

NORTHWEST WISCONSIN WORKFORCE INVESTMENT BOARD, INC. MEETING
Thursday, September 26, 2019 – 10:00 a.m.
BW Paper Systems - MarquipWardUnited – Phillips, WI
Meeting Minutes

Present

Chuck Gottschall
LeRoy Forslund
Jeff Muse
Shannon Stade
Judy Aspling
Mike BeBeau
Richard Nystrom
Kelly Klein
Jim Kehoe, Jr.
Bambi Pattermann
Brian Nelson
Jack Wichita
Andy Donahue, via phone conference
PC Rasmussen, Jr.
Dale Kelm
Ashley Moore
Mary Sills
Brad Gast
Cindy Rouzer
Jennifer Shearer

Excused

Dawn Henk
Mic Isham
Tom Draghi
Mary McPhetridge
Kyle Bukovich

Others Present

Mari Kay-Nabozny
Jenny Decker
Thomas Michels
Melissa Rabska
Mary Lois Bolka

Call Meeting to Order

LeRoy Forslund called the meeting to order. Roll call was taken. Members present constituted a quorum. Jenny reported that the public meeting notice was published in two class A newspapers.

Approval of the 6/27/19, Meeting Minutes

The June 27, 2019, meeting minutes were reviewed.

James Kehoe, Jr. made a motion to approve the 6/27/19, meeting minutes as presented.
Seconded by Chuck Gottschall. Vote taken, carried unanimously.

NWWIB Annual Election of Officers

Chuck Gottschall reported that interest in serving /nominations were received for the NWWIB Chairman from LeRoy Forslund for NWWIB Vice Chairman, from Michael BeBeau for NWWIB Vice Chair and NWWIB Secretary/Treasurer from Richard Nystrom for another year term.

Chuck called for other nominations for the three positions.

A motion was made by Jeff Muse to close nominations and approve LeRoy Forslund's appointment as Chairman of the NWWIB. Seconded by Jack Wichita. Vote taken, carried unanimously.

A motion was made by Brad Gast to close nominations and to approve Mike BeBeau's appointment as NWWIB Vice Chairman. Seconded by Dale Kelm. Vote taken, carried unanimously.

A motion was made by Mike BeBeau to close nominations and to approve Richard Nystrom's appointment as Secretary/Treasurer of the NWWIB. Seconded by James Kehoe, Jr. Vote taken, carried unanimously.

LeRoy thanked the Board for re-electing him back as the Chairman and the WIB and CEP staff. Mike and Richard concurred and thanked the Board for their reappointments.

Consent Agenda (NWWIB, Inc. Sub-Committee Reports)

NWWIB & CEP Executive Committee Report

LeRoy Forslund and Mari Kay-Nabozny discussed the relevant topics from the last Executive Committee meeting. Mari noted the Committee met on 9/9/19 and 9/11/19. The most notable items discussed at these two meetings revolved around the hiring of a WIB/CEP Finance Director and what the result of those meetings were.

NWWIB Strategic Directions & Development (SDD) Committee Report

Judy Aspling reported that the Committee met on 8/20 and most the discussion revolved around the 2020 NWWIB Strategic Plan as the other one is coming to an end.

NWWIB Youth Committee Report

Mari Kay-Nabozny reported that the Youth Committee met on September 17th. Mari discussed the Crex Meadows Camp report included in the packet. She noted that 65 students attended and 35 of them were new youth. The CEP Youth Services Manager who has been with CEP for three years will be leaving to move back to where he's from and that job will be posted. They talked about Xello (Career Cruising), Youth Apprenticeships and Family Centered Employment. Jeff Muse reported that the Crex Camp kitchen should be ready by next summer.

Mike BeBeau made a motion to approve the consent agenda. Seconded by James Kehoe, Jr. Vote taken, carried unanimously.

Administrative Reports

Job Center Customer Impact Report

Mari explained the Job Center report that was included in the packet for the month of August. There were 693 visitors from all the locations. Mari noted that there was a slight increase in traffic in Park Falls and Spooner with some dislocations. She is working to get this report linked up with Microsoft Power BI which is real time data so members and view this at any time. It was noted that Superior and Ashland Job Centers have the highest level of traffic.

On-the-Job Training Reports

Mari stated that a total of 22 CEP On-the-Job Training (OJT) contracts have been written for from July 30th to date. Mari explained a traditional OJT contract versus a reverse OJT. She noted that the DVR OJT

contracts will bring these numbers up as well once we receive those figures. A question was raised about sharing veteran OJT figures and it was noted sometimes there are data sharing issues with other agencies.

Regional Employment Report

Thomas Michels explained the DWD Regional Employment report for the month of September, which was included in the meeting packet. He noted that in August, the Bureau of Labor statistics had some adjustments on various economic indicators which he explained may affect future projections.

Dislocated Worker Update

Mari reported that Flambeau River Papers in Park Falls has been bought out and we do not know how many workers will be affected or how many will be retained. The new company is owned under the previous owner's son. It was noted that those affected have been coming into the Job Center for services and we are unsure if they are TAA eligible.

Mari noted that Nestle in Medford is laying off 19 drivers in the coming month, along two mechanics. It was noted that it has been difficult to work with Nestle corporate on these layoffs. Mari noted that when money comes out for dislocations, it comes out as an allocation and it is tied to performance. So we changed the process of quality control, to stay in the loop and to make sure reporting information is given to Mary Lois Bolka, NWWIB Strategy and Sector Coordinator who will make sure all the required pieces are entered correctly or not. It will affect funding.

Initiatives & Projects Review

Industry Strategies Discussion

Mari discussed the Poverty Simulation initiative. The idea behind this is to provide an understanding regarding family situations where they live at or just above the poverty level. During the simulation, participants go through a mock simulation on how to navigate problems people face. This strategy is geared for employers to better understand what their employees are facing and the resources that are available for assistance. This will take place December 5th at WITC in Ashland and they're doing another one on November 12th in Laona with Job Corps. Mari noted that there is no cost to attend and to notify her if Board members are interested in attending.

Construction Foundation

Mary Lois Bolka discussed the Construction Foundations course. She noted they are using a curriculum used by the carpenters union and looking to do it this fall to build some sheds for non-profits. This provides those eligible training in carpentry. They are working to get a date set. They will be contracting with some union contractors in the area and it will be more cost effective going this route. It was noted to contact Jim Lee at CESA about collaborating on this.

Jeff Muse explained the CEP YouthBuild program, which is funded through a federal grant, collaborating with Workforce Resources and Western Dairyland. The mission is to train Out of School (OSY) youth to build two homes on the Bad River Reservation, along with getting their GED and learning soft skills and move on from there. There are seven kids enrolled in this program. It was noted the Board wants to see progress and marketing of this program.

Re-Entry Activities

Mary Lois noted that they are looking to get the Culinary Program going but they need instructors for inmates in the jails. Mary Lois has met with the Price County jail staff about the re-entry programs. The

Culinary Program in Sawyer County was very successful and they would like to do another one. A couple months ago, they wrapped up the Welding Academy in Phillips at NTC working with incarcerated inmates which was successful. A short video, which was on the news, was shown to the Board. Mari noted that we need more state funding to continue doing more of these re-entry activities.

Grants Update

Mari discussed the Charter Spectrum Grant for \$18,000 for digital literacy and AARP plus curriculum to train older workers. She'll keep the Board informed on this.

NWWIB Public Relations Update – Melissa Burris

Melissa Rabska, WIB Operations and Communications Manager gave an overview of the WIB Public Relations handout included in the meeting packet. Melissa noted that Workforce Waves podcasts is on the 17th episode focusing on a variety of workforce stories. Additionally, Melissa featured an industry training on a childcare cohort, which is a feeder for the EverGrow Learning Center in Ashland. They have five completing the course. The participants will get a recognized industry credential but it will not count on WIOA performance.

Action Item: Review/Approve PY18 DWD Monitoring Report

Mari explained that DWD has 45 days after they complete their monitoring to give us their official report. Mari discussed the draft findings included in the meeting packet. There were 11 findings, five areas of concern and a positive practice on the Family Centered Employment Practice. There was a finding in governance on the OSO so they will have state procure and the WIB will bid on it. There was some concern on the WIB/CEP structure and creating a split ledger on the 501c3. She discussed some of the program findings and that we need to go back and fix them. If we did nothing to correct this, any costs from findings would come out of non-program funds. There were also some questions on travel. It was noted further finance questions would be addressed at the next WIB/CEP Finance Committee meeting.

Richard Nystrom a motion to approve the DWD Monitoring Report as presented. Seconded by James Kehoe Jr. Vote taken, carried unanimously.

Review Financial Services for WIB/CEP Organizations

Mari reported that the WIB and CEP posted twice for the WIB/CEP Finance Director position after Mary Ledin resigned with no luck. They researched WIPFLI Financial out of Madison who specializes in workforce accounting. It was noted that Fox Valley WDA has been using WIPFLI with good success. Mari indicated that the organizations have been running without a finance director since July and they elected to contract with WIFPLI for assisting with the organizations financial services. They will work with the payroll and accounts payable clerks. This will be piloted for a year, but the agencies will continue looking Finance Director to have on staff. Until WIPFLI starts, the organizations are working with North Central WDA's Finance Director. It was noted that this transition will change our Financial Procedures Manual. Mari noted that DWD is very pleased with this decision to go with WIPFLI. It was noted that we'll hire a new auditor from a list to choose from. Mari noted that going this route will be less expensive than hiring a Finance Director.

NWWIB Planning Discussion

Mari explained that the WIB will break into three work groups to work on the handouts included in the meeting packet that pertain to setting goals for the NWWIB Strategic Plan.

State & Federal Updates

Mari reported that WEDC has appointed Melissa Hues as their new CEO and she's coming up to Ashland on October 7th to tour EverGrow.

Mari showed an EverGrow Learning Center video on the facility and the progress. Mari explained how many children are on the waiting list, licensure and its new status as a 501c3. Discussion took place on monetizing this as revenue generator for others who are interested in starting a childcare facility.

The Council on Workforce Investment (CWI) has half their membership in place. It was noted that Betsy Harries, AADC Executive Director has been appointed on the Council to represent our area.

Comments & Announcements

A tour was made available of BW Paper Systems and another new Philips manufacturer.

Next Meeting Date & Location

The next meeting of the NWWIB, Inc. will take place on Thursday, December 12, 2019, at 10:00 a.m. at Lakewoods or at the call of the Chair in Ashland.

Adjournment & Lunch

A motion was made by Jim Kehoe, Jr. to adjourn at 12:00 p.m. Seconded by PC Rasmussen. Vote taken, carried unanimously.