



North Central Wisconsin Workforce Development Board

**Executive Committee**

Northcentral Technical College • Center for Business and Industry Building • Room CBI-109  
1000 W Campus Drive • Wausau, WI

**Wednesday, April 12, 2017 • 9:00 AM**

**Minutes**

**Executive Committee Members Present:** Kent Olson, Marcia Christiansen (phone), Ron Zimmerman, Ed Wagner, Ron Skallerud (phone), Joe Kinsella and Matt Murphy

**WDB Staff Present:** Rene Daniels

- 1. Call to Order:** Olson called the meeting to order. The agenda was approved by Zimmerman and seconded by Wagner as presented. Motion carried.
- 2. Approve minutes of March 15, 2017** – Kinsella made a motion, it was seconded by Zimmerman to approve the minutes from March 15, 2017 with the removal of agenda item #8 the ITA approval. Motion carried.
- 3. Review and Approve Treasurer’s Report-**Daniels reviewed the February 2017 financial statements. Wagner made a motion, it was seconded by Kinsella. Motion carried.
- 4. Appoint PY17 OSO Request for Proposal Evaluation Team-** Daniels gave a status report on the new competitive procurement of One-Stop Operator services through a Request for Proposal. Procurement policy requires the selection of an ad hoc evaluation team by the Executive Committee. Members decided to appoint two Board members to that team. Kinsella made a motion recommending several names and directing Daniels to secure two volunteers from that list, seconded by Zimmerman. Christiansen abstained.
- 5. Re-schedule May Executive Committee Meeting-** The May Executive Committee was re-scheduled for May 15, 2017 at 10:00 am to accommodate scheduling conflicts.
- 6. Other Business-**In continued discussion on Board governance issues, members suggested restructuring the Board/Committee format and schedule and expanding Committee membership. In an effort to increase strategic momentum and Board engagement, they proposed increasing the number of Board meetings from four to six, convening Committee meetings prior to Board meetings, including a brief lunch/networking opportunity, and expanding Committee membership to community members. They will refine their proposal at the May Executive Committee meeting and present it to the full Board for consideration in June.
- 7. Move into Closed Session Regarding Personnel Matters According to Wi Stats 19.85 (1)(f)-**Kinsella made a motion, it was seconded by Zimmerman to move into closed session. Motion carried. Roll call vote was taken.

**8. Resume into Open Session-**Wagner made a motion, it was seconded by Zimmerman to move into open session. Motion carried.

**9. Action from Closed Session-** The annual performance of the Executive Director was evaluated by Committee members. Based on that performance review, Skallerud made a motion authorizing a performance bonus to the Executive Director, seconded by Kinsella. Daniels briefly discussed strategic priorities for the upcoming year.

**10. Adjourn-**Kinsella made a motion to adjourn, it was seconded by Zimmerman. Motion carried.

The mission of NCWWDB is to lead, support, and sustain the development and retention of a skilled, competitive workforce which meets the changing needs of regional employers and promotes economic growth in a global economy.

*NCWWDB is an equal opportunity employer and service provider.*