

Chief Local Elected Officials (CLEO) Meeting

**Vern Gove, Columbia County Board
Joe Parisi, Dane County Executive
Russell Kottke, Dodge County Board Chair
Jim Schroeder, Jefferson County Board Chair
Robert Miller, Marquette County Board Chair
Marty Krueger, Sauk County Board Chair**

**August 22, 2017
8:30 a.m. to 10:30 a.m.**

**Workforce Development Board of South Central Wisconsin
3513 Anderson Street, Suite 104
Madison, WI 53704**

Members Present: Russell Kottke, Chair; Vern Gove, Marty Krueger, Jeff Kostelac, Joe Parisi, and Jim Schroeder

Staff Present: Pat Schramm, Seth Lentz, Erin Bechen

Agenda Item 1 – Welcome & Introductions

Kottke called the meeting to order at 8:32 a.m. and welcomed everyone.

Agenda Item 2 – Review & Approval of the February 16, 2017 Local Elected Officials (LEO) Meeting Minutes

Kottke asked for a motion to approve the minutes of the February 16, 2017 Local Elected Officials meeting as presented. Krueger moved to approve the minutes as presented. Gove offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 – Update on Workforce Innovation and Opportunity Act Requirements

a. Performance Standards for Program Year 2017

Schramm shared the negotiated performance standards for PY17. She noted that last year we accepted these standards and this year we re-accepted them. The handout shows the performance standards as of recent and things look really good.

b. Completed Memorandum of Understanding (MOU) – Accepted by Department of Workforce Development (DWD) on July 1, 2017



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Schramm noted that the Board completed the MOU standard process. This was a 4-5 month process and it was accepted by the DWD on July 1, 2017.

c. Job Center Certification

Schramm directed members to the Job Center Certification checklist for Dane County. She stated that we will need to complete one of these for Jefferson and Sauk in the future.

Schramm explained that this year will be the first monitoring of WIOA. The Department of Labor (DOL) almost always comes to monitor the South Central Board. The big change is that CLEO's are more involved.

Some of the items identified in the checklist include: referral systems in place, career services in place, and front line staff cross training, accessibility (physically and equal opportunity), etc. In addition, she noted that DOL is focusing on our Job Centers being branded "American Job Center."

Some significant continuous improvement strategies place include: customer satisfaction surveys, technical assistance, and professional development opportunities.

We submitted this and we have not received the final acceptance yet.

Agenda Item 4 – Review of Program Year 2017 Budget

Schramm shared that she wants the CLEO's to understand the Board's fund development, money management and how funds are given to us. She noted that we are in Program Year 17 (July 1). We started receiving a smaller amount of funds (average 12% of funds) due to loss of population. In our region, we are number two or three. We have three fund sources – Adult, Dislocated Worker and Youth funds. We are always trying to jockey with Green Bay for allocations of funds. Milwaukee gets 4 times our funds.

She explained that the State of Wisconsin is receiving about an average of 10% less across all of these funds. We started to think about a money management system. In PY16, we raised enough money to be ahead of the game (just under 1 million dollars). In 2013-2014, census data doesn't show an increase in populations until years later. This won't happen again until 2022 – at that point, we may get another bump up.

When the budget goes to the Board in April – we set the funds for contractor operations based on what we have in hand (base money). These will be funds that we know will receive. Throughout the year, we will raise an average of 25-30% additional funds. As we raise new funds, we replace core funds with the money we developed and free up the core funds to carry into the next year to buffer any cuts from the Federal WIOA Funds. Money from the Feds is in 2 year increments. We try to free up core money so we can carry into the next year. We only raise money that relates to the core programming – i.e. reentry



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programs, foster care programs, etc. Any additional funds increases our capacity to provide more services and we are able to apply administrative funds to the corporate budget freeing the Federal funds for the next year. This year we plan to receive another apprenticeship grant, we plan to receive money for the Kraft dislocation as well in-school youth that are DVR eligible. In addition, we are in the state budget for department of corrections money. These new funds will target our reentering offenders and DVR in school youth work.

Agenda Item 5 – Board Appointments

Schramm shared her strategy for filling new Board Member seats for 2018-2020.

Columbia County

Schramm explained that she would like to add two representatives to shadow Howard Teeter and Nancy Elsing who we expect to retire within the next two years. She suggested someone from retail, information or manufacturing. Schramm will work with Vern Gove on identifying two people.

Dane County

Schramm shared that we would like to switch Ryan Pulvermacher from HoChunk Gaming in WI Dells to M3 Insurance in Madison. We would also like to add Margaret Leitenger from Spherion Staffing who has been critical in helping us gain access to employers. In addition, Turina Bakken at Madison College has moved to provost at Madison College so we would like Bryan Woodhouse, who is the Dean of Workforce, to serve. Pat will work with Parisi on these placements.

Dodge County

Schramm noted that we are waiting on a replacement for Matt Hurtienne representing Moraine Park Technical College.

Jefferson

Schramm shared that Associated Builders and Contractors (ABC) has asked us for an appointment. Elizabeth Reddy.

Sauk

Schramm explained that we need a new person for hospitality – would like someone from HoChunk if possible. Also need to replace Lynn Severson with Ed White from the Sauk County Economic Development Corporation.

Regionally the Board would like to have a person from SSM to replace Steve Rush who retired from the WI Hospital Association. Schramm explained that we would like to approach Damion Boatwright as to who he would assign.

The goal is to have appointments set by Sept. 30, 2017 and seat everyone at the November 2, 2017 Annual Meeting.



Agenda Item 6 – Briefing on re-entering offender work and Drug Court engagement.

Schramm shared that we have three things going on around reentering offenders.

- 1) The LEAP contract with Department of Labor was extended. The goal of the LEAP work is to establish “thinking for change” training within the Dane County Jail and establish a Job Center operation within the Dane County jail (supported by Dane County Job Center staff). Staff work with re-entering offenders just prior to and post release. The hope is to replicate this work in other counties – right now it is primarily through the drug courts in Sauk, Dodge and Dane. There are 84 people at Dane County Jail Job Center.
- 2) The Department of Corrections is asking the State Legislature for an increase in our Windows to Work funding to expand the work we are doing at Oakhill Correctional Institution in Fox Lake. The goal is to establish a full time program in both locations.
- 3) The Board has also been prototyping with the Department of Corrections technical skill training prior to release in manufacturing.

Parisi asked if there is any evaluation data. Lentz shared that yes there is. Parisi asked to be involved in any conversations around Huber.

Agenda Item 7 – Briefing on Aging out of Foster Care Efforts

Schramm shared that we received the Independent Living Grant in August of 2016. Schramm shared that we inherited all the seniors that were exiting the foster care program. Our strategy has been to create informed asset building so they are ready for employment/post-secondary education.

One of the difficulty transitions for this program was having staff in place with support service backgrounds such as housing, relationships with mental health, etc. We are in the process of putting into place 3 Resource Specialists (1 – FTE for Dane County/Operation Fresh Start; .5 FTE for the north-Columbia, Dodge, Marquette and Sauk at Central Wisconsin Community Action; .5 FTE for Jefferson and the eastern edge of Dane and Dodge at Community Action Coalition for South Central WI).

Agenda Item 8 – Adjournment

Kottke asked if there was any other issues to discuss. With no other business, Kottke moved to adjourn the meeting.

Adjourned: 9:37 a.m.

Respectfully Submitted:
Brian Pulford
Board Secretary



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Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:
Draft Meeting Minutes
Packet of Information



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