



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

Executive Committee Minutes

Thursday, August 9, 2018

Dunn County Job Center

Committee Members Present: WDB Members: Betty Laskowski, Steve Osero, Alison Page and Kevin Larson. Consortium Members: Colleen Bates and Roger Larson.
WDB Staff Present: Jon Menz and Toni Oas WRI Staff Present: Deb Leslie, Bambi Penning, Richard Price.

1. Call to Order
The meeting was called to order.
2. Review of previous Minutes of June 7, 2018.
Committee Action:
Motion by Roger Larson, 2nd by Osero to approve Minutes of June 7, 2018. Motion approved.
3. Unfinished business and general orders – discussion/action
 - 1) Fiscal Partner Report
 - a. Youth Registered – No Participation Services /TESSA report
Price stated that the DWD had eliminated the report from Asset. He confirmed with Merry on an alternate report that there are no concerns at this time with No participation of services.
 - b. Performance Reports/Fiscal Review–
Price provided a handout for review of WIOA Grants and updated the group on performance and fiscal numbers as of the PY17/18 ending June 30, 2018. He indicated the numbers are where they expect them to be at this time. Informational only
 - c. Building Resolution /Separation Update
Menz provided the committee with an update on the building resolution. DWD has reviewed the agreement between WRI and WDB and have approved it.
 - d. WDB Chair Bi-Monthly Review Executive Director Timesheets and Expenses
Kevin Larson Chair of WDB reviewed and approved timesheet and expenses. Informational.
 - e. July 1, 2017 – June 30, 2019 WDB Budget Expense/Revenue Update
 - f. July 1, 2018- June 30, 2019 WDB Budget Expense/Revenue -discussion/action
 - i. Grants discussion
 - ii. Rapid Response/Dislocated Worker
 - 2) Executive Committee Update - discussion/possible action
 - a. WIOA Local Plan Updates - Policy discussion/action
 - i. Occupational Skills Updates
The Occupational Skills Updates was reviewed by committee.
Committee Action:
Motion to approve the updated Occupational Skills Updates by Page, 2nd by Larson. Motion approved.



ii. Youth Eligibility

It is noted that the DWD has updated their policy and it has been confirmed with WIOA Program Manager that it does not affect our current policy.

iii. 35% Expenditure Training Goal for Program

To ensure that resources are focused on preparing more people for higher wage jobs and recognizing the strong connection of training to a "ready" workforce, DWD-DET is maintaining the expenditure goal of 35% for WIOA Adult and Dislocated Worker Program funds for training and training-related supportive services. Funds dedicated to administration are not to be included as part of the calculation. The 35% expenditure goal applies to the Workforce Development Boards' (WDB) Adult and Dislocated Worker Program formula allocations. The 35% goal does not apply to the WIOA Youth Program. Menz has notified the Program Manager on the update to the DWD policy.

b. Discussion on 2018 -19 Strategic Planning for West Central Wisconsin WDB

No action, informational. Menz outlined what the process will look like for Strategic Planning, and there was some discussion. The Committee recommends rescheduling from August and rescheduling to the October 19th, 2018.

c. WDB Board Vacancy Update

No report given.

d. Update Office Lease WDB, 401 Technology Drive, Suite 400, Menomonie PY17 -18

Menz updated the committee he has executed office lease for WDB, for PY17-18 noting no changes in lease amounts. This lease ends June 30, 2019.

4. Executive Directors update

a. WWDA Updates

No report given.

b. Monitoring Updates

DWD monitoring will take place October 15-18, 2018.

c. Fiscal Audit

The Fiscal Audit of our Service Provider is scheduled for September 4th-7th 2018.

d. Staffing

Menz updated the committee on Business Sector Director position search. This will be a fulltime position working in the 9-county area.

e. 2018 External Partner Security Awareness Training Completed by Staff and Service Provider

This required training has been completed by WDB Staff and our Service Provider Staff.

5. Next scheduled meeting is October 11, 2018 at 7:30 AM

6. Adjournment

With no further business to discuss the meeting was adjourned.

cc: Kevin Larson, WDB Chairperson
Colleen Bates, Eau Claire County Board LEO and County Consortium Chairperson
Roger Larson, St. Croix County
Betty Laskowski, WDB Secretary/Treasurer
Steve Osero, WDB Incoming Chairperson



Alison Page, 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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