



## MINUTES

### Joint Board of Directors/CEO Meeting

Thursday, February 16, 2017, at 2:00 P.M.  
Oshkosh Corporation, W6545 Quality Drive  
Greenville, WI

**Board Members Present:** Patti Andresen-Shew, Debra Behringer (by telephone), Tony Beregszazi, Brad Grant, Amy Groshek, Jason Hendricks, Brian Kaminske, Carol Karls, Amanda Kopetsky, Jodie Larsen, Jim Nitz, Bob Pedersen, David Thiel, Dale Walker, Debbie Warga, Craig Wehner and Margaret Winn

**Board Members Excused:** Laura Biehn, JoAnne Hall, Aimee Hostettler, Terri Lick, Jose Martinez, Mike Vander Zanden and Mark Westphal

**Board Members Absent:** Larry Lautenschlager and Trevor Martin

**Chief Elected Officials (CEO) Present:** Alice Connors and Harley Reabe.

**CEOs Excused:** Allen Buechel, Donna Kalata, Dick Koeppen and Mark Harris

**Others Present:** Mary Susan Ebeling-Habitat for Humanity Restore, Stefanie Hayford-FVWDB, Al Hesse-FVWDB, Bobbi Miller-FVWDB, Gary Now-FVWDB, Ana Rivera-FVWDB, Jeff Sachse-DWD, Anthony Snyder-FVWDB, Paul Stelter-FVWDB, and Jill Valdez-FVWDB

**Board Meeting Call to Order:** Board Chair, Jodie Larsen, called the BOD meeting to order at 2:06 pm.

**CEO Meeting Call to Order:** There was not quorum of the CEOs, so no votes were taken.

**Board Approval of Agenda (*Action Item*):** *Motion to approve the Meeting agenda was made by Mr. Grant and seconded by Ms. Biehn. The motion was passed.*

**BOD Approval of Minutes from 11/10/16 meeting (*Action Item*):** *Motion to approve the 11/10/16 BOD Meeting Minutes was made by Mr. Kaminske and seconded by Mr. Beregszazi. The motion was passed.*

**Approval of Minutes from 1/25/17 Executive Committee meeting (*Action Item*):** *Motion to approve the 1/25/17 Executive Committee Meeting Minutes was made by Mr. Thiel and seconded by Mr. Grant. The motion was passed.*

**Board Member Updates:** Ms. Larsen introduced Amy Groshek, who replaced Kim Holmes on our Board as our Unemployment Insurance representative. She also noted two recent resignations of board members: Linda Mingus and Craig Christianson.

**Presentation on FVWDB WISE Program:** Ms. Rivera provided the group with a comprehensive overview of the WISE (Wisconsin Senior Employment) Program. It is an employment program for unemployed, low-income, older adults who are 55 years of age and older. The program is dual-focused, providing both community service

opportunities which benefit the general welfare of the community, and providing paid, temporary training-for-employment. It is designed to assist older adults to enhance existing skills or develop new ones, and to gain work experience, all of which helps when transitioning into unsubsidized employment. A current program participant also addressed the group regarding her positive experiences in the program. They both answered questions from the group.

**FVWDB Partnership with DVR:** Ms. Valdez and Mr. Wehner reported on the YouthWORK program which is a collaborative effort with the Division of Vocational Rehabilitation. This program will deliver a summer 2017 youth employment program within our six counties, providing in-school youth with work readiness skills, as well as create a new source of income for the Board. All expenses and income will be run through our non-program funds, effectively converting any revenue generated into funds to be used any way the board wishes. This effort will begin to help us offset any reductions in WIOA funds we're anticipating in PY17.

**DOL Audit Update:** Mr. Stelter reported that the Board had anticipated receiving a final notice of the amount owed by now, but have not due to the recent transition at the Federal level. This has slowed the process down to a standstill and there is nothing new to report at this time.

#### **COMMITTEE REPORTS:**

**Finance Committee Report (Action Item):** Mr. Nitz provided a report of the Finance Committee to the group as outlined in the February 8, 2017, draft Finance Committee meeting minutes. This included: budget and staffing updates, discussion regarding the Board-owned building in Neenah, year-end activities, and the quarterly review and approval of the Board's credit card statements, check registry and financial reports. The committee also asked staff to rebalance the Board's budget on a quarterly basis to better reflect actual income and expenses. Staff agreed to do so when income and expenses showed large variances.

***Motion to accept the Finance Committee Report by Mr. Beregszazi and second by Mr. Walker. The motion carried.***

#### **One-Stop Committee Report:**

Ms. Winn provided a report of the One-Stop Committee to the group as outlined in the February 7, 2017, draft One-Stop Committee meeting minutes. This included: Workplace Essentials Training update, youth program enrollment, performance review for the 1<sup>st</sup> quarter of PY16 for the Job Centers, Title V and Windows to Work (W2W) programs, data validation, WAGE\$ Grant, American Job Center branding, job center leases, and infrastructure costs (MOUs).

**Approval to Move Forward with the One-Stop Operator RFP (Action Item):** DWD is now requiring that all the Work Force Boards issue a competitive bid Request for Proposal (RFP) to operate our One-Stop Centers. This process needs to be completed by July 1, 2017. The Committee seeks the full Board's approval to move forward with the One-Stop Operator RFP.

**A motion to approve the release of an RFP to secure a One-Stop Operator for our Job Centers by Mr. Kaminske and second by Ms. Karls. Mr. Nitz and Mr. Pedersen abstained. The motion carried.**

#### **Youth Council Report:**

Mr. Wehner provided a report of the Youth Council to the group as outlined in the February 14, 2017, draft Youth Council meeting minutes. This included: updates on youth contract numbers for ADVOCAP and the CAP Services Youth Program and the PY17 RFP in Waupaca and Waushara counties.

**Update on CAP Services Youth Program and Modification of PY16 Contract (Action item):** CAP Services' YouthBuild grant with the Department of Labor was not renewed for PY17 in Waupaca and Waushara counties.

This changes the structure of their proposal for the youth program so the Board will be issuing a competitive Request for Proposal (RFP) for Youth Services in those counties for PY17. For the remainder of their PY16 contract, the Board is proposing shifting funds allocated from out-of-school youth to in-school youth due to the greater needs of in-school youth in these rural areas. The group discussed.

**A Motion was made to approve a contract modification for CAP Services, our youth subrecipient in Waupaca and Waushara counties, to expend services to in-school youth (down to age 16) for the remainder of PY16 by Mr. Thiel and seconded by Mr. Grant. The motion carried.**

**PY17 RFP Discussion in Waupaca and Waushara Counties (*Action item*):** As previously discussed, the Board will not be renewing CAP Services' contract for PY17, so a competitive RFP will have to be issued. The One-Stop Committee seeks approval from the full Board to release an RFP in Waupaca and Waushara counties to include in-school youth and a work experience component. The group discussed.

**A Motion was made by Mr. Thiel and seconded by Ms. Behringer to approve the release of an RFP for a youth subrecipient in Waupaca and Waushara counties to include the parameters of both in-school youth and a work experience component. The motion carried.**

#### **OTHER BUSINESS:**

**FVWDB Strategic Planning - WDA 4 State of the Labor Market, Jeff Sachse – Director and Senior Economist, DWD:** Mr. Sachse gave an overview of the current state of the labor market in our district which included: a continuing labor shortage in northeast Wisconsin and projected significant labor shortages out into the next decade, potential ways to rebound, and employment projections by industry. He stressed the importance of embracing diversity, increasing wage rates, increasing incumbent training and recognizing the critical skills needed in today's labor market. The presentation was well received by all.

**The Next Joint Board of Director and Chief Elected Official meeting is:** Thursday, May 18, 2017, at 2:00 pm at the Fox Valley Technical College D.J. Bordini Center.

**Adjournment:** The meeting was adjourned at 4:22 pm.

***Meeting Minutes Approved on 5/18/2017.***