

**Workforce Development Board of South Central Wisconsin, Inc.
Planning and Development Committee Meeting Minutes**

Ed Clarke, Chair; Kathy Cromey, Co-Chair; Pam Christenson, Marcia Christiansen, Turina Bakken, Paul Dietmann, Nancy Elsing, Lindsay Jones, Bob Kellerman, Joe Ledger, Barb LeDuc, Ann McNeary, Dave Phillips, Ryan Pulvermacher, Steven Rush, Lynn Severson, Howard Teeter

**May 17, 2016
11:00 a.m. to 1:00 p.m.**

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

Members Present: Ed Clarke, Chair; Turina Bakken, Kathy Cromey, Marcia Christiansen, Paul Dietmann, Kevin Gundlach, Lindsey Jones, Bob Kellerman, Joe Ledger, Barb LeDuc, Ann McNeary, Dave Phillips, Ryan Pulvermacher, Steven Rush, Lynn Severson

Staff Present: Pat Schramm, Seth Lentz, Jackie Hall, Danica Nilsestuen, Tia Rice

Guests: Jon Danforth, Jason Frey

Agenda Item 1 – Welcome & Introductions

Clarke called the meeting to order at 9:34 a.m. and welcomed everyone.

Agenda Item 2 – Review and Approval of the March 22, 2016 Planning and Development Committee Meeting Minutes

Clarke asked for a motion to approve the minutes of the March 22, 2016 Planning and Development Committee meeting as presented. Christiansen moved to approve the minutes as presented. McNeary offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 – Department of Labor Update

Lentz reported that we hoped to have a Department of Labor update for the meeting but the information was not available to share yet.

Agenda Item 4 – Windows to Work Update and Contract Renewal – Action Item

Lentz shared that the Windows to Work program is an evidence based program model established by the State of Wisconsin Department of Corrections (DOC).

The Workforce Development Board of South Central Wisconsin (WDBSCW) gets a contract annually through Becky Young Community Corrections Recidivism Reduction funds to deliver pre-release services and support the post release services to assist participants in the transition from incarceration to community. The program is in a group format and operated and administered within the Oakhill Correctional Facility for the last four years.

He shared that the DOC utilizes an assessment tool called the COMPASS which is used to evaluate an individual's needs and risk of re-offending. Individuals targeted for the W2W program have been evaluated as a medium to high risk level and are scheduled for release to our six county region. Most work is done in groups and supported in individual engagements. Pre-release training elements primarily focus on cognitive behavioral intervention called Thinking for Change. Thinking for Change is a DOC endorsed evidence based curriculum which is then augmented with work skills preparation, literacy and career planning content.

Post release, a Coach is connected to support transition back to the community and connect individuals to resources, job search activities, etc. We have been working towards furthering the alignment with our WorkSmart network which would bring additional resources, networks, etc.

Clarke asked if we are the only one running the program in the state. Lentz shared that every WDB gets an appropriation from DOC so every area has a program like this but all are structured a little differently.

Bakken asked if the job placement is aimed at any industry. Lentz shared it is general and done on an individual level. There is a lot of education done in the institution. We do use labor market information to help educate participants on what is available in the community.

Kellerman stated that community resources are generally private, not profit. Are they part of the program and knowledgeable about the program? Lentz shared that the Coach works to establish a network with community partners. The responsibility is also to identify the community resources needed to help the individuals. There is also the Community Connections Employment Program (CCEP) which is another DOC program that is working in collaboration with the Coach and targeted at other reentering offender populations. There are resources in the Windows to Work grant to pay for assessments, training and supportive services as needed.

Clarke asked if there are limitations in using churches. Lentz shared that no there are not and we try to utilize the faith based community programs as supports structures as appropriate.

Updates

Program Success

- 31 individuals served this year
- 100% completion rate of winter 2016 class
- 87% (13 of 15) released participants are employed and working full time with an average wage of 14.15 per hour and one is utilizing OJT services
- 1 participant continuing education
- 6 participants co-enrolled in WIOA programs
- Plans to collaborate with other counties to engage more in pre-release services

Lentz shared that we have continued funding from DOC due to good performance (increase enrollment and expenditures).

The contract renewal from the DOC to the WDBSCW is for 5 years (1 year renewal with 4, 1-year extensions). This is very reassuring for us as we are building momentum and this gives us a lot of opportunity.

Recommendation

WDBSCW staff recommends approval of an extension of the current Windows to Work contract with the Employment and Training Association (EATA) for the period of July 1, 2016 to June 30, 2017 in the amount of \$79,250 to serve a minimum of 30 new participants.

Jones asked if there can be more participants. Lentz shared that yes we can serve more if there is adequate volume and interest in the institution, but we are planning on serving a minimum of 30 participants.

Motion: Clarke asked for a motion to approve the recommendation as presented. McNeary moved to approve the recommendation as presented. Jones offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

LEAP Grant – Re-Integration of Ex-Offenders

Lentz shared background information and an overview on the intent of the LEAP grant, which was to take the Windows to Work platform and replicate it at the Dane County Jail. It is a \$500,000 award from the Department of Labor for its Linking to Employment Activities Pre-release (LEAP). The grant operational dates are June 15, 2015 to June 14, 2017 and the goal to outreach to 120 participants over 18 months. The goal is to establish a Job Center within the Dane County Jail and engage inmates into a pre- and post-release program designed to address criminogenic needs and support work readiness skill development. Then support the employment placements and retention.

The partners include: WDBSCW, State of Wisconsin Department of Corrections, Dane County Sheriff's Office, and Dane County Office of Workforce/Economic Development, State of Wisconsin Job Service, Dane County Criminal Justice Council and the State of Wisconsin Department of Vocational Rehabilitation.

McNeary asked about the timeframe as the timing doesn't align completely due to the ramping stage to hire staff. Lentz shared that it has taken longer to hire and train staff than anticipated. Program staff have been hired (Program Director and 2 Coaches). The program has launched their first cohort of 7 participants in February 2016; 5 completed training. Additionally, we have been collaborating with the Windows to Work and Job Center (WorkSmart Network) program staff to offer weekly Job Clubs to support ex-offenders with employment needs post-release

Lentz shared that the partners are preparing to launch the second male cohort scheduled to run in spring 2016. One of the new coaches is a female and is planning to launch an all-female cohort. We are also preparing for a community partner engagement later this summer. We will be seeking to engage other community based organizations to build and reinforce service and resource alignments. Partners to include: Community Corrections Employment Program (CCCEP), Madison Area Urban Ministries (MUM), Nehemiah Center and Probation and Parole.

Clarke asked about the Job Center in the jail. Lentz shared there is a dedicated room that is set up with computers and they use it as a Job Center. We are working with the staff to polish the space with visuals to increase the attractiveness. We want to use this as an opportunity to celebrate the

successes (i.e. graduations, certificate presentations, etc.) as well as celebrate the employment opportunities to help build credibility among others.

Clarke asked about Windows to Work and if it helps reduce recidivism. Lentz shared that DOC does have submitted data and the Board may be able to get the impact to our area. At a statewide level, the rate was lower for our area than the state and we are working with a medium to high risk population. He asked how long the follow up is post release. Lentz shared that we follow them one year post release.

Schramm shared that one of the goals of the LEAP grant is to reduce recidivism. We have a third party evaluation and will have data to support.

Agenda Item 5 – Department of Corrections Pilot Project

Lentz shared that the pilot is a collaboration with the Department of Corrections and Madison College to provide customized training for inmates from Thompson and Oregon Correctional Centers. The pilot is a 12 week industrial maintenance academy delivered by Madison College faculty to 15 inmates in secured space at Madison College. The training runs from 3:45 to 9:45 p.m. Monday through Friday.

The opportunity helps build an alternate pipeline of entry-level industrial maintenance workers. This is an innovative way to up-skill inmates pre-release with skills to find high-demand employment in the industry.

Lentz noted that both Thompson and Oregon Correctional facilities are work release facilities. Individuals need to earn the right to be in these facilities. Inmates can secure employment in the community and can get transportation assistance to and from work while they complete the sentence.

Lentz shared that the hope is to test the design and relationships and hopefully gain a level of comfort and identify areas for refinement. The intent is to replicate secure cohort trainings in the future and broaden the referral sources – likes LEAP, WIOA, Community Corrections Employment Program, and Windows to Work. This could provide an opportunity to co-fund future training efforts.

Bakken stated that the instructors have shared that they are the most engaged, committed group of individuals to work with. Lentz shared some of the positive testimonials from individuals in the program.

Agenda Item 6 – Adjournment

With no additional business for the committee, Clarke motioned to adjourn at 12:20 p.m.

Adjourned: 12:20 p.m.

Respectfully Submitted:

Laura Cataldo
Board Secretary
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

THIS IS AN OPEN MEETING AND WILL BE HELD IN ACCORDANCE WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS PERTAINING TO OPEN MEETINGS.

Anyone attending this meeting who requires an interpreter, materials in an alternate format, or other accommodations to access this meeting are asked to contact the Workforce Development Board of South Central Wisconsin office at (608) 249-9001 in advance of the meeting so that arrangements may be made. The meeting location is accessible by ADA standards.

Attachments for Committee Members Only:

- March 22, 2016 Planning and Development Committee Meeting Minutes

cc: Joe Parisi, Executive, Dane County
Andy Ross, Columbia County Board LEO Representative
Jim Schroeder, Jefferson County Board
Russell Kottke, Chair, Dodge County Board
Bob Miller, Chair, Marquette County Board
Marty Krueger, Chair, Sauk County Board
Mike Staude, Department of Workforce Development
Workforce Development Board Contractors
Wisconsin State Journal (Public Notice)