

1 Stop meeting; 8/13/2015 Lakeside Packaging

Members present: Ms. Cronmiller and Ms. Behringer (phone)

Members absent: Mr. Wehner, Ms. Winn, and Mr. Westphal

Others present: Mr. Stelter, Ms. Lemieux, and Mr. Hesse

The meeting was called to order at 1:10 PM. Unable to establish quorum, minutes could not be approved from the previous meeting; however, no corrections were noted. The previous minutes will be presented at the November meeting.

Website: Ms. Lemieux provided an update on the website selection process. After reviewing proposals from seven vendors, the process narrowed to the list to two. An additional meeting was held and Coalesce was selected for the project. The first meeting with the vendor is scheduled for later today.

Intake project: Ms. Lemieux provide an update. The project was initiated a few weeks ago with a meeting between Mr. Stelter, Ms. Cronmiller, and Mr. Wehner. The project is intended to ensure that the general public is more aware of the services available within the centers. Subcommittees have been formed to work on individual tasks. A benchmark survey is being taken now; a second one will be taken later to measure the progress of the project.

Electronic sign-in: Ms. Lemieux reported to the group that the new process is in place at the Oshkosh center. Individuals sign-in to the center via the Internet instead of a paper log. This results in more accurate and real-time data regarding center visits. Bay Area WDB has expressed interest.

ConAgra update: Ms. Lemieux provided an update to the group. Ms. Lemieux and Ms. Miller (FVWDB) had met with ConAgra reps previously to arrange for an overview of services that could be provided. Workshops (e.g. resumes) were scheduled and subsequently given. A job fair involving 30+ employers was held in Ripon for the ConAgra and Grede (Berlin) employees. Mr. Stelter said this process was a direct result of a project taken on a few months earlier to put the "rapid, back into rapid response." The results have been encouraging.

Program updates: 'Snapshot' data was presented by Ms. Lemieux. Job center visits for PY14 were down by 8.2% compared to PY13. Mr. Hesse stated that as of now, all of the WIA performance goals for PY14 have been met/exceeded; final results should be published shortly. Ms. Lemieux gave a quick update on goals from the H1B, Title V, and Windows to Work (DoC).

RFP Process: Mr. Hesse provided a quick overview of what's required for PY16. Estimating a Feb/Mar release for the PY16 RFPs. FVWDB staff will be looking for assistance from this committee with scoring bids. Ms. Cronmiller asked that some guidance be provided to the group on the scoring process. Ms. Cronmiller stated she is willing to share some thoughts.

The next meeting will be 1:00 in November 5<sup>th</sup>. The meeting adjourned at 1:49.

Respectfully submitted by, Mr. Hesse.