



MINUTES

Strategic Programs Committee Meeting

1 pm, Thursday, June 6, 2024

Via Microsoft Teams

Members in Attendance: Mindie Boynton, Robyn Hallet, Jennifer Marks, Sarah Pantol, Shannon Schultz, Debbie Warga, and Craig Wehner.

Members Absent: Ryan Long.

Others in Attendance: Terri Green and Anthony Snyder, Fox Valley Workforce Development Board; Matalin Schoone, Wisconsin Department of Workforce Development (DWD); Josh Kilgas, Solutions for Changemakers; and Zonea Mims, Phoenix Transportation.

Call to Order: Ms. Pantol called the meeting to order at 1:02 pm.

Approval of Agenda (Action Item): A motion to approve the agenda was made by Ms. Marks, seconded by Mr. Schultz; motion carried.

Approval of Minutes from 5.2.2024, Strategic Programs Committee Meeting (Action Item): Ms. Hallet made a motion to approve the minutes; seconded by Ms. Marks; motion carried.

Innovation Discussion: As part of the innovation discussion two guests shared information about their organizations. Solutions for Changemakers is a consulting firm that offers a variety of services to strengthen nonprofits in our area. The second guest was Zonea Mims with Phoenix Transportation. This organization provides non-emergency transportation throughout the fox valley such as transporting people to and from work sites or medical appointments. Ms. Pantol tabled the remaining conversation for the next meeting in August.

Approval of the One Stop Operator (OSO) Policy (Action Item) Ms. Marks made the motion to approve the OSO monitoring policy retroactive to 7/1/2023; seconded by Mr. Schultz. Mr. Wehner abstained from voting due to a conflict of interest as a member of the Board's OSO. Motion carried.

Supportive Service Guidance (Action Item) Mr. Schultz made a motion to change the supportive service maximum from \$5,000 annually that renews each year, to a \$4,000 lifetime maximum, retroactive for all existing clients, effective 7/1/2024; seconded by Ms. Hallet. Motion carried.

Support Service Application (Action Item) Mr. Schultz made a motion to accept the new Support Service Application, which will be signed by the client and removing the client signature requirement from the vouchers, which will improve the efficiency of voucher payments and coding, effective 7/1/2024; seconded by Mr. Wehner. Motion carried.

Dropped Classes (Action Item) Ms. Hallet made a motion to change the Individual Training Account Agreement (ITA) which will make the participant responsible for dropped classes when the classes are

dropped by the enrolled client student without a discussion with the career planner in advance and an approved exception by the Board; seconded by Ms. Boynton. Motion carried.

Program Review: Ms. Green shared an update of program enrollments for all grants, including Support to Communities, Title V, Pathways 4, Collaboration of Wisconsin, QUEST and the Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth grants. Ms. Marks introduced a discussion to providing gas only cards to participants, but discussion was tabled at this time.

Job Center Updates: Ms. Pantol shared the success of the recent Fox Cities Job Fair, which saw 260 people in attendance. Ms. Warga is preparing to hire a Business Service person to assist with the increasing volume of people using job center resources. Mr. Snyder reported that plans to relocate the Menasha Job Center to Oshkosh by 1/1/25, has stalled due to an inability for DWD to negotiate a lease which does not exceed their maximums. This delay could impact service delivery at the Menasha Job Center after 12/31/24.

Next Meeting: The Strategic Programs Committee will meet next at 1 pm on Thursday, August 1, 2024. This will be an in-person meeting.

Adjournment: The meeting was adjourned at 2:57 pm.

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