



Bay Area Workforce Development Board

317 West Walnut Street
Green Bay, WI 54303
(920) 431-4100
fax (920) 431-4101

EXECUTIVE COMMITTEE of the Bay Area Workforce Development Board

MEETING MINUTES

May 11, 2004

Present: Paul Linzmeyer, Don McAdams, Jane Delveaux, Diane Koepke, Bob Guenther, Kris Parkansky, Dave Turbiville

Guest: Dennis Nitschke

Mr. Linzmeyer called the meeting to order at 1:30 PM at the Bay Area WDB office. Most of the members attended by conference call, and all members were present. The Minutes of the March 25 meeting were approved as submitted on a motion by Mr. McAdams, second by Ms. Delveaux.

Board Development Planning. Mr. Golembeski summarized the action that the Local Elected Officials Board took at their April 29th meeting. Several individuals have resigned their positions on the Bay Area Workforce Development Board, including (sadly) Jane Delveaux and Kris Parkansky. Other members were reappointed for another term. In addition, eight new members will be joining the WDB effective July 1. A couple of appointments are still pending.

There was discussion about a slate of officers for consideration by the board at the May 27 meeting. Mr. Linzmeyer, Mr. McAdams, and Ms. Koepke are willing to accept new terms in their respective positions. The Secretary position will have to be filled and At-Large members named as well. Several members asked about setting up a succession plan for the Chair position that would promote a smooth transition in leadership. Some organizations keep the previous Chair on the Executive Committee for a subsequent term to further promote an effective transition. Mr. Linzmeyer, Mr. McAdams, and Mr. Golembeski will discuss options for implementing something like this.

The National Association of Workforce Boards (NAWB) had recently published a booklet called "Building Better Workforce Boards" that committee members wanted to review and apply to the Bay Area WDB. In particular, Ms. Delveaux thought that the section on committees would be valuable. Mr. Golembeski will get this booklet out to the members and schedule it for discussion at the next meeting. There was some discussion about how the Bay Area WDB might connect better to the top executives in area companies. It was recognized that CEOs would likely not have the time and focus to serve as board members, but they are usually the ones who make the strategic decisions.

Mr. Nitschke commented on the next steps for the strategic planning process. The efforts of the two standing committees will continue. The Program Performance Committee is working on

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.

metrics to evaluate overall job center performance, and the Job Center Development Committee will continue the dialogue with the job center representatives. Mr. Golembeski has written a meeting summary from the latter committee that provides some action steps to be pursued. Members expressed concern that the Job Center Leadership Team required more structure in order to interact effectively with the workforce board members, but that will likely evolve. There will also be a real strategic focus based on the Economic Opportunity Study due this summer. The State Council is also working on some of the strategic issues identified in the Baldrige Assessment study, especially in clarifying the roles of the various players in the statewide workforce development system. Mr. Linzmeyer gave an update on the state Council committee activity that is on-going.

WIA Budget. Members had received some background information on the programs and interests competing for WIA funds in the Bay Area. Staff suggested that priorities for WIA funding need to be set based on the WDB's strategic vision.

Staff wanted feedback from the committee members on the preliminary work they had done in balancing these various interests and programs given that the Bay Area WIA allocation for the new year was down significantly from the current year. Based on input from the Executive Committee, staff will get materials out to the WDB members for discussion during the two weeks before the WDB meeting on May 27. Funding decisions will be finalized at that May 27th meeting.

In WIA Youth, there was strong support by the Youth Council and the staff for continuing the Expelled Youth Program in Brown County, which could be done with a contract extension outside the competitive process. With the Proposal Review Committee meeting on May 12 to review WIA In-School Youth proposals, the members agreed that there would be a working amount of \$532,500 available for WIA In-School Youth programs. The Expelled Youth program will also draw some WIA Older Youth funding. There was discussion around possible duplication of effort among the school districts, alternative school programs, the technical colleges and WIA programs. Members asked that the Youth Council look at how a more efficient system of services to young people might be created.

In the WIA Adult, Dislocated Worker and Older Youth program, it is a matter of balancing the needs of the job centers, setting aside tuition and support funds, and how to continue the JobFIT and Corrections programs from the current year. Staff had suggested setting aside \$50,000 of WIA Adult funds to try to get the Wisconsin Department of Corrections to match in order to continue services to offenders transitioning back to Bay Area communities. Staff had also developed a "bare-bones" JobFIT budget that drew from all three WIA grants. Mr. Golembeski indicated that he was making efforts to get private foundation funding to support JobFIT over the next year. He stated that he had no money in hand, but was encouraged by some initial meetings he had. There was discussion about JobFIT and the lack of employer response to it so far. Members were strongly behind continuing JobFIT and enthusiastic about its potential. The Baldrige Assessment study had clearly indicated the need to try innovative approaches rather than just maintaining the existing workforce system.

Based on this discussion, staff will send out material for discussion to all WDB members soon.

Mr. Golembeski spoke briefly about the WDB corporate budget. A half-time staff position has been eliminated and changes made to the health care benefit. In January, the WDB switched to a

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.

PPO plan to reduce costs, and beginning July 1, staff will pay 20% of the cost of health insurance, up from the current 10% copay. Most of the remainder of the corporate budget was based on actual usage of services and supplies. With the JobFIT contractors in the office, some corporate cost gets allocated to JobFIT. A draft corporate budget will also be circulated for comment shortly.

The possibility of creating a volunteer grant writing committee was discussed. Mr. Golembeski suggested that grants be carefully selected to fit the board's strategic plan because grants often require outcomes that the grantor wants, not necessarily outcomes that fit well with things the WDB is already doing.

The meeting adjourned at 2:45 PM.