

Meeting Notice

West Central Wisconsin Workforce Development Board
County Boards' Consortium
Friday, April 15, 2022 9:00 AM
401 Technology Drive, Suite 400
Menomonie, WI 57451
Virtual Meeting

Minutes

1. Call to Order & Roll Call

WDB Staff Present: Jon Menz, Bambi Penning, Deb Nichols, Vern Longhenry, Brenda Kuske, Toni Oas

WRI Staff: Ginger Dutton and Gary Veltus

Consortium: John Andrews, Dave Bartlett, Colleen Bates, Dean Gullickson, Wayne Hendrickson, Louie Okey, Joe Waichulis

WDB: Jessica Bierman, Peter Kaz, Kevin Larson, Britt Nordquist, Steve Osero, Jesse Singerhouse, Scott Hodek, Peter Kilde, Elizabeth Hart

Quorum for Consortium. No Quorum for the WDB, (Quorum post roll call)

2. Review minutes of February 18, 2022

- a. WDB-Quorum not met, no motion, moved to June agenda
- b. Consortium

Motion First to approve the minutes: Waichulis

Second to Motion: Bartlett

Motion approved

3. Policy Review & Update

- a. Menz working to update Policy book

4. Review and Discussion of Fiscal and Grant Performance Reports - discussion/possible action

- a. Grants Reports
- b. Co-Enrollment
- c. Income and Expense
 - i. **Discussion**-Financial reports were sent to board for prior review. Singerhouse gave recap of financials from Executive Board

- d. WIPFLI Audit

- i. **Discussion**

1. Penning provided information regarding the deficiency in report, overall report favorable

2. Bates questioned auditor selection procedures. Recommended to bring the list of DWD approved auditors to the boards for future discussion and possible action.

Motion First to accept WIPFLI audit as presented: Waichulis

Second to Motion: Andrews

Motion approved

- e. WIOA Program Performance
 - i. **Discussion**-none
5. **One Stop Operator**
 - a. Oversight and/or recommendations
 - i. **Discussion**- Introduced Erik Hinch as OSO, requesting board support in providing guidance
6. **Governance: Board Structure and Policies for Review and Updates**
 - a. Consortium Agreement brought to the attention of the board, due to missing signatures.
 - b. DWD Monitoring Closeout Letter received March 21, 2022
Discussion: Discussed length of time it took to receive closeout letter, process continues to elongate.
 - c. Subrecipient Monitoring for Title 1 in process: including program, fiscal, EO and governance Exit conference with WRI scheduled for April 13, 2022
Discussion: Closeout letter to be provided to the board after 45 days
 - d. DWD Monitoring begins April 18, 2022 – All programs will be monitored in addition to WIOA Title 1
7. **WDB CEO Report**
 - a. Regional Pandemic COVID19 Impact on Service- no discussion
 - b. Board Staff Updates
 - i. Vern Longhenry, Re Entry Coach
 - ii. Samantha Olson, DOC Career Planner
 - iii. Brenda Kuske, Executive Assistant
 - c. Career Venture, Thursday, May 5, 2022
 - i. **Discussion**-Dutton provided information on upcoming Career Venture
 1. 27 Schools, 2522 Students to Attend, 70 Vendors
 - d. WAI – Overview and attachments provided
 - e. Grant updates and overview
 - i. Nichols provided an update and handout In regard to current grants
 - ii. Longhenry provided an overview of successes and progress with Pathways grant, staying on target to meet objective
 - f. Employee Handbook- Personnel Policies
 - i. Menz and Kuske to continuing to work with HR InTune to update Employee Handbook
8. **Local County Reports – Job Center Chippewa & Clark County**
 - a. Veltus spoke of a story of success from Job Center, utilizing co-enrollments.

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- i. May 4, 2022 Career Fair in Clark County
 - b. Dutton spoke of individual success story
 - i. Plea for continued support from Boards
- 9. **Date for Next Scheduled Meeting** – Friday, June 17, 2022 9 recommended outdoor/in person if possible)
- 10. **Adjournment**

Motion First to Adjourn: Waichulis

Second to Motion: Bartlett

Motion approved

THIS IS AN OPEN MEETING AND WILL BE HELD IN ACCORDANCE WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS PERTAINING TO OPEN MEETINGS AND AVAILABLE ON MICROSOFT TEAMS.

Draft Minutes to be approved June 2022