



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 (Amended)

June 11, 2004

Present: Paul Linzmeyer, Diane Koepke, Dave Turbiville, Joe Hilke
Absent: Don McAdams, Bob Guenther

Mr. Linzmeyer called the meeting to order at 8:00 AM at the Bay Area WDB office. Most of the members attended by conference call, and a quorum was present. The Minutes of the May 11, 2004 meeting were approved as submitted on a motion by Ms. Koepke, second by Mr. Turbiville.

Staff had developed draft language for a Bylaw amendment for the WDB to consider next fall that would set up a "Chair-elect" position and allow a former Chair to serve a term on the Executive Committee. Members liked the draft and instructed staff to move ahead with the process to amend the Bylaws.

The vacancy for the WDB Secretary position was discussed. Members noted the absence of a program representative on the Executive Committee with Kris Parkansky's departure, and suggested that Mr. Guenther be considered for the Secretary position and then a program representative member be added as an at-large member to the Executive Committee.

The WDB had approved a corporate budget that included funds for a contract with Wisconsin Forward Award to continue Mr. Nitschke's consultant services. Staff is looking for input on expected outcomes in that contract and will seek that via e-mail. Members suggested that Mr. Nitschke work closely with the two standing committees.

Mr. Linzmeyer and the members moved the action item up on the agenda to consider the Corrections project. Staff has a commitment from the Wisconsin Department of Corrections to put \$50,000 into continuing the project through the Oshkosh Corrections Facility. The project has been quite unique and has gotten impressive results. Motion was made by Mr. Turbiville, second by Ms. Koepke, to approve \$50,000 of unobligated WIA funds to match the Department of Corrections funds made. Motion passed on a unanimous vote.

There was brief discussion of the proposal from the Program Performance Committee to utilize some of the funds set aside for WIA Adult tuition for incentive awards to the job centers that meet the Baldrige-based standards that the committee is developing. The committee believes that a high percentage of the WIA Adult participants are eligible for Pell Grants to cover the cost of their training. Staff wishes to study and gather some information about what effect such 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.

decision would have on WIA Adult program participants and will bring that information to the committee soon, then to the full board in September.

Mr. Linzmeyer spoke about the continuing effort to develop an effective implementation strategy for the NEW Economic Opportunity Study that is to be completed at the end of this month. He has been working to expand the number of groups actively working on its implementation. The committee overseeing the study is meeting next week. Mr. Linzmeyer would like to see some of the unobligated WIA funds dedicated to Economic Opportunity Study implementation projects.

The members discussed the JobFIT project. Mr. Linzmeyer stated that several of the private sector WDB members and some others are committed to continuing the JobFIT project because of the real value it provides to employers, but that a new approach to implementing it is needed. An *ad hoc* group will meet next week to look at options. Staff had spoken to Profiles International and PI agreed to accept quarterly installments on the license fee. If this is to be done, the Executive Committee would have to meet before the end of June and approve a payment of \$38,498 for July 1 to keep the website running.

Mr. Linzmeyer also noted that he has been receiving written requests from the job centers asking for additional WIA funding to pay for core services, especially front reception staffing. Members wanted to know why these inquiries were not directed toward staff instead. Mr. Golembeski stated that he believed the job center leaders perceived that unobligated WIA funds were available after the last WDB meeting and wanted to get their requests in to the board as effectively as possible in case those funds became available to them. The committee members recognized the fundamental problem with the job center system not having designated funding for common services and infrastructure. At the same time, they did not perceive that WIA had the resources to do anything other than delay facing the real problem, if it could do even that much. The committee instructed staff to meet with the job center leaders to look at best practices and find options that involved the participation of all the job center partners to meet these needs. They also agreed to consider providing limited WIA funding, for a period of 2-3 months, to keep reception/core services staff in place in some job centers while other options were being considered.

Mr. Golembeski indicated that he had been researching the request to set up a “list serve” communication system for the WDB members. “List serve” is actually a brand name for one of several software programs that set up a centralized address book and allow exclusive access to a discussion environment by approved users. He had come across an opinion from the Wisconsin Attorney General in 2000 that strongly discouraged a public body from using such a tool because of Wisconsin Open Meetings law. The point was that when a public entity wants to discuss and act on an issue, those actions need to be specifically noted in the public media. The on-going nature of a list would not allow for the specific kind of public notification that the law seems to require. Mr. Golembeski discouraged the use of such a program until we are sure it is in compliance with state law.

The meeting adjourned at 9:15 AM.