be held on December 1<sup>st</sup> before the meeting. Time will be 9:30AM and Toni will secure a separation location at the Banquet Center for that day. Information will follow.
  9. Adjournment – With no further business the meeting of the Oversight Committee was adjourned.

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

Anyone attending this meeting who requires an interpreter, materials in an alternate format, or other accommodations to access this meeting are asked to contact the West Central Workforce Development Board office at (715)235-8393 in advance of the meeting so that arrangements may be made. The meeting locations is accessible by ADA standards.

cc: Alison Page, WDB Chairperson  
Colleen Bates, Eau Claire County Board LEO and County Consortium Chairperson  
Betty Laskowski, WDB Secretary/Treasurer  
Kevin Larson, WDB Incoming Chairperson  
Timm Boettcher, WDB Past Chairperson  
Deb Leslie, CEO Workforce Resource, Inc.  
Richard Price, CIO Workforce Resource, Inc.  
Bambi Penning, CFO Workforce resource, Inc.  
Jon Menz, Executive Director, WDB

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