

Board of Directors Meeting

**Tuesday, May 13, 2020
11:00 a.m. to 1:00 p.m.**

**Conference Call
(224) 501-3412
Access Code: 961828157**

Members Via Phone: Laura Cataldo, Chair; Francis Langer, Chair-Elect; Pam Christenson, Past-Chair; Paul Dietmann; Treasurer; Elizabeth Roddy, Secretary; Kathy Cromey, Margaret Leitinger, Randy Guttenberg, Dave Branson, Melanie Bruins, Marcia Christiansen, Michelle Eilbes, Kevin Gundlach, Michael Hernandez, Lindsay Jones, Chuck Klein, Pam Korth, Alan Langeteig, Joseph Ledger, Barb LeDuc, Ann McNeary, Linda Mingus, Melissa Montey, Charles Poches, Lisa Pollard, David Robinson, Ed White

Staff Via Phone: Seth Lentz, Lameece Tyne, Erin Bechen, Briana Shekels, Chris Ziegel, Alex Maves, Becca Collins, Jeff Westra

Guests Via Phone: Jon Danforth, Julie Enloe, Jason Frey, Tim McCumber, Melissa Sanchez Cruz

Agenda Item 1 – Introductions & Announcements

Cataldo welcomed everyone, called the meeting to order at 11:06 a.m., and noted there was no one registered for public comment.

Agenda Item 2 – Review and Approval of the February 25, 2020 Board Meeting Minutes

Cataldo asked for a motion to approve the minutes of the February 25, 2020 Full Board meeting minutes as presented. White moved to approve and Langeteig offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 – Report of the Executive Committee

Cataldo briefed the Board on the April 30th Executive Committee meeting pertaining to discussions around the financial reports, budgets going into the new plan year, and personnel staff schedules. Cataldo formally introduced the Board to Jeff Westra, Business Services Manager to the WDBSCW staff.

Agenda Item 4 – Presentation, Discussion and Approval of the PY20 WIOA Strategic Plan

Cataldo provided a recap of the strategic planning process which all leads into updates for the PY 2020-2023 Local Plan.

Lentz mentioned the 30-day public review posting of the [PY 2020-2023 Local Plan](#) on the [WDBSCW website](#) and briefed the Board on planning phases. Strategic planning started as of September 2019 and covers the region's economic update. The plan covers a four-year period with a minimum check-in every two years.

Lentz provided an overview of the document covering goals and strategies, industry engagements, industry and sector partnerships, training and participant services, and workforce analysis. The Local Plan identifies regional attributes, challenges, and economic & educational disparities, set with a focus to continued utilization of community-based partners, build our platform to increase services, and address barriers.

Lentz articulated the Career Pathways Framework model utilized in the South Central Wisconsin Talent Development System, the American Job Center and affiliate sites, and the service delivery model for WIOA Adult and Dislocated Worker programs which is based around Career Planners with recruitment, assessment, outreach, programmatic enrollment, career services and classroom-based training, work experience training, on-the-job training, and collaboration with partner programs and community resources. The WIOA Youth programs service delivery model is similar to the Adult & Dislocated Worker programs model with the addition of incorporating the required 14 youth program elements.

Lentz noted the Local Plan details high performance with our Board of Directors remaining engaged in sector strategies, committee structures, and direct input and participation. Federal performance requirements are met and discussed with the Board regularly.

Lentz opened up discussion for feedback and questions on the PY 2020-2023 Local Plan. No questions were presented.

Cataldo requested a motion to approve the PY 2020-2023 Local Plan as presented. Leitinger moved to approve and Ledger offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 5 – Recommendation of the One-Stop Operator, Adult and Dislocated Worker Proposal Review Committee

Cataldo thanked the review committees for their dedication to the review of the 2020 procurements.

Ledger noted the review committee's recommendation for the OSO and gave an overview of the specific requirements. Two bids were received; one from our current One-Stop Operator, Employment and Training Association (EATA); and one from Kaiser Group Inc. dba Dynamic Workforce Solutions, LLC, the latter of which operates as a One-Stop Operator (OSO) within another workforce development area. Ledger noted the recommendation for the OSO be given to EATA with specific contingencies based around the position and a recommendation to centrally-located within the Dane County Job Center.

Cataldo asked for a motion to approve the OSO Recommendation as presented. Langeteig moved to approve and Woodhouse offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Ledger moved into the Adult & Dislocated Worker Recommendation for the delivery for career services. Two bids were received, one from EATA for Dane and Sauk Counties, and one from Opportunities Inc for Jefferson County. Both proposals are in-line with the proposed model and our geographical areas.

Cataldo asked for a motion to approve the EATA (Dane and North) Adult & Dislocated Worker Recommendation as presented. Leitinger moved to approve and McNeary offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Cataldo asked for a motion to approve the Opportunities Inc (East) Adult & Dislocated Worker Recommendation as presented. Christenson moved to approve and Leitinger offered the second. No discussion followed on this motion. LeDuc abstained. The vote was unanimous in favor of the motion.

Agenda Item 6 – Recommendation of the Youth Proposal Review Committee

Langer moved into the Youth Recommendation. Two bids were received, one from EATA and one from Operation Fresh Start. EATA proposed for the Career Planner position. Competition existed between the proposals relating to the support staff position. OFS held a stronger proposal to use the support staff position as a Resource Specialist. The recommendation represents a continuation of the current staffing model.

Cataldo asked for a motion to approve the EATA Youth Recommendation as presented. Ledger moved to approve and Langer offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Langer summarized the provisions and specifics of the recommendation to incorporate into the OFS contract.

Cataldo asked for a motion to approve the OFS Youth Recommendation as presented. Roddy moved to approve and Eilbes offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Lentz provided the Board with detail on the DWD monitoring performed in January 2020. Civil Rights EO practices performed were recognized as a positive practice. One-Stop Operator implementation, outreach, and partnerships were recognized as areas of strengths. Areas of concern were in regards to participant data reporting. Findings consists of documentation and reporting requirements. New guidance related to contract language has been received from the state. Staff training has been performed and implementation is forthcoming.

Lentz provided the Board with an update into dislocation activities within the workforce development area. Around 5,000 workers have been impacted from July 1, 2019 to April 2020, most coming in since



March 17th. About 4,400 of those affected were communicated through WARN notices with a significant number coming out of food service and retail. Many companies are not issuing WARN notices as the pandemic conditions allow for exception. Information presented incorporates all notices we've received communication about. Discussions are ongoing with DWD pertaining to recovery strategies and operations.

Leitinger inquired on the impacts of furloughed employees versus the dislocated / laid off.

Lentz noted services provided such as training, may be affected by eligibility in a furloughed capacity. We are actively working with the DWD to sort out this grey area. Recovery funds are still being determined.

Agenda Item 7 – Meeting Adjournment

Cataldo reminded the Board that the next Board of Directors meeting scheduled for Wednesday, September 23rd.

With no additional business for the board, Cataldo asked for a motion to adjourn at 12:06 p.m.

Adjourned: 12:06 p.m.

Respectfully Submitted:

Elizabeth Roddy
Board Secretary
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

- Minutes from February 25, 2020
- PowerPoint Presentation
- Dislocation Activity Handout
- Combined Recommendations Handout
- Financials Ending March 31, 2020

