

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



Western Wisconsin WDB Operations Committee

**Thursday, January 20, 2022
11:00 a.m. to 12:30 p.m.**

<https://us02web.zoom.us/j/87824425281?pwd=c2tFNHICUk1KMjF6NIBTUlhJb0Uvdz09>

Meeting ID: 878 2442 5281
Passcode: 172201

Upcoming Meetings

Thursday, April 14, 2022
Thursday, June 16, 2022

Committee Members

Vicki Proudlock, chair

Pete Eide

Amanda Langrehr

Patti Balacek

Mark Glendenning

Pat Rodriguez

Bill Brockmiller

Amy Grotzke

Heather Trimborn

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Operations Committee Agenda
Meeting Agenda
Thursday, January 20, 2022
11 a.m. to 12:30 p.m.
Zoom

Western Wisconsin



Agenda Item	Action	Page(s)
I. CONSENT ITEMS		
A. Call to Order		
B. Announcements and Introductions		
II. ORDER OF BUSINESS		
A. Meeting Minutes — March 7, 2019		1 - 3
B. Worker Advancement Initiative overview		
C. Request For Proposals discussion		
III. PROGRAM REPORTS		
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C. Business Services Coordinator		6 - 7
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IV. CONCLUSION		
A. Old Business		
B. New Business		
V. ADJOURN		

Board Chair: Jessica Subach
Minute Scribe: Jessie Foss
Meeting Attendance: See Page 3

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I. CONSENT ITEMS

A. Call to Order

Ms. Subach called the meeting to order at 11:04 a.m. A quorum was present as indicated by roll call.

B. Announcements and Introductions

Roundtable introductions were made.

II. ORDER OF BUSINESS

A. Meeting Minutes — January 3, 2019

Motion made (Schams/Reichling) to approve the January 3, 2019 meeting minutes.

Motion carried unanimously.

B. State Performance Measures

Ms. Mitchell presented PY 18 Second Quarter state performance numbers for WIOA Adult, Dislocated Worker and Youth programs. WDA #9 is meeting or exceeding performance in each category in all three programs other than the categories where baselines data is just being collected.

Ms. Olson pointed out that while it is excellent to be meeting or exceeding performance numbers, it is also important to keep enrollment numbers in mind because the state does consider these numbers when allocating funds. She pointed out WDA #9 has the lowest Adult and Youth enrollments in the state and is one of the lowest Dislocated Worker enrollments. She said this should be addressed in WDA #9.

Motion made (Olson/Parker) to accept State Performance Measures report.

Motion carried unanimously.

C. PY 17 DWD Monitoring Closeout

Ms. Mitchell reported DWD has accepted all but one WDB responses to DWD's PY 17 monitoring and the monitoring has now been closed. DWD did not accept the WDB's response to an ADA issue involving rented space. Ms. Mitchell chose to not address these ADA issues with landlords because some of these spaces are used by service providers free of charge.

Motion made (Reichling/Parker) to accept the PY 17 DWD Monitoring Closeout letter.

Motion carried unanimously.

D. Subcontractor Monitoring Results

Ms. Mitchell reported ¼ of the subcontractor monitoring has been completed. Felber Consulting is in the process of finishing the fiscal monitoring of WisCorps and Workforce Connections and Ms. Mitchell is completing the programmatic monitoring of Workforce Connections. WisCorps programmatic monitoring is complete.

Discussion was held on forms implementation in regards to WisCorps monitoring. Due to timing, some forms noted in the monitoring report were not completed before Ms. Mitchell's monitoring. Forms have since been updated.

Discussion was also held on the applicability of some certifications being earned by WIOA youth participants. Ms. Mitchell said DWD is pushing for earned certificates to be tied to specific, individual career goals.

Motion made (Olson/Abbott) to accept the Subcontractor Monitoring Report.

Motion carried unanimously.

E. Strategic Plan Review

Ms. Mitchell reported the Executive Committee approved the Strategic Plan at its February 2019 meeting. The Operations Committee is responsible for the oversight of Objective 2A (Increased use of work-based learning), Objective 2B (Increased use of registered apprenticeship), 2C (Increased use of customized training), and 2D (Increased use of training services for youth, offenders, and minorities).

F. PY 19 WDB New Staff & Subcontractor Staffing Pattern Negotiations

Ms. Mitchell reported the Executive Committee approved the addition of a WDB position (WIOA Operations and Compliance Specialist). The position will be responsible for much of the day-to-day WIOA program activity. The position will be posted after the March 18, 2019 WDB Full Board meeting. In order to fund the position, negotiations need to be completed with the WIOA Adult, Dislocated Worker and Youth program service providers. Ms. Mitchell has negotiated with Workforce Connections and will be doing the same with WisCorps on March 21, 2019.

G. New/Revised Policy Review & Approval

Motion made (Schams/Abbott) to approve the following policies/procedures: Case Management Policy/Procedures, Youth Incentive Policy, Equal Opportunity In Employment Policy, LEP Policy, Interpretation Refusal Form, and Reasonable Accommodation Policy and Procedure.

Motion carried unanimously.

Motion made (Reichling/Abbott) to conditionally approve the Universal Access Policy/Procedures. Approval is conditional upon DWD's approval of the policy/procedure.

Motion carried unanimously.

H. PY 19 WIOA Contract Renewal
Agenda item was tabled.

III. PERFORMANCE REPORTS

A. WIOA Youth — WisCorps

Mr. Gaworski reported there are 13 youth ready to enroll into the WIOA Youth program, which puts WisCorps on target to meet its enrollment goals. He also reported he has been meeting regularly with Mr. Ruetten to establish a carpentry work experience.

Motion made (Abbott/Schams) to accept the WIOA Youth performance report.

Motion carried unanimously.

B. WIOA Adult, Dislocated Worker and Rapid Response — Workforce Connections

Ms. Brown reported Workforce Connections is seeing a lack of interest from businesses for OJTs because most businesses are currently hiring as quickly as possible. She also said WCI has been contacted by businesses recently looking for dislocated workers.

Motion made (Reichling/Parker) to accept the WIOA Adult, Dislocated Worker, and Rapid Response

performance report. Motion carried unanimously.

- C. DOC Windows to Work
Ms. Mitchell reported Mr. Simmons is conducting second cohorts are Jackson Correctional Institute and New Lisbon Correctional Institute. He also continues to assist those post release.

Motion made (Schams/Abbott) to accept the DOC Windows to Work report.
Motion carried unanimously.

- D. Business Services — Kevin Ruetten
Ms. Mitchell reported she meets with Mr. Ruetten every two weeks and she continues to monitor his activities and he is working well in conjunction with the service providers.

Motion made (Olson/Abbott) to accept the Business Services report. Motion carried unanimously.

IV. CONCLUSION

- A. Old Business
None.
- B. New Business
None.

V. ADJOURN

Meeting adjourned at 12:42 p.m.

Respectfully recorded,
Jessie Foss, recorder

Jessie Foss

Respectfully submitted,
Jessica Subach

Present

Marina Abbott
Kathleen Olson
Ellen Parker
Vicki Proudlock, via telephone
Jeff Reichling
Dave Schams
Jessica Subach

Not Present

Rebecca Grapes

Others Present

Gina Brown
Matt Gaworski
Julie Mitchell

PY21 WIOA Youth Monthly Report

As of 11/30/2021

Wisconsin Department of Workforce Development Performance Measurements

PY21 in 1st quarter	Q2 Employment/Ed			Q4 Employment/Ed			Q2 Median Earnings			Credentials			Measurable Skills Gain		
	Actual	90%	Negotiated	Actual	90%	Negotiated	Actual	90%	Negotiated	Actual	90%	Negotiated	Actual	90%	Negotiated
	75.0%	64.8%	72.0%	50.0%	63.0%	70.0%	\$4,869	\$2,700	\$3,000	42.9%	63.0%	70.0%	0%	22.5%	25.0%
	Exited 7/1/20 - 6/30/21			Exited 1/1/20 - 12/31/20			Exited 7/1/20 - 6/30/21			Exited 1/1/20 - 12/31/20			Training 7/1/21 - 6/30/22		

*performance data based on YTD reporting

Case Progression

Applications	Eligibility Status		Assessment Status		Initial ISS Status		Enrollment Status		Exited		
New PY21	10	Completed	1	Completed	0	Completed	0	Completed	0	Follow-up	0
		Pending	6	Pending	3	Pending	0	Pending	0	Discontinued	0
		Not Completed	1	Not Completed	0	Not Completed	0	Not Completed	0	Completed	0
		Not Eligible	2	NA	4	NA	4	NA	4	NA	4

Enrollments	Eligibility Status		Assessment Status		Initial ISS Status		Enrollment Status		Exited		
Carryover*	12	Eligible	12	Completed	12	Complete	12	Enrolled	12	Follow-up	5
										Done	6

Applications	Eligibility Completed	Assessment Completed	Initial ISS Completed	Enrolled	Exits
Total	22	13	12	12	11

Currently Actively Enrolled 1

Demographics

	Total	Male	Female	Unknown Gender	Black	Asian	Hispanic/Latino	LEP	Disability	Preg/Parent	Foster Care	Offender
New Applicants	10	6	2	2	2	1	1	0	0	1	0	5
New Enrollments	0	0	0	0	0	0	0	0	0	0	0	0
Carry in Enrolled	1	0	1	0	0	0	0	0	1	0	0	0

Enrollments

	Carry Over	New Enroll	PY Active Served	Follow-up As of
Buffalo	0	0	0	0
Crawford	0	0	0	0
Jackson	0	0	0	0
Juneau	0	0	0	1
La Crosse	1	0	1	2
Monroe	0	0	0	0
Trempealeau	0	0	0	0
Vernon	0	0	0	0
Total	1	0	1	3

	Carry Over	New Enroll	Active Served
OSY	1	0	1
ISY	0	0	0
Total	1	0	1

Follow-up As of
3
0
3

Training and Education

	Construction (23)	Mfg (31-33)	Transport (48-49)	IT/Software (51, 54)	Health (62)	Other	Total
Occupational Skills Training	0	1	0	0	0	0	1
Work Experience	0	0	0	0	0	0	0
Total	0	1	0	0	0	0	1

*Carryover Applications includes all Active and Follow-up 7/1/2021



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PY21 WIOA Adult and Dislocated Worker
Month Ending November 30, 2021

Wisconsin Department of Workforce Development Performance Measurements

PY21*	Q2 Employment			Q4 Employment			Q2 Median Earnings			Credentials			Measurable Skills Gain		
	Actual	90%	Negotiated	Actual	90%	Negotiated	Actual	90%	Negotiated	Actual	90%	Negotiated	Actual	90%	Negotiated
Adult	52.6%	72.0%	80.0%	64.7%	69.3%	77.0%	\$7,275	\$5,220	\$5,800	75.0%	61.2%	68.0%	39.0%	37.8%	42.0%
Dislocated Worker	62.5%	72.9%	81.0%	60.0%	72.9%	81.0%	\$7,628	\$7,650	\$8,500	90.5%	67.5%	75.0%	47.1%	40.5%	45.0%
	Exited 7/1/20 - 6/30/21			Exited 1/1/20 - 12/31/20			Exited 7/1/20 - 6/30/21			Exited 1/1/20 - 12/31/20			Training 7/1/21 - 6/30/22		

*performance data based on YTD reporting

Western Wisconsin WDB Contract Goals and Measures

Client to Career Planner Caseload		Referrals and Co-enrollments		Quarterly Technical Assistance	
Active Participants	109	Number Referred or Co-enrolled	88	Q1	9/21/2021 with Jennifer Arzt, DWD
FTE WIOA CP	4	Active Participants	109	Q2	12/2/2021 with Jennifer Arzt, DWD
Average Caseload	27	Ratio	81%	Q3	TBA
Goal	35-45	Goal	50%	Q4	TBA

Applicants

Total	Male	Female	Other Gender	Asian	Hispanic/Latino	Offender	Disability
65	21	44	0	2	1	10	19
	32%	68%	0%	3%	2%	15%	29%

Enrollments

	Carry Over	New Enrollments	Asian		Hispanic/Latino		Offender		Active Served
Adult	31	40	1	3%	1	3%	10	25%	71
DW	36	2	0	0%	0	0%	0	0%	38
Total	67	42	1	2%	0	0%	10	24%	109

Served	Buffalo	Crawford	Jackson	Juneau	La Crosse	Monroe	Trempealeau	Vernon	Total
Adult	0	0	4	6	40	13	4	4	71
DW	0	1	5	2	17	10	0	3	38
Total	0	1	9	8	57	23	4	7	109

Active Participants Per Exit Date (Will not see exits until at least 9/29/2021)

Active	Gade	Snyder	Tucker	Walters	Total	Exits	Total	Employed	Median Wage	Current Follow-up
Adult	7	18	26	18	69	Adult	2	2	\$17.00	15
DW	6	20	4	0	30	DW	8	5	\$21.35	24
Total	13	38	30	18	99	Total	10	7		39

Training

(NAICS Sectors)	Occupational Classroom Training						OJT	Adult Ed	Apprentice	TOTAL
	Manufacturing (31-33)	Healthcare (62)	Transportation (48-49)	Construction (23)	IT/Software (51, 54)	Other (44, 52, 56)	Construction (23)	Healthcare (62)	Other - Utilities (22)	
In Progress	2	30	0	2	4	3	0	0	2	43
Completed	2	6	3	1	2	0	1	2	1	18
MSGs	2	12	2	1	4	2	0	0	0	23
Credentials	0	6	2	0	1	0	NA	0	0	9



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Business Services Coordinator Monthly Progress Report

Submitted on: ___ January 2022_____ For the month of: ___December 2021___ COVID restrictions still in place___

Please complete this report by inserting bullet point highlights (minimal narrative) in RED font under each numbered item.

DELIVERABLE	ACTIVITY/PROGRESS	COMMENTS		
<p>#1 & #2 Coordination with WDB and Integration into Job Center ¹</p>	<p>1. Business Services Team meetings/activities: 3 meetings 2. Statewide Business Services Team meetings/activities: 1 mtgs 3. On-site recruitment/mini-job fairs: Finalized two per month Virtual Job Fair schedule. On-site events at Job Center starting again with a virtual job fair option. 4. Work-based learning referrals to service providers: Working with Michelle B. with E3 WORKS! to formulate communications through social media and employer meetings. Continue to work with Business Services Team members to refer programs.</p>	<p>-WDA9 Business Service Team monthly meeting -E3 WORKS! Meetings -TDCON22 planning meetings and on-site tour of Chula Vista in WI Dells -Lunch and Learns very successful; 2 per month -Meeting with Phase 3 Media and Midwest Family Broadcasting to explore new marketing ideas for 2022 -Explore another drive thru or click thru job fair</p>		
<p>#3 Business Outreach²</p>	<p>1. # contacts/meetings by demand industry and results/action items: a. Healthcare: 6 (1 new) b. Manufacturing: 19 (3 new) c. Construction: 3 (1 new) d. IT: 1 e. Transportation: 4 2. Apprenticeship contacts/activities: Working regularly with Apprentice Navigator for our area to keep apprenticeship in minds of K12 students and educators</p>	<p>-WDB daily check-in calls due to COVID-19 -Major recruiting for Virtual Job Fairs -Virtual job fair six month calendar created -One county specific virtual job fair a month and then a “themed” virtual job fair per month -West Salem Business presentation planned -WMC Business World event with Mauston High School planned for April 2022 -E3 WORKS planning meetings -High School youth apprenticeship referrals</p>		
<p>#4 Integration with technical colleges</p>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Western Technical College 1. Meetings/activities: 5 2. Results/action items: Large national and state grant exploration mtgs 3. New programs: new schedule of courses for more flexibility for students# 4. “In the Hopper” new safety building grand opening</p> </td> <td style="width: 50%; vertical-align: top;"> <p>SW Technical College January follow up on Prairie Du Chein career fair for 2022 1. Meetings/activities: 2. Results/action items: 3. New programs: 4. “In the Hopper”: 5. Unmet business needs?</p> </td> </tr> </table>	<p>Western Technical College 1. Meetings/activities: 5 2. Results/action items: Large national and state grant exploration mtgs 3. New programs: new schedule of courses for more flexibility for students# 4. “In the Hopper” new safety building grand opening</p>	<p>SW Technical College January follow up on Prairie Du Chein career fair for 2022 1. Meetings/activities: 2. Results/action items: 3. New programs: 4. “In the Hopper”: 5. Unmet business needs?</p>	<p>-My position moved back to report to Angie Martin in the Western Business & Industry Services (BIS) office -Promote K12 education training at Western and updates -Working with Tyler Ludeking to start promoting fall career fairs and middle school events -COVID still effecting in-person large events -Employer Spotlights have been going very well with Students</p>
<p>Western Technical College 1. Meetings/activities: 5 2. Results/action items: Large national and state grant exploration mtgs 3. New programs: new schedule of courses for more flexibility for students# 4. “In the Hopper” new safety building grand opening</p>	<p>SW Technical College January follow up on Prairie Du Chein career fair for 2022 1. Meetings/activities: 2. Results/action items: 3. New programs: 4. “In the Hopper”: 5. Unmet business needs?</p>			

<p>#5 TUMMA¹</p>	<p>1. Meetings/activities in support of TUMMA: 2 meetings 2. Results/action item: CESA4 regional pathway grant updates given and employer meetings beginning to take place. TUMMA working on Tech Night with CESA4 in March 2022. TUMMA attended Skills USA Regional Competition at Holmen High School.</p>	<p>-TUMMA board and K12 Taskforce mtgs. -8 TUMMA scholarships awarded -Scholarship winner spoke at TUMMA mtg -TUMMA marketing team continuing to update website and plan 2022 marketing events as COVID allows. -K12 Taskforce looking at Metal Mania event for High school students during summer months</p>
<p>#6 New sector group¹</p>	<p>1. How many IT business contacts were made this month? 1 2. Results/action items: Working to find IT locations that are working back in-person versus remotely to place E3 WORKS! and other work experiences.</p>	<p>-IT positions in our region continue to grow and demand is high; good wages being offered -Youth Apprenticeships in IT growing -CESA5 meeting on IT regional career pathway template finalized; YA IT programs</p>
<p>#7 K-12 Collaboration¹</p>	<p>1. Meetings/activities: 2 meetings with Amanda with CESA4 2. Results/action items: Now working with regional educators and employers to develop a local plan with the manufacturing and healthcare career pathway templates TUMMA continues to work with CESA4 and CESA5 to communicate tour opportunities and apprenticeship opportunities.</p>	<p>-TUMMA Contact list at regional manufacturers has knocked down a barrier for educators -CESA4 starting to do meetings back in person whenever possible. -Youth apprenticeship event for 2022 considered -CESA4 and TUMMA and Western Technical College exploring an event for spring 2022 to combine efforts</p>

DOC – WTW	Cumulative 09/21-12- 21	Notes
September - December		
Work related Trainings attended (Total)	2	
Institution – specific meetings		
• JCI (Recruitment)	0	
• NLCI (Recruitment)	0	
Cohorts Operating	2	
Number of participants in each Cohort		
• JCI	7	
• NLCI	4	
Number of Group Sessions Completed		
• JCI	20	
• NLCI	22	
Active Community Supervision	17	1 in school
• ACS Employed	12	
Enrolled DOC Re-entry	0	
Individuals Terminated	5	