



West Central Wisconsin Workforce Development Board, County Boards' Consortium

Friday, April 21, 2017
@ Dunn County Job Center, Menomonie

Meeting Minutes

WDB Members Present: Sharon Masek, Peter Kaz, Bev Bernier, Lisa Fiore, Jim Tiedke, Alison Page, Jesse Singerhouse, Jake Steivang, John Walsh, Tom Huffcutt, Elizabeth Hart, Lynn Nelson, Peter Kilde, Steve Blodgett, Karen Griffin, Claudia Pecha, Deb Leslie and by phone Betty Laskowski

Consortium Members Present: Joe Waichulis, Diane Morehouse, Colleen Bates, Gerald Bauer, Ben Plunkett, Larry Jepsen and Roger Larson

WDB Staff: Jon Menz and Toni Oas

Others Present: Richard Price, Bambi Penning, Gary Veltus, Ginger Dutton, Aaron Sarbacker, DWD

- 1) **Call to Order** – The joint meeting of the WDB and County Boards' Consortium was called to order.

Adopted with noted agenda item moving One Stop Operator MOU under #6 under One Stop Service Provider under #3.

- 2) **Review and Approval of Minutes**

The Minutes of the February 17, 2017 Joint Board meeting were reviewed.
The Minutes of the February 27, 2017 Consortium Board Meeting were reviewed.
The Minutes of the March 9, 2017 Consortium Board Meeting were reviewed.

WDB Action:

Motion by Page, 2nd by Kaz to approve the minutes of the February 17, 2017 Joint Board Meeting.
Motion passed.

Consortium Action:

Motion by Morehouse, 2nd by R. Larson to approve minutes of February 27, 2017 and March 9th, 2017 County Boards' Consortium Meeting. Motion passed.

**Note: Consortium Board approved Minutes of Feb 17, 2017 at Consortium Meeting held February 27, 2017*

- 3) **New Business**

Board Membership/Appointments

Bates reported there is a WDB Board Vacancy of WDB Business Member for Chippewa County. As good practice the WDB reviewed the nomination for Jim Tiedke noting the Consortium appointed at the February 27, 2017 meeting. As good practice WDB review. Tiedke replaces Gerald Bauer who stepped down as

The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service providers. This product was created with funding from the Workforce Innovation and Opportunity Act (WIOA). If you need assistance to access our services in a different language or need this material in an alternative format, contact us. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711. Proud partners of the American Job Center network.



WDB Pepin County business member and is serving as an appointee for Pepin County; County Boards' Consortium.

WDB Action:

Motion by Kaz, 2nd by Huffcutt to appoint Tiedke to WDB Pepin business representative to the WDB. Motion passed.

Building Status Update

Menz provided an update on the building finding status. The **DOL/DWD DRAFT Settlement Agreement:** \$247,355 in Disallowed Costs (reduced 71.4%); \$152,979 –DOL Equity in the building (reduced 48.5%). DWD has notified WDB that the DOL has accepted terms. DWD will issue a letter stating such to the WDB and billings for the agreed amount; then to be submitted to the Directors Errors and Emissions. There was discussion on who owns the building/separation of assets should be discussed further in a future meeting. No action, informational.

NAWB -March 2017 & DOL Training in Texas

Menz provided a handout on NAWB Conference in Washington and spoke on the DOL Training he attended in Texas, noting the DOL is expecting a .04 national reduction in WIOA funding. No action – informational.

WAGES Grant Update

Menz announced that WAGES Liaison, Paul Wurtz for the WDB has resigned from his position; accepting a position in Vocational Rehab at UW Stout. Metrics for outreach is doing well, Menz will continue to work with WRI, Business Specialist to keep on track. No action, informational.

Inspire Wisconsin

Menz updated the boards on the Inspire WI model. The board will have a presentation at June 2017 meeting. No action, informational.

One Stop/Service Area Provider - One Year Renewal – Review Committee

The One Stop Operator for our region was awarded to Workforce Resource by RFP 2016. Based on the previous year's contractual deliverables, monitoring results and performance, an additional-year contract is recommended by the WDB and Countys' Consortium Boards' Oversight Committee. WDB/Menz has requested an updated 2nd year budget be resubmitted to the WDB Oversight Committee. Said budget was submitted at the time of the RFP in 2016; as good practice, they will submit it to the WDB Oversight Committee to review.

WDB Action:

Motion by Katz and 2nd by Masek for the approval of 2nd year option of the contract and award Workforce Resource to be the WDB One Stop Operator; given there are no cost changes on to the 2nd year budget. Motion passed.

Consortium:

Motion by R. Larson and 2nd by Jepsen for the approval of 2nd year option of the contract and award



Workforce Resource to be the WDB One Stop Operator; given there are no cost changes on to the 2nd year budget. Motion passed.

Budget 2016-2017 Update

Planning Budget - July 1, 2017 to June 30, 2018 -Bambi Penning, WRI CFO/Fiscal Provider noted that July 1, 2017 to June 30, 2018 WDB Budget is in planning. The proposed new budget will be presented to the Oversight Committee in June. No action, informational.

HSA Plan

As of January 2017, WDB eligible staff are covered under High Deductible Health Plan similar to what was held previously with WRI. K. Larson noted there was a cost saving to the WDB with the new plan. The Oversight Committee reviewed costs and recommends to the Board a \$200 Monthly HSA funding for eligible staff. There was discussion.

WDB Action:

Motion by Huffcutt, 2nd by Singerhouse to approve \$200 Monthly HSA funding for board eligible staff for the Health Care benefit to be funded monthly effective January 2017. Motion passed.

Consortium Action:

Motion by Morehouse, 2nd by Plunkett to approve \$200 Monthly HSA funding for board eligible staff for the Health Care benefit to be funded monthly effective January 2017. Motion passed.

4) Separation Updates

Commercial Package-coverage General Liability/Crime & Fidelity

Menz updated the boards that he is seeking additional bids for the Commercial Package Insurance and possible separate policy on crime and fidelity. No action, informational.

Dental/Disability/Life

WDB has been in contact with our Agent; current plan under WRI. More information to follow as policy renewals are coming up in June 2017. No action, informational.

Fiscal Manual & Employee Handbook/Policy Manual

Menz updated the boards that he is working on creating these policies separate from WRI. No action, informational.

5) Grant Performance/Financials Review/Rapid Response Update

Price reviewed Grant Performance, Rapid Response reports as well as leverage. Penning reviewed the financials handout. No action, informational.

The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service providers. This product was created with funding from the Workforce Innovation and Opportunity Act (WIOA). If you need assistance to access our services in a different language or need this material in an alternative format, contact us. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711. Proud partners of the American Job Center network.



6) Unfinished Business and General orders

DWD Monitoring November 2016

WDB has received the report from the DWD Monitoring from November 2016. Menz will be replying to the letter in the time manner. No action, informational.

DWD Monitoring October-Monitoring/November 2017 -Data validation

The DWD has scheduled monitoring for the week of October 2, 2017 and Data validation for week of November 27,2017. No action, informational.

2017 DOL Monitoring Dates

The DOL will not be monitoring in WI in 2017. No action, informational.

7) Regional Economy Status – Sector impact

No report, Hodek unable to attend.

8) Clark & Chippewa County Job Center Updates

Ginger Dutton, WRI Chippewa County Coordinator & Gary Veltus, WRI Clark County Coordinator reported to the boards on their respective County Job Center activities. Dutton invited board members to attend Career Venture in Eau Claire where the will be hosting 33 area schools. Veltus highlighted a success story from Clark County and other area happenings. In addition, provided a handout. Both spoke of the importance of partnerships in their communities and encouraged board members to consider hosting on the job training. Informational.

9) Executive Director's Annual Evaluation

Motion by Page, 2nd by R. Larson to move in closed session for the purpose of completing Executive Director Evaluation.

Closed Session for the purpose of considering employment, promotion, compensation or performance evaluation of any employee over which the body has jurisdiction or exercises responsibility, pursuant to section 19.85(1)(c), Wisconsin Statute.

Motion to move out of closed session made by R. Larson, 2nd Page.

10) Discussion and Action on Executive Director Evaluation for the purpose of taking action, as deemed necessary or appropriate, on any matter discussed or deliberated upon in closed session. -no action

11) Next Joint Boards meeting

Next meeting for June 16, 2017 Joint Board Meeting


12) Adjournment

There being no further business, the meeting was adjourned.



THIS WAS AN OPEN MEETING AND WAS HELD IN ACCORDANCE WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS PERTAINING TO OPEN MEETINGS. The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service providers. This product was created with funding from the Workforce Innovation and Opportunity Act (WIOA). If you need assistance to access our services in a different language or need this material in an alternative format, contact us. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711. Proud partners of the American Job Center network.

The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service providers. This product was created with funding from the Workforce Innovation and Opportunity Act (WIOA). If you need assistance to access our services in a different language or need this material in an alternative format, contact us. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711. Proud partners of the American Job Center network.

A proud partner of the  network