



Bay Area Workforce Development Board

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www.bayareawdb.org

BAY AREA LOCAL ELECTED OFFICIALS BOARD MEETING MINUTES June 11, 2020

Present: Thomas Nelson (Chair-Outagamie), Biz Virlee (Door), Fran Damp (Sheboygan), Elmer Ragen (Oconto), Marvin Klosterman (Shawano), Tom Romdenne (Kewaunee), Bob Ziegelbauer (Manitowoc), Troy Streckenbach (Brown), Cindy Nichols (Florence), John Guarisco (Marinette)

Absent: Ben Warrington (Menominee)

Interim Chair Mr. Nelson called the meeting to order at 1:05 with most members participating via Zoom. Introduction of the two new members, Ms. Nichols and Mr. Guarisco, were made and roll call showed a quorum present.

The Minutes of the February 6, 2020 Bay Area LEO Board meeting were adopted as presented on a motion by Mr. Ragen with a second from Ms. Damp.

New Business

Motion was made by Mr. Klosterman with a second from Mr. Virlee to nominate Mr. Streckenbach as LEO Board Chair and Mr. Nelson as Vice Chair. No additional nominations were brought forward. Motion carried unanimously. Mr. Nelson agreed to finish this meeting as Chair.

Members reviewed the Bay Area WDB roster. Long time member, Mr. Tony Marcelle has resigned due to his retirement. Two members have changed employment positions but wish to be reappointed to new terms on Bay Area WDB. These include Guy Meyerhofer who is now Chief Financial Officer at Arimon (his former company renamed) and Wendy Dzurick who will step down as Superintendent at Marinette School District to serve as Director of Teaching and Learning in the district. There were also three nominations to vacant seats on the board, including Gerald Schomaker (Business Manager, Laborers Local 300), Bruce Russell (Owner, FocalPoint Business Coaching in Oconto Falls), and Steve Jenkins (Executive Director, Door County Economic Development Corporation). Motion to accept Mr. Marcelle's resignation, reappoint Mr. Meyerhofer and Ms. Dzurick to new three-year terms on the WDB, and make initial two-year appointments for Mr. Jenkins, Mr. Russell, and Mr. Schomaker was made by Mr. Ragen with a second from Mr. Klosterman. Motion was unanimously adopted.

A Draft Corporate Budget for Bay Area WDB was reviewed. Mr. Golembeski explained that the draft budget provided to the LEO members was a 6-month budget designed to allow Bay Area WDB to operate as of July 1, 2020. There are several unknowns for the budget at this time.

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Several state funding sources are still pending and the cost of a new Executive Director in 2021 is unknown. Congress is considering at least two bills in response to the COVID pandemic that may provide significant funding to the WIOA system just as they did during the Great Recession. Rather than cutting staff and programs now, staff advised continuing until September to make budget decisions. Mr. Golembeski pointed out that while there are sufficient resources to fund the proposed budget, without the addition of significant new resources, difficult decisions would have to be made later this year. Motion to adopt the draft six-month Corporate Budget in the amount of \$451,485 was made by Ms. Damp with a second from Mr. Ragen. Motion was unanimously adopted.

Members reviewed the proposed WIOA program budget for PY 2020, but no action was required. Mr. Golembeski offered similar insights to the concern about the Corporate Budget with the expectation of additional funding information in the next few weeks at which time better decisions could be made.

Mr. Golembeski briefly updated members on the on-going communication with DWD about the PY 2019 DWD Coordinated Monitoring Report. Staff continues to express serious concerns about the DWD monitoring process which has become adversarial and counterproductive. After recent discussion with DWD officials, a discouraging communication had been received this week from DWD. Mr. Golembeski will continue to address what he and the staff believe to be unacceptable actions on the part of the state office. LEO members indicated support for Bay Area WDB and staff.

LEO members reviewed the PY 2018 Independent Audit report from Wegner LLC. The audit contained two Findings that need to be addressed, but no questioned costs. The concerns focus on Bay Area WDB contracts containing language that aligns with new federal Uniform Guidance language. The auditor recommendations are:

1. The organization should develop written policies and procedures for subawards to contain all required documentation and for methods to monitor subrecipients.
2. Written procedures for subrecipients that complies with federal standards should be developed and implemented at the Organization. Personnel involved with monitoring subrecipients should receive training on the requirements for pass-through entities and the assignment of responsibilities of those personnel should be reasonable to allow them to monitor subrecipients in accordance with federal requirements.

Staff is implementing those recommendations. Motion to adopt the PY 2018 Wegner audit report was made by Mr. Virlee with a second from Mr. Ragen. Motion was unanimously adopted.

The Bay Area WIOA Local Plan PY 2020-2023 has been out for public review since May 15 and it is due at DWD by June 15, 2020 for their review. This is a WIOA requirement that amends the original 2016 Local Plan. This is the first year that Bay Area and Fox Valley WDBs are required to submit a "Regional Plan," so there is a portion of this document that specifies the collaboration between the two regions. Members had no additional comments about the Bay Area WIOA Local Plan, but one public comment had been received so far. The comment supported the plan to adopt new technology to serve job center customers but asked for a more aggressive implementation timeline. Motion to officially adopt the Local Plan pending

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additional public comment was made by Mr. Ragen with a second from Mr. Klosterman. Motion was unanimously adopted.

At the February LEO meeting, members considered two amendments to the Bay Area Counties Consortium Agreement based on comments in the PY 2019 DWD Coordinated Monitoring Report. The first amendment in Section III. A. and B. eliminated the appointment of non-elected designees to the LEO Board. The second required in Section VI. A. that the LEO Board ensure that new County Chief Elected Officials, whether new county board chairs or county executives, be informed of their responsibilities under WIOA and sign a copy of the Bay Area Counties Consortium Agreement. The LEO Bylaws would also be amended to eliminate the non-elected member appointment at Article I. A. 3. And B. 1. Motion to amend the Agreement and LEO Bylaws as specified was made by Ms. Damp with a second from Ms. Nichols. Mr. Golembeski explained that the current Agreement needed to be renewed by 2021. He will provide a copy of the Agreement to each of the 11 counties for formal action as soon as possible with the hope of having it renewed by January 1, 2021.

The WDB/LEO Agreement was up for its biennial renewal. The Agreement specifies the mutual responsibilities of the LEO Board and Bay Area WDB to meet their responsibilities under WIOA. Bay Area WDB proposed an amendment to the Agreement, adding Section I. E. to specify the responsibilities of Bay Area WDB as Grant Subrecipient/Fiscal Agent. This language aligns with federal Uniform Guidance direction. Motion to renew the Bay Area WDB/LEO Agreement as amended for July 1, 2020 through June 30, 2022 was made by Mr. Streckenbach with a second from Mr. Ragen. Motion was unanimously adopted.

WIOA requires the four “core partners” (Adult/Dislocated Worker/Youth programs, Adult Literacy and Family Education Act, Job Service, and Division of Vocational Rehabilitation) to support job center infrastructure. That is accomplished, together with other job center partner programs, through a Memorandum of Understanding (MOU) and Resource Sharing Agreement (RSA). Bay Area staff and partners have already developed that agreement and executed a document that has been signed by all parties, including Interim LEO Board Chair, Mr. Nelson. LEO Members reviewed the document with no additional comment.

The WDB/LEO Agreement specifies (Section I. B. 4.) that:

In the event of a vacancy of WDB Executive Director, each of the parties, the Board and the WDB, shall appoint at least two members to serve on a search committee to conduct the hiring process. The agreement of each party, the Board and the WDB, must be obtained before a candidate is hired.

Motion to appoint Fran Damp and Cindy Nichols to represent the LEO Board on the Executive Search Committee was made by Mr. Klosterman with a second from Mr. Ragen. Motion was unanimously adopted.

Federal and State Updates

Mr. Golembeski explained that there are two federal bills under consideration to respond to the COVID-19 pandemic. Both contain additional funding for WIOA programs. The HEROES Act was passed by the House but has considerable opposition in the Senate. The “Relaunching America’s Workforce Act” (RAWA) has been introduced in both legislative bodies and is similar to federal legislation adopted during the Great Recession to support WIOA programs exclusively. The federal unemployment subsidy under the CARES Act expires on July 25, so

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Congress will be under pressure to act before that date. There are indications that many furloughed workers throughout the country will become permanently separated from their previous employment later this summer. This will put increasing demand on WIOA Title 1 Dislocated Worker services as well as on other WIOA programs. Bay Area WDB had a waiting list for training funding prior to the pandemic due to reduced WIOA funding. Looking ahead, Mr. Golembeski noted that the demand for workers with IT skills is expected to increase significantly. He is working on a project with NEW IT Alliance, Microsoft, the technical colleges, and other partners to increase access to IT training in the region.

In an indication that permanent layoffs in the region will increase, Bay Area WDB and other partners provided worker orientation sessions at Wigwam Mills in Sheboygan yesterday. About 60 of the 120 affected workers attended and appropriate COVID-19 precautions were observed.

Members also discussed the backlog in claims processing and other problems at the DWD Unemployment Insurance Division. The counties, as well as Bay Area WDB office, are receiving complaints from constituents. There is little that can be done at this time as DWD tries to increase staffing to deal with the volume of cases that need to be reviewed.

The meeting adjourned at 2:35 PM.

The Bay Area Local Elected Officials Board will meet next on Thursday, September 3, 2020 at the Neville Public Museum in Green Bay (unless other arrangements are necessary due to COVID-19) at 1:00 PM.

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