

**Workforce Development Board of South Central Wisconsin, Inc.  
Executive Committee Meeting**

**November 1, 2018  
3:00 p.m. to 3:30 p.m.**

**Conference Call  
Workforce Development Board  
3513 Anderson Street, Suite 104  
Madison, WI 53704**

**Members Present via Conference Call:** Pam Christenson, Chair; Kathy Cromey, Paul Dietmann, Randy Guttenberg, and Brian Pulford

**Staff present:** Pat Schramm, Seth Lentz, Lameece Tyne and Erin Bechen

**Agenda Item 1 – Welcome**

Christenson welcomed everyone and called the meeting to order at 3:00 p.m.

**Agenda Item 2 – Review and Approval of September 13, 2018 Committee Meeting Minutes**

Christenson asked for a motion to approve the minutes of the September 13, 2018 Executive Committee meeting as presented. Guttenberg moved to approve and Dietmann offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

**Agenda Item 3 – Discussion and Approval to transfer Independent Living Dane County Resource Specialist responsibilities for Aging Out of Foster Care Youth to the Workforce Development Board of South Central Staff**

Schramm reported that from September 21 through October 1, 2018, the Board staff made a critical assessment of how the independent living services, especially in Dane County, are working. The Board staff choose this timing window because we were about to experience an interruption in the staffing provided to the Dane County area by our Dane County subcontractor Operation Fresh Start (OFS).

The Board is also completing its second year of Independent Living program operation and has a better grasp of the contract outcomes expected by the State of Wisconsin Department of Children and Family and our Dane County Human Services partner.



Partnerships and pathways for economic growth

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Schramm shared that we initially believed that we could satisfy the Department of Children and Family contracted services with the Resource Specialist contract that we established with OFS. The OFS contracted position was built as a trouble shooter assuming that the aging out of foster care youth would be co-enrolling in WIOA services. However, we are finding that as youth are progressing out of foster care – they are experiencing system fatigue – and that by the time they get to us, they aren't ready to jump into programming. It could be several months before they are willing to enroll in WIOA in-depth programming. The aging out youth could also chose to never participate in our WIOA programs.

Based on better understanding what our interaction with aging out youth is likely to be, we realize that the Board contracts with Operation Fresh Start for the Resource Specialist role is not deep enough programming. To satisfy our contract, we are need to deepen programming.

Schramm explained that to make the recommendation, The Board staff triaged 111 young people who we have in hand. These people have already aged out. We have 13 students enrolled in post-secondary education. The funding we give to Madison College is for Training Navigators. We are recommending leveraging Training Navigators to handle people we haven't touched yet that are in post-secondary education. When they finish, we would like to plug them into a career services academy. We have Chris Ehle who is an outreach specialist in WorkSmart. We would like to give him the names of individuals who are approaching us as adults.

**Recommendation #1:** Transfer the responsibility for providing “Independent Living” transition services to youth aging out of the Foster Care system within Dane County from Operation Fresh Start to the Workforce Development Board of South Central Wisconsin. Approve the hiring of one WDBSCW FTE staff person, supervised by Kim Larson, WDBSCW Youth Programs Manager and Independent Living Care Program Coordinator. The staff position would be titled “Career Planner.” The first priority for the new position would be to provide transition services to young people aging out of foster care to assure they are connected to appropriate services. The WDBSCW Career Planner will work closely with the Madison College Career Services Academy staff, Youth Training Navigator and the WorkSmart System to maximize access to needed training and services for aging out of foster care youth. The position would also staff the South Central WI Independent Living Youth Advisory Council and serve as backup to other Resource Specialists within the South Central region as needed.

Financial request for the PY18 fiscal year (December 1, 2018 through June 30, 2019) = \$42,618. Funds will be provided from the Independent Living supportive service budget.

#### **Agenda Item 4 – Discussion and Approval to Increase Dane County WIOA Resource Specialist (managed by OFS) from .5FTE to 1 FTE**

Schramm shared the second part of the recommendation is to add Workforce Innovation and Opportunity Act (WIOA) money to fill the gap for WIOA services at OFS. There could be up to 200+ young people who may need a Resource Specialist.

**Recommendation #2:** Allocate an additional \$21,878, WIOA Out of School Youth funds to Operation Fresh Start to increase from a .5 to 1 FTE Resource Specialist that supports the WIOA Out of School Youth Program.

Expected service level for PY18 of WIOA enrolled youth is up to 213 youth: 71 youth at Operation Fresh Start, 87 youth with the Madison College Training Navigators and 55 youth with the WorkSmart Network.

Schramm asked for questions.

Schramm shared the Independent Living contract is a \$384,000 per year contract. We need to take good care of the programming. Lentz added that OFS was feeling the strain with this position, as well as our staff. We had discussions with leadership on challenges and options to better operate together. We also had discussion with Employment and Training Association (EATA) and Madison College around engagement of other staff.

**MOTION:** Christenson asked for a motion to approve the two recommendations as presented. Guttenberg moved to approve and Dietmann offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

### **Agenda Item 5 – Adjournment**

With no additional business for the Committee, Christenson asked for a motion to adjourn at 3:23 p.m.

Adjourned: 3:23 p.m.

Respectfully Submitted:

Brian Pulford  
Board Secretary  
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

- Agenda
- Minutes from September 13, 2018
- Recommendation Information and Background