



MINUTES

FVWDB Strategic Programs Committee Meeting

Wednesday, March 27, 2019

Fox Valley Workforce Development Board,
1401 McMahon Drive, Suite 200, Neenah, WI

Members in Attendance: Patti Andresen-Shew and Tania Kilpatrick (both via phone), Henry Merrill, David Thiel, Debra Warga, Craig Wehner and Mark Westphal.

Members Excused: Donna Janda, Patty Milka, Nicole Peterson, Robert Sivick, and Margaret Winn.

Others in Attendance: Tara Cowe-Spigai-DWD (via phone), Mito Kudaka-FVWDB, and Anthony Snyder-FVWDB

Discussion of PY19 Programs: Due to some members of the committee being late to arrive, quorum was not achieved. To make good use of time, Mr. Snyder led the group in a discussion of possible changes to programs, including Workforce Innovation and Opportunity Act (WIOA) service delivery, Windows to Work from the Wisconsin Department of Corrections and Title V/Older Worker Program from the Wisconsin Department of Human Services. The committee offered suggestions and feedback as we start PY19 planning, which begins 7/1/19. No action taken.

Call to Order: With quorum achieved, Chair Patti Andresen-Shew asked committee member Mark Westphal to call the meeting to order as her phone connection was challenging. Mr. Westphal called the meeting to order at 2:23 PM.

Introductions: All attendees provided an introduction.

Approval of Consent Agenda (*Action Item*): A motion to approve and accept the Consent Agenda, containing the meeting agenda, minutes from the 2/27/18 committee meeting, PY18-Q2 Activity Review, including Job Center Visits, WIOA (Adult, Dislocated Worker, In School and Out of School Youth) programs and status of the 35% Adult and Dislocated Worker training goal, was made by Mr. Westphal and seconded by Mr. Merrill. The motion carried.

OLD BUSINESS:

Brainstorming: Mr. Kudaka planned to lead the group in a brainstorming exercise using pre-submitted responses from the committee members on ways to increase Job Center traffic and diversify the pool of customers. As the committee began the exercise, the brainstorming was put aside to focus on a larger discussion of brick and mortar Job Centers vs. a virtual option and possible changes to hours in PY19. The brainstorming materials will be saved for a future discussion.

NEW BUSINESS:

LETC Work Experience Contract Update and Grievance Procedure (*Action Item*): At the request of the Department of Workforce Development, the Board's subrecipient is required to add additional Equal Opportunity items into the work experience contract and add a grievance procedure for participants. **A motion to approve the updated work experience contract with the addition of a grievance procedure was made by Mr. Thiel and seconded by Mr. Westphal. The motion carried.**

Discussion of WIOA Local Plan/ISY Eligibility Criterion (*Action Item*): Due to an error made during editing, a question and answer was mistakenly left off the Board's WIOA Plan update. In reviewing the question, the Board staff are recommending additional text that more accurately addresses the question. **A motion to return Question 16 to the Board's WIOA plan, along with an updated answer, was made by Mr. Thiel and seconded by Mr. Westphal. The motion carried.**

Thanks to Mr. Kudaka: Mr. Snyder publicly thanked Mr. Kudaka for his contributions to the Board during his time with us and wished him well in the future. Mr. Kudaka begins a new leadership role in a regional not-for-profit foundation on 4/1/19.

Adjournment: The meeting was adjourned at 4:02 PM.