



**NORTH CENTRAL WI WORKFORCE DEVELOPMENT BOARD MEETING
January 26, 2017**

Northcentral Technical College, 1000 W Campus Drive, Wausau, WI 54401
Center for Business and Industry Building
Room CBI 103 & 110

WDB Members Present: Todd Bencke, Marcia Christiansen, Ashley Held (phone), Ronald Karl, Cindy Kiesling (phone), Matthew Murphy, Patty Noland, Kent Olson, Jolene Peet (phone), Ron Zimmerman, Mark Kramer, Steve Marshall, Kristine Gilmore, James Yach, Tom Felch, Cheryl Kryshak (phone) and DuWayne Swan (phone)

WDB Members Absent: Kathy Drenkler, Bill Michalsen, Dave Eckmann, Lisa Sobczak, Joe Kinsella, Ron Skallerud, Ann Zenk and Andy Thompson

CEO'S Present: Tom Rudolph, Paul Milan, Angi Schreiber, Patty Dreier and Jay Verhulst,

WDB Staff Present: Douajee Vang, John Cokl, Rene Daniels, Jane Spencer, Derek Heikkinen, Ray Rogers, Lisa Hansen, Stephanie Haka and Nicole Rice

Others Present: John Hemming (phone), Toni Van Doren (phone), Gerald Yarie, Ray Woodruff, Lisa Curless, Rebeca Argiro and Sandra Hiebert

- 1. Call to Order:** Olson called the meeting to order at 9:35 A.M.
- 2. Approval of Agenda:** Gilmore made a motion to approve the agenda as presented, it was seconded by Murphy. Motion carried.
- 3. Announcement of Quorum:** There was quorum.
- 4. Approval Of 09/22/2016 WDB Meeting Minutes:** Zimmerman made a motion to approve the minutes as presented, it was seconded by Murphy. Motion carried.
- 5. Announcements from the CEO's:** Rudolph reported that the CEO's met on December 8th, 2016 and approved the minutes from that meeting. They approved the treasurer's report, the audit and two new board members. The CEO's had a discussion on the re-entry services that are being provided in our nine counties. They also got an update on the WIOA funding and the Job Center locations.
- 6. Announcements from the Chair:** Olson welcomed one new board member Tom Felch. He introduced himself to the group. The two new WDB staff introduced themselves, Stephanie Haka, the new Apprenticeship Liaison and Lisa Hansen, the new Windows to Work Re-entry Coach. Sandra Hiebert introduced herself as our new DWD Local Program Liaison and Mitchell Rupp, the new DWD Labor Market Information Economist for our area.

7. **Secretary/Treasurer's Report:** Cokl gave the Secretary/Treasurer's report. He referred members to pages 4-7 in the meeting packet entitled "North Central Wisconsin WDB Statement of Financial Position", and "North Central Wisconsin WDB Statement of Activities", and the page entitled North Central Wisconsin WDB Functional Expense Report" and the chart entitled "North Central Wisconsin WDB Revenue Detail".
8. **Review and Approval of the PY15 Audit:** John Hemming from Wipfli presented a brief Power Point presentation on the audit. Murphy made a motion to approve the PY15 Audit as presented. It was seconded by Kramer. Motion carried

9. COMMITTEE REPORTS

- a. **Strategic Directions:** Zimmerman reported that the committee members agreed upon two strategic priorities. The first strategic priority is to increase the effectiveness of mandatory Academic and Career Planning in high schools. They decided that a "bottom up", rather than "top down" strategy would be most effective to address this priority. The committee decided to target one school district to pilot a comprehensive "grow/retain our own talent" initiative. Based on the enrollment data and availability of other community partners/resources, they tentatively selected the Rhinelander School District. The second strategic priority is to create and implement a targeted marketing strategy plan which will expand community awareness of NCWWDB and embrace social media platforms used by younger workers and jobseekers.
- b. **Talent Pipeline Development:** Van Doren reported that the Pre-Apprenticeship class started today, January 26th 2017, at NTC and has 15 participants. The WAGE\$ grant, is a DWD grant funded by DOL. The board has hired an apprenticeship liaison to run the grant. They would like to create an IT apprenticeship through this funding. Another round of Fast Forward funding is available. It is for the construction field. There are three potential employers interested in writing a grant for the money. The money can be used to upskill their current workforce or for construction training for their employees.
- c. **Executive Committee:** Olson reported that 401k contribution amount has been approved. The committee also discussed the WIOA funding status. The new employee personnel handbook and the revisions to the financial procedure manual were also approved.
- d. **OSO Consortium:** Yach reported that the new Forest County Job Center site, located in Crandon, is staffed by a DVR LTE position now, Keven Mahner. DWD has a Job Service staff person there once a week to provide training for Keven and additional services to job seekers. Yach reported that the Marshfield Job Center will be relocating. They will be moving into the new community center in Marshfield which is the old library. The move will happen in the summer of 2017. The Marathon County Job Center in Wausau received the go ahead from DWD to relocate as well. They are next in line after the Green Bay Job Center relocates. The current lease of the Marathon County Job Center goes through December 31, 2017. Three job fairs will be held this spring: Central Wisconsin Job Fair and Northern Advantage Job Fair both on (April 5th) and Marathon County Job Fair (April 19th).
- e. **Industry Alliance Updated:** Rice reported that CWITA is working with the WAGE\$ grant from DWD in developing an IT apprenticeship. They also have a mentorship program that has 18 mentees. CWITA also has an IT summit scheduled for the fall of 2017. Felch gave an update for CWIMMA. Their steering committee met and discussed the worker shortage that they face now and in the future. They developed their strategic plan for 2017. Olson gave the WATEA update. He mentioned the development of academies and the problem of trained drivers who get their CDL's but are not insurable therefore would like to develop more driver programs.

f. Program Updates: Spencer reported In PY 16, for the period from July 1- December 31, 2016, enrollments were 189 youth, 185 adults, and 135 dislocated workers. Board staff completed PY16 mid-year file reviews for the Youth, Adult and Dislocated Worker programs and will be meeting with Forward Service Corporation and LETC in early February to discuss contractual and program expectations. An application has been submitted to DWD for formal recognition of this ten-credit training as a “Pre-Apprenticeship”. WIOA-contracted staff has recruited 15 participants for this project, which begins on January 26th 2017 and ends in late April 2017. Kiesling reported on recent dislocations in the area. She provided a verbal report to the group in which the following dislocations are happening in our area; The Sisters of St. Joseph’s located in Stevens Point will be laying off staff beginning on March 10th 2017 the layoffs of 25 staff consist of mostly CNA’S and RN’s. Ministry Health has laid off 33 people but were statewide layoffs, mostly medical transcriptionists. Forward Service Corporation has had a small layoff due to loss of contracts. Those people were met with individually.

10. Program Presentations: Ray Woodruff, the Re-entry Employment Coordinator for the Wisconsin Department of Corrections, presented a power point on Re-entry Employment and Training Opportunities to the group. Jane Spencer also presented some information on the Wood County Windows to Work program.

11. Executive Director Report and Board Governance: The Report was on pages 10-12 in the meeting packet. The board governance discussion will be held during the next board meeting.

12. Adjournment: Felch made a motion to adjourn, it was seconded by Yach. Motion carried. The meeting adjourned at 11:43 AM.

Next Meeting: The March 23, 2017 meeting will be held at Northcentral Technical College in Wausau.