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BAY AREA WORKFORCE DEVELOPMENT BOARD OF DIRECTORS

Thursday, April 20, 2023

MEETING MINUTES

- Present:** Tim Beno, Jennifer Bscherer, Elizabeth Burns, Tara Carr, Ron Christensen, Amber Collegnon, Chuck Dallas, Dustin Delsman, Cheryl Detrick, Cheri Galecke, Meridith Jaeger, Dan Keyzers, Michelle Lawrie, Mercedes Olson, Matt Rentmeester, Will Robinson, Mike Ruminski, Ann Schermetzler, Jennifer Short, Michael Troyer, Myrna Warrington, Bethany Wilde,
- Absent:** Paul Carlsen, Kris Chosa, Marcia Christiansen, Andy Ford, Steve Heller, Ed Kelly, Claudia Krepsky, Guy Meyerhofer, Heather Paul, Bruce Russell, Gerald Schomaker, Norman Shawanokasic, Nicole Tritt, Debra Warga
- Guests:** Jolene Wilkins (DWD-Job Service), Heather Heil (Children’s Museum, Green Bay)

- I. CALL TO ORDER / ROLL CALL** – The meeting was called to order by Cheri Galecke, Chair, at 1:05 P.M at NWTC. Roll call confirmed that a quorum was present.
- II. WELCOMING REMARKS & INTRODUCTIONS** –Cheri Galecke presented an analogy of Spring and the Bay Area WDB both entering a time of “Hope, New Beginnings, and Opportunities”.
- III. BOARD BUSINESS**
 - A. EXECUTIVE DIRECTOR APPOINTMENT** – Cheri Galecke thanked the Executive Search Committee for their work. The Board unanimously approved Vickie Patterson as the new Executive Director with a motion and a second by Michael Troyer and Dustin Delsman, respectively.
 - B. CONSENT AGENDA** – The consent agenda was unanimously approved with a motion and a second by Tara Carr and Matt Rentmeester, respectively. Items included Board Minutes (2/16/23), Executive Committee Minutes (3/03/23 and 3/23/23), Policy Revisions, DWD Coordinated Monitor Close-out letter, and the Independent Financial Audit Report.
- IV. FINANCIAL STATUS** – Mistine Habeck, Controller, introduced a new easier-to-read reporting format for financial statements with a snapshot example. Budget work for PY23 is continuing with progress being made. The Executive Committee will be meeting on May 5, 2023, to review preliminary budgets before reporting to the LEO Board and the Board of Directors.

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V. PROGRAM, OPERATIONS & PERFORMANCE

- A. **TRAINING AND SUPPORT** – Sarah Klapper, Program Director, presented a 5-year training and support trend diagram including costs and participant numbers. As of April 7, 2023, participants being serviced totaled 532 (53 more than last year). While WIOA allocations are reduced each year, the cost of training and support has increased. Bay Area WDB is currently serving more individuals with fewer WIOA dollars than was received in the past 5 years. As a result, a training waitlist is in effect to make sure we have sufficient funding for participants currently enrolled in training.
- B. **PY23-24 AWARDS** – Contracted service providers are on a 3-year cycle. Recommendations for contract extensions will come to the Board at the May meeting. Next year, there will be two Requests for Proposals for PY24 (July 2024 – June 2025).
- C. **OTHER ITEMS** - Bay Area’s PY 22 MOU with One-Stop partners is under review at DWD. Planning will soon begin for the PY23 MOU due July 1, 2023.

VI. BUSINESS SERVICES – Kate Owens, Regional Business Services Coordinator, provided an overview of business services activities including Millerknoll Rapid Response (162 employees), Community Connection event with area Career Navigators and others, a NEW North Microgrant for exploring entrepreneurship, and the Winning with Wisconsin initiative; a promotional collaboration with DWD and the statewide workforce development boards.

VII. OTHER BUSINESS

- A. **LABOR MARKET UPDATE** - Ryan Long, Labor Market Economist with DWD, provided a presentation comparing labor force demographics by state, including unemployment and employment percentages, available jobs, gender and age, and education attainment. As indicated by the data presented, Wisconsin’s workforce remains more engaged than most states. The biggest threat to workforce development is declining participation for those with only a high school education. The biggest opportunity for workforce development is at the high school level, engaging those not planning to pursue higher education or training.
- B. **ANNUAL REPORT UPDATE** – Draft reports were available; printed copies soon.

VIII. BOARD OF DIRECTORS NEWS AND UPDATES

- A. **BOARD OFFICERS** – Officers were elected in May 2022 and serve a 2-year term unless a request to be replaced is received. Cheri Galecke will be reaching out to determine Officer interest for a second year.
- B. **TERM EXPIRATIONS, RENEWALS, AND APPOINTMENTS** - Cheri Galecke and Vickie Patterson will be reaching to Board Directors with a 3-year term ending June 30, 2023. Reappointments will be determined at the May 11, 2023, Local Elected Official’s meeting.

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C. WHAT'S AHEAD

1. Board staff are wanting to pilot upskilling for incumbent workers via employers.
2. What can we offer in short-term training for high school students not pursuing further education?
3. Can we increase business services to better address and meet the needs of employers?
4. Set up budgets to be ahead of costs should we need to shift some resources.
5. Evaluate what we do and what we can do differently for a great benefit and changing technology.

D. MEMBER NEWS – Invitation from guest Heather Heil representing the Children's Museum of Green Bay, to attend a coffee and conversation on April 27th.

E. NEXT MEETING – Thursday, May 18, 2023, at NWTC, 1:00–3:00 P.M.

IX. ADJOURNMENT – The meeting was unanimously adjourned at 2:52 p.m. with a motion and a second by Chuck Dallas and Mike Ruminski, respectively.

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