



Bay Area Workforce Development Board

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BAY AREA WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES

January 18, 2007

Present: Tony Marcelle (Board Secretary acting in the absence of Chair), John Bloor, Marcia Christiansen, Shelly Ghare, Ben Grigg, Sue Hammersmith, Larry Harkness, John Haugh, Penny Helmle, Joe Hilke, Holly Hoppe, Sue Kromm, Don McAdams, Dan Miller, Jesus Panalez, Sam Perlman, Pamela Phillips, Chuck Rohlmeier, John Schwantes, Loretta Shellman, Pat Simonar, Ken Stubbe, Peter Thillman, Mike Troyer

Absent: Larry Bergner, Karen Besiada-Hansen, Louise Blankenheim, Amy Du Bois, Bob Guenther, Jill Hennessey, Christine Jensema, Paul Linzmeyer, David Lisle, Terri Luebke, Jean Marsch, Brian Pelon, Ted Penn, Noel Ryder, Corky West, Alex Zacarias

Acting Chair Mr. Marcelle called the meeting to order at 1:00 PM at the NWTC Center for Business and Industry. A quorum of the WDB members was present. The Minutes of the November 16 meeting were approved--with an amendment suggested by Mr. Penn prior to the meeting to indicate the amount of the contribution to NEWREP (\$2000) in the Executive Committee report--on a motion by Mr. Hilke with a second by Mr. Perlman. Marcia Christiansen, the Executive Director of Forward Service Corporation, was introduced as a new member of the Bay Area WDB representing the W-2 program. Another member, Sandra Beschta from Bay Shipbuilding in Sturgeon Bay, has resigned from the board.

Board Business.

Independent Audit. Members received copies of several pages of the Independent Audit report from Wipfli for PY 2005. Copies of the full audit document were available at the front table. Mr. Golembeski pointed out the relevant passages:

“We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.” (p. 10)

“The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*”

“In our opinion, Bay Area Workforce Development Board, Inc., complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 2006.”

Motion to accept the PY2005 Independent Audit was made by Dr. Hammersmith, second by Dr. Troyer. Motion passed on a unanimous voice vote.

WAJTE Request. The association of the WDB Directors had requested that each of the 11 workforce boards identify three priority issues for discussion at a meeting of the Wisconsin Workforce Development Association (WWDA) in February. Based on recent board discussion, Mr. Golembeski articulated the following three issues and asked for board input:

1. Aligning K-12 education curriculum and career planning process with the career opportunities available in the NEW North region;
2. Addressing the skilled worker shortages in the advanced manufacturing sector;
3. Providing underemployed workers, from targeted populations, with skills that are valued in the "New Economy."

Motion to approve these priority areas and send them on to WAJTE was made by Mr. Schwantes, second by Mr. Hilke. Motion passed on a voice vote.

WIA Plan Approval. Staff announced that the 2007 WIA Local Plan for the Bay Area had been officially approved by the Department of Workforce development in a letter dated December 14, 2006 from Bill Clingan. We were one of the first in the state to complete the process, and approval allowed the Bay Area to submit a grant proposal for WIA Incentive Grant funding. In a related matter, members received a copy of an article from the *Florence Mining News* about the controversy raised regarding the proposed creation of a regional job center at the NWTC Regional Learning Center in Niagara that would consolidate services for Florence and northwestern Marinette County.

Grants. Staff informed the members that the Bay Area WDB had received a State Special Response Grant in the amount of \$108,825 to fund nursing training programs in Marinette (from the Emerson dislocation) and in Florence (from the Pride dislocation). In addition, there will be an announcement soon of a \$25,000 grant from Georgia-Pacific which will be used to enhance Internet-based learning and services in job centers throughout the Bay Area.

Board Updates.

Program Updates. Mr. Golembeski reported on a number of projects and programs. The projects with the Wisconsin Department of Corrections are having mixed results. Several employers are showing interest in working with offenders who have applicable skills, and there are on-going activities. The Community Circles program in Green Bay continues to move slowly because there is no staff time to manage some of the organizational details to get it going. Oshkosh has a Circle up and running, but there is a half-time Corrections employee dedicated to managing it there. The steering committee continues to meet and work through issues.

With regard to our project with WCCF, the State of Wisconsin will receive a multi-million dollar grant from the Joyce Foundation to improve the Wisconsin-Works program. Joyce Foundation consultants will be spending a significant amount of time in Wisconsin as programs under this grant are implemented, and we hope to work closely with them based on the things we learned in our work with WCCF. The state plan for

The vision of the Bay Area Workforce Development Board is that job skills and educational levels are increased, quality of life for all individuals is enhanced, while employers' needs are met.

this grant, called “Regional Industry Skills Education” (RISE), has just been made available and is based on creating incremental training opportunities for low-income individuals that are focused on key industry sectors in the state and lead to family-supporting employment. Copies of the state plan are available from staff upon request.

The Northwoods initiative continues to evolve as well. It is reorganizing around the economic development alliance among the four counties. A larger steering committee is being set up to focus on stronger ties to NEW North initiatives and on aligning K-12 education with business needs.

Staff is monitoring WIA program contractors now that we are halfway through the contract periods. The Bay Area will not receive a WIA Performance Grant despite the fact that we exceeded performance standards in 16 of 17 categories and met performance requirements in the last one. The reasons are too ridiculous to explain here.

NEW North. A number of members were among the 500+ who attended the NEW North Summit on December 14 in Manitowoc. Presentations from that event are available on the NEW North website (www.thenewnorth.com). Members were enthusiastic about all the various things happening with this organization. David Lisle was recently named to the NEW North board of directors. NEW North recently worked with the Manufacturers Alliance and paid for an ad in a special employment edition of the *Detroit Free Press* promoting manufacturing jobs in our area. Applications from Michigan workers are starting to show up in the Manufacturers Alliance database.

DOL. The US Department of Labor recently released a series of policy changes they were considering, but after reviewing them, staff did not see anything that rose to the level for board consideration. With the new Congress in session, however, there will likely be (long overdue) efforts to reauthorize the *Workforce Investment Act*. Staff will keep the board members informed as key issues arise in that effort.

Grant Opportunities. Staff recently submitted a grant proposal to the state for \$220,000 that would provide UW graduate credit for about 100 area teachers promoting technical and applied skills training in K-12 schools. This is a partnership with the UW Center for Education and Work, our two technical colleges, Partners in Education, and CESA #7 and #8. Staff is excited at the potential here because this would fit well with several WDB initiatives. Award announcement is on February 9.

Manufacturers Alliance. Ann Franz provided a demonstration of the new Manufacturers Alliance website that began in December (www.newmfgalliance.org). The main feature of the website is a database of workers with manufacturing experience listed in 25 job categories. Member companies pay an annual fee that is determined by the size of their workforce. In addition, there are links directly to member company websites, many of which take applications online. The website also will promote increased communication between members and local school districts. There are about 50 companies who are members or have expressed interest in joining the MA. Staff was pleased that this project moved from conception to reality in a short span of time. Mr. Schwantes noted that many companies conduct recruitment efforts in different parts of the country and asked for a handout that could be used to direct interested workers to this site to post an application. Ms. Franz will see to that.

Youth Programs. Staff reviewed the history of WIA Youth programs with the members to provide background for the current discussion of how best to target shrinking resources. WIA Youth program services fall into three main areas:

- 1) Programs for “at-risk” students whose primary need is to make up high school credits so that they can graduate with their classes;
- 2) Programs for young people with multiple barriers to successful employment including youth in the state corrections system, teen parents, and expelled students;
- 3) Employment and training services, mostly for 19-21 year olds, provided through the job centers.

In the current budget, the Bay Area WDB spends 56.5% of our Youth funds on the first area, 10% on the second area, and 34% on the third. The emphasis on the first area comes from the old JTPA Summer Youth Employment program which added an “academic enrichment” component in the mid-1990s. During that life of that program, the workforce board became very involved with local school districts, and those relationships have persisted. The second area requires a much higher cost per program enrollee because of the added intensity and the array of services required to address the barriers these young people bring to the program. The job centers receive a formula allocation of the WIA Older Youth funds. The law requires that at least 35% of the Youth funds be targeted to the 19-21 year old age group. Mr. Golembeski also raised the option of using funds to contract for a Coordinator who would take on coordination projects that would make better use of the variety of existing resources focused on youth programs.

After providing that history and program information, staff asked the members for input regarding the Requests for Proposals for WIA Youth programs that will be sent out in early February. At this point, motion was made by Ms. Hoppe, second by Mr. Schwantes, to go into Closed Session pursuant to Wisconsin State Statutes 19.85(e): “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” Motion was adopted unanimously. Members with conflicts of interest in this matter were excused and the remaining members went into Closed Session to advise staff on this matter.

After considerable discussion, a motion was made by Ms. Shellman, with a second by Ms. Hoppe, to return to Open Session. Motion was adopted unanimously.

The meeting adjourned at 3:15 PM.

The next Bay Area Workforce Development Board meeting is scheduled for **Thursday, February 15, 2007** at 1 PM.