



WORKFORCE DEVELOPMENT BOARD, INC.

Building a world class workforce

One-Stop Committee
Lakeside Packaging Plus, 1040 Breezewood Lane, Neenah
Thursday, February 11, 2016 at 9:00 a.m.

Members in Attendance: Craig Wehner, Mark Westphal and Margaret Winn

Members by phone: Debra Behringer

Members Absent: None

Others in Attendance: Stefanie Hayford, FVWDB; Al Hesse, FVWDB; Kim Lemieux, FVWDB; Bobbi Miller, FVWDB; and Paul Stelter, FVWDB

Call to Order: The One-Stop Committee Meeting was called to order at 9:01 am by Committee Chair, Mark Westphal.

Approval of Agenda (*Action Item*): *The Agenda was reviewed and a motion to approve was made by Ms. Winn and second by Mr. Wehner. The motion carried.*

Approval of Minutes from 11/5/15 (*Action Item*): *The meeting minutes for 11/5/15 were reviewed and a motion to approve was made by Mr. Wehner and second by Ms. Winn. The motion carried.*

OLD BUSINESS:

DWD Monitoring Update: Mr. Stelter explained that there has been a delay in receiving the written report from DWD due to some challenges with the EO portion, but he expects the written report from state by February 12th. The verbal feedback from the monitors was all very positive so he does not anticipate any surprises.

Introduction to Manufacturing Training Update: Ms. Miller stated that this pilot project is set up for up for 10 trainees and the training kicked off on Monday. She provided a copy of curriculum that will be used which includes soft and hard skills. Five of the six trainees already have job offers in hand and have gone thru the pre-employment drug screening. She further explains that it has been difficult getting steady stream of applicants for this type of training. Mr. Stelter added that they are now looking to meet with our partners and look at what we can do to take this from a pilot to an ongoing program. In response to Mr. Wehner's inquiry about the cost per participant, Ms. Miller stated it would cost approximately \$3,400 per person if there are 10 participants.

Website Update: Ms. Lemieux reported that the group has been working on getting content to Coalesce and gave the Committee preview of the development site. Each center will have their own page with their relevant information and it will all have the same look and feel. One remaining issue is

the naming convention, which needs to be resolved in order to launch the site. This stems from a marketing issue going on at the State level. Before we proceed with naming the site, the Board wants to make sure what we do is in line with the State.

RFP Update-Request for Board Volunteers: Mr. Stelter reported that we are looking for Board members and others to be involved in reviewing, scoring, and to provide input into the decisions on which RFPs to select. He asked the Committee to think about other Board members that may be a good fit and to include this request for other Board members to help out in their report out to the full Board on Feb. 18th. Mr. Wehner volunteered to assist in scoring RFP's. Mr. Hesse presented the RFP timeline to the Committee. They plan to send out the RFP's to the review committee by March 16th and be able to make recommendations to this Committee at the May meeting.

Independent Living Grant Update: Ms. Lemieux reported that the Independent Living Grant went into effect on 1/1/16. They have been meeting with each county to transfer over case load.

Defiance Metal Products & ConAgra Update: Ms. Miller reported that the ConAgra shut down has impacted 311 employees, 43 of which were non-union. On Jan. 12th we coordinated a resource fair. The affected employees have been offered a severance, but we are encouraging them not to wait get started in training. In addition, Defiance Metal, a small machine shop in Oshkosh, is closing production and this will affect about 38 employees. Ms. Miller is meeting with them for the first time tomorrow. She's anticipating that that the final closure date will be about March 31st depending on final orders.

Snap Shot, Goal #'s for WIOA, Title V, H1B and W2W: Mr. Hesse presented the performance results of the various programs noting that we're meeting or exceeding requirements in all performance measures.

Intake Project Update: Mr. Stelter provided the Committee with the questionnaire and matrix developed by the Intake Project Group. The Questionnaire allows an individual to determine if they're possibly eligible for services from another programs such as DVR or Vets. The matrix is a resource for case workers to determine eligibility for programs and who the contacts are. The Intake Group conducted a baseline survey to determine the number of people in system with unmet needs—there were 22 total. Next week they will be starting follow up survey to determine the progress met.

Collabor8 Update: Ms. Miller provided the committee with an overview of the event and noted that there were 61 participants and by all accounts, the group was really excited about it and want to do it again. Participants made notes on thoughts and goals that she provided to group. Mr. Wehner attended, and commented that the employer panel was fantastic and it was worthwhile event and recommends continuing it. Mr. Stelter added that the local Collabor8 is designed to engage greater communication between workforce partners and was modeled after the successful statewide Collabor8 program.

NEW BUSINESS:

Policy Updates: Self-Sufficiently; Follow-up Services; Training & Support Services (*Action Item*): Mr. Hesse provided the committee with copies of the above-mentioned policies which have been updated, noting that the majority of the changes were purely administrative in nature. *Mr. Westphal made a motion to recommend that these policies go to the Board for approval and this motion was seconded by Mr. Wehner. The motion was approved.*

Upcoming Grant Opportunities: H1B Tech Hire (*Action Item*); H1B Strengthening Working Families Initiative (*Action Item*); Expanding Windows to Work & Apprenticeship: Mr. Stelter led the discussion and explained that both of the grants are H1B grants from the Dept. of Labor. The H1B Tech Hire includes a total of \$4M over four years. He has had discussions with the North Central and Northwest Workforce Boards regarding going in together on them as a consortium. FVWDB's portion would be approximately 40% of the \$4M. The H1B Strengthening Working Families Initiative Grant is also for \$4M over four years and would provide child care solutions to parents who have barriers to employment. It would also provide parents who are currently employed the opportunity to attend training to upgrade their skills. The Board is planning on writing the grant with ADVOCAP. The deadline for this grant is March 16, 2016. He also noted that the funding for the Windows to Work grant may be increased if a bill submitted by the State Assembly is successful. Also the State Bureau of Apprenticeship Standards received a \$5M grant to expand apprenticeships into new areas: Advanced Manufacturing; Healthcare; and IT. Their goal is to add 1000 new apprentices in the next five years.

There were two separate motions for each grant. 1) A motion to approve the H1B Tech Hire Grant and bring before the BOD was made by Mr. Wehner and second by Mr. Westphal. The motion carried. 2) A motion to approve the H1B Strengthening Working Families Initiative Grant and bring before the BOD was made by Mr. Wehner and second by Mr. Westphal. The motion carried.

H1B Grant Conclusion: Mr. Stelter reported that this grant is coming to conclusion on March 31st. A Program and fiscal monitoring was conducted a month ago and the verbal feedback was very positive. Overall, he is very pleased with Jill's work and she has established a number of good healthcare contacts in our region.

2015 Skills Wisconsin WIF Monitoring Report: Mr. Stelter reported that the program has come to an end. The report notes a promising practice which is the use of Chatter in the Fox Valley area for WDA wide communication to share information on business services and we have made significant progress in our metrics.

Upcoming Fiscal & Program Monitoring of Subcontractors: Mr. Stelter noted that the fiscal and program monitoring of our subcontractors will be a joint effort between our controller and program staff and they are currently getting the dates scheduled and plan to have it done by end of March.

MOU's: Mr. Hesse reported that they currently have 3 MOUs with each of the comprehensive job centers which is required as part of the local plan. They are due to DWD by end of this program year.

Discuss Added Committee Member: Mr. Stelter noted that this Committee is down one person now because having an additional person would make it easier to break ties. He would like the spokesperson for this Committee to request volunteers at the full Board Meeting on 2/18/16.

Identify Committee Spokesperson for the 2/18/16 Board Meeting: Mr. Wehner agreed to report to the full Board.

Next Meeting Date: Thursday, May 12, 2016

Adjournment: The meeting was adjourned at 11:07am.