

Board Chair: Janine Luz
Minute Scribe: Julie Mitchell
Meeting Attendance: page 4

I. CONSENT ITEMS

A. Call to Order

The meeting was called to order by Chair Luz at 3:16 p.m. A quorum was present

B. Introductions

Round robin introductions were made.

II. ORDER OF BUSINESS

A. Meeting Minutes of June 20, 2016.

Motion made (Schams/Eide) to approve June 20, 2016 meeting minutes as presented. Motion carried unanimously.

B. Workforce Development

1. Local, Regional, State, and National Announcements

Ms. Sullivan announced that 7 Rivers Alliance received a \$150,000 grant for the WISE initiative that will focus on workforce development strategy.

Ms. Olson announced that the Office of Veterans Services received an award for outstanding service. The monetary award was used to help purchase audiovisual equipment that will benefit all job center partners.

Mr. Hill reported that LADCO successfully hosted its Economic forum last week.

C. Presentations

Dr. Lisa Herr, 7 Rivers Alliance shared a presentation about the WISE grant initiative, explaining its purpose and the plan for moving forward. She also handed out a flyer that could be used to join the effort.

D. Manager's Report

1. Financials – Ms. Sullivan reviewed the consolidated budget that was approved by the Executive Committee. She explained that the admin budget was overspent because staff had attended a training. Ms. Jones asked about how rent was calculated. Ms. Sullivan indicated rent was based on square footage and time allocations.

2. Business Services Coordinator – Ms. Sullivan announced the new Business Services Coordinator, Lizz Boecker. Ms. Boecker gave a brief overview of her background.

3. Board Membership Update – Ms. Sullivan announced that terms expired for Jodi Roesler, Judy Berg, Dave Schams, Patti Balacek, Greg Flogstad, and Janine Luz. All will be reconfirming membership except Ms. Luz who will be resigning from the Board, leaving the Chair office open.

4. **Inspire**— Ms. Sullivan explained what Inspire is and how the discussion to bring Inspire to this area is progressing. Inspire is a software program that can be used to connect students, parents, and businesses. Discussion is focused around which model to use and how to fund it. Ms. Olson added that the license is \$24,000 annually and they are trying to ascertain whether or not there is strong enough demand across all industries and if it is sustainable.
5. **Committee Meeting Structure** – Discussion ensued regarding how many committees are needed and the frequency of meetings. Ms. Mitchell will put together different scenarios to present at the next meeting. Ms. Sullivan also announced that the WWDA Board is meeting and recommended that she and Chief Local Elected Official James Erhsam attend.

Motion made (Abbott/Proudlock) to accept recommendation for WDB Manager and Chief Local Elected Official to attend the WWDA Board function. Motion carried unanimously.

E. Program Activities

1. **PY15 Monitoring Summary**- Ms. Mitchell gave an overview of the findings of the monitoring activities. She indicated minor issues were found with the exception of some youth files. All files transitioned from Couleecap to Wiscorps were reviewed. Several issues were found and have been discussed with providers. Providers now will be working to correct issues. A full monitoring report will be available at the next meeting.

Motion made (Berg/Erickson) to accept the PY15 Monitoring Summary as presented.
Motion carried unanimously.

2. **Upcoming Monitoring** – Ms. Mitchell reported that DWD would be onsite February 13-17 for PY15 Data Validation and again April 24-27 for fiscal, program, and civil rights monitoring.
3. **WAGES Overview** – Ms. Mitchell gave an overview of the apprenticeship-focused grant deliverables and activities.

F. Committee Reports

1. Youth Council – Minutes were handed out

Ms. Berg reported out on the highlights of the most recent meeting:

- Acceptance of performance and financials
- New contracts with WisCorps

Motion made (Rodriguez/Erickson) to accept the Youth Council report as presented.
Motion carried unanimously.

2. Planning Committee – Minutes were handed out

Mr. Hill reported on the highlights of the recent meeting:

- Acceptance of performance for WIOA Adult/DW and DOC
- New contracts with Workforce Connections, Inc.

Motion made (Hill/Eide) to accept Planning Committee report, as presented. Motion carried unanimously.

3. Executive Committee – Minutes were handed out

Ms. Luz reported on the highlights of the recent meetings:

- WDB Manager Succession Plan
- Approved PY16 Budget and Revised Personnel Plan

Motion made (Berg/Abbott) to accept the Executive Committee report as presented.
Motion carried unanimously.

4. Service Coordination Committee – Minutes were handed out

- Issues staffing Tomah Job Center
- OSO Procurement discussion – recommendation for no-cost RFP

Motion made (Rodriguez/Eide) to accept the Service Coordination Committee report as presented. Motion carried unanimously.

III Conclusion

A. Unfinished Business

None

B. New Business

None

IV. Adjourn

The meeting adjourned at 4:37 p.m.

Respectfully recorded,



Julie Mitchell, Recorder

Respectfully submitted,



Janine Luz, Chair

Present

Pete Eide, Treasurer
Marina Abbott
Judy Berg
Daniel Braund
Tammy Brown
Patti Balacek
Rebecca Grapes
Jim Hill, Vice-Chair
Patrick Rodriguez

Excused/Absent

Jodi Roesler
Mark Glendenning

Also Present

Julie Mitchell, WDB
Lisa Herr, 7 Rivers
Kelly Norsten, Workforce Connections, Inc
Beth Sullivan, WDB
Teresa Pierce, Workforce Connections
Lizz Boecker, Western

Dave Schams
Greg Flogstad
Vicki Proudlock
Kathleen Olson
Grace Jones
Janine Luz, Chair
Jessica Subach
Amy Grotzke