



# Bay Area Workforce Development Board

317 West Walnut Street | Green Bay, WI 54303

T (920) 431-4100 | F (920) 431-4101

TDD/TTY Dial 7-1-1 Toll-free

[www.bayareawdb.org](http://www.bayareawdb.org)

## MINUTES

### BAY AREA WORKFORCE DEVELOPMENT BOARD

Thursday, April 18, 2019

**Present:** Michael Troyer (Chair), Brian Pelon, Cheri Galecke, Shelly Ghere, Chris Matheny, Chuck Dallas, Deb Buckley, Ed Kelley, Aaron Augustian, Ann Schermetzler, Jennifer Mikalowsky, Cheryl Detrick, Colleen Koski, Jim Schuessler, Kim Holmes, Loretta Shellman, Mike Ruminski, Penny Helmle, Larry Harkness, Marcia Christiansen, Mark Weber, Ron Kadlubowski, Ron Christensen, Tara Carr, Tim Beno, Wendy Dzurick

**Absent:** Carol Karls, Greg Middlesworth, Guy Meyerhofer, Heather Martin, Matt Rentmeester, Kris Chosa, Myrna Warrington, Norman Shawanokasic, Paul Carlsen, Robert Pontius, Manny Vasquez, Tom Schmidt, Shirley Aviles, Trevor Martin, Tony Marcelle

### CALL TO ORDER/ROLL CALL/APPROVAL OF MINUTES

Dr. Troyer called the meeting to order in the conference room of the Brown County Job Center, 301 N Adams St. in Green Bay at 1:00 PM. A quorum was present. Minutes of the February 21, 2019 board meeting were approved as submitted on a motion by Mr. Dallas with a second from Dr. Matheny.

### STANDING COMMITTEE REPORTS

Ms. Ghere reported for the Program Performance Committee. The members reviewed the timelines for the upcoming contract procurement process. There was discussion of committee goals, particularly in anticipation of less WIOA funding for PY 2019. The committee recommended the contract extensions for Shawano Youth services with Forward Service Corporation and Brown County Youth services for Family Services of Northeast Wisconsin to be considered later on the board agenda. Having lost several members recently, the committee will be looking to fill a couple of seats.

Mr. Golembeski reported for the Strategic Leadership Committee which did not have a quorum. Job Centers throughout the region are working with the displaced Shopko workers from the stores, corporate office, and distribution center. Spring job fairs are scheduled or have already occurred. The interesting development was an initial discussion with Dr. Carlsen from Lakeshore Technical College and other partners about what job centers might look like in 2025.

### BOARD BUSINESS

**Staff Update:** Mr. Valiquette introduced Sarah Klapper, our newly hired Independent Living Grant Coordinator.

**DWD Monitoring Report:** There has been no response yet from DWD on the latest communication from the board about PY 2019 monitoring findings.

A proud partner of the americanjobcenter network

Bay Area WDB, serving WIOA Title I, is an Equal Opportunity Service Provider and Employer

serving Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Menominee,  
Oconto, Outagamie, Shawano and Sheboygan counties.

**Bylaw Amendment:** One of the areas addressed in the DWD monitoring report is the matter of amending Bay Area WDB Bylaws in two places to address WIOA stipulations. Proposed amendments were introduced at the February board meeting. Proposed amendments are:

1. Amend Bay Area WDB Bylaws at Article IV. B. 6. to read:

All directors shall reside and work in the WDA. If it is in the best interest of the WDA one of the two requirements may be waived by the Local Elected Officials Board (“LEO Board”) for the WDA.

**When the WDB Chairperson has knowledge of any change of residency or employment, or other resignation or death of any WDB member, he/she shall see that the Chairperson of the LEO Board is notified of such change of residency or employment, resignation or death through written communication (letter or email) within thirty days and ensure that the vacancy is included as an agenda item for the next LEO Board meeting. The WDB Chairperson will also notify the Chair of the LEO Board of the WDB members whose terms will expire on June 30 of any given year by April 1 of that same year.**

2. Amend Bay Area WDB Bylaws at Article V. L. to read:

**Appoint appropriate standing and ad hoc committees necessary to effectively carry out the purposes of the Corporation. All standing committees will include at least two non-WDB members.**

Motion to formally adopt the Bay Area WDB Bylaw amendments was made by Mr. Schuessler with a second from Mr. Augustian. Motion was unanimously adopted.

**Budget Adjustments:** Staff proposed several amendments to the current year budget. These involved moving funds out of the Youth training/support/incentive line and into Youth job center costs, Dislocated Worker job center costs, Adult job center costs, and Adult training/support. Motion to approve the PY 2018 budget adjustments as proposed was made by Ms. Shellman with a second from Ms. Detrick. Motion was unanimously adopted.

**Contract Extensions:** The Program Performance Committee recommended exercising the board’s right to extend the following WIOA contracts for an additional year in PY 2019:

Bay Central Brown County Youth to Family Services  
Bay Central Shawano Youth to Forward Service Corporation.

Motion to extend these existing contracts for the PY 2019 Program Year was made by Ms. Ghere with a second from Ms. Shellman. Motion was adopted unanimously with an abstention from Ms. Christiansen.

**PANEL DISCUSSION ON REDUCING POVERTY:** A panel made up of board members Penny Helmle and Marcia Christiansen, along with Ms. Jennifer Schmohe from the Circles program at Green Bay Community Church, discussed the challenges of assisting individuals out of poverty in our region. Panelists discussed the challenges some of the people in their programs experience. Ms. Helmle observed that the lives of workers at the lower economic level have pitfalls. Having no credit history or bad credit forces people into higher interest rate categories. Payday loans can be a downward cycle.

A proud partner of the  network

Bay Area WDB, serving WIOA Title I, is an Equal Opportunity Service Provider and Employer.

## Bay Area WDB

There are penalties from late rent and other delinquencies. Sometimes driving licenses are lost which spirals into a host of other bad outcomes. Time off to go to court hurts employment retention. Lack of public transportation in rural areas is a huge barrier to steady employment. Child care cost or the lack of state certified child care service, often constrains employment retention.

A number of strategies were suggested. Forward Service Corporation offers short term skill training as well as employability/soft skill training to promote employment advancement. The WIOA requirement to gain an industry-accepted credential is often difficult to achieve with this approach. Ms. Schmohe noted that marketing job center services to lower income people needs to improve because they often do not know where to start improving their situation. Panelists encouraged employers to put mentoring programs in place to assist good employees who may not know some of the basic expectations of the workplace. Employers can also become more sensitive to the family struggles that productive employees are experiencing. Some workers who have barriers to employment come from generational poverty and their sense of “normal” is very different from others, so building relationships in the community is important to change perception.

Panelists agreed that Wisconsin has done some good things to lessen the effects of the so-called “benefit cliff” for lower income workers, but even the income support extensions available seem to end all too soon for many workers. Sometimes workers have to take time off work just to meet with their county workers in order to adjust benefits to negative effect.

Ms. Christiansen noted the importance of helping people identify their “Big Dream” as a motivating factor in working through the steps to achieve economic success. Affordable housing for low income workers remains a primary challenge in all our communities. Ms. Dzurick suggested that employers work with school districts on a family centered approach in order to keep good employees who are experiencing challenges. Some schools offer afterschool programs for children of working parents.

**BAY AREA WDB OVERVIEW:** Members reviewed the Bay Area WDB Vision and Mission Statements that were developed in 2005 as WIA was being implemented:

### **VISION**

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

### **MISSION**

**The Bay Area Workforce Development Board, Inc., consisting of selected community representatives, develops a skilled workforce by strategically allocating and coordinating resources to address community needs by working through others for the benefit of all.**

The board will need to evaluate whether it is time to revise these statements and dedicate the time to develop new ones.

A proud partner of the  **americanjobcenter** network

Bay Area WDB, serving WIOA Title I, is an Equal Opportunity Service Provider and Employer.

Additional information, and auxiliary aids and services for individuals with disabilities, is available by contacting James M. Golembeski, EO Officer at [jgolembeski@bayareawdb.org](mailto:jgolembeski@bayareawdb.org) | (920) 431-4100 | TDD/TTY Dial 7-1-1 Toll-free

## Bay Area WDB

As the board prepares to award new contracts and funding in May, Mr. Valiquette reviewed the purpose and shape of WIOA enrolled services for Adult, Dislocated Worker, and Youth target populations in the 11-county Bay Area. He noted the trend of decreased program funding from the federal government since the end of the Great Recession, contrasting particularly with the increased number of Youth enrollments. Funding from the Independent Living grant and the Transitions grant from the Greater Green Bay Community Foundation have supported more robust services to Youth.

Mr. Golembeski spoke about the responsibility of the workforce board to create and support the regional One-Stop system into Comprehensive Job Centers, Affiliated Points of Service, and Specialized Job Centers. Bay Area WDB supports more job centers and affiliated sites than other areas of the state due to the uniqueness of the region with many urban centers, all of which are population and manufacturing hubs.

Bay Area WDB also supports two business liaison positions, one at NWTC to manage the NEW Manufacturing Alliance which has grown very large in the last 12 years, and one position at Lakeshore Technical College under the state WAGES grant to promote registered apprenticeship. With regard to the latter, he noted how successful our contractor, Ryan Herber, has been in that effort. Lastly, with a significant contribution from the Wisconsin Department of Corrections, Bay Area WDB supports *Windows to Work* programs in the Oshkosh, Taycheedah, and most recently, Kettle Moraine, prisons. Since the inaugural program at Oshkosh, the program has served over 600 individuals there. Since 2012, over 200 females have received program services at Taycheedah.

Mr. Golembeski also summarized that board staff continues to be active in the implementation of Academic and Career Planning (ACP) in NEW North, as well as focusing on partnership with Community Corrections, creating the NEW Construction Alliance, and leading the Job Center 2025 project.

Mr. Dallas reiterated the importance of expanding board influence in the region, particularly reaching out to area school boards about career services. He recommended an *ad hoc* committee be formed for discussion during the summer break.

### **FEDERAL AND STATE UPDATES:**

There was no report from the WWDA. Our DWD Local Liaison, Ms. Cowe-Spigai provided updates that a new statewide financial tracking system, SOLAR (Sharing of Local Area Resources) is now live. DWD will be implementing DocuSign for contracts soon as well. WIOA allocations for PY 2019 are in process. Job center certifications have to be redone this year and information has been sent out to the boards.

### **ADJOURNMENT**

Dr. Troyer noted that the next meeting of Bay Area WDB is on the 4<sup>th</sup> Thursday of May, May 23, and attendance is very important since we will be voting on new contracts and some resource allocations. The meeting adjourned at 3:15 PM.

**Next Bay Area WDB meeting is May 23, 2019 at 1 PM at the NWTC Corporate Conference Center in Green Bay.**

A proud partner of the  **americanjobcenter** network

Bay Area WDB, serving WIOA Title I, is an Equal Opportunity Service Provider and Employer.

Additional information, and auxiliary aids and services for individuals with disabilities, is available by contacting James M. Golembeski, EO Officer at [jgolembeski@bayareawdb.org](mailto:jgolembeski@bayareawdb.org) | (920) 431-4100 | TDD/TTY Dial 7-1-1 Toll-free