

**West Central Wisconsin  
WORKFORCE DEVELOPMENT BOARD,  
COUNTY BOARDS' CONSORTIUM**  
**Minutes of Friday, October 19, 2018 @ Dunn County Job Center Menomonie, WI**  
MINUTES

WDB: Susan Masek, Patti Audorff, Lisa Fiore, Jessica Bierman, Jim Tiedke, Kevin Larson, Steve Osero, Alison Page, Betty Laskowski, Russell Boos, John Walsh, John Will, Elizabeth, Peter Kilde, Steve Blodgett, Claudia Pecha, Karen Griffin, Deb Leslie  
WDB Staff: Jon Menz, Toni Oas

Consortium: Louie Okey, Jared Zwiefelhofer, Wayne Hendrickson, Joe Waichulis, Dave Bartlett, Colleen Bates, John C. Andrews, Cecil Bjork

Other: Aaron Sarbacher, DWD; WRI: Bonnie Fredrickson, Richard Price, Bambi Penning, Jessica Hyncar and Michaela Stendahl.

1. Call to Order/Introductions

The meeting was called to order and roll call.

2. Review and discussion of previous minutes

a) Discussion/action of minutes of the 6/15/2018 Joint Meeting – (WDB/Consortium)

Meeting minutes of 6/15/2018 Joint Meeting were reviewed.

WDB Action:

Motion by Blodgett, 2<sup>nd</sup> by Kilde to approve minutes of 6/15/2018 Joint Board. Motion Approved.

Consortium Action:

Motion by Waichulis, 2<sup>nd</sup> by Okey to approve minutes of 6/15/2018 Joint Board. Motion Approved.

b) Discussion/action of minutes of 9/10/2018 Meeting – (Consortium)

Meeting minutes of 9/10/2018 Consortium Meeting were reviewed.

Consortium Action:

Motion by Bartlett, 2<sup>nd</sup> by Okey to approve minutes of 6/15/2018 Joint Board. Motion Approved

3. Executive Committee Update - Discussion/Possible Action

a) Executive Committee Report

Colleen Bates/Kevin Larson

i. Financial Update

Bambi Penning, CFO WRI reviewed the expenditure and revenue with the boards as of September 30, 2018. There was some discussion.

1. Service Provider Risk Assessment Review

Menz provided a handout and reviewed it with the Joint Boards. There was some discussion.

ii. Building Resolution Update

Colleen Bates, Consortium Chair announced that this will no longer be a standing item on the agenda. Building issue is resolved and WRI owns the building located at 401 Technology Drive, Menomonie, WI 54751.

iii. Review/Discussion Performance/Grant Reports and Kiosk

Price shared information about Kiosks that are located in Eau Claire and Barron County. Blodgett from Job Service provided the tablets and is securing funding for an additional one in St. Croix Job Center. This program was developed by Price and a WIOA OJT. This allows partners to have live access to data collected as people come in and as they register bubbles can pop up to say, Do you know there is a Hiring Fair with 3M today at 3 at the Job Center?

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- iv. WDB Board Seats with Terms ending 12/31/2018 (Consortium)  
Sharon Masek, Peter Kaz, Jim Tiedke, John Walsh, Elizabeth Hart, Steve Blodgett, John Will, Kevin Larson terms are ending on December 2018. Bates stated that WDB staff would be reaching out to those members in the coming weeks.
- v. Officer Discussion for 12/31/2018 (WDB)  
Chair Larson spoke about the 2019 Officers. He asked for those business members who are interested in serving in the Executive body of the WDB contact him, Menz or Oas. Tiedke expressed interest. No action, informational.

b) Executive Director Updates

- i. Local Plan Updates Discussion/Possible Action  
Menz updated the WDB that the Plan was posted for review and will go to be reviewed and revised in the coming months.
- ii. WDA 8 OSO Update  
Menz spoke that OSO taskforce partners met recently. Partner updates were given at that time.
- iii. Review Conflict of Interest Disclosure Policy Form Updates

Review of the Conflict of Interest Policy and discussion. The update would remove the word June to annually as recommended as suggested by our LPL to avoid future confusion.

WDB Action:

Motion by Will, 2<sup>nd</sup> by Osero to approve minutes of 6/15/2018 Joint Board. Motion Approved.

Consortium Action:

Motion by Okey, 2<sup>nd</sup> by Bartlett to approve minutes of 6/15/2018 Joint Board. Motion Approved.

- iv. DWD On-Site Monitoring Update from October 15-18<sup>th</sup> 2018 Visit  
Aaron Sarbacker, DWD spoke to the Joint Boards and spoke about recent DWD recent monitoring. He stated that the organization is in good health.

- 4. Business Services Team Update  
Michaela Stendahl & Jessica Hycnar, WRI Business Service Team provided the Joint Boards with a handout highlighting outreach through the end of June 30, 2018. Informational.
- 5. Youth Update  
Bonnie Fredrickson, WRI Coordinator spoke about youth activities for Polk/Barron County Job Centers. She highlighted a recent construction academy in Polk County and how sponsors and community partners came together to do some hands on training and exposure to careers in construction. Informational.
- 6. Barron & Polk County Update  
Bonnie Fredrickson, WRI Coordinator from Polk County updated the Joint Boards on happenings in Barron and Polk County Job Centers. She spoke of the great partners in the Job Centers. Informational.
- 7. Strategic Planning to be combined with Annual Meeting  
There will be a strategic plan component to the December 6<sup>th</sup> Annual Meeting. Plan for some discussion. Menz will be sending some information out in advance of the meeting for your review. No action, informational.
- 8. Next Meeting will be held on Thursday, December 6<sup>th</sup> at 9AM Annual Meeting.  
Further information will be sent out to the Joint Boards as we get closer to the date.
- 9. Adjourn

With no further business the meeting was adjourned. A proud partner of the **americanjobcenter** network

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