

MINUTES

One Stop Operator Committee Meeting
10/17/2023
1:00 PM – 2:00 PM



Attendees:

- | | | |
|--|---|---|
| <input type="checkbox"/> Brad Gast (Chair) | <input checked="" type="checkbox"/> Jeff Muse | <input type="checkbox"/> Thomas Draghi |
| <input checked="" type="checkbox"/> Bambi Pattermann | <input type="checkbox"/> Sue Stephens - guest | <input checked="" type="checkbox"/> Kristine Porter |
| <input type="checkbox"/> Shirley Aviles | <input type="checkbox"/> Sally Schraders | <input type="checkbox"/> Thomas Kunze |

Staff & Guests:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Mari Kay-Nabozny | <input checked="" type="checkbox"/> Melissa Rabska | <input type="checkbox"/> Matthew Filipek |
| <input checked="" type="checkbox"/> Jay Anderson | <input type="checkbox"/> Ryce Davis | <input type="checkbox"/> Dawn Knapp |
| <input checked="" type="checkbox"/> Kristi Waits | <input type="checkbox"/> Amanda Soltau | <input type="checkbox"/> Bella Potack-Rettler |

Welcome and Opening Meeting Business

Call to Order

Meeting was called to order.

Roll Call

Roll call was taken.

Public Meeting Notice

NWWIB staff sent the meeting notice to regional Class A newspapers and regional library systems. In addition, the meeting notices were also posted on the Northwest Wisconsin Workforce Investment Board website and all social media outlets.

Welcome and Introduction of Guests

Jay Anderson, the NWWIBs new Director of Business & Community Engagement, was introduced to the committee. Jay will begin the next meeting serving as the OSO Coordinator.

Previous Meeting Minutes

Review and Approve 8/22/2023 Meeting Minutes

Meeting minutes were reviewed by the committee. However, because there was not a quorum, the meeting minutes will be approved at the following meeting.

One-Stop Operator Compliance

One-Stop Operator Quarterly Report

Kristi provided an overview of the Quarterly Report included in the meeting packet. It was mentioned that an ADA checklist was completed for three job center locations. A review did occur because the Park Falls office was in the process of moving to their new location.

Kristi noted there wasn't anything specific for trainings to report on for the previous quarter. She did note that the Mental Health First Aid Training for Youth was coming up in November 2023.

Included in the report was the job center sign in survey for the quarter. Some numbers were lower than in the past because of the iPad/technology issues at the Superior location. There was a notable drop in Ashland sign ins from the week by week overview.

Upcoming Job Center Monitoring (ADA Checklist)

Kristi Waits reported monitoring was completed in September. Dawn Knapp will be taking over the EO Officer role in WDA 7. Kristi and Dawn will be connecting later this month to distill the data and distribute the information to the job centers. The purpose of the comprehensive monitoring is to have a starting point to try to develop a baseline since there are 200+ elements.

For the WIOA EO monitoring, the EO officer at the state stated that in addition to doing the ADA checklist at each facility the 9 elements from the WIOA Desk Review should also be completed locally as well. Mari noted some new posters were issued that will have to be replaced/added at locations.

PY23 OSO MOU Process

Mari Kay-Nabozny reported that the addendum was submitted in July. No updates to report at the time of the meeting.

PY23 OSO Contract

Mari Kay-Nabozny reported the contracts have been signed with West Central Wisconsin Workforce Development Board, who is the OSO funds fiscal agent. Contracts are will DWD as part of the monitoring process.

Winning with Wisconsin's Workforce Events

Mari Kay-Nabozny reported that the fourth and final event will be on December 7th and will be in Ashland at the Northwood Technical College campus and will follow the NWWIB board meeting.

TDCON 2024 in La Crosse (April 9 – 10)

Mari Kay-Nabozny reported that TDCON 2024 is scheduled for April 9-10th in La Crosse.

Job Center Policy

Melissa Rabska reported on a new WIOA local policy that was approved at the September NWWIB Board of Directors meeting. The policy addresses the processes for temporary job center closures and alternative means of providing job center services for individuals displaying aggressive behavior. For the temporary closures, the policy language reflects what current practices and procedures are. The second part of the policy addresses how services can be provided to individuals displaying aggressive behavior and what the steps are for reviewing situations on a case-by-case basis for resuming services in-person at a job center.

Partner Updates on Workforce Related Items

Jeff Muse: Today and tomorrow the Park Falls office will be closed because they are moving to a new location. Planning on doing a press release or an open house. New signage will be added in the next week or so. Still thinking about moving the Ashland location, but no plans at this time. Kristine requested that the information for Park Falls be updated on the Job Service page for referrals. Mari said that she can provide the contact if needed.

Kristine Porter: A couple weeks ago a new staff person was hired, Casey Damberg, who has an interest in business services. Currently in training in Madison. Is a recent UW Superior graduate. Chuck, John, and Casey are doing well in Superior.

Bambi Pattermann: Scott Lanyard is retiring, but there will still be full coverage as Katie Rybak will be the counselor out at the Ashland campus.

Adjourn

Meeting was adjourned at 1:35 PM. Next Meeting Date: 1/16/2024