



West Central Wisconsin Workforce Development Board, County Consortium Boards'

Executive Committee Minutes

Thursday, November 29, 2018

WDB Office 401 Technology Drive East, Suite 400, Menomonie, WI

Minutes

Present:

Consortium: Colleen Bates, Roger Larson

WDB: Kevin Larson, Steve Osero WDB Staff: Jon Menz and Toni Oas

Other: Deb Leslie, Richard Price and by conference call Bambi Penning

1. Call to Order

The meeting was called to order.

2. Review and approval of minutes of October 11, 2018 and October 19, 2018.

Minutes of October 11, 2018 reviewed.

Committee action:

Motion by Bates and 2nd R. Larson to approve minutes of October 11, 2018. Motion approved.

3. Grant Performance Report Review and Discussion

Richard Price, CIO WRI reviewed grant performance for WIOA through October 31, 2018 and reviewed the DWD blue report reflecting performance. Handouts were provided. No action, informational.

4. Fiscal Update-Bambi Penning, CFO WRI

- a. Wipfli Audit Final Report has been received and shared with the committee for review
- b. Expense and Revenue Reports Ending 10/31/2018 were reviewed with the committee.

5. OSO Partner Update-Deb Leslie, CEO WDB/Jon Menz, CEO WDB

OSO Partner update was given by Deb Leslie. She highlighted the collaboration happening with the required partners.

6. DWD Monitoring Update from October 2018

We have not received the monitoring report as of today's meeting. The DWD has 45 days to issue it to the WDB. Menz will share it with this committee upon receipt.

7. Review WIOA Local Plan and Policy Updates

- i. Procurement Manual & Fiscal Procedures Proposed Post Monitoring TA-

Menz informed the committee that he is working with the DWD on technical assistance to revise the procurement manual and fiscal procedures manual and will be going to Madison with staff to finish revisions in January. Menz stated he is working on revisions of the local plan and will need to repost it when it is complete. There was no action, informational only.

7. Strategic Planning Update and Discussion-Jon Menz, CEO WDB

The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service provider. 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, call our EO Officer, Toni Oas at 715-235-8393 extension 101. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711 or 800-947-3529 or WI Relay Spanish 877-490-3723. Proud partners of the American Job Center network.



Menz highlighted the Strategic Planning portion of the December meeting. He will have a handout available to attendees.

8. Health Insurance Proposed Renewal and HSA

a. Review and Discussion 2019 Rates and Coverage Summary

Menz spoke to the group on the new rates and options for health care. Handout was provided showing the coverage amounts and options for the WDB staff that qualify for insurance. Menz noted it is important to note that we do not get a group rate with 2 employees. It is proposed that Group Health is the best option of the 8 options.

Committee Action:

Motion by Bates and 2nd by R. Larson to approve the Group Health Insurance Coverage premium for 2019 noting said premium will increase as Jon's family is added per his contract.

b. HSA Contributions for WDB Staff

Discussion regarding WDB contribution to HSA.

Committee Action:

Motion by R. Larson, 2nd by Osero to continue \$200 HSA fulltime employees with insurance. Motion passed.

9. Annual Meeting, Thursday, December 6th

a. Annual Report

Menz spoke into the agenda and shared a draft of the annual report to review. No action, informational.

10. Fiscal Agent, Payroll Services and Bank Account

No discussion, standing agenda item.

11. 2019 Appointment, Reappointment & Officer Summary

Mark Kalschuer, Bremer Bank nomination from Menomonie Chamber and Dunn County EDC for the WDB to fill seat of Dunn County Business. Nomination form sent to the Consortium Board for review. WDB Seeking reappointments for a 3 year term are Sharen Masek, Peter Kaz, Jim Tiedke, John Walsh, Elizabeth Hart, Steve Blodgett and John Will. All have expressed interest in reappointment. Peter Kaz is going represent ag sector and Clark county. There was discussion on possible officer slate is Steve Osero, Chair, Kevin Larson Past Chair, Jim Tiedke, Incoming Chair, Secretary Betty Laskowski for 2019.

12. Review of Jon Menz CEO Time and Travel Sheets by Chair, Kevin Larson

WDB Chair Kevin Larson reviewed time/travel expense of Jon Menz and approved.

13. Next scheduled meeting is Feb. 7, 2019 at 7:30AM

The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service provider. 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, call our EO Officer, Toni Oas at 715-235-8393 extension 101. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711 or 800-947-3529 or WI Relay Spanish 877-490-3723. Proud partners of the American Job Center network.


A proud partner of the  network



14. Adjournment

With no further business the meeting was adjourned.

The West Central Wisconsin Workforce Development Board is an equal opportunity employer/program service provider. 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, call our EO Officer, Toni Oas at 715-235-8393 extension 101. Deaf, hard of hearing, or speech impaired callers may reach us by using Wisconsin Relay Services at 711 or 800-947-3529 or WI Relay Spanish 877-490-3723. Proud partners of the American Job Center network.

A proud partner of the  network