

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 3:04pm. A quorum was present

B. Introductions

None

II. ORDER OF BUSINESS

A. Meeting Minutes of December 21, 2015

Motion made (Schams/Eide) to approve December 21, 2015 meeting minutes as presented.
Motion carried unanimously.

B. Workforce Development

1. Local, Regional, State, and National Announcements

Mr. Flogstad distributed a handout regarding a Buffalo County Economic Development Plan grant. Brief discussion ensued about the nature of the grant and activities that may follow as part of the plan.

C. Strategic Planning

Ms. Sullivan presented the draft strategic plan, including the mission, vision, values and plan of action. Brief discussion ensued to clarify how the plan was developed. No substantive issues were identified with the draft plan.

Motion made (Schams/Abbott) to approve the updated mission, vision, and values as presented. Motion carried unanimously.

Motion made (Balacek/Schams) to accept the draft strategic plan and send through the appropriate committees for final approval. Motion carried unanimously.

D. Manager's Report

1. Sector Activities – Mr. Hill gave a brief overview of how TUMMA came into existence. Mr. Joel Guberud, Tumma staff funded by the WDB, introduced himself and spoke about his background and his role with TUMMA. Ms. Sullivan stated that an MOU would be executed between the WDB, Western, and TUMMA to define the roles and responsibilities of each entity.

2. Fiscal Audit Report - Ms. Sullivan explained the report and the items recommended for improvement along with the WDB draft response to the report. Suggested comments were added to the response.

Motion made (Flogstad/Berg) to accept the draft report and responses with the suggested comments added. Motion carried unanimously.

3. WDB Manager Job Description - Ms. Sullivan explained the changes to the job description and the reasons why the changes needed to be made. She stated the new job description needed to be approved to be in compliance with DWD.

Motion made (Grapes/Hegenbarth) to approve the job description as presented. Motion carried unanimously.

E. WIOA Plan and Recertification

1. Board Recertification- Ms. Sullivan explained the content of the letters stating that the Board is not certified and that economic development agencies are not considered businesses. Under this pretense, Mr. Hill would not be eligible to hold the Chair position. Mr. Hill stated his desire to appeal the decision. Mr. Braund indicated the decision to appeal must come from the LEOs.

Motion made (Berg/Schams) to request formal appeal of the decision from the LEOs. Motion carried unanimously.

2. Policy Updates – Ms. Mitchell reported out on the updates to policies that will be included in the WIOA Plan. Ms. Sullivan shared the draft Plan highlights.

Motion made (Olson/Abbott) to accept the policy updates and draft WIOA Plan. Motion carried unanimously.

F. Program Activities

1. Performance - Ms. Mitchell presented PY15 2nd Quarter performance. All performance measures are being met.

Motion made (Roesler/Hegenbarth) to accept performance report as presented. Motion carried unanimously.

2. Financials – (This agenda item was moved to the beginning of the meeting in respect of Ms. Scholl’s time). Ms.Scholl from JRM called into the meeting to explain the most recent financials. She indicated that all items were within budget.

Motion made (Hegenbarth/Roesler) to accept the financial reports as presented. Motion carried unanimously.

G. Committee Reports

1. Youth Council – February 11, 2016

Ms. Berg reported out on the highlights of the most recent meeting, including acceptance of performance, financials, and policy updates. She reported that the Council worked on defining the eligibility criterion “needs additional assistance” to

make determination decisions easier and more clear cut. She also reported that both youth service providers shared success stories.

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

2. Service Coordination Committee – No meeting

3. Planning Committee – January 18, 2016

Ms. Luz presented the highlights of the most recent meeting. She reported that no quorum was present, so decisions were not acted upon. She indicated that there was consideration of combining the Planning and Executive Committees.

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

4. Executive Committee – No meeting

III. Conclusion

A. Unfinished Business

None

B. New Business

None

IV. Adjourn

The meeting adjourned at 4:16pm.

Respectfully submitted,



Julie Mitchell, Recorder
WDB Program Coordinator

Attendance – February 15, 2016 WDB Full Board Meeting

Present

Pete Eide
Jim Hill
Patti Balacek
Marina Abbott
Dan Braund
Greg Flogstad
Fran Hegenbarth
Dave Schams
Kathleen Olson
Becky Grapes
Dan Hanson
Judy Berg
Jodi Roesler
Vicki Proudlock
Janine Luz

Not Present

Grace Jones
Rhonda Noonan
Patrick Rodriguez
Amy Grotzke

Others Present

Beth Sullivan, WDB Mgr
Julie Mitchell, WDB
Kelly Norsten, WCI
Jodi Scholl, JRM
Teresa Pierce, WCI