

**West Central Wisconsin
Workforce Development Board,
County Boards' Consortium
Minutes of Thursday, October 17, 2019
Dunn County Job Center Oaklawn Conference Room, 401 Technology Drive E, Menomonie, WI
Minutes:**

WDB Present: Sharon Masek, Peter Kaz, Lisa Fiore, Jim Tiedke, Kevin Larson, Steve Osero, Betty Laskowski, Jake Steivang, John Walsh, Craig Fowler, Joni Geroux, Elizabeth Hart, Lynn Nelson, Peter Kilde, Steve Blodgett, Claudia Pecha, Deb Leslie WDB Staff: Jon Menz, David Paulson and Toni Oas WRI Staff: Richard Price, Bambi Penning, Paul Baribeau, Bonnie Fredrickson

Consortium Present: Louie Okey, Joe Waichulis, David Bartlett, Colleen Bates, Roger Larson

1. Call to Order/Introductions

Meeting was called to order by Osero, WDB Chair and Bates Consortium Chair.

2. Review and discussion of previous minutes of the August 15, 2019 Joint Meeting.

The minutes of August 15, 2019 were reviewed.

WDB Action:

Motion by Blodgett, 2nd by K. Larson to approve minutes of August 15, 2019 as presented. Motion approved.

Consortium Action:

Motion by Okey, 2nd by Waichulis to approve minutes of August 15, 2019 as presented. Motion approved.

3. Executive Committee Updates

a) DWD On-Site Monitoring scheduled for Oct. 21-24, 2019

Menz noted that the desk survey was submitted in September and that next week the DWD will be here for their annual monitoring. The boards will get more information at future meetings on results. No action, informational.

b) WIPFLI Audit – In Progress

The onsite portion of the WIPFLI Audit of the WDB started last week. Menz stated to expect updates at future meetings. Informational, no action.

c) Fiscal Department Update was made to the group. Fiscal Director search for the WDB is underway. This position will be fulltime. No action, informational.

d) Review of Membership Terms Ending and discussion on possible appointments and reappointments. Terms ending 12/31/2019 will be reviewed and contacted at the direction of the Consortium Chair. No action, informational.

e) Ex-Officio Status – Menz recommended to the group that Leslie, WRI CEO board status be changed from voting member to non-voting ex-officio status. This recommendation is coming from colleagues within the workforce system as a best practice. Another step in clear separation of between the board and service provider.

Discussion on changing Leslie's WDB membership to Ex-Officio non-voting member.

WDB Action:

Motion by Kaz, 2nd by Blodgett to change Leslie's WDB Board status to Ex-officio membership. That is a nonvoting member of the WDB. Motion passed.

Consortium Action:

Motion by Waichulis, 2nd by Blodgett to change Leslie's WDB Board status to Ex-officio membership. That is a nonvoting member of the WDB. Motion passed.

f) OSO Governance Structure

Menz spoke into the One Stop Operator Governance Structure should look like. Recommendation to make this a committee of the WDB. This would require two non WDB board members. It would meet quarterly and have Blodgett, WDA 8 Job Service Director; Deb Leslie, WRI CEO; Karen Griffin, DVR Director. This would serve as a governance tool and required OSO partner meeting within the OSO MOU. There was some discussion.

WDB Action: Motion by Geroux, 2nd Masek to approve the One Stop Operator Governance structure to create a committee of the WDB. Motion approved.

Consortium Action: Motion by R. Larson, 2nd Okey to approve the One Stop Operator Governance structure to create a committee of the WDB. Motion approved.

g) OSO Contract Renewal. Menz recommended extending OSO Contract to WRI until June 30, 2020.

WDB Action: Motion by Nelson, 2nd Tiedke to extend OSO Contract to WRI until June 30, 2020. Motion passed.

Consortium Action: Motion by Okey, 2nd R. Larson to extend the OSO Contract to WRI until June 30, 2020. Motion passed.

4. Review/discussion Grant Performance Ending 9/30/2019

Review of the Grant Reports by Richard Price, CIO WRI. In addition, he spoke into the Regional Dislocations Rapid Response activity that has been happening in our region. The performance report dated 6/30/2019 was reviewed with the group. There was discussion. No action, informational.

5. Financial Update by Bambi Penning, CFO WRI and Modification of July 1, 2019 to June 30, 2020 WDB Budget Reviewed Revenue Report/Expense reports as of 9/30/2019 with the group. WIOA Allocations for PY 19-20 – Detail; Menz spoke into the PY19-20 WIOA allocations. It was reviewed and approved at last week's Executive meeting.

Review and discussion revised FY 2019-2020 Budget with updated allocations and proposed new staff member.

WDB Action: Motion by K. Larson, 2nd Tiedke to approve modification of budget as presented ending in June 30, 2020. Motion passed.

Consortium Action: Motion by Waichulis, 2nd R. Larson to approve the modification to the budget as presented. Motion passed.

6. Executive Director Updates – Jon Menz, CEO WDB

Subrecipient monitoring of service provider and OSO Risk Assessment. – Menz passed around a risk assessment of Workforce Resource and reviewed it on the screen the Firewall Document for the OSO and the Risk Assessment. The Executive Committee has also reviewed this document. Menz will send this document out to the group in the coming days so they have a copy.

7. Job Center and Partner Updates * noted on agenda as Dunn and Pepin and correction is Barron & Polk County
 - a) Barron County, Paul Baribeau, and Polk County Job Center, Bonnie Fredrickson rested on the happenings in their respective Job Centers. Barron recently held Career Day where they had 54 business partners and 13 schools participated with 1096 kids coming through. Fowler, WITC participated and had positive feed back for a great event. Fredrickson held its 3rd Career Day in Polk County with 750 students between the 7th-12th grade. Walsh noted he attended this event the past 2 years and positive comments.
8. Next Meeting will be held on Thursday, December 5th at 9AM at Off Broadway Banquet Center.
9. With no further business the meeting was adjourned.