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**West Central Wisconsin
WORKFORCE DEVELOPMENT BOARD,
COUNTY BOARDS' CONSORTIUM
Minutes of June 15, 2018
Dunn County Job Center Oaklawn Conference Room, Menomonie, WI**

Minutes

WDB Present: Peter Kaz, Jim Tiedke, Kevin Larson, Steve Osero, Chris Riba, Betty Laskowski, Jesse Singerhouse, Jake Steivang, John Walsh, John Will, Tom Huffcutt, Elizabeth Hart, Peter Kilde, Karen Griffin, Claudia Pecha and WDB Staff: Jon Menz and Toni Oas Consortium: Louie Okey, Jared Zwiefelhofer, Joe Waichulis, Dave Bartlett, John C. Andrews, Cecil Bjork, Jay Luke and Roger Larson WRI Staff Richard Price, Bambi Penning and Andrew Butzler Other: Shirley Aviles

1. Call to Order/Introductions
The meeting was called to order and introductions.
2. Review/Action on previous minutes.
Minutes of April 20, 2018 Joint Boards Meeting were reviewed.

WDB Action:

Consortium Action: Motion by Waichulis, 2nd by Oakey to approve minutes of April 20, 2018. Motion Approved.

3. West Central WI County Boards' Consortium Election Update from June 8, 2018

June 8, 2018 the West Central WI County Boards' Consortium held a meeting. Louie Okey, Barron County, Jared Zwiefelhofer, Dave Bartlett, John C. Andrews, Cecil Bjork, Jay Luke all are new to the Consortium from their respective County's. The Consortium held their election for the 2018-19 Consortium Chair and Vice Chair: elected Bates Chair and Vice Chair R. Larson. During this meeting they did an orientation to the Consortium and reviewed the Bylaws and Intercountry Agreement. No Action, informational.

4. Executive Committee Update -Discussion/Possible Action
 - a) Executive Director Review Update
K. Laron Chair, WDB stated the Executive Committee recently held a review for Jon Menz at their June 7, 2018 meeting. Reporting Menz was scored and is meeting or exceeding all measures.
 - b) Financial Update Bambi Penning, CFO
WRI
 - i. Budget July 1, 2017-June 30, 2018 Update
Penning reviewed the year to date budget ending June 30, 2018 and opened up for discussion. No action, informational.
 - ii. Discussion on Proposed Budget July 1, 2018-June 30, 2019
WDB Action: Motion to approve Proposed Budget based on projected revenue for PY18-19 as presented by Kilde, 2nd by Kaz.

Consortium Action: Motion to approve Proposed budget based on projected revenue for PY18-19 as presented by Okey, 2nd Waichulis.
 - c) Review/Discussion Performance/Grant Reports
Price, CIO WRI reviewed the WDB/WRI Grant Reports and Co-enrollments with the group and provide a handout. Price also reviewed the Blue Report with the group provided by the DWD, handout was provided. There was some discussion. No action, informational.
 - d) Discussion/Action RFP OSO 2018 - WDB/Consortium Action
Menz updated the group on the OSO process. Stating there was one proposal submitted, Workforce Resource, Inc. The committee scored the proposal with the scoring tool and recommend appointing Workforce Resource, Inc. as they One Stop Operator for PY18-19. There was discussion on the collaboration with partners WRI has done in past.

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WDB Action: Motion to approve WRI as the WDA#8 OSO for PY18-19 by Huffcutt, 2nd by Kilde. Motion approved.

Consortium Action: Motion to approve WRI as the WDA#8 OSO for PY by Andrews, 2nd Bjork.

- e) Review of WIOA Service Provider Extension Through June 30, 2019

WDB Action:

Motion to approve WIOA Service Provider Extension through June 30, 2019 by Will and 2nd by Steviang. Motion approved.

Consortium Action:

Motion to approve WIOA Service Provider Extension through June 30, 2019 by Okey and 2nd by Bartlett. Motion approved.

- f) Executive Director Updates

- i. Local Plan Updates were reviewed. WDB Chair Kevin Laron noting policies had been reviewed in detail at the Executive meeting.

1. Contacts and Case Notes Update
2. Follow-up Update
3. Exit Policy Update

WDB Action: Motion to approve updates to Local Plan and Contacts and Case Notes; Follow-up and Exit Policy Updates by Katz, 2nd Tiedke. Motion approved.

Consortium Action: Motion to approve updates to Local Plan and Contacts and Case Notes; Follow-up and Exit Policy Updates by Andrews, 2nd Waichulis. Motion approved.

- ii. WDA 8 OSO MOU Updates

Menz updated the group on the status of the MOU OSO process, stating that updates have been made to the share point based on conversations with DVR/DET and WRI.

Menz will be submitting to the DWD for review by the end of today's business. There was discussion in regard to getting better communication from DWD and DVR on cost structure and guidance. No action informational.

5. Discussion/Possible Action on WIOA Negotiated Board PY18-19 Performance Targets

Menz reviewed the Negotiated Targets with Joint Boards noting Adult Credential Attainment rate; Dislocated Worker Median Earnings and Dislocated Worker Credential Attainment Rate are areas proposing changes. Larson noted that the Targets were discussed in greater depth at the Executive Committee meeting held on June 7, 2018.

WDB Action: Motion to accept and approve WIOA Negotiated Performance Targets as presented, to be submitted to the DWD on June 15, 2018 by Kilde, 2nd by Will. Motion approved.

Consortium Action: Motion to accept and approve WIOA Negotiated Performance Targets as presented, to be submitted to the DWD on June 15, 2018 by Okey, 2nd by Bjork. Motion approved

6. Conflict of Interest Disclosure Policy Form Updates -WDB/Consortium Update Forms

The WDB were asked to read through the policy and fill out the disclosure of interest forms. This is an annual update of the Joint Boards. The Consortium Members had completed these forms at their June 8, 2018 meeting.

7. St. Croix Valley Job Center Updates

Andrew Butzler, WRI Coordinator for St. Croix Job Center in River Falls highlighted the happenings in Pierce/St. Croix Counties.

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8. UMOS, Inc.
Shirley Aviles, Farmworker Programs spoke to the group in regard to their programs and role with WIOA. She informed the group that they will be opening an office in the Dunn County Job Center recently securing a lease with WRI the OSO for Dunn County. No action, informational only.

9. Next Meeting will be held on August 17, 2018 at 9AM.

10. Adjourn
With no further business the agenda was adjourned.

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