



Bay Area Workforce Development Board

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MINUTES

BAY AREA WORKFORCE DEVELOPMENT BOARD -- EXECUTIVE COMMITTEE

Thursday, May 28, 2020

Present: Michael Troyer (Chair), Chuck Dallas, Tony Marcelle, Tim Beno, Marcia Christiansen, Matt Rentmeester

Absent: Shelly Ghere

Other Board Members: Ann Schermetzler, Brian Pelon, Brian Schauf, Cheri Galecke, Cheryl Detrick, Chris Matheny, Claudia Krepsky, Colleen Koski, Dan Keyzers, Dustin Delsman, Heather Martin, Loretta Shellman, Mercedes Schuchardt, Mike Ruminski, Paul Carlsen, Penny Helmle, Ron Christensen, Shirley Aviles, Tara Carr, Tim Beno, Tony Marcelle, Will Robinson

Call to Order/Approval of Minutes/Membership Update

Dr. Troyer called the telephone conference meeting of the Bay Area WDB Executive Committee to order at 1 PM. A quorum was present with many of the board members participating as well. He indicated that all Bay Area WDB members were welcome to join in the discussion on any of the agenda items.

The Minutes of the February 20, 2020 Bay Area WDB meeting were adopted as submitted on a motion by Ms. Christiansen with a second from Mr. Beno.

Mr. Golembeski shared that this was Tony Marcelle's final meeting and wished him well in his retirement. Mr. Marcelle joined the board in 2004 as a labor representative and has served on many proposal review committees as well as serving as the board Secretary.

Election of Officers

Nomination was made by Mr. Rentmeester with a second from Ms. Christiansen for Dr. Michael Troyer to continue as board Chair, Mr. Dallas to continue as Vice Chair, Mr. Beno to continue as Treasurer, Dustin Delsman to take the Secretary position, Mr. Rentmeester and Ms. Ghere to continue as committee chairs, and Ms. Christiansen to serve as Member-at-Large on the Executive Committee. Nominations are for two-year terms. No other nominations were forthcoming. Motion was unanimously adopted.

WDB/LEO Agreement

The WDB/LEO Agreement specifies the mutual and respective duties of each body to achieve the goals and responsibilities of WIOA. It is renewed by each board every two years. Executive Committee members reviewed the current Agreement and amended it to add Section I. E. to specify the Bay Area WDB's responsibilities as "Grant Sub-Recipient/Fiscal Agent. The new language aligns with the federal Uniform Guidance regulations. Motion to approve the WDB/LEO Agreement with the amendment for the period July 1, 2020 through June 30, 2022 and send it to the Bay Area LEO Board for consideration was made by Mr. Dallas with a second from Mr. Rentmeester. Motion was unanimously adopted.

PY2020 Budgets

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Members discussed the draft corporate budget for PY 2020, reviewing a six month budget in the amount of \$451,485. Staff indicated that the purpose of the draft corporate budget is to allow the board to function as of July 1, 2020 pending additional information about funding. The Rapid Response grant had not yet been received from DWD, nor is the amount of funding the board will receive from the job center infrastructure reconciliation process. In addition, there are two bills being considered by Congress that would provide additional WIOA funding to deal with the consequences of the pandemic. Staff recognized that the draft corporate budget was not sustainable for the entire program year if sufficient additional funding did not become available, but information will be available later this summer that will better inform budget decisions. Mr. Golembeski pointed out that the federal unemployment supplement of \$600 per week is scheduled to end on July 25 and this will spur Congress to take additional measures to deal with high unemployment by then. While many furloughed workers will return to their jobs, there are economic analyses showing that many workers will become permanent displaced.

Recognizing that the draft corporate budget buys some time to gain additional information, Mr. Beno made a motion to adopt the proposed six month budget of \$451,485 for the first half of PY 2020. Mr. Dallas seconded the motion. Motion was unanimously adopted.

Members reviewed the draft WIOA PY 2020 budget with the understanding that it is a proposal that allows the Bay Area workforce system to continue to function in the new program year pending additional funding developments and information as described above. Staff noted that it is a 12-month budget from which subcontracts will be adjusted as required. Motion to adopt the draft PY 2020 WIOA budget was made by Mr. Rentmeester with a second from Mr. Dallas. Motion was adopted with Ms. Christiansen abstaining.

Subcontractor Updates

Mr. Valiquette spoke briefly about the adjustments that have been made over the last several months to maintain contact with enrolled WIOA participants in Adult, Dislocated Worker, and Youth programs, and keep them on track. He complimented subcontractors on building a sustainable and seamless service delivery system to serve these customers. This has been challenging with job centers closed and people working from home. Maintaining contact with our WIOA Youth customers has been especially important as they are among the most vulnerable people in our communities.

Job Center System

Mr. Golembeski shared information about the area job centers. Job centers had remained open as the pandemic began and he complimented the staff in the resource rooms for continuing to serve customers despite personal risk, but job centers closed on March 25 across the state. Since then, many Job Service staff have been moved over to work in the Unemployment Insurance Division to assist with the overwhelming volume of work there and they may be at UI for some time. DWD and the workforce boards are beginning to plan for “job center reintegration” later this summer. That effort will include thorough cleaning of the facilities, installation of plexiglass shielding and other safety barriers, ordering sufficient amounts of hand sanitizer and other cleaning supplies, as well as some technology upgrades. It will be a complicated process as it proceeds.

MOU Approval

Under WIOA, core WIOA job center partners are required to agree to a Memorandum of Understanding (MOU) and a Resource Sharing Agreement (RSA) for job center services and infrastructure costs. The PY 2019 MOU for Bay Area has been finalized and signed by DR. Troyer, Mr. Thomas Nelson (Interim Chief Local Elected Official), the technical colleges, and DWD Secretary Caleb Frostman. The Executive Committee was asked for formal endorsement of the MOU. Motion to endorse the document was made by Ms. Christiansen with a second from Mr. Dallas. Motion was unanimously approved.

Subcontract Extensions

Subcontract extensions for PY 2020 were considered with the purpose of maintaining stability in the WIOA system as the pandemic winds down, job centers reopen, and Bay Area WDB goes through a leadership transition. After staff input, motion was made by Mr. Marcelle, with a second from Mr. Beno

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to renegotiate the Menasha Career Service Specialist contract with an existing subcontractor and to extend all other current subcontracts through December 31, 2020 pending budget negotiations with the subcontractors. Motion was adopted with Ms. Christiansen abstaining.

WIOA Local Plan

Bay Area WDB is required to submit a revised WIOA Local Plan for 2020-2023 by June 15. The draft Local Plan was put out for public review and comment on May 14. Pending public comment, motion to approve the WIOA Local Plan as drafted was made by Ms. Christiansen with a second from Mr. Beno. The motion was unanimously adopted.

Executive Search Committee

With Mr. Golembeski's planned retirement on January 1, 2021, the WDB/LEO Agreement requires each board to appoint at least two members to an Executive Search Committee. Bay Area WDB nominations included five members: Michael Troyer, Chuck Dallas, Paul Carlsen, Cheri Galecke, and Brian Schauf. Motion to appoint all five nominees to the Executive Search Committee was made by Mr. Rentmeester with a second from Mr. Beno, and unanimously adopted.

Strategic Planning Update

Dr. Troyer provided an update on the board's strategic planning initiative. He observed that circumstances had slowed the process down, but he hoped to ramp up the process by September. He asked that members who had not yet rated the various strategic focus areas do so soon. He will send out that information again for response. He reviewed the current rankings of the strategic options the board had articulated so far.

DWD Monitoring Report

Mr. Golembeski updated members on the issues connected to the PY 2019 DWD Coordinated Monitoring report. Since receiving a follow up letter from DWD in late April, he has been confrontational with DWD leaders about the monitoring process, behavior of the monitoring team, and many of the elements in the report. Dr. Troyer has supported his position. Recently, the DWD Bureau of Workforce Training Director, who had conducted the monitoring, resigned. Mr. Golembeski believes that a more collaborative relationship with DWD may be developing and he will continue to work to resolve the monitoring issues with DWD.

Looking Ahead

The next several months will be interesting. Most unemployed workers are currently furloughed rather than permanently separated from their jobs. The federal unemployment supplement is keeping many of those workers, particularly lower income workers, on the sidelines waiting to return to their former positions. Projections are that 25%-50% of those workers will eventually be permanently displaced, in which case, WIOA services will be in high demand. The end of the federal unemployment subsidy on July 25, provided it is not extended, will be a demarcation point. Bay Area had a waiting list for training funding prior to the pandemic due to five years of WIOA budget cuts. Federal action is anticipated with that hope that additional WIOA resources will be provided just as they were during the Great Recession. There is solid bipartisan support for WIOA in Congress, but it will take a few weeks to see whether funding comes through. When and how job centers will reopen will also be an important factor.

The meeting adjourned at 2:15 PM.

Bay Area Workforce Development Board will next meet on Thursday, September 17, 2020 at 1 PM at a location to be determined.

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