

Board Chair: Jim Hill
Minute Scribe: Julie Mitchell
Meeting Attendance: page 3

I. CONSENT ITEMS

A. Call to Order

The meeting was called to order by Chair Hill at 3:05pm. A quorum was present

B. Introductions

Pat Rodriguez, new WDB member, introduced himself and gave an overview of his background.

II. ORDER OF BUSINESS

A. Meeting Minutes of October 19, 2015

Motion made (Jones/Abbott) to approve October 19, 2015 meeting minutes. Motion carried unanimously.

B. Workforce Development

1. Local, Regional, State, and National Announcements

No announcements were made.

C. Sector Activities

Ms. Sullivan distributed the draft resolution for TUMMA. Mr. Hill gave an overview of the need for EMMA to reorganize as TUMMA for the purposes of expanding to include all manufacturers in order to focus on workforce development issues. He indicated that they were using the Northeast Manufacturing Alliance (Green Bay area) as a model to replicate. The resolution was introduced, indicating that the WDB will provide support in terms of salary/benefits for someone to coordinate the TUMMA project, and Western Technical College will provide the facilities in-kind. Mr. Flogstad offered support of this effort, citing the impact manufacturing employment has on the region. Mr. Schams inquired about the dues for prospective TUMMA members. Discussion ensued regarding the projected salary of the position the WDB will be supporting. Mr. Glendinning, President of Inland Printing, spoke positively about the initiative, while Mr. Raisin indicated concern as to whether or not TUMMA could come up with part of the salary for the individual selected to coordinate the effort.

Motion made (Eide/Jones) to approve the resolution as presented. Motion carried unanimously.

Ms. Mitchell reported that the WDB worked with Western Technical College to enhance a recent event intended to promote manufacturing in regional public high schools. Forty-one students toured the Integrated Technology Center and worked through some simulations in several different manufacturing skills. Funds from the Skills Wisconsin grant were used to support this event.

Ms. Mitchell reported that work will continue on soliciting involvement from regional transportation-related businesses to ascertain if there is need and desire to form a

transportation sector group. Ms. Mitchell attended the Midwest Transportation Workforce Summit at the beginning of December and learned some strategies for moving such a sector group forward.

D. Manager's Report

Ms. Sullivan explained the preliminary result of the most recent fiscal audit. She indicated that she thinks we will have a clean audit, but with recommendations for improvement.

Ms. Sullivan explained the preliminary result of the most recent programmatic monitoring by DWD. She indicated that some costs were questioned and comments made about ensuring case notes are reflective of all activities, particularly explaining reasons for what may appear to be anomalies throughout the files and in ASSET. Ms. Sullivan indicated there might be a data validation finding as 2 of the 3 requested files could not be found, possibly as a result of a previous provider.

Ms. Sullivan presented the LEO-WDB Agreement and explained its history. Discussion ensued regarding the agreement. It was also mentioned that there is supposed to be a contract between the WDB and the WDB Manager.

Motion made (Flogstad/Eide) to approve the LEO-WDB Agreement, with changing the word "contract" to "agreement" throughout the document. Motion carried unanimously.

Ms. Sullivan explained the structure for the upcoming Strategic Planning Session. She handed out a questionnaire for Board members to complete and submit prior to the Session. The questionnaire will be used to guide discussions.

Ms. Sullivan explained the new committee assignments and schedule of meeting times, indicating that most committees and meeting times are the same as this past year.

Ms. Sullivan reported that she will be attending the WIOA National Convening with DWD staff. DWD will pay for travel to the convention.

Ms. Sullivan presented the final PY15 Budget. No action necessary as budget was previously approved by the Executive Committee.

E. Program Activities

Ms. Mitchell presented PY15 1st Quarter performance. All performance measures are being met with the exception of Wage at Placement. However, the failure was the result of some data not being entered yet into the UI system. It is expected that performance will indicate being met or exceeded by 2nd Quarter.

Ms. Mitchell explained the Enrollment by County document in the packet. The document showed all WIOA program participation by county. Discussion ensued.

Ms. Mitchell reported that the La Crosse Chamber is hosting a Community Conversation event to discuss issues around youth and employment. She also reported that WCI is

partnering with Kickapoo Valley Workforce Group to hold an Employability Boot Camp in Viroqua.

Ms. Mitchell reported on the Civil Rights Compliance monitoring that occurred in tandem with programmatic monitoring from DWD. Nearly all policies and procedures will need to be updated to be in compliance. Ms. Mitchell indicated that civil rights monitoring will now be integrated into the monitoring process across all programs and sub-contractors.

G. Committee Reports

1. Youth Council – December 10, 2015

Mr. Schams reviewed activities of the last meeting based on the minutes attached. Motions carried include: (1) Approval of 10-8-15 minutes (2) Acceptance of Budget to Actuals and invoices, with unspent WIA funds rolling into WIOA funds for Couleecap (3) Acceptance of PY15 1st Q Performance Report (4) Acceptance of modified Bonus Incentive Plan.

Motion made (Schams/Eide) to accept the Youth Council report and minutes as presented. Motion carried unanimously.

2. Service Coordination Committee – November 6, 2015

Ms. Balacek presented the highlights from the most recent meeting based on the minutes attached. Motions carried include: (1) Approval of 9-11-15 minutes.

Motion made (Balacek/Schams) to accept the Service Coordination Committee report and minutes as presented. Motion carried unanimously.

3. Planning Committee – November 16, 2015

Ms. Sullivan presented activities of most recent meeting based on the minutes attached. Motions carried include: (1) Approval of 8-31-15 minutes (2) Acceptance of WCI Monthly Report (3) Acceptance of 1st Quarter Performance (4) Acceptance of Other Contracts Report

Motion made (Abbott/Rodriguez) to accept the Planning Committee report and minutes as presented. Motion carried unanimously.

4. Executive Committee – November 23, 2015

Mr. Hill presented activities of most recent meeting based on the minutes attached. Motions carried include: (1) Approval of 10-26-15 minutes (2) Acceptance of August 2015 Financial and Grant Status reports (3) Approval of suggested Financial Procedure changes (4) Approval to move forward with intern position

Motion made (Hill/Eide) to accept the Executive Committee report and minutes as presented. Motion carried unanimously.

III. Conclusion

A. Unfinished Business

Ms. Sullivan requested that anyone who had not yet turned in disclosure forms do so as soon as possible.

B. New Business

None

IV. Adjourn

The meeting adjourned at 4:20pm.

Respectfully submitted,



Julie Mitchell, Recorder
WDB Program Coordinator

Attendance – October 19, 2015 WDB Full Board Meeting

Present

Pete Eide
Jim Hill
Patti Balacek
Marina Abbott
Dan Braund
Greg Flogstad
Fran Hegenbarth
Grace Jones
Dave Schams
Kathleen Olson
Amy Grotzke
Patrick Rodriguez

Excused

Becky Grapes
Dan Hanson
Judy Berg
Jodi Roesler
Vicki Proudlock
Janine Luz
Rhonda Noonan

Others Present

Beth Sullivan, WDB Mgr
Julie Mitchell, WDB
Mark Glendinning, TUMMA
Kelly Norsten, WCI
Kenda Fluegge, WCI
Kim Cable, Couleecap
Pat Raisin, TUMMA
Betsy Jessie, JRM