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BAY AREA WORKFORCE DEVELOPMENT BOARD OF DIRECTORS

Thursday, October 20, 2022
1:00 P.M. - 3:00 P.M.

Northeast Wisconsin Technical College
2740 W. Mason Street | Green Bay, WI 54307

MEETING MINUTES DRAFT for approval 11/17/22

A networking luncheon was held between 12:00 pm – 12:45 pm.

- Present:** Tim Beno, Paul Carlsen, Amber Collegnon, Tara Carr, Dustin Delsman, Cheryl Detrick, Andy Ford, Cheri Galecke, Steve Heller, Meridith Jaeger, Dan Keyzers, Michelle Lawrie, Guy Meyerhoffer, Mercedes Olson, Matt Rentmeester, Mike Ruminski, Gerald Schomaker, Nicole Tritt, Michael Troyer, Bethany Wilde; Jolene Wilkins. Staff: Mistine Habeck, Sarah Klapper, Nan Macy, Cheryl Neuens, Kate Owens, Vickie Patterson, Maria Rodriguez, Matt Valiquette
- Absent:** Shirley Aviles, Jennifer Bscherer, Elizabeth Burns, Kris Chosa, Ron Christensen, Marcia Christiansen, Chuck Dallas, Ed Kelley, Claudia Krepsky, Heather Martin, Will Robinson, Bruce Russell, Ann Schermetzler, Jennifer Short, Norman Shawanokasic, Myrna Warrington
- Guests:** Brian Pelon, Emily Hein, Aimee Jahnke, Natalie Ehrens, Jessica Lambrecht, Rebecca Deschane

I. CALL TO ORDER / ROLL CALL – The meeting was called to order by Cheri Galecke, Chair, at 1:09 P.M. Roll call confirmed that a quorum was present.

II. WELCOMING REMARKS & INTRODUCTIONS:

- A. Vision - Chair Galecke shared her interpretation of the word “Vision” in acronym format to further assist in focusing on Bay Area WDB’s own Vision Mission statements.

III. BOARD BUSINESS

A. Consent Agenda

1. Board Meeting Minutes from September 1, 2022, meeting were unanimously approved with a motion and a second from Mike Ruminski and Dustin Delsman, respectively.
2. Matt Valiquette, Executive Director, introduced a draft of the Winning with Wisconsin’s Workforce Business Roundtable Series for which individual workforce boards will receive approximately \$20K toward providing quarterly events for employers to discuss challenges, best practices, and other workforce development issues. Regional Business Services Coordinator Kate Owens will take the lead.

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B. Standing Committee Updates

1. Strategic Leadership – Matt Rentmeester, Chair, reported that the committee met on October 6th to further develop actionable strategic plans that can be assigned and measured. The next meeting will be on November 17, 2022.
 2. Finance & H.R. – Tara Carr, Chair, reported that the committee meet before this Board meeting and discussed the transition of staff retirement benefits from SEP to 401(K) effective January 1, 2023. While the committee has most recently been focused on personnel matters, including the Executive Director’s annual review, it will soon take on the review of the financial side of the business to provide greater fiscal understanding and guidance to the Board of Directors.
- C. WIOA Local Plan Review Attestation – With substantive changes, the Board will forego a Local Plan modification for now and until the Strategic Plan is complete as approved with a motion and a second from Matt Rentmeester and Guy Meyerhoffer, respectively.

IV. PROGRAM, OPERATIONS, AND PERFORMANCE

- A. One-Stop Operator Update – Valiquette reported that following COVID, many partner staff members are still working off-site (at home) which poses a challenge when trying to coordinate services. More work is needed on this. Bay Area WDB’s further challenge as the One-Stop Operator is having the responsibility but not the authority to fully manage the one-stop site and partners, i.e. business hours, attendance on-site, etc.
- B. Guest Presentation – Emily Hein from DWD’s Worker Connection Program presented an overview of the program which is currently active in Milwaukee and the Bay Area. The program was launched in January 2022 as part of the Governor’s \$130M workforce investment and will run through 2024. The program provides a team of Career Navigators to work with career seekers to identify their interests and then connect them to resources, training, and in-demand career paths. Additionally, the program partners with organizations and businesses to support their workforce needs.
- C. Program & Performance Updates – A WIOA Title I Program Year 21 performance chart was presented which identifies Bay Area as first in the state for credentials attainment in the Adult Program, third in the state for measurable skills gain, and in the Youth and Young Adult Program, first in median wages and second in credential attainment. It was noted that Bay Area WDB exceeded or met all WIOA performance measures across the board
- D. Worker Advancement Initiative – 39 Total Enrollments
 1. Digital Literacy – Gener8tor’s first twenty-five IT-Help Desk class graduates today and will be helping to place graduates in jobs. Thirteen of the twenty-five will be going on to obtain a higher-level credential.
 2. Hidden Talent – COMSA saw its first CDL graduate of the 13 that are currently enrolled in the program. The team is awaiting notice that a second will graduate today. Participants are co-enrolled in WIOA which assists with the cost of training and additional support services. NEW NORTH is aligning its platform for a November 1st start date to be compatible with what Bay Area WDB requires within the grant award.

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E. Independent Living – Sarah Klapper, Youth & Young Adult Program Manager, provided a “sneak peek” of an awareness video series focusing on youth aging out of foster care. Foundations Health & Wholeness is leading the project which will be a component of foster parent training and awareness in general. Bay Area WDB is supporting this initiative as it too serves youth in and aging out of foster care. There will be four videos within the series, and a “live screen” premiere will take place in early December.

V. **PY22’S Y22 CURRENT FINANCIAL STATUS** - WIOA grant dollars vs expenditures were presented for PY21 along with a review of other program funding which operates within different time frames.

VI. BOARD OF DIRECTORS NEWS AND UPDATES

VII. **ADJOURNMENT** - The meeting was unanimously adjourned at 2:55 P.M. with a motion and a second from Mike Ruminski and Dustin Delsman, respectively.

Next meeting: November 17, 2022, at NWTC, 1:00 p.m.

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