



## MINUTES

### **FVWDB Strategic Programs Committee Meeting** Thursday, February 27, 2020, 2 PM Coughlin Center, 625 E. County Road Y, Oshkosh WI

**Members in Attendance:** Patti Andresen-Shew, Donna Janda, Henry Merrill, Robert Sivick, David Thiel, Debra Warga, Craig Wehner and Margaret Winn.

**Members Excused:** Tania Kilpatrick, Mark Westphal and Patty Milka.

**Others in Attendance:** Tara Cowe-Spigai-DWD, Terri Green-FVWDB Joy Schwarz, Winnefox Library System and Anthony Snyder-FVWDB.

**Call to Order:** Patti Andersen-Shew called the meeting to order at 2:00 PM

**Approval of Agenda (*Action Item*):** A motion was made by Mr. Thiel to approve the agenda; seconded by Ms. Warga. The motion passed.

**Approval of Minutes from 12/17/2019 Strategic Programs Committee Meeting (*Action Item*):** A motion was made by Mr. Wehner to approve the 12/17/19 meeting minutes; seconded by Ms. Warga. The motion passed.

**Library/Job Service Initiative:** Ms. Warga shared how the Wisconsin Department of Workforce Development (DWD), the Wisconsin workforce boards and local libraries were partnering on a grant to train library staff on basic job center services. She introduced Ms. Schwarz who described initial successes with the partnership and the extensive outreach being done by libraries. The committee discussed a beta site using a live video chat model for additional job seeking assistance in the Oshkosh library. Staff to review feasibility.

**WIOA – Supporting Most in Need:** Ms. Cowe-Spigai led a discussion on how WIOA can support participants who may need additional support to be successful in program related activities. Details were shared on how performance is adjusted when serving this group. Staff will work with DWD to review local policies and procedures to create a stronger support system for challenging participant situations. For the remainder of this programs year, staff and subrecipients will make liberal use of the exceptions policy when possible on training and support.

**WIOA Programs Contract Discussion:** Mr. Snyder informed the committee that the WIOA Adult, Dislocated Worker and Youth programs would be up for renewal on 7/1/2020. The Board could either go out for a formal request for proposal process to seek new proposals or award the contract for a third year to LETC. The committee discussed the matter as well as the positive results from recent

subrecipient monitoring. Staff will make a recommendation on Program Year 2020 contracting at next meeting.

**Timeline for WDA4 Policy Review (Action Item)**: Staff will provide DWD a timeline for reviewing policies and procedures related to WIOA programs.

**2020 Meeting Schedule (Action Item)**: The committee plans to meet every other month, but could not agree to a day or time at this meeting. A poll will be conducted to determine future meeting dates, preferably during the first or second week of the month. No action was taken.

**New Marketing Piece**: Ms. Green presented a draft of a new marketing piece to generate more interest in the WIOA Adult, Dislocated Worker and Youth programs. The new piece will be finalized and shared at next meeting.

**Other Business**: Ms. Warga discussed staff concerns in the job centers over the flu and rising U.S. cases of the Coronavirus. She plans to display signs at the job centers regarding ways to prevent the spread of colds and flu.

**Program Updates**: Ms. Green encouraged committee members to review handouts of program updates.

**Adjournment**: The meeting was adjourned at 4:10 pm.