



**WORKFORCE DEVELOPMENT
BOARD, INC.**
Building a world class workforce

Minutes

CEO Meeting

Tuesday, March 1, 2016 at 9:00 am

Oshkosh Job Center; Chief Oshkosh Room; 219 Washington, Oshkosh, WI

CEO's In Attendance: Al Buechel (by phone), Alice Connors, Mark Harris, Donna Kalata, and Jack Meyers.

CEO's Absent: Dick Koeppen

Others in Attendance: Stefanie Hayford, FVWDB, Harley Reabe, Green Lake County, and Paul Stelter, FVWDB

Call to Order: The CEO Meeting was called to order at 9:00 am by Mr. Meyers.

Pledge of Allegiance: The pledge of allegiance was led by Mr. Meyers at 9:00 am.

Approval of Agenda (*Action Item*):

Motion to approve Agenda first by Ms. Connors, second by Mr. Harris. All were in favor and motion carried.

Approval of Minutes from the 12/17/15 CEO meeting (*Action Item*):

Motion to approve minutes of 12/17/15 CEO meeting first by Ms. Connors, second by Mr. Harris. All were in favor and motion carried.

NEW BUSINESS:

Report on Board of Directors Meeting of February 18, 2016:

Margaret Winn, Board Chair, provided a report to the CEOs of the BOD meeting on Feb. 18, 2016. The meeting started with the tour of the Plumbers & Steamfitters UA Local 400 Training Center in Kaukauna. The Finance Committee then provided a report about the FVWDB building, the discontinuation of issuing prepayments by DWD effective 7/1/16, the H1B Grant Fiscal Monitoring, and the approval by the Board to apply for two grants: H1B Tech Hire & H1B Strengthening Working Families Initiative. The One-Stop Committee reported on Program outcomes and goals, requested assistance in scoring RFPs, and approved four policy updates: Training; Self-Sufficiency; Follow-up Services; and Support Services. The Ad Hoc Employment Committee reported that a total of 73 people applied for the CEO position which has been narrowed down to five who will be interviewed on March 3rd. Their goal is to introduce the new CEO at the May 19th joint CEO/BOD Meeting. The HR/Personnel Committee reported on: Gary Now (FVWDB Controller) will be looking at other, more cost-effective, healthcare options for Board

employees; their continued work on updating the Personnel Manual; they will now meet once a month in order to make better progress toward their goals. After that, Karen Morgan, the Director of the Bureau of Apprenticeship Programs with DWD gave a very compelling presentation on the State Apprenticeship program and the WAGE\$ Grant which is for \$5M over five years. Mr. Stelter then summarized the WIOA Monitoring Report and the DRAFT Local Plan with the Board. A special Executive Committee meeting will be called to vote for approval of the Local Plan.

Approve Local Plan (*Action Item*):

The Local Plan was sent to the CEOs prior to this meeting for review. Mr. Stelter reported that the plan is due to DWD on March 31st. It summarizes our goal which is to continue down the path that we've been on by building collaborative relationships and looking for demand driven solutions to address the workforce needs in the area. A Public Hearing was held last week at the Coughlin Center and two individuals have submitted minor written comments.

Motion to approve the Local Plan contingent upon approval of the Executive Committee of the Board first by Mr. Buechel, second by Ms. Connors. All were in favor and motion carried.

Board Member and Recertification Update:

Mr. Stelter reported that all the required documentation has been submitted and the Board has been recertified by DWD.

Building Update:

Mr. Stelter reported that the DOJ has inquired about renting additional space at the building at 1401 McMahan Drive in Neenah, but no formal request has been received. Financially, we've determined that it's wiser to stay where we are, rather than rent another space or sell the building, unless a viable buyer provided an offer large enough to make it financially feasible to sell. Therefore we've concluded that our best approach to leave things as they are and see what develops over the next year. The group then discussed the possibility of Outagamie County rejoining this Board. None of the CEOs has heard anything about them wanting to come back to WDA 4.

PY16 RFP Update:

Mr. Stelter reported that RFPs for all our programs have been issued and this year we're doing them a little differently by splitting our area into three sections –northern, middle, and southern tier.

Update on CEO Recruitment:

Ms. Winn covered this in her report.

WIA/WIOA Fiscal and Program Monitoring Report:

Mr. Stelter referred to the Monitoring Report that was sent to the CEOs prior to this meeting. He explained that the EO portion will be sent separately by DWD. The report contains one finding, one area of concern, and nine promising practices.

Mr. Meyers' Announcement:

Mr. Meyers announced that he will not be running for reelection so his current term on FVWDB ends on April 18th. Mr. Stelter thanked him for serving as Chief CEO for the last two years. He also noted that

per the Consortium Agreement, the roll of Chair rotates between the counties in alphabetical order, so Dick Koeppen of Waupaca County will take over on July 1, 2016. In the interim, the incoming Green Lake County Board Co-Chair will complete Mr. Meyers' term.

Adjournment:

Motion to adjourn first by Mr. Meyers, second by Ms. Kalata. All were in favor, meeting adjourned at 9:52am.