

Board of Director meeting – open Minutes (minutes approved at 11/20/14 meeting)

Thursday, August 21, 2014

Members present: Mr. Beregszazi, Mr. Christenson, Ms. Cronmiller, Mr. Dissing, Mr. Eden, Dr. Geigle, Mr. Grant, Ms. Holmes, Mr. Kleman, Ms. Larsen (via phone), Mr. Martinez, Ms. Mingus, Ms. Omen (via phone), Ms. Reese, Mr. Stelter, Mr. Thiel, Mr. Vander Zanden, Mr. Walker, Mr. Wehner, Mr. Westphal, Ms. Winn

Members excused: Ms. Behringer, Ms. Lick, Mr. Pedersen and Ms. Watson

Members not present: Mr. Lautenschlager, Mr. Leonard and Mr. Skahan

Others present: Ms. Reinke, Mr. Hesse, Mr. Arb, Mr. Woehl, Ms. Denton, Mr. Sachse and Ms. Miller

Call to Order

Meeting was called to order at 2:00 PM by Chair Ms. Winn.

Introductions

Introductions were made. Visitors to the meeting included Mr. Arb, Local Program Liaison, DWD and Mr. Woehl, attorney with with Kasdorf, Lewis & Swietlik SC

Approval of Minutes from 05/15/14 Board meeting (**Action Item**)

A motion was made to approve minutes from the 5/15/14 meeting first by Mr. Westphal, second by Mr. Beregszazi. All were in favor, motion carried and minutes were approved.

Move to Closed Session as per State Statute 19.85(1)(b) for Personnel (**Action Item**)

Motion to move to closed session first by Dr. Geigle, second by Ms. Cronmiller, all were in favor and we moved to closed session. Visitors left the room.

Personnel Update

An update on an ongoing case was given by Mr. Stelter

Return to Open Session as per State Statute 19.85(1)(b) for Personnel (**Action Item**)

Motion to return to Open Session first by Mr. Beregszazi, second by Ms. Mingus. All were in favor and meeting was returned to Open Session. All visitors rejoined the meeting.

A motion was made in Open Session to not pursue an attempt at a settlement in the Ms. Ziebell case first by Ms. Mingus and second by Mr. Martinez. All were in favor and motion carried.

Committee Updates

a. Finance Committee

Mr. Dissing gave an update on the recent Finance Committee meeting. He outlined the PY13 audit timeline that Ms. Denton suggested as well as the PY14 audit RFP process timeline, Abila software changes that were brought about by Ms. Denton, reviewing of credit card statements, and checks over \$5000. Mr. Dissing also spoke on the June financial statement that was delivered to all Board members in the June monthly report.

A motion to approve the end of year unaudited financials for Jun was made first by Mr. Beregszazi, with a second by Mr. Martinez. All were in favor and June financials were approved.

b. One Stop

Mr. Westphal gave an update on the One-Stop meeting that was held on August 4th. It was noted that all of the Job Centers are running well – including the Fox Cities Job Center, which is our shared Job Center with Bay Area WDB was running better than expected.

Review and approve Joint Agreement (*Action Item*)

Mr. Hesse gave an update on the proposed changes. It was explained page-by-page on the changes that were being addressed. *A motion to accept the changes as discussed to the Joint Agreement after being sent electronically to the Board members and use an electronic voting process to approve once the LEOs have approved it at their September 2, 2014 LEO meeting first by Ms. Mingus, second by Mr. Martinez. All were in favor and motion carried.* Mr. Arb was questioned on the validity of electronic voting and showed no opposition.

Review and approve By-Law changes (*Action Item*)

Current By-Laws were distributed at the May 15, 2014 meeting – Board member were to get any suggestions or changes back to Ms. Reinke by July 15th. There were no changes to the By-Laws since the May meeting; *motion to approve the By-Laws as amended first by Mr. Eden, second by Ms. Mingus. All were in favor and motion carried.*

Approval of Committee assignments (*Action Item*)

Mr. Stelter presented a PY14 Committee Structure outlining the Board current committees. Mr. Stelter is requesting a new special ad-hoc committee be started for the purpose of reviewing the CEOs performance.

A motion to create a special joint ad hoc committee for the purpose of reviewing the CEOs performance and recommending to the Executive Committee for their action any changes to the CEOs employment or compensation by December 15, 2014. Such special ad hoc committee will consist of the current and immediate past Board Chairs and an invite will be extended to the current and immediate past Chairs of the Consortium of Local Elected Officials to participate first by Ms. Cronmiller, second by Mr. Beregszazi. All were in favor and motion carried.

Motion to approve the Board committee assignments for the Finance, Personnel, and One-Stop Committees and to also approve the assignments for the Youth Council as presented – with the addition of Mr. Wehner to the One-Stop Committee, first by Ms. Mingus, second by Dr. Geigle. All were in favor and motion carried.

Update on DOL audit (*Action Item*)

Mr. Stelter explained that DOL has written an initial determination letter which was written to DWD. To date we have not received a copy of the letter. Mr. Stelter did speak with Ms. Eilks, from DWD, who indicated that we have some work to do. Mr. Stelter explained that he invited Ms. Eilks to come and speak at the LEO meeting (scheduled for September 2nd at 1:00 at the Oshkosh Job Center) and invited all Board members to attend. No action was taken.

Update on new WIOA Act

A detailed handout was given on The Workforce Innovation and Opportunity act (WIOA). It was explained that this will not go into effect until 2015.

PY14 WIA performance targets

A detailed group of charts was shown outlining the Adult, Dislocated Worker and Youth performance measures for PY13. For each one of the WIA programs there are three main measures that we negotiate with the State on for what our performance levels will be. Those areas are Entered Employment, Retention Rate and Average Earnings - those levels are outlined in the charts. It appears that we have met all of our targets for PY13.

Strategic Plan progress update

In an effort to keep the Board up-to-date on our Strategic Plan, a current Plan was given. Current activities are in bold with finished projects being grayed out.

Mr. Stelter spoke that with the DOL determination letter coming, that we may need to engage help with drafting of a response should we be contacted by the media. It was commented that board member, Ms. Watson was the only member who had public relations experience and that Mr. Stelter was contacting several PR firms. He will keep the Board informed.

A letter and packet was distributed from DWD regarding our recent program year 2013 monitoring. It was noted that we had no findings and only a limited number of area of concerns. Noting that on our Strategic Plan, one of the goals is to be recognized for a best practice, although there were no best practices awarded for WIA activity, we did in fact have two best practices in PY13 from our non-WIA programs. Those were from Mr. Annoye and the Disability Navigator program and for Mr. Sanderfoot, for our Department of Corrections program.

Proposed 2015 Board meeting dates (*Action Item*)

Motion to accept the 2015 Board of Director meeting dates as presented first by Mr. Beregszazi, second by Mr. Westphal. All are in favor and motion carried.

Labor Market Update

Mr. Jeff Sachse, Acting Chief, Office of Economic Advisors from the WI Department of Workforce Development gave an "Outlook for Wisconsin's Workforce".

Adjournment

A motion to adjourn was made first by Dr. Geigle, with a second by Mr. Christiansen. Meeting adjourned at 4:29 p.m.

Next Board meeting is: November 20, 2014, 2:00 p.m. at Amerequip, Kiel

Meeting minutes were reviewed and approved on ___ day of _____, 2014.

Margaret Winn, Chair

Deb Behringer, Secretary