



**West Central Wisconsin Workforce Development Board,
County Consortium Boards'
Oversight/Executive Committee Minutes**

November 30, 2017 at @ WDB Office 401 Technology Drive East, Suite 400, Menomonie

Present by conference call: Betty Laskowski, Steve Osero, Alison Page
Present: Roger Larson, Kevin Larson, Colleen Bates WRI Staff Present: Deb Leslie, Richard Price, Brad Henning WDB Staff: Jon Menz, Toni Oas

1. The meeting was called to order.
2. The minutes of October 12, 2017 were reviewed. Motion by Roger Larson and 2nd by Bates. Motion approved.
3. Unfinished Business and General orders
 - 1) Fiscal Partner Report
 - a. Year End Budget PY2016-17 Grant Performance Reports/Fiscal Review/Rapid Response Reports were reviewed by Penning, CFO of WRI and Price, CIO of WRI reviewed. Informational only.
 - b. Youth Registered – No Participation Services /TESSA report
Price reviewed report and updated committee on status. Informational only
 - c. PY2017 Budget Updates & PY2017-18 Grant Performance Reports/Fiscal Review/Rapid Response/Program Income Monthly Reporting
Reports were reviewed by Penning, CFO of WRI and Price, CIO of WRI. Informational only.
 - d. WIOA Plan and related procedures/ recommendations and updates
No update was given, standing agenda item.
 - e. Building/separation
Discussion on a separate meeting to be held by the Consortium. WDB staff will send out a doodle to see availability of Consortium members.
 - f. One Stop Operator Update
No report, standing agenda item.
 - g. Certification of One Stops
Menz reported he is working on the certification of the 6 affiliate Job Centers due to the DWD by 12/31/2017.

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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h. Timesheets

Timesheets were reviewed by Kevin Larson, Chair WDB and approved. Informational only.

2) Executive Committee Update

a. PY2016-17 Update Monitoring response & PY2017 DWD Monitoring Updates from October 2017

Menz reported to committee he will be meeting with Service Provider in coming weeks to review report of 2016-17 internal monitoring letter completed by Northcentral WDB. In addition, the DWD October 2018 Monitoring Response will come in a formal letter in the coming weeks at that time Menz will update the committee.

b. WDB Recertification/ Local Plan Updates/ WDB Board Members terms ending December 2017/ Executive Team 2018/Slate of 2018 Officers of the WDB

WDB Recertification of the WDB has been submitted to the DWD by the October deadline. Menz will inform committee when he receives certification from DWD. There was no Local Plan Updates - standing agenda item.

WDB Board Members terms ending December 2017

Patti Audorff, Bev Bernier, Alison Paige, Betty Laskowski, Jesse Singerhouse, Lynn Nelson, Peter Kilde, Claudia Pecha and Deb Leslie were reappointed in action at the October 20, 2017 Joint Board meeting by the Consortium. There was discussion on the Executive Team 2018/Slate of 2018 Officers of the WDB. Bates, Consortium Chair made the recommendation to reappoint the 2017 officers for an additional year serving in same roles in 2018 and Kevin Larson, 2017 Chair of WDB agreed.

c. The Annual Meeting will be held on Thursday, December 7 at 9am at Stout Ale House in Menomonie.

4. New Business

a. Discussion of proposed 2018 Dental Plan/Health Plan was presented to the Committee by Menz. After discussion motion to approve as presented by Bates and 2nd by Osero. Motion approved.

b. Proposed Calendar for 2018 Joint Board Meetings was reviewed. Motion by Kevin Larson and 2nd by Osero to approve presented 2018 Calendar. Motion approved.

c. Draft of Annual Report was reviewed and motion to approve as presented from Osero and 2nd by Bates. Motion approved.

d. Policy

i. Sexual Assault Policy for Windows to Work for Contracted Staff

ii. Fraternization Policy for Windows to Work for Contracted Staff

iii. WIOA Incentive Policy Revised 4.10.17

iv. WIOA Priority of Service 7.18.16

No discussion or action on Agenda item #4d. To be on the February 8, 2018 meeting agenda.

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5. Next meeting will be held Thursday, Feb. 8th, 2018.
 6. With no further business the meeting was adjourned.

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