



North Central Wisconsin Workforce Development Board

**Executive Committee**

Northcentral Technical College • Center for Business & Industry Building

Room CBI-108 • 1000 W Campus Drive • Wausau

**Thursday, January 9, 2020 • 9:00 AM**

**Minutes**

**Executive Committee Members Present:** Joe Kinsella, Dave Hintz (phone), Ron Zimmerman, Marcia Christiansen, Sandy Bishop (phone) and Matt Murphy

**Executive Committee Members Absent:** None

**Others Present:** John Hemming (phone)

**WDB Staff Present:** Jane Spencer and John Cokl

1. **Call the Meeting to Order** - Kinsella called the meeting to order at 9:00 am.
2. **Announcements, Correspondence and Communications**-Spencer mentioned that DWD has extended the board certification deadline to January 31, 2020. Spencer also stated that staff reviews will begin in February.
3. **Approve Agenda**- Murphy made a motion, seconded by Zimmerman to approve the agenda as presented. Motion carried.
4. **Review and Approve Executive Minutes from November 14, 2019**- Zimmerman made a motion, seconded by Murphy to approve the minutes from November 14, 2019. Motion carried.
5. **Review and Approve WIPFLi Audit**- John Hemming from Wipfli presented a brief power point presentation on the audit. Murphy made a motion to approve the PY18 audit. It was seconded by Christiansen. Motion carried.
6. **Review and Approve NCWWDB's Investment Policy**-Zimmerman made a motion, seconded by Christiansen to approve NCWWDB's Investment Policy with the suggested changes as discussed. Motion carried.
7. **Review and Approve 401(k) Expanded Hardship Distribution Options Amendment**-Murphy made a motion, seconded by Christiansen to approve the 401(k) Expanded Hardship Distribution Options amendment. Motion carried.
8. **Review and Approve Treasurer's Report**- Cokl presented and explained the November 2019 financials for the committee. Murphy made a motion, seconded by Zimmerman to approve the November 2019 financials as presented. Motion carried.
9. **Review and Approve Annual Employer Contribution to the 401(k) Retirement Plan**- Cokl reviewed the 401(k) memo. Murphy made a motion to adopt a 2019 401(k) employer contribution (match) of \$1.15 for every \$1.00 contributed up to 5% of annual salary and a non-elective contribution of 1% of salary regardless of employee contribution for all eligible employees. It was seconded by Zimmerman. Motion carried.
10. **Discussion/Update on DWD Local Monitoring**-Spencer stated that the DWD monitoring is scheduled for February 10-12<sup>th</sup>.

11. **Discussion on Strategic Planning**-Christiansen mentioned that we mainly focus on WIOA but we also are a 501(c)(3) entity. Zimmerman mentioned that we also are a 501(c)(3) and we can utilize the unrestricted funds going forward with the strategic plan.
12. **Discussion/Update on Grant Opportunities** - NCWWDB received the 5<sup>th</sup> year of WAGE\$ grant money. Staff is working on a pre-apprenticeship training in welding with Nicolet Area Technical College with a plan to start in March. Staff also submitted a portion of the Opioid Grant with DWD. Staff will submit a Fast Forward Grant application for teacher recruitment and training. The Fast Forward Grant in Auto Collision is wrapping up. Four individuals will finish in May; three already have jobs. Spencer shared that SEMCO in Merrill closed affecting 141 workers. A Community Response Team meeting was held on January 7<sup>th</sup> and the Rapid Response Team provided a worker meeting and job fair on the 8<sup>th</sup>. The Lifework\$ proposal has been submitted to DVR for summer 2020.
13. **Adjourn**-Murphy made a motion, seconded by Christiansen. Motion carried. The meeting adjourned at 10:30 am.

The next meeting is March 12, 2020

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.*

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