



North Central Wisconsin Workforce Development Board

Zoom Meeting
Thursday, June 11, 2020 at 10:00 A.M.–11:30 A.M.

Minutes

WDB Members Present: Todd Bencke, Sandy Bishop, Al Chaney, Marcia Christiansen, Bobbi Damrow, Kathy Drengler, David Eckmann, Paula Erickson, Cindy Kiesling, Joe Kinsella, Matthew Murphy, Patty Noland, Diane Sennholz, Lisa Sobczak, Andy Thompson, Tim Thorsen, and Ron Zimmerman

WDB Members Absent: Tyler Drake, Tom Felch, Paul Herold, Ronald Karl, Mark Kramer, Casey Nye, and Jolene Peet

WDB Staff Present: CJ Tangedal, Rob Golla, Ray Rogers, John Cokl, Nicole Rice, Derek Heikkinen, and Jane Spencer

Others Present: Renee O’Day (phone), Dave Hintz (phone), Ed Wagner, Mitchell Rupp, and Cindy Gretzinger

1. **Call to Order-** Kinsella called the Zoom meeting to order at 10:08 A.M.
2. **Announcement of Quorum-** There was quorum.
3. **Approval of Agenda** – Chaney made a motion to approve the agenda; it was seconded by Thompson. Motion carried.
4. **Approval of Minutes from February 10, 2019** – No Action due to error of date of the minutes from February.
5. **Announcements from the Chief Elected Officials** - Spencer has reached CEO’s, except for two counties. The make-up of the committee is still in progress.
6. **Announcements from the Chair-** Kinsella stated that this is Tim Thorsen’s last meeting and wished him well. It is also Bobbi Damrow’s last meeting as ex officio. Kinsella announced the new CEO’s on the call.
7. **Review and Approval of Treasurer’s Report** – Cokl provided the Treasurer’s report. Members were referred to pages 4-7 in the meeting packet to review the documents. Bishop made a motion to approve the treasurer’s report as presented, it was seconded by Chaney. Motion carried.
8. **Review and Approval of Program Year 2020 Budget** – Cokl referred to the PY20 Assumptions page that was shared on the Zoom screen. Cokl noted the projections of a \$250,000 decline from last year, which is a 10.7% reduction year over year. Murphy made a motion to approve the Program Year 2020 budget; it was seconded by Drengler. Motion carried.

9. **Election and Approval of Board Officers for Chair, Vice-Chair and Secretary/Treasurer** – Kinsella stated the current names on the agenda and opened for recommendations. Hearing none, Christiansen made a motion to approve the slate of officers as presented. The motion was seconded by Bishop. Motion carried.
- Chairman – Joe Kinsella
 - Vice-Chair - Ron Zimmerman
 - Secretary/Treasurer – Matt Murphy
10. **Review and Approval of NCWWDB’s By-Law Revision** – Kinsella reported that the changes being proposed are to change the contact persons named “Rene Daniels” to “Executive Director” on page two of the by-laws. The second proposed change on page eight of the by-laws was making it permissible to have the annual meeting to be conducted virtually given light of the current situation. Spencer stated that the Executive Committee recommended that in-person meetings are preferred, but the option to have virtual meetings at any time be added to the wording. Zimmerman made a motion to approve the NCWWDB’s by-law revision as presented; it was seconded by Erickson. Motion carried.
11. **WIOA Local Plan** – Spencer reviewed the details of the WIOA Local Plan and stated that it is open for review and comment until June 15th. The CEO’s will give it final approval and would like approval from the board as well. Hintz made a motion to approve the WIOA Local Plan; it was seconded by Eckmann. Motion carried.
12. **Contract Renewal for One-Stop Operator – North Central Wisconsin One-Stop Operator Consortium** – Rice reported that the performance of the OSO is evaluated on an annual basis to determine if they are meeting activities and expectations that were in the agreement. Based on the evaluation, the OSO Consortium is meeting the expectations for program year 2019. The Executive Committee recommended approval of renewing the contract for PY20. Murphy made a motion to approve the contract renewal for the one-stop operator; it was seconded by Thompson. Christiansen abstained. Motion carried.
13. **Program Presentation**
- Labor Market Information – Mitchell Rupp presented the unemployment rates reflected by effects from COVID-19.

- Ready. Set. Let's Grow! – Dave Eckmann presented the website, Ready. Let's Grow. The website was built in anticipation of re-opening the economy after the Safer at Home guidelines were lifted. The website will also have resources for businesses in various industry sectors. There are also resources so that consumers will know what to expect when conducting businesses in the future.

14. **Workgroup/Program Summaries -**

- Executive Committee – Kinsella reported that the committee completed the Director's evaluation, and that they will add a member to the Executive Committee. Spencer will identify a person for that.
- Program Updates – Rice reported that the PY20 grant agreements and program expectations are being drafted. Staff is finalizing responses to the DWD monitoring. Rice reviewed the Q3 WIOA performance reports. Kiesling reported on the recent dislocation events. The reports did not include the COVID-related layoffs, although contact was made as they are potentially temporary layoffs. The Eastbay dislocation at the Wausau location is not COVID related. It is a merge with other companies. Kiesling stated that they continue to work on ways to deliver virtual meetings, as necessary. LETC will offer in-person meetings when there is space available to follow social distancing guidelines. Kiesling reported that Verso announced its intent to idle the Wisconsin Rapids paper mill. The definition to "idle" the mill is unclear at this moment.

15. **Partner Reports –**

- OSO – Kiesling reported that OSO met last week to look at the PY20 contract and decided to continue to operate in the consortium model. The chair position will rotate every quarter as to not be a huge burden to one person. The job centers are still closed except for Adams and Marshfield. Both centers are open by appointment only. It is going relatively well. It is a priority to open the Wisconsin Rapids Job Center due to the Verso situation. The larger centers are hoping to open sometime in July. The Marathon County Job Center relocation is still scheduled to take place in August. Acquiring protective equipment and the availability of staff are the biggest issues to settle in getting job centers opened.
- CWITA – Erickson reported that the major focus continues to be the fall conference and education. The conference is scheduled for Oct 3rd as a virtual conference, with registration starting soon. The summer programs with UWSP will continue, but will be virtual formats as well.
- CWIMMA – Heikkinen reported that they had to postpone or cancel a lot of the events for the spring. The scholarship was still able to move ahead. Three students will receive \$4,500 and will attend Mid-State Technical College in the fall. The Heavy Metal Tour is cancelled. The August golf outing is also cancelled. The three summer classes were able to start at NTC and Mid-State.
- WATEA – no report.

16. **Director's Report** – Spencer reported on a couple highlights from the report that was in the packet. The Windows to Work program in Wood and Adams is still active despite the jails being closed to programming due to COVID-19. Golla is keeping the incarcerated participants engaged by sending and receiving curriculum materials through USPS. NCWWDB did collaborate with other workforce boards through WWDA to apply for another reentry grant that would replicate the Windows to Work program into two northern counties. There has been no word on the Opioid Grant. Spencer highlighted the newly created dashboard that was in the packet. Spencer noted that the dashboard is currently a draft, and that it will be used to report the progress on the strategic initiatives. Spencer also noted that the Board meetings are now on a quarterly schedule.

17. **Adjournment** – Hintz made a motion to adjourn the meeting; it was seconded by Chaney. The meeting adjourned at 11:38am.

18. **Next Meeting** – The next meeting will be held September 10th, 2020