



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

520 N Broadway Ste 320  
Green Bay, WI 54303  
(920) 617-1384  
BayAreaWDB.org

## BAY AREA BOARD OF LOCAL ELECTED OFFICIALS

Thursday, September 2, 2021

1:00 P.M. - 3:00 P.M.

520 N. Broadway Suite 320 Conference Room  
Green Bay, WI 54303

### MINUTES

Present: Troy Streckenbach (Chair, Brown County), Cinde Nichols (Florence), Marvin Klosterman (Shawano), Tom Romdenne (Kewaunee), Richard Virlee (Door), Fran Damp (Sheboygan), John Guarisco (Marinette via phone at 1:18 P.M.)

Absent: Robert Ziegelbauer (Manitowoc), Thomas Nelson (Outagamie), Elmer Ragen (Oconto), Eva Johnson (Menominee)

**I. CALL TO ORDER/ROLL CALL** - Troy Streckenbach (Chair) called the meeting to order at 1:00 P.M. and a quorum was present.

**II. APPROVAL OF MINUTES** – May 6, 2021 (ACTION)  
The Minutes of the May 6, 2021, meeting was unanimously approved with a motion and a second from Fran Damp and Richard Virlee, respectively.

### III. CONSORTIUM BUSINESS

**A. Operational Update** – Matt Valiquette opened with a Board organizational chart indicating staff updates and LEO/Board of Directors as leading the efforts of the Bay Area WDB staff. Also noted was that John Guarisco, Chief Local Elected Official-Marinette (CLEO) will be appointing another elected official from Marinette to take his place on the LEO Board. (As allowable in Bylaws/Consortium Agreement, a CLEO may nominate a designate to the LEO Board, provided that designate holds an elected office and formerly reports back to their respective CLEO and County Board the activities of the Bay Area WDB.

- i. How the COVID-19 Pandemic has impacted the Bay Area WDB and the Northeast Wisconsin Workforce Development System – Valiquette reviewed LEO meeting objectives and confirmed that the LEO Board meets 4x per year and that he is working to make meeting time more efficient with the use of a Consent Agenda (whereby LEOs can review Action items ahead of time to expedite discussion and approval, thereby reducing meeting length.

Job Centers are seeing fewer visitors and the discussion has been, who are our clients and can we better use our resources to serve them more conveniently and efficiently in a virtual environment, putting brick and mortar costs into enhancing accessibility to services and diversifying services themselves. Bay Area WDB currently has Comprehensive Job Centers in Marinette, Green Bay, Sheboygan, and Fox Cities (Menasha); Affiliated Centers in Shawano and Sturgeon Bay; Customer Access Sites at Aurora/Niagara and Oconto; and Specialized Job Centers in Stockbridge-Munsee and Menominee.

A proud partner of the americanjobcenter® network

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

If you need this information in an alternate format or in a different language, contact Matt Valiquette at (920) 327-8732 or via email, [mvaliquette@bayareawdb.org](mailto:mvaliquette@bayareawdb.org). Deaf, hard of hearing or speech impaired callers can reach us through the Wisconsin Relay Service at 7-1-1.

- ii. How the Bay Area WDB is responding to the COVID-19 Pandemic – Valiquette indicated that more virtual options and online processes have been in place. Can foresee requests to expand our IT budget, along with minimizing costs in areas the public is less likely to access. It is evident that we have been unable to reach or provide services to potential clients in norther, remote or otherwise rural areas due to limited broadband/internet access and in some cases, technical illiteracy.
- iii. PY20 DWD Monitoring Report Status – Monitoring results are more positive in comparison to previous years, in large part due to knowledge and diligence of staff members. Of note in the current monitoring, 16 Findings and \$2400 in disallowable costs which were settled, with corrective action responses being sent as required for the Findings.

Strategic Planning Task Force – The Task Force will reconvene again before the November LEO meeting to review drafted items for the 2021-2023 Strategic Plan, the formal draft of which will be presented to the Board of Directors at their November 18, 2021, meeting.

One-Stop-Operator Memorandum of Understanding (OSO MOU) – A draft MOU goal will be ready for October 1, 2021, an agreement between job center partners. As the newly awarded administrator of Bay Workforce Development Area #5, it is Bay Area WDB’s responsibility to manager the job center(s) and coordinate operational and expense agreements with job center partners.

**B. Board of Directors Nominations and Re-appointments (ACTION)** – The following Board of Director’s nominees were unanimously approved: Roberta Davis, Managing Director at inVenture North, replacing Robert Pontius formerly of inVenture; Jennifer Short, Marinette County Economic Development and Tourism Director (following approval by the Marinette County Development Board on September 7, 2021); and Bethany Wilde, Division of Unemployment Insurance, Department of Workforce Development, replacing Kim Holms upon her retirement.

**C. Financial Situation Overview**

- i. PY11 – PY16 – PY21 Financial Comparisons - Valiquette shared historical Bay Area WDB programming in 2011 (Programs-4), 2016 (Programs-6), and 2021 (Programs 11). Over the years it has become more important to diversify programs to improve our capacity to provide additional support services (wrap-around services) as many grants are ear-marked for specific expenditures, which does not always assist with other barriers including, housing, transportation, childcare, etc.
- ii. PY21 Corporate Budget Modification (ACTION) – Valiquette presented the remaining three-fourths of the program year budget for approval, noting that the first quarter budget was approved until funding was confirmed for the year and program allocations could be determined. The budget was unanimously approved with a motion and a second from Virlee and Guarisco, respectively.

#### **IV. FEDERAL AND STATE UPDATES**

Lunch and Learns – Staff have visited all counties (except for Brown and Outagamie) to talk with LEOs, Board Directors, Service Providers, Businesses and Partners. These visits were to gather information relative to needs, barriers and concerns which we can address in our forthcoming Strategic Plan. Across the board we learned that there are more employers needing employees, then there are employees available for work. Many that are hired are hired away from other employers, which does not close the gap of workers needed. Barriers to employment were determined to be cost/accessibility of childcare, availability of housing, lack of public transportation, insufficient wages for sustainable living, and as it relates to Covid, earlier retirements and women formerly in the workforce continuing to stay home and parent (again, childcare costs vs. wage).

#### **V. 2021-2022 LEO BOARD MEETING DATES**

Remaining PY21 LEO Board meeting dates area:

- Thursday, November 4, 2021
- Thursday, February 3, 2022
- Thursday, May 5, 2022

Meetings are held from 1:00 to 3:00 P.M. and located at our 520 N. Broadway, Green Bay offices.

LEO Board members calling in will be allowed to vote until further notice and in association with pandemic precautions, although in-person presence is preferred due to the nature of discussions. Board of Director options are being reviewed due to the nature of discussions and large-group audio/visual challenges.

It was noted that an OPEN HOUSE will take place on Tuesday, September 12<sup>th</sup> from 3:00 to 5:30 P.M. to showcase our new offices with a Ribbon Cutting Ceremony and visits by local dignitaries and business representatives. We hope and anticipate a good showing from our CLEOs, LEOs, Board Directors, Partners and Service Providers.

#### **VI. COUNTY ISSUES DISCUSSION** – Discussed in association with item IV. Lunch and Learns

#### **VII. ADJOURNMENT** – The meeting was adjourned with a motion and a second from Fran Damp and Tom Romdenne, respectively.