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Bay Area Workforce Development Board

EXECUTIVE COMMITTEE

MEETING MINUTES

Wednesday, March 16, 2022

Present Chuck Dallas, Cheri Galecke, Dustin Delsman, Tim Beno, Matt Rentmeester, Marcia Christiansen; Matt Valiquette, Nan Macy (staff)

Guests Mike Ruminski, Vickie Patterson, Sarah Klapper, Kate Owens

I. CALL TO ORDER/ROLL CALL – Chairman Chuck Dallas called the meeting to order at 1:01 P.M. A quorum was present.

II. BOARD BUSINESS (Dallas/Valiquette)

A. Approval of Minutes – The minutes of the December 9, 2021 Executive Committee meeting were unanimously approved with a motion and a second from Tim Beno and Dustin Delsman, respectively.

Worker Advancement Initiative (ARPA) Digital Literacy – Digital Literacy program proposals were received from New North, ECEL (Visual Metrics), the Digital Workshop Center, Maxergy Marketing, and gener8tor Management, LLC.

The Proposal Review Committee was comprised of Mike Ruminski (Board Member), Brian Schauf (Board Member), and Kate Owens (Board Regional Business Services). On behalf of the committee, Mike Ruminski, Committee Chair, recommended gener8tor Management to be the Digital Literacy award recipient.

The Digital Literacy contract recommendation of gener8tor Management, LLC, in an amount up to \$400,000.00 was unanimously approved with a motion and a second from Tim Beno and Dustin Delsman, respectively.

B. Worker Advancement Initiative (ARPA) Hidden Talent – The RFP for the *Hidden Talent: Initiatives to Promote and Support an Inclusive Northeast Wisconsin Workforce and Address Labor Shortages* draft was presented with the final to be released within the week. A Bidder's Conference will take place on March 24th with proposals due April 20th. The total award will be approximately \$600K and may be awarded between two or more organizations.

III. OTHER BUSINESS

A. Inactive Board Directors – Review of Board Bylaws Article IV Section 2 (F)(2) states,

A WDB member may be removed by the LEO Board for not attending at least fifty percent of the scheduled meetings each program year.

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Three Board members are out of compliance, and six are within one occurrence of not meeting compliance. Matt Valiquette will speak with the three regarding their intentions to continue representing their area respective areas vs. stepping down before the May LEO meeting at which time terms are reviewed. A reminder of attendance requirements will be given to the Board, in general, at the next Board meeting.

- B. **Talent Acquisition: Program Assistant** – A request to add a full-time, permanent, non-exempt Program Assistant position to the Board staff was requested to support the Program Operations Manager and other program staff as needed. The addition of a Program Assistant position was unanimously approved with a motion and a second from Marcia Christiansen and Cheri Galecke, respectively.
 - C. **WTCS Sponsorship** – The Board is sponsoring the Wisconsin Technical College System Pitch Contest with a \$1,800 donation to go toward 1st-4th Place awards. The event provides an opportunity for two-year college students to showcase a business idea in a contest to earn prize money to launch their ideas. The contest includes students from six Wisconsin technical colleges, including three located in our area; NWTC, LTC, and FVTC.
 - D. **Open Discussion** – The next Board of Directors meeting will take place at UA Local 400 on April 21, 2022. The next LEO Board will meet on May 5, 2022, followed by a May 21st meeting at which time an election of officers will take place.
- IV. **ADJOURNMENT** – The meeting was adjourned at 1:57 P.M. with a motion and a second from Dustin Delsman and Tim Beno, respectively.