

Board of Directors Meeting

**Wednesday, May 26, 2021
10:00 a.m. to 12:00 p.m.**

**Workforce Development Board
via Conference Call
(312) 626-6799
Meeting ID: 913 8075 8195**

Members: Laura Cataldo, Chair; Pam Christenson, Past-Chair; Paul Dietmann; Treasurer; Elizabeth Roddy, Secretary; Mel Bruins, Marcia Christiansen, Kevin Gundlach, Randy Guttenberg, Richard Hands, Chuck Klein, Jennifer Klein, Pam Korth, Alan Langeteig, Barb LeDuc, Margaret Leitinger, Ann McNeary, Linda Mingus, Melissa Montey, Nikia Morton, Lisa Pollard, Dave Robinson, Dave Shaw, Calvin White Eagle, Ed White, Bryan Woodhouse

Staff: Seth Lentz, Lameece Tyne, Jackie Hall, Jeff Westra, Chris Ziegel, Becca Collins, Briana Shekels, Alex Maves

Guests: Jen Arzt, Jon Danforth, Julie Enloe, Jason Frey, Amy Pechacek, Melissa Sanchez Cruz

Agenda Item 1 – Introductions & Announcements

Cataldo welcomed everyone, called the meeting to order at 10:03 a.m., and noted there was no one registered for public comment.

Cataldo briefed the Board with membership updates. Michael Hernandez is leaving the board.

Agenda Item 2 – Review and Approval of the February 10, 2021 Board Meeting Minutes

Cataldo asked for a motion to approve the minutes of the February 10, 2021 Full Board meeting minutes as presented. White moved to approve and Morton offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 – Discussion with DWD Secretary

Cataldo provided a brief introduction for the Secretary-designee of the State of Wisconsin's Department of Workforce Development (DWD), Amy Pechacek.

The Secretary-designee briefed Board Members on the current economic environment and upcoming initiatives for DWD.

Agenda Item 4 – Report of the Executive Committee

Cataldo briefed Board Members of agenda items and initiatives covered during the May 11th Executive Committee meeting including grant policy updates.

Agenda Item 5 – Report of the Planning & Development Committee

Leitinger outlined the agenda items and initiatives discussed during the May 4th Planning & Development Committee meeting which covered dislocation reports, outreach activities, grant updates, and state and local state monitoring.

Lentz reflected upon the service metrics and system design for WIOA Adult & Dislocated Worker programs under program year 2020 (July 1, 2020 – June 30, 2021). Local monitoring was conducted virtually and successful with many lessons learned such as the importance of collaborations, alternate locations, schedules, and the increased use of technology. Diversification and braiding of resources is critical for success. Focus for the new year includes pursuing more resources and further aligning and supporting our overall work.

Lentz reported on the federal scorecard detailing the program year progress for WIOA Adult & Dislocated Worker performance as well as the just-in-time scorecard detailing progress for performance that is reported to the Department of Labor.

Cataldo requested further context on measurable skills gains for the WIOA Adult and Dislocated Worker measures.

Lentz iterated the metric is introduced with this program year and is expected to increase substantially as the program year wraps up.

Lentz briefed Members on updates to the regional job centers. As the work search waiver expiration has been accelerated, the timeline for opening up the regional job centers has been moved to the beginning of June.

Leitinger concluded the brief of the last Planning & Development Committee meeting with contract renewals and funding recommendations.

Agenda Item 6 – Report of the Youth Committee

Guttenberg specified the agenda items and initiatives covered during the May 6th Youth Committee meeting involving grant updates, pending proposals, and monitoring for youth programs at the state and local level.

Lentz reported the Independent Living grant has received a significant infusion of resources to support youth aging out of the foster care system or have aged out. The increase of funding allows for direct financial assistance payments to youth that fit the qualifications.

Lentz summarized the service metrics and system design for WIOA Youth programs under program year 2020 as well as the federal scorecard and just-in-time scorecard detailing progress for performance that is reported to the Department of Labor.

Lentz continued with the local monitoring process for WIOA Youth programs and their goal performance similarities to the metrics set for WIOA Adult and Dislocated Worker programs.

Guttenberg concluded the brief of the last Youth Committee meeting with discussion surrounding policy updates.

Agenda Item 7 – Contracting Recommendations

Cataldo articulated the contract renewal process for program year 2021 (July 1, 2021 – June 30, 2022).

Lentz directed Members to the *Position Recommendations Handout* and the *Program Services Recommendation Handout*. Due to an allocation increase, total contracts amounts were increased equal to cost of living at 1.6%.

Employment & Training Association (EATA) - \$94,209

- WIOA Adult, Dislocated Worker, and Youth services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022)
- Contract to serve as the One-Stop Operator (OSO) for the South Central Wisconsin Workforce Development Area

Employment and Training Association (EATA) - \$410,302

- WIOA Adult and Dislocated Worker services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022)
- Conduct Career Planning services to minimally serve 300 Adult and/or Dislocated Workers (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Career Services and Career Planner staff through the Dane and Sauk County Job Centers
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 4 Career Planners in Dane County
 - 2 Career Planners in Sauk County

Note: In the event that additional program resources are received (example: Special Response, WIOA, or other funds with related services), these contractors will be engaged to negotiate the expansion of their contracts to augment the current staffing model.

Opportunities Incorporated (Opp Inc) - \$137,307

- WIOA Adult and Dislocated Worker services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022)
- Conduct Career Planning services to minimally serve 100 Adult and/or Dislocated Workers (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Career Services and Career Planner staff through the Workforce Development Center of Jefferson County
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 2 Career Planners in Jefferson County

Note: In the event that additional program resources are received (example: Special Response, WIOA, or other funds with related services), these contractors will be engaged to negotiate the expansion of their contracts to augment the current staffing model.

Madison College - \$405,200

- WIOA Adult and Dislocated Worker services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022)
- Conduct Career Planning and Training services to minimally serve 203 Adult and/or Dislocated Workers (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Training Navigator staff through the Madison College Campuses
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 2 Training Navigators in Dane County
 - 1 Training Navigator in North
 - 2 Training Navigators in East
 - 1 Support Staff

Note: In the event that additional program resources are received (example: Special Response, WIOA, or other funds with related services), these contractors will be engaged to negotiate the expansion of their contracts to augment the current staffing model.

Moraine Park Technical College - \$71,849

- WIOA Adult, Dislocated Worker, and Youth services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022)
- Conduct Career Planning and Training services to minimally serve 36 Adult and/or Dislocated Workers (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Training Navigator staff through the MPTC Beaver Dam Campus
- Provide staffing consistent with the proposed model which includes:
 - 1 Training Navigators (.75 FTE)

Note: In the event that additional program resources are received (example: Special Response, WIOA, or other funds with related services), these contractors will be engaged to negotiate the expansion of their contracts to augment the current staffing model.

Employment & Training Association (EATA) - \$126,588

- WIOA Out-of-School Youth program services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022).
- Conduct Career Planner services to minimally serve 125 OSY (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Career Services and Career Planner staff through the Dane County Job Center
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 2 Career Planners in Dane County

Operation Fresh Start (OFS) - \$64,123

- Resource Specialist services in Dane County for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022).
- Provide resource referrals to minimally serve 75 OSY
 - 40 WIOA OSY youth participants; 10 IL youth; 25 WIOA registrants served; 30 WIOA participant referrals
 - 270 resource/service referrals
 - 75 Community Outreach Activities
- Provide WIOA Resource Specialist staff through Operation Fresh Start
 - Programmatic data reporting and tracking to be further articulated in contract
- Provide staffing consistent with the proposed model which includes:
 - 1 Resource Specialist

Community Action Council of South Central Wisconsin (CACSCW) - \$56,514

- Career Planner services in Jefferson County for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022).
- Conduct Career Planning services to minimally serve 15 OSY (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Career Services and Career Planner staff in Jefferson County
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 1 Career Planner in Jefferson County

Central Wisconsin Community Action Council (CWCAC) - \$44,068

- Career Planner services in the northern counties for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022).
- Conduct Career Planning services to minimally serve 15 OSY (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Career Services and Career Planner staff in Sauk, Columbia, Marquette, and Dodge
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 1 Career Planner to serve northern counties



Dane County Schools Consortium (DCSC) - \$140,211

- WIOA In-School Youth program services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022).
- Conduct Career Planner services to minimally serve 45 ISY (Including new and continuing program participants) as well as those in follow-up;
- Provide WIOA Career Services and Career Planner staff through the Dane County School Consortium
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 1 Career Planner in Dane County
 - 1 Support Staff

Moraine Park Technical College (MPTC) - \$3,592

- WIOA Out-of-School Youth program services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022).
- Conduct Career Planning and Training services to minimally serve 2 Youth (Including new and continuing program participants) as well as those in follow-up
- Provide WIOA Training Navigator staff through the MPTC Beaver Dam Campus
 - Regional and programmatic development to be clarified in contract
- Provide staffing consistent with the proposed model which includes:
 - 1 Training Navigators (.75 FTE)

Note: Total position funding is \$71,849 with the balance of \$68,257 in included in the Adult and Dislocated Worker funding recommendation.

Employment & Training Association (EATA) - \$143,650

- Windows to Work (W2W) services for the 2021 Program Year (PY21 – July 1, 2021 to June 30, 2022)
- To serve a minimum of 50 new participants (minimum of 20 transfers)
 - Approximately 25 new per institution
- Provide staffing consistent with the proposed model which includes:
 - 2 W2W Coaches

Lentz moved onto the budget projection and provided the breakdown of funding based on service contracts, training strategies, supportive services, system project supports, and respective program populations.

Leitinger inquired on the strategies in place for reopening of the region's job centers.

Lentz mentioned base hours have been established and plans are in place for potential overflow. Staff are finding new strategies regularly to address barriered individuals.

Cataldo requested a motion to approve the recommendations for contract renewals as presented. Guttenberg moved to approve the recommendations as presented. Bruins offered the second. LeDuc abstains. Woodhouse abstains. Pollard abstains. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 8 – Adjournment

Cataldo directed Members to the *2021-22 Tentative Meeting Schedule* handout and noted the next Executive Committee meeting is scheduled for August 26th, the next Planning & Development Committee meeting scheduled for September 7th, the next Youth Committee meeting scheduled for September 9th, and the next Full Board meeting scheduled for September 22th.

With no additional business for the Board, Cataldo made a motion to adjourn at 11:24 a.m.

Adjourned: 11:24 a.m.

Respectfully Submitted:

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

Attachment for Board Records:

- Minutes from February 10, 2021
- Full Board PowerPoint
- March 2021 Dislocation Activity Handout
- Grant Updates & Timeline Handout
- Corporate Budget Handout
- 2021-22 Position Recommendations Handout
- 2021-22 Program Services Recommendation Handout
- 2021-22 Tentative Meeting Schedule
- Financials Ending February 28, 2021

