

Board Chair: Jodi Roesler
Minute Scribe: Julie Mitchell
Meeting Attendance: page 4

I. CONSENT ITEMS

A. Call to Order

The meeting was called to order by Chair Roesler at 3:12pm. A quorum was present

B. Introductions

None

C. Additions/Deletions to Agenda

None

II. ORDER OF BUSINESS

A. Meeting Minutes of April 20, 2015

Motion made (Hegenbarth/Schams) to approve April 20, 2015 meeting minutes. Motion carried unanimously.

B. Workforce Development

1. Local, Regional, State, and National Announcements

Ms. Sullivan stated that there was a newly initiated Council on Workforce Development (CWI) that she will be attending. She also stated the new WIOA Plan is due in December. Mr. Flogstad mentioned that EMMA was considering reorganizing to focus on workforce development issues and needed assistance to make that move.

2. WDB Manager Report

a. Staffing update

Ms. Sullivan reported that a Business Services Coordinator position has been approved by the Executive Committee and recruitment efforts are underway.

b. LEO Meeting – August 17, 2015

Ms. Sullivan reported on what was discussed at the LEO meeting, including Grace Jones and Kathleen Olson being reappointed to the Board and Deb Hether, Roxanne Powell, and Amanda Jalensky being conditionally appointed to the Youth Council.

C. WDB Business

1. ADM Budget Report

Ms. Sullivan explained the report, specifically that expenses were high due to the purchase of a copier for the job center and that there were not enough grants for WDB staff to charge time into.

2. Grant Status Report

Ms. Sullivan explained the report and each grant budget's actual vs. straight line expenditures. She explained how Rapid Response will now be done per incident instead of in lump sums.

Motion made (Abbott/Hegenbarth) to accept ADM Budget Report and Grant Status Report as presented. Motion carried unanimously.

3. Fiscal Monitoring

Ms. Sullivan reported on the fiscal monitoring that took place in PY14. Areas of concern were the WDB Manager job description and how training was not being recorded correctly. She reported that the fiscal agent's use of bill.com was considered a best practice.

Motion made (Jones/Berg) to accept the fiscal monitoring report as presented. Motion carried unanimously.

D. Committee Reports

1. Planning Committee – May 18, 2015

Mr. Hill presented the highlights from the recent meeting minutes of the Committee. Highlights included:

- The Committee recommended acceptance of program budget to actual reports
- The Committee accepted WCI update report
- The Committee discussed PY15 performance levels
- The Committee discussed the upcoming WIOA RFP process

Motion made (Hill/Braund) to accept the Planning Committee minutes as presented. Motion carried unanimously.

2. Service Coordination Committee – May 1, 2015

Ms. Olson presented the highlights from the recent meeting minutes of the Committee. Highlights included:

- The Committee reviewed monthly tracking reports, including job center walk-ins/phone calls, Business Services Team workshop attendance, and OSO Taskforce minutes.
- The Committee heard a presentation from Susan Taylor on Financial Coaching
- The Committee reviewed Job Center Fund Account
- The Committee approved the OSO RFP draft

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

3. Youth Council – No report due to no meeting being held.

4. Executive Committee – June 1, June 15, June 24, June 29, August 17

Ms. Roesler discussed the highlights of all the meetings, including:

- Explanation of Adult/DW RFP closure without selecting a provider
- Executive Committee gave authority to Planning Committee to resolve provider issues
Motion made (Hill/Berg) to approve Executive Committee recommendation to give authority to Planning Committee to resolve provider issues. Motion carried unanimously. Ms. Abbott and Ms. Norsten abstained.
- Executive Committee recommended extending contract for Window to Work to Workforce Connections Inc. for one year PY15.
Motion made (Luz/Arnold) to approve Executive Committee recommendation to extend contract for W2W for PY15. Motion carried unanimously. Ms. Norsten abstained.
- Executive Committee recommended extending WIOA Youth In School contract to Couleecap and Out of School Youth contract to WisCorps. A proposal to split funding 50/50 was presented by Couleecap. Discussion ensued. Executive Committee recommended keeping the contract awards as originally planned.
Motion made (Flogstad/Grapes) to accept the Executive Committee recommendation to offer In School Youth contract to Couleecap and Out of School Youth contract to WisCorps. Motion carried unanimously. Ms. Jones abstained.

5. Additions to Agenda: PY15 Performance and Board Composition

Ms. Sullivan explained the negotiation process with the State and where the final performance measures will be for PY15.

Motion made (Schams/Hegenbarth) to accept the PY15 Performance Measures as presented. Motion carried unanimously.

Ms. Sullivan also explained how Board composition is supposed to look under WIOA. She stated all members must be seated by December 31, 2015. She recommended seating the “shalls” now and then considering the “mays” as outlined by WIOA regulations.

III. Collaborative Opportunity

Presentation was given by Lisa Herr from 7 Rivers Region Alliance. She discussed a grant proposal she is writing for WEDC that is intended to help businesses with the labor shortage/skill gap.

IV. Conclusion

A. Unfinished Business

None

B. New Business
None

V. Adjourn

The meeting adjourned at 4:31 pm.

Respectfully submitted,



Julie Mitchell, Recorder
WDB Program Coordinator

Attendance – August 17th, 2015 WDB Full Board Meeting

Present	Excused	Others Present
Jodi Roesler	Vicki Proudlock	Beth Sullivan, WDB Mgr
Jim Hill	Guy Leavitt	Julie Mitchell, WDB
Pete Eide	Patti Balacek	Teresa Pierce, WCI
Marina Abbott	David Connolly	Matt Brantner, WisCorps
Becky Grapes	Dan Hanson	
Dan Braund	Bob Brague	
Greg Flogstad		
Fran Hegenbarth		
Grace Jones		
Janine Luz		
Dave Schams		
Marianne Torkelson (phone)		
Joel Arnold		
Judy Berg		
Kelly Norsten		
Kathleen Olson		
Amy Grotzke		