

**Fox Valley Workforce Development Board  
One Stop Committee Meeting  
October 24, 2011  
Meeting Minutes**

**Members Present:** Mr. Beregszazi, , Mr. Sloan, Mr. Mauch, , Mr. Irwin, Mr. Martinez

**Members Absent:** Ms. VanNess, Mr. Westphal, , Mr. Wehner

**Others Present:** Ms. Welch, Mr. Turner, Mr. Hesse, Ms. Jusic

*Mr. Martinez called the meeting to order at 8:14 a.m.*

**Approval of Minutes**

*Mr. Sloan made a motion to approve the minutes from June 20, 2011. Mr. Mauch second. There was no discussion, and the minutes were approved unanimously.*

**WIA Plan**

Ms. Welch explained the new approach to Job Center layouts that the FVWDB is developing. This would change the service delivery system to better serve customers by moving them to the appropriate services or programs more quickly. Mr. Irwin added that there has been concentration on the needs assessment that will be used to determine what services customers may need. The Iowa model for delivery of services was discussed. Discussion ensued about long term unemployment and the difficulties with placing those people into jobs. There was discussion on continuing to use WorkKeys to assess visitors to job centers, and how many employers are asking for the National Career Readiness Certificate (NCRC). Mr. Irwin explained that the NCRC shows an employer that a job seeker has certain transferable skills; he also explained the process that users go through to be certified. Funding for the WorkKeys assessment was also discussed. The marketing of the assessment should be done to promote using the assessment as a good measurement of current skill level. The group also discussed On the Job Training funds and the possibility of other programs that could support employment. FVWDB will request to have the Oshkosh Job Center be a comprehensive One-Stop. Mr. Turner explained the process that is currently happening with the development of the One-Stop MOU that is a part of the WIA Plan. At this time, the draft has been developed but FVWDB is waiting for feedback from DWD. The One-Stop operator would actually be a consortium of all of the mandatory partners. Ms. Welch added that the draft WIA Plan will be available for public comment by November 1, 2011, and will be send to DWD by December 1, 2011.

*Mr. Mauch made a motion for approval to proceed with the development of the WIA plan as presented. Second by Mr. Sloan. Mr. Wehner wanted to ensure that consideration be made to funding of the Vocational Rehab and that they be used as appropriate in the integration system. There was no further discussion and the motion was approved unanimously.*

**Building Site Locations**

Ms. Welch explained that FVWDB staff will have to move to a different location soon. The current building will be appraised. Three potential new locations were visited. The locations are a former fitness facility, former Time Warner Cable building, and a small office building in Neenah. Mr. Hesse gave details on each of the potential locations and the possibility of having the FVWDB staff and the Fox Cities job center in each. Mr. Wehner raised a concern of having a bus stop close to the potential job center location, as well as having sidewalks. Ms. Welch will follow up on these issues. Moving the Fox Cities Job Center was discussed, and whether a new location would be beneficial.

Ms. Welch added that it would be beneficial to relocate the Oshkosh Job Center. A potential location is a former Morton's Pharmacy building. Leasing costs are being negotiated. Discussion ensued on new job center locations and making the Oshkosh job center a comprehensive center. The discussion will be taken to the full Board.

*Mr. Sloan made a motion to make the Oshkosh the comprehensive center and still provide current comprehensive services in Fond du Lac, and request that it still remain as a third comprehensive center. No second was provided. Mr. Mauch asked for clarification on where the current job centers are. There was discussion on having more than one center in Winnebago county, if the Fox Cities does not move from Winnebago. Mr. Wehner raised a concern on voting before*

knowing if the Fox Cities will be moved out of Winnebago. There was further discussion on making the Oshkosh Job Center a comprehensive center. Ms. Welch explained that the issue of Oshkosh is not whether it moves or not, but not receiving funding from DWD and other programs for resource room since it is not comprehensive.

*Mr. Mauch made a motion to make Oshkosh a comprehensive center. Mr. Bergszazi second. Mr. Wehner abstained due to concerns on not knowing where the Fox cities location will be. There was no further discussion and the motion was approved with Mr. Wehner abstaining.*

*Mr. Mauch made a motion to pursue other locations for the Fox Cities Job Centers that will have be accessible by bus, and have sidewalks. Mr. Bergszazi second. There was no further discussion and the motion was approved unanimously.*

### **Concealed Weapon Policy**

Ms. Welch discussed posting signage in job centers and FVWDB administrative building that prohibits concealed weapons. Current job center landlords are being contacted regarding possible policies on concealed weapons. There was discussion on the different approaches to policies and signage on the matter.

### **1<sup>st</sup> Quarter PY11 Job Center Report**

Mr. Turner discussed the distributed documents that showed Job Center and Resource Room visits. When comparing the 1<sup>st</sup> quarter of PY11 and PY10, most Job Centers had fewer visits in PY11. Fewer visits are somewhat explained by changes in locations and service hours. Oshkosh Job Center had the smallest decrease in visits. Mr. Turner also distributed a document that shows FVWDA video conferencing activity, and discussed the information that the document presents. Mr. Bergeszazi suggested using this technology for Board meetings. Ms. Welch agreed and will consider this for future meetings.

### **Review of One Stop Hours**

Job Center visits will be reviewed for the 2<sup>nd</sup> quarter to determine if the service hours are adequate. Mr. Turner explained what the current staffing is in resource rooms in job centers.

### **Other Items**

Advocap received a grant for the Fatherhood initiative, that totals \$700K per year, for three years, targeted to unemployed and underemployed fathers with low income, with at least one child. The program is still in development, and Advocap will partner with FVWDB if possible.

### **Adjournment**

*Mr. Bergezsasi made a motion to adjourn the meeting. Mr. Mauch second. There was no discussion, and the meeting adjourned at 10:34 a.m.*

**Respectfully Submitted,**

**Cheryl A. Welch**