



Executive Team Meeting Minutes

Wednesday, March 13 2024 at 8:00am

Approved June 12, 2024

Joint Board Present Virtual: Steve Osero, Peter Kaz(joined at 9:19)

Consortium Present Virtual: Ben Plunkett, Joe Waichulis

WCW Staff Present Virtual: Jon Menz, Brenda Kuske, Deb Nichols

1. **Call to Order-** Osero called meeting to order
2. **Review minutes October 11, 2023 - action**
Motion First to approve the minutes October 11, 2023: Waichulis
Second to approve the minutes October 11, 2023: Plunkett
Motion to approve the minutes October 11, 2023: Approved
3. **Review and Discussion of Fiscal and Grant Performance Reports–** discussion no action
 - a. Grant Reports sent in advance of meeting
 - b. Budget Update
 - c. Rapid Response Grants
 - d. Rapid Response Additional Assistance Grants
 - e. Dislocated Worker Grant DWG

Discussion: Menz presented grant updates and budget update. Board is in good supply of resources and funding. Rapid Response grants continue to pull from annual allotment. Due to mass layoffs in the area continue to write these grants to sustain the job fairs and various needs. The Rapid Response Additional Assistant Grants are in negotiations with the state to serve 25% of the people affected by the layoffs.

4. **Federal, State and Local Policy –** discussion/action
 - a. Policy Book Changes – See redline

Discussion: Financial Manual update pg 11 – 15 with increase in incentives which coincides with statewide initiatives, pg 35 insert Purchase Thresholds according to Uniform Guidance. Cost Policy Statement for WDB presented removing Pathways language.

Motion First to approve Financial Manual as presented: Waichulis

Second to approve Financial Manual as presented: Kaz

Motion to approve Financial Manual as presented: Approved

5. **Governance-** discussion/no action
 - a. Executive Team Voting & Nominations
 - b. Joint Boards recertification – DWD letter received- Menz recertification has been completed
 - c. CLA Audit – Menz audit on track to be completed by end of March, 2023.
 - d. Governance Training - Board would like to have continued governance training
 - e. Joint Boards Calendars and Separate Meetings of Consortium and WDB
6. **Job Center Location Discussion –** discussion/ no action
7. **HSHS and Mass Layoffs –** more discussion in board meeting Friday.
8. **Service Provider –** Menz discussed the transition of WIOA Youth to Northwood Tech
9. **Date for Next Scheduled Meeting – June 12, 8:00 am Virtual**

This is an open meeting and will be held in accordance with all applicable laws, ordinances, and regulations

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pertaining to open meetings.