



MINUTES

Strategic Programs Committee Meeting

1 pm, Thursday, April 12, 2024

Via Microsoft Teams

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

Members Absent: Shannon Shultz.

Others in Attendance: Terri Green, and Anthony Snyder, Fox Valley Workforce Development Board; Matalin Schoone, Wisconsin Department of Workforce Development (DWD); Vickie Patterson and Kate Owens, Bay Area Workforce Development Board.

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 Ms. Hallet; motion carried.

Approval of Minutes from 3.7.2024, Strategic Programs Committee Meeting (*Action Item*): Ms. Warga made a motion to approve the minutes; seconded by Mr. Long; motion carried.

Innovation Discussion: Ms. Patterson shared how Bay Area has been working with local libraries in their workforce development area to connect employment seekers to career services by using a job pod. These pods could be a separate room or an actual small pod placed in the library which allows clients in need of more intense career services to be connected with the Job Center of Wisconsin, virtually. Library staff will accept and track appointments and work with the client to make the online connection using the Zoom platform. The job center of Wisconsin will also be ready to accept the appointment, using staff from anywhere in the state, to assist the job seeker with their questions or provide workforce services.

Mr. Long shared information on a recent uptick in unemployment numbers in the Winnebago County Area. This led the committee to continue the conversation about next steps for the Fox Valley Workforce Development board and their programs.

Program Review: Ms. Green shared an update of program enrollments and performance for all grants, including Support to Communities, Collaboration of Wisconsin, QUEST and the Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth grants.

Contract Discussion: Ms. Marks, a member of the committee as well as the Director for Forward Service Corporation, recused herself from this portion of the meeting to mitigate a potential conflict of interest during discussion and deliberation of their contract. However, she was available, by email, should the committee have any questions.

Ms. Green shared that Forward Service Corporation's contract with the Fox Valley Workforce Development Board was up for renewal on June, 30, 2024. Ms. Green shared progress toward program enrollments as well as an assessment prepared to evaluate risk in various categories.

(Action Item): Robyn Hallet made a motion to approve the contract based on the positive committee evaluation, effective for 7/1/2024 through 6/30/2025. Seconded by Ms. Warga. Discussion: the current contract allows for a one-year evaluation and approval of the current contract without a formal request for proposal to seek other partners. Motion carried.

Job Center Updates: Ms. Warga updated the committee on the job center that will be located in the Oshkosh area. This location is centrally located within our workforce development area, has plenty of parking and will have a nice updated interior once approved. A recent mini job fair in the Menasha job center had 54 people in attendance. Ms. Warga felt that social media plays a key role in getting the information out to the community.

Next Meeting: The Strategic Programs Committee will meet next at 1 pm on Thursday, May 2, 2024.

Adjournment: The meeting was adjourned at 2:54 pm.

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