



North Central Wisconsin Workforce Development Board

**CEO Meeting**

Northcentral Technical College • Center for Business and Industry Building • Room CBI 103

1000 W Campus Drive • Wausau, WI

**Friday, February 7, 2020 • 9:30 AM**

**Minutes**

**CEO Members Present:** Tom Tallier (Forest), Dave Hintz (Oneida), Rick Pease (Adams), Joseph Zurfluh (Wood), Jay Verhulst (Vilas) and Sara Guild for Kurt Gibbs (Marathon)

**CEO Members Absent:** Chris Holman (Portage), Bob Lee (Lincoln), and David Solin (Langlade)

**Others Present:** Mindy McCord

**Staff Present:** John Cokl (phone) and Jane Spencer

1. **Call the Meeting to Order** - Hintz called the meeting to order at 9:30 am. There was a quorum.
2. **Announcements, Correspondence and Communications**- There were a discussion about a proxy not being able to vote per current bylaws. They would like to see clarification so there are not quorum issues in the future. Hintz asked for everyone to go around the room and introduce themselves.
3. **Approval of Agenda**- Verhulst made a motion to approve the agenda as presented, it was seconded by Pease. Motion approved by unanimous voice vote.
4. **Approval of CEO Minutes from January 16, 2020**- Verhulst made a motion to approve the minutes as presented, it was seconded by Pease. Motion approved by unanimous voice vote.
5. **Review of CEO's Role per WIOA Section 107(c)**-Spencer went through the statement in the by-laws that is regarding the role of the CEO's. She went through the handout regarding the CEO's role per WIOA Section 107(c). Spencer will plan to review the roles again after April.
6. **Accept Treasurer's Report and Review Audit Results**- Pease made a motion to accept the treasurer's report as presented, it was seconded by Verhulst. Motion approved by unanimous voice vote. Cokl reviewed the audit results with the group.
7. **Update on Progress of Filling Board Vacancies**-Spencer went through the current vacancies on the board. There has been another vacancy since the last meeting. There are a total of three vacancies - two in private sector business and one for a workforce representative from the Lac du Flambeau Tribe.
8. **Update on the Job Center Memorandum of Understanding & Budget**-Spencer gave an update on the MOU. The deadline was January 31, 2020. DWD added nearly \$33,000 of resource room costs to be shared. The job center partners agreed to share the costs according to customer counts. Spencer sent a letter to DWD by the deadline date with details of the customer count. WWDA also submitted a letter to DWD. The MOU will come back to the CEO's for approval once reviewed by DWD.

9. **2020 Calendar future dates and times-** The March meeting of the CEOs will be by telephone. Future dates and times will be established after the elections in April as there will be new CEOs.

10. **Adjourn-**The meeting adjourned at 10:45 am.

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