

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 Vice-Chair Hill at 3:01 p.m. A quorum was present

B. Introductions

Mr. Greg Erickson, Plumbers and Steamfitters Local 434 was introduced and welcomed as a newly appointed Board member.

II. ORDER OF BUSINESS

A. Meeting Minutes of April 18, 2016.

Motion made (Eide/Abbott) to approve April 18, 2016 meeting minutes, amending to correct attendance status of Ms. Proudlock. Motion carried unanimously.

B. Workforce Development

1. Local, Regional, State, and National Announcements

Ms. Sullivan announced that the State was waiving the 80% expenditure requirement for WIOA contracts and that she was waiting to get written verification.

C. Presentations

Mr. Steve Yuan, Inspire WI, gave a presentation on how Inspire was being used in other areas of the state to promote career exploration and entry into demand industries. He used the Inspire Sheboygan website to show the high level of interaction and information that is delivered through Inspire. Discussion ensued regarding the cost, site maintenance, and possible funding sources.

D. Manager's Report

1. Sector Activities – Ms. Sullivan announced that the RFP for Business Services Coordinator had been released and that 3 proposals had been received – Workforce Connections, Inc., Workforce Resources, Inc., and Western Technical College. Ms. Sullivan reported that Ms. Luz, Mr. Hill, and Mr. Glendenning will review and score the proposals, with a Full Board conference call to approve the recommended selection.

2. New Board Members – Ms. Sullivan reported that all new Board members have been conditionally appointed, but still need to appear in person at an LEO meeting for full appointment.

3. Financials – Ms. Sullivan presented a consolidated budget report, as requested by Mr. Braund, which gives a clearer picture of the budget. Ms. Sullivan indicated the admin portion of the budget was overspent due to an error in estimating the cost for the external audit and the added expense of the training conference for the Chair of the Local Elected Officials. Ms. Sullivan indicated all WIOA contracts are slightly underspent. Ms. Sullivan will present a new updated budget at the next meeting.

Motion made (Berg/Schams) to approve the financial report and preliminary budget.
Motion carried unanimously.

4. **Proposed PY16 Meeting Schedule**– Discussion tabled until Committee assignments have been made.
5. **Committee Assignments** – Ms. Sullivan asked Board members to complete the Committee Preference form and return as soon as possible so that assignments could be made.
6. **ADDITION TO AGENDA:** Ms. Sullivan announced that the TUMMA Intern was going to do an employer survey to gather information for a State of the Workforce Report. Ms. Sullivan indicated it would not be duplicative of the survey administered by the 7 Rivers Alliance.
7. **ADDITION TO AGENDA:** Ms. Sullivan explained that the Board was able to sponsor health insurance for just one employee and requested that she be able to pursue options to secure health insurance coverage for Board employees.

Motion made (Jones/Eide) to allow the WDB Manager to pursue options to secure health insurance coverage for employees. Motion passed unanimously.

E. WIOA News

1. **Board Recertification Update** – Ms. Sullivan announced that the WDB is now certified for one year.
2. **WIOA Plan Comments** – Discussion tabled until next meeting after members have had a chance to review thoroughly.
3. **PY16 Allocations** – Ms. Sullivan explained that the allocations represented an overall cut of 12%, with the in-school youth programs seeing the largest decrease. Ms. Sullivan indicated that the 80% expenditure requirement is being waived and funds are fully transferrable between adult and dislocated worker contracts. She indicated Rapid Response funds are being released in grant form rather than allocation.
4. **Policy Updates** – Ms. Mitchell explained each of the policies that have been updated. The Work-Based Learning Policy was recommended for approval by the Planning Committee.

Motion made (Grapes/Flogstad) to approve the Work-Based Learning Policy as presented.
Motion carried unanimously.

Ms. Sullivan explained the new Procurement Policy and Procedures. The Executive Committee recommended approval of the policy.

Motion made (Rodriguez/Grapes) to approve the Procurement Policy and Procedures as

presented. Motion carried unanimously.

Ms. Mitchell explained the new Technical Proposal Review Policy, which was recommended for approval by the Executive Committee.

Motion made (Proudlock/Schams) to approve the Technical Proposal Review Policy as presented. Motion carried unanimously.

F. Program Activities

- 1 PY16 Contracts** - Ms. Mitchell reported that the Youth Council recommended extending the PY16 WIOA Youth contracts to the current youth providers (Couleecap, Inc. and WisCorps, Inc.). The Executive Committee recommended extending the PY16 WIOA Adult and Dislocated Worker contracts to the current provider (Workforce Connections, Inc.)

Motion made (Schams/Erickson) to extend PY16 WIOA contracts as follows: In School Youth to Couleecap, Inc.; Out of School Youth to WisCorps, Inc.; and Adult/Dislocated Worker to Workforce Connections, Inc. Motion carried unanimously.

- 2. PY14 Data Validation** – Ms. Mitchell reported that results have been received regarding the most recent data validation. No issues were identified in the PY14 Data Validation Report.
- 3. Provider Progress Reports** – Ms. Mitchell explained the progress reports contained in the Board packet, indicating no issues with progress to date.

Motion made (Abbott/Schams) to accept the Provider Progress Reports as presented. Motion passed unanimously. Ms. Jones abstained.

G Committee Reports

1. Youth Council – June 9, 2016

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

- Acceptance of performance and financials
- Recommendation to extend PY16 contracts to the current providers

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

2. Planning Committee – May 16, 2016

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

- Discussed and recommended approval of the WIOA Plan policies
- Discussed and recommended acceptance of PY16 allocations
- Discussed and accepted 3rd Q performance for Adult/DW and DOC contracts
- Recommended extension of DOC contract to WCI for one year

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

3. Executive Committee – May 10 & May 23, 2016

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

- Discussed development of Business Services Coordinator RFP
- Recommended appointment of Mr. Hill to the Vice-Chair position
- Accepted February and March 2016 financials
- Approved Committee recommendations to extend Adult/DW and DOC contracts
- Recommended acceptance of updated policies and procedures

III Conclusion

A. Unfinished Business

None

B. New Business

None

IV. Adjourn

The meeting adjourned at 4:29 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
Dave Schams
Greg Flogstad
Vicki Proudlock
Kathleen Olson
Grace Jones

Excused/Absent

Jodi Roesler
Fran Hegenbarth
Janine Luz, Chair
Dan Hanson
Rhonda Noonan

Also Present

Julie Mitchell, WDB
Steve Yuan, Inspire WI
Kelly Norsten, Workforce
Connections, Inc.
Beth Sullivan, WDB
Karen Pfeil, DWD
Deb Leslie, WRI