

Mission ...

Western Wisconsin WDB is a collaborative, interactive and coordinated network of training resources and support services that is providing and retaining a well-skilled labor force for employers in western Wisconsin.

Vision ...

To provide a comprehensive and integrated and customer-driven and results-oriented system for workforce development that responds to the needs of the employers, job seekers, incumbent workers and youth.

Western Wisconsin

Workforce
Development
Board, Inc.

Western Wisconsin WDB Executive Committee

Monday, December 6, 2021
2:00 to 3:30 p.m.

Zoom

<https://us02web.zoom.us/j/81378134150?pwd=TWwxY3d0dE04RGQwVklxc0NmenJ6OT09>

Meeting ID: 813 7813 4150
Password: 078219

Upcoming Meetings

Monday, March 7, 2022
Monday, May 16, 2022

Committee Members

- | | |
|---|--|
| <input type="checkbox"/> Jessica Subach, Chair
<i>Courtesy Corporation</i> | <input type="checkbox"/> Pete Eide, Secretary/Treasurer
<i>Bethel Home and Services, Inc.</i> |
| <input type="checkbox"/> Ed Johnson, Chair Elect
<i>Necal</i> | <input type="checkbox"/> Jodi Roesler
<i>Dairyland Power</i> |
| <input type="checkbox"/> Tammy Brown, Past Chair
<i>Logistics Health, Inc.</i> | <input type="checkbox"/> Vicki Proudlock
<i>UI</i> |

A proud partner of the  American Job Center network

Western Wisconsin WDB Executive Committee Agenda
 Meeting Agenda
 Monday, December 6, 2021
 2:00 to 3:30 p.m.
 Zoom



Agenda Item		Action	Page(s)
I.	CONSENT ITEMS		
	A. Call to Order		
	B. Announcements and Introductions		
II.	ORDER OF BUSINESS		
	A. Meeting Minutes — June 29, 2021	x	1 - 2
	B. Financials as of October 31, 2021	x	Sent later
	C. New positions		
	1. Front desk		
	2. Department of Corrections		
	D. Worker Advancement Initiative grant		
	E. Workforce Innovation Grant		
III.	CONCLUSION		
	A. Unfinished Business		
	B. New Business		
IV.	ADJOURN		

Board Chair: Tammy Brown
Minute Scribe: Jessie Foss
Meeting Attendance: See Page 2

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I. CONSENT ITEMS

A. Call to Order

Ms. Subach called the meeting to order at 2:14 p.m. A quorum was present as indicated by roll call.

B. Announcements and Introductions

None.

II. ORDER OF BUSINESS

A. Meeting Minutes — July 7, 2020

Motion made (Brown/Johnson) to approve the July 7, 2020 meeting minutes.

Motion carried unanimously.

III. CLOSED SESSION

Motion made (Brown/Roesler) asking everyone besides Western Wisconsin WDB Executive Committee members to drop off the call and the committee enter into closed session to discuss personnel/compensation. Ms. Myers will text others in attendance when the meeting is back in open session.

Motion carried unanimously.

IV. OPEN SESSION

Motion made (Brown/Roesler) to move back into open session. Motion carried unanimously.

Motion made (Roesler/Johnson) to approve the changes in salary and issuance of bonuses as decided during closed session. Motion carried unanimously.

V. CONCLUSION

A. Unfinished Business

None.

B. New Business

VI. ADJOURN

Meeting adjourned at 3:04 p.m.

Respectfully recorded,
Jessie Foss, recorder

Respectfully submitted,
Jessica Subach



Present

Tammy Brown
Ed Johnson
Jodi Roesler
Jessica Subach

Not Present

Pete Eide
Vicki Proudlock

Others Present

Jessie Foss
Melisa Myers

Draft

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

WIOA Admin as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	55,650	\$	18,550	\$	16,936	\$	38,714
Staff Bonuses	\$	1,562	\$	521	\$	-	\$	1,562
Fringe	\$	18,547	\$	6,182	\$	6,948	\$	11,599
Staff Travel	\$	976	\$	325	\$	-	\$	976
Staff Development	\$	489	\$	163	\$	25	\$	464
Supplies	\$	1,817	\$	606	\$	3,012	\$	(1,195)
Rent	\$	5,501	\$	1,834	\$	3,277	\$	2,224
Telephone & Internet	\$	1,074	\$	358	\$	226	\$	848
Postage	\$	272	\$	91	\$	-	\$	272
Outside Printing	\$	1,362	\$	454	\$	-	\$	1,362
Copier	\$	2,180	\$	727	\$	367	\$	1,813
Outreach	\$	182	\$	61	\$	96	\$	86
Software	\$	9,900	\$	3,300	\$	2,967	\$	6,933
Memberships	\$	3,179	\$	1,060	\$	-	\$	3,179
Licenses and Fees	\$	10,899	\$	3,633	\$	5,717	\$	5,182
Business Insurance	\$	3,633	\$	1,211	\$	3,813	\$	(180)
BOD & LEO Travel & Meetings	\$	1,362	\$	454	\$	-	\$	1,362
Fiscal Services	\$	1,817	\$	606	\$	-	\$	1,817
Total	\$	120,402	\$	40,134	\$	43,385	\$	77,017

Budget: Year to Date for the period of 07.01.2021 to 6.30.2022

WIOA Adult as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	33,423	\$	11,141	\$	5,757	\$	27,667
Staff Bonuses	\$	958	\$	319	\$	-		
Fringe	\$	13,175	\$	4,392	\$	2,326	\$	10,849
Staff Travel	\$	524	\$	175	\$	-	\$	524
Staff Development	\$	337	\$	112	\$	-	\$	337
Rent	\$	18,599	\$	6,200	\$	6,430	\$	12,169
Telephone & Internet	\$	411	\$	137	\$	88	\$	323
Subcontractor	\$	252,300	\$	84,100	\$	112,872	\$	139,428
Total	\$	319,727	\$	106,576	\$	127,472	\$	191,297

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

WIOA Dislocated Worker as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	51,595	\$	17,198	\$	8,120	\$	43,475
Staff Bonuses	\$	1,435	\$	478	\$	-	\$	
Fringe	\$	19,941	\$	6,647	\$	2,455	\$	17,486
Staff Travel	\$	813	\$	271	\$	-	\$	813
Staff Development	\$	490	\$	163	\$	-	\$	490
Rent	\$	40,060	\$	13,353	\$	8,344	\$	31,716
Telephone & Internet	\$	711	\$	237	\$	190	\$	521
Subcontractor	\$	395,940	\$	131,980	\$	94,362	\$	301,578
Total	\$	510,985	\$	170,328	\$	113,471	\$	396,079

Budget: Year to Date for the period of 07.01.2021 to 60.30.2022

WIOA Youth as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	132,932	\$	44,311	\$	30,930	\$	102,002
Staff Bonuses	\$	4,171	\$	1,390	\$	-	\$	4,171
Fringe	\$	37,044	\$	12,348	\$	14,290	\$	22,754
Staff Travel	\$	6,015	\$	2,005	\$	167	\$	5,848
Staff Development	\$	1,349	\$	450	\$	-	\$	1,349
Rent	\$	15,397	\$	5,132	\$	5,055	\$	10,342
Telephone & Internet	\$	3,315	\$	1,105	\$	820	\$	2,495
Subcontractor	\$	25,260	\$	8,420	\$	10,203	\$	15,057
Participant								
Support Services	\$	40,000	\$	13,333	\$	536	\$	39,464
Work Experience Wages & FICA	\$	60,000	\$	20,000	\$	-	\$	60,000
Training	\$	86,000	\$	28,667	\$	4,164	\$	81,836
Assessments	\$	2,500	\$	833	\$	-	\$	2,500
						\$		-
Total	\$	413,983	\$	137,994	\$	66,163	\$	347,820

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

Rapid Response Admin as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

	<u>PY21 Budget</u>	<u>YTD Budget</u>	<u>Actual</u>	<u>PY21 Remaining</u>
Salaries/Wages	\$ 2,106	\$ 702	\$ 662	\$ 1,444
Staff Bonuses	\$ 60	\$ 20	\$ -	\$ 60
Fringe	\$ 674	\$ 225	\$ 274	\$ 400
Staff Travel	\$ 38	\$ 13	\$ -	\$ 38
Staff Development	\$ 19	\$ 6	\$ -	\$ 19
Supplies	\$ 70	\$ 23	\$ 265	\$ (195)
Rent	\$ 203	\$ 68	\$ 171	\$ 32
Telephone & Internet	\$ 41	\$ 14	\$ 7	\$ 34
Postage	\$ 10	\$ 3	\$ -	\$ 10
Outside Printing	\$ 52	\$ 17	\$ -	\$ 52
Copier	\$ 84	\$ 28	\$ 12	\$ 72
Outreach	\$ 7	\$ 2	\$ -	\$ 7
Software	\$ 380	\$ 127	\$ 89	\$ 291
Memberships	\$ 122	\$ 41	\$ -	\$ 122
Licenses and Fees	\$ 419	\$ 140	\$ 188	\$ 231
Business Insurance	\$ 140	\$ 47	\$ 126	\$ 14
BOD & LEO Travel & Meetings	\$ 52	\$ 17	\$ -	\$ 52
Fiscal Services	\$ 70	\$ 23	\$ -	\$ 70
Total	\$ 4,547	\$ 1,516	\$ 1,794	\$ 2,753

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

Rapid Response Pgm as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual YTD</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	4,566	\$	1,522	\$	1,167	\$	3,399
Staff Bonuses	\$	110	\$	37	\$	-	\$	110
Fringe	\$	1,665	\$	555	\$	578	\$	1,087
Staff Travel	\$	73	\$	24	\$	-	\$	73
Staff Development	\$	37	\$	12	\$	-	\$	37
Rent	\$	640	\$	213	\$	150	\$	490
Telephone & Internet	\$	80	\$	27	\$	4	\$	76
Subcontractor	\$	34,000	\$	11,333	\$	796	\$	33,204
Total	\$	41,171	\$	13,724	\$	2,694	\$	38,477

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

DOC Windows to Work Admin as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual YTD</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	3,519	\$	1,173	\$	1,090	\$	2,429
Staff Bonuses	\$	98	\$	33	\$	-	\$	98
Fringe	\$	1,205	\$	402	\$	470	\$	735
Staff Travel	\$	62	\$	21	\$	-	\$	62
Staff Development	\$	31	\$	10	\$	-	\$	31
Supplies	\$	114	\$	38	\$	109	\$	5
Rent	\$	354	\$	118	\$	163	\$	191
Telephone & Internet	\$	67	\$	22	\$	17	\$	50
Postage	\$	17	\$	6	\$	-	\$	17
Outside Printing	\$	85	\$	28	\$	-	\$	85
Copier	\$	136	\$	45	\$	24	\$	112
Outreach	\$	11	\$	4	\$	-	\$	11
Software	\$	619	\$	206	\$	201	\$	418
Memberships	\$	199	\$	66	\$	-	\$	199
Licenses and Fees	\$	682	\$	227	\$	376	\$	306
Business Insurance	\$	227	\$	76	\$	251	\$	(24)
BOD & LEO Travel & Meetings	\$	86	\$	29	\$	-	\$	86
Fiscal Services	\$	114	\$	38	\$	-	\$	114
Total	\$	7,626	\$	2,542	\$	2,701	\$	4,925

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

DOC Windows to Work Pgm as of 10.31.21

Generated by quinnj@westernwdb.org on 2021-11-29

		<u>PY21 Budget</u>		<u>YTD Budget</u>		<u>Actual YTD</u>		<u>PY21 Remaining</u>
Salaries/Wages	\$	43,680	\$	10,920	\$	14,308	\$	29,372
Staff Bonuses	\$	1,600	\$	400	\$	-	\$	1,600
Fringe	\$	9,610	\$	2,403	\$	3,495	\$	6,115
Staff Travel	\$	6,748	\$	1,687	\$	3,185	\$	3,563
Rent	\$	740	\$	185	\$	740	\$	-
Staff Development	\$	500	\$	125	\$	-	\$	500
Telephone & Internet	\$	1,200	\$	300	\$	656	\$	544
Participant Support	\$	4,576	\$	1,144	\$	2,344	\$	2,232
Total	\$	68,654	\$	17,164	\$	24,728	\$	43,926

Budget: Year to Date for the period of 07.01.2021 to 06.30.2022

GRANT STATUS REPORT
As of October 31, 2021

	WIOA Administration 4/1/20 - 6/30/22	WIOA Administration 4/1/21 - 6/30/23	WIOA Adult 7/1/20 - 6/30/22	WIOA Adult 7/1/21 - 6/30/23	WIOA Dislocated Worker 7/1/20 - 6/30/22	WIOA Dislocated Worker 7/1/21 - 6/30/23
Grant available	\$ 89,896	\$ 129,692	\$ 220,299	\$ 346,794	\$ 357,838	\$ 74,940
<i>Prior year expenditures</i>	\$ 79,218		\$ 192,772		\$ 203,960.00	
<i>Current YTD expenditures</i>	\$ 10,678	\$ 29,425	\$ 27,527	\$ 89,316	\$ 113,471	
Total expenditures	\$ 89,896	\$ 29,425	\$ 220,299	\$ 89,316	\$ 317,431	\$ -
Grant balance	\$ -	\$ 100,267	\$ 0	\$ 257,478	\$ 40,406.53	\$ 74,940.00
Percent Spent	100.00%	22.69%	100.00%	25.75%	88.71%	0.00%

	WIOA Youth 4/1/20 - 6/30/22	WIOA Youth 4/1/21 - 6/30/23	DOC WtW Admin 7/1/21 - 6/30/22	DOC WtW Pgm 7/1/21 - 6/30/22	Rapid Response Admin 7/1/21 - 6/30/22	Rapid Response Pgm 7/1/21 - 6/30/22
Grant available	\$ 230,958	\$ 426,654	\$ 7,550	\$ 68,654	\$ 4,581	\$ 41,229
<i>Prior year expenditures</i>						
<i>Current TYD expenditures</i>	\$ 67,015		\$ 2,703	\$ 24,728	\$ 1,794	\$ 2,694
Total expenditures	\$ 67,015	\$ -	\$ 2,703	\$ 24,728	\$ 1,794	\$ 2,694
Grant balance	\$ 163,943	\$ 426,654	\$ 4,847	\$ 43,926	\$ 2,787.40	\$ 38,534.59
Percent Spent	29.02%	0.00%	35.80%	36.02%	39.15%	6.54%