



North Central Wisconsin Workforce Development Board

CEO Meeting

CEO Zoom/Telephone Meeting

August 19th, 2021 • 9:30 a.m.

Minutes

CEO Members Present: Craig McEwen (Marathon), David Hintz (Oneida), Ed Wagner (Wood), Al Haga (Portage), Rick Pease (Adams), and Carol Feller-Gottard (Langlade)

CEO Members Absent: Cindy Gretzinger (Forest), and Jay Verhulst (Vilas)

Others Present: None

Staff Present: John Cokl (Zoom), Jane Spencer (Zoom), and CJ Tangedal (Zoom)

1. **Call the Meeting to Order** – Hintz called the meeting to order at 9:30 a.m. There was quorum.
2. **Announcements, Correspondence and Communications** –
3. **Welcome new CEO from Lincoln County** -
4. **Approval of Agenda** - McEwen made a motion to approve the agenda as presented; seconded by Feller-Gottard. Motion approved by unanimous voice vote.
5. **Approval of CEO Minutes from June 17, 2021** – Pease made a motion to approve the minutes from June 17, 2021; seconded by Haga. Motion approved by unanimous voice vote.
6. **Accept Treasurer’s Report** – Cokl reviewed the pages of the financial report that was included in the meeting packet. Wagner made a motion to accept the treasurer’s report as presented; it was seconded by Haga. Motion approved by unanimous voice vote.
7. **Review & Approve Amendments to the Bylaws Approved by Executive Committee** – Spencer reported that the proposal to amend the bylaws for the board to consist of a range of 23 – 27 members with a goal of 25 members. Pease made a motion to approve the amendments to the Bylaws; it was seconded by Hintz. Motion approved by unanimous voice vote.
8. **Election of Officers:** Wagner nominated Hintz for the CEO chair; approved by unanimous voice vote. Pease nominated Wagner for CEO Vice Chair; approved by unanimous voice vote. Wagner nominated Gretzinger for CEO Secretary/Treasurer; approved by unanimous voice vote. Wagner nominated McEwen for Liaison to Executive Committee; approved by unanimous voice vote.
9. **Other Board Updates – Spencer** informed the group that the Marathon County Job Center open house was postponed for one month due to new COVID restrictions. It will now take place on October 6th, 2021. She also updated the group on the Governor’s money invested in workforce development. The Governor set aside \$20 million to go out to workforce board across the state. NCWWDB staff submitted the application asking for \$1 million for the Worker Advancement Initiative. NCWWDB plans to serve 100 people during the two-year timeframe working with the three technical colleges. NCWWDB is planning to provide short term training opportunities in

childcare, healthcare, and construction. There will also be paid work experience and on-the-job training.

10. **CEO Consortium Agreement** – Spencer reported they need to make some changes to the agreement currently in place. DWD is planning to provide additional technical assistance during the next round of monitoring.

11. **Update on Program Year 2021 Job Center Budgets** – Spencer reported that the documents are still in review at DWD. Once the review is complete, it will come back to the CEOs for approval.

12. Discussion on ARPA/Workforce Issues in Each County

- **Marathon County** – McEwen reported they received their first half of the money from the Federal Government. They conducted three public listening sessions to get ideas on how they believe the ARPA funds should be utilized. They are hoping to partner with private companies to expand the broadband to the underserved areas in Marathon County.
- **Wood County**– Wagner reported they are still trying to figure out what is eligible and what isn't for the ARPA funds. They had a broadband initiative going on before the ARPA funds. The county is losing truck drivers, they are offering \$5,000 sign on bonuses.
- **Oneida County**– Hintz reported they solicited ideas from their department heads on how to spend their \$6.9 million in ARPA monies. Broadband is a big concern due to the rural county. They have some water quality issues, short term rentals without following the permit and fee process. Considering using some of the money for non-profits that perform services for Oneida County that were not able to raise normal funds due to COVID. Asking if the money could be used on roads. Help wanted signs are up in most businesses, even manufacturing jobs, plumbers, welders are in short supply.
- **Adams County** – Pease reported last month they spent ARPA funds to add lines to the north and south of Adams, providing about 200 customers with broadband service in each spot. They are waiting for the outcome of that grant; it would be about 90 miles of fiber. They are finishing up with the new addition to the courthouse, it should open in mid-September.
- **Forest County** – No report
- **Portage County** – Haga reported they are still awaiting guidance on how to spend their funds. Every place is hiring and looking for workers. The southern part of the county seems to be the weak spot for broadband.
- **Lincoln County** – No report
- **Vilas County**– No report
- **Langlade County** – Feller-Gottard reported they are seeing lots of people leaving jobs to get different jobs. Hard to find healthcare, construction, and maintenance people.

13. **Adjourn**- Hintz adjourned the meeting at 10:26 am.

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North Central Wisconsin Workforce Development Board

CEO Meeting

CEO Zoom/Telephone Meeting

October 21, 2021 • 9:30 a.m.

Minutes

CEO Members Present: Craig McEwen (Marathon), David Hintz (Oneida), Al Haga (Portage), Rick Pease (Adams), Carol Feller-Gottard (Langlade), Cindy Gretzinger (Forest), and Jay Verhulst (Vilas)

CEO Members Absent: Ed Wagner (Wood)

Others Present: None

Staff Present: John Cokl (Zoom), Nicole Rice (Zoom) Jane Spencer (Zoom), and CJ Tangedal (Zoom)

1. **Call the Meeting to Order** – Hintz called the meeting to order at 9:30 a.m. There was quorum. Gretzinger made a motion to allow Chairman Hintz to adjust the order of items on the agenda; it was seconded by Feller-Gottard. Motion approved by unanimous voice vote.
2. ~~**Approve Member to Run the October 21, 2021 CEO Meeting**~~
3. **Approval of Agenda** -Verhulst made a motion to approve the agenda as presented; seconded by McEwen. Motion approved by unanimous voice vote.
4. **Announcements, Correspondence and Communications** – Spencer welcomed the new Lincoln County designated CEO, Chris Heller. Spencer also announced the Worker Advancement Initiative grant was received.
5. **Approval of CEO Minutes from August 19, 2021** – Haga made a motion to approve the minutes from June 17, 2021; seconded by Verhulst. Motion approved by unanimous voice vote.
6. **Accept Treasurer's Report** – Cokl reviewed the pages of the financial report that was included in the meeting packet. Haga made a motion to accept the treasurer's report as presented; it was seconded by Verhulst. Motion approved by unanimous voice vote.
7. **Review & Approve the Job Center MOU and Budgets for Program Year 2021** – Rice presented the Job Center MOU and Budgets for PY21 that was included in the packet. Haga made a motion to approve the Job Center MOU and Budgets for PY21; it was seconded by Hintz. Motion approved by unanimous voice vote.
8. **Adjourn-** Gretzinger made a motion to adjourn; it was seconded by Fellar-Gottard. Hintz adjourned the meeting at 9:47 am.

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North Central Wisconsin Workforce Development Board

CEO Meeting

CEO Zoom/Telephone Meeting

December 16, 2021 • 9:30 a.m.

Minutes

CEO Members Present: David Hintz (Oneida), Al Haga (Portage), Rick Pease (Adams), Ed Wagner (Wood), and Jay Verhulst (Vilas)

CEO Members Absent: Craig McEwen (Marathon), Chris Heller (Lincoln), Carol Feller-Gottard (Langlade), and Cindy Gretzinger (Forest),

Others Present: Bill Clendenning

Staff Present: John Cokl (Zoom), Jane Spencer (Zoom), and CJ Tangedal (Zoom)

1. **Call the Meeting to Order** – Hintz called the meeting to order at 9:35 a.m.
2. **Announcements, Correspondence and Communications** – Hintz thanked everyone for attending despite the difficult weather.
3. **Approve Agenda** – Verhulst made a motion to approve the agenda as presented; it was seconded by Wagner. Motion approved by unanimous voice vote.
4. **Approval of CEO Minutes from October 21, 2021** – Verhulst made a motion to approve the minutes from October 21, 2021; it was seconded by Pease. Motion approved by unanimous voice vote.
5. **Accept Treasurer’s Report** – Cokl reviewed the pages of the financial report that was included in the meeting packet. Verhulst made a motion to accept the treasurer’s report as presented; it was seconded by Haga. Motion approved by unanimous voice vote.
6. **Review and Recommend Resolution for Disallowed Costs in CEO Agreement-** Spencer reviewed the section of the current CEO Agreement that addresses disallowed costs. In the current agreement, there is one sentence that needs to be removed per the governance training held in spring 2021. Under the WIOA legislation, the counties are liable for disallowed costs. The Department of Workforce Development cannot step in to determine the respective liabilities. That specific statement must be removed and replaced with how the counties will resolve liabilities concerning disallowed costs. Several options were discussed. Spencer informed the members that staff will always work with DWD to resolve findings. If the disallowed costs are the responsibility of a contracted provider, staff work with that entity to use non-federal funds. The agreement must outline how the counties will apportion liability when no other resolution exists. There was discussion on the responsibility of the CEOs regarding disallowed costs. Wagner made a motion for Spencer to draft wording that the first bucket of money are funds of the Board, then after that the counties would be liable for a proportional share; it was seconded by Haga. Motion approved by unanimous voice vote.
7. **NCWWDB Updates** – Spencer provided an update on the office move that took place earlier in the week. The office moved into a temporary office inside Inlusa, as the final building will not

be ready till the spring due to construction and supply chain issues. Spencer also reported on the Worker Advancement Initiative. The Board received the funds in November and staff are working to get programming in place. The funds are more flexible than WIOA and will be measured on employment rates.

8. Discussion on Workforce Issues in Each County

- **Marathon** – No report
- **Oneida** – Hintz reported there is still a labor shortage in all jobs, from high paying jobs to lower paying jobs. The area needs to get workforce training for skilled positions such as welders, plumbers, and electricians -all are in short supply. Restaurants are only open three days of week due to staffing. The senior population is growing and more support for that population is needed. The sales tax is still increasing, car dealers are still seeing a shortage.
- **Lincoln** – No report
- **Portage** – Haga reported the Governor visited earlier in the week to announce Mid-State Technical College's award of the Workforce Innovation Grant that will assist with funds for the construction of the new Apprenticeship Center and Agriculture Center. It will include exhibits and a gathering area for students to talk about farming and its importance. McCain's Food is putting on a large addition and possibly hiring 100 more people.
- **Forest** – No report
- **Adams** – Pease reported that the county is having similar issues as others - shortage of workers and cars. They'd like to attract younger people to the area. Someone approached them to buy the county owned landfill, they are discussing on whether to keep it or sell it. Adams County median age is 56 according to the census, so it will be difficult to get industry to come to the area.
- **Langlade** – No report
- **Vilas** – Verhulst reported their biggest issue is bringing broadband to the entire county. There are many townships that have very poor cell and internet service.
- **Wood** – Wagner reported the worker shortage is affecting the county. There is a new buyer for Verso, possibility calling people back. Marshfield Clinic needs all staff - nurses, doctors, and CNA's. Marshfield Clinic is suing the city of Marshfield over a tax issue.

9. Adjourn- Hintz adjourned the meeting at 10:34 am.

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North Central Wisconsin Workforce Development Board

CEO Meeting

Northcentral Technical College • Center for Business and Industry Building • Room CBI 127

1000 W Campus Drive • Wausau, WI

CEO Zoom/Telephone Meeting

February 17, 2022 • 9:30 a.m.

Minutes

CEO Members Present: David Hintz (Oneida), Craig McEwen (Marathon), Carol Feller-Gottard (Langlade), and Cindy Gretzinger (Forest), Rick Pease (Adams), Ed Wagner (Wood), and Jay Verhulst (Vilas)

CEO Members Absent: Chris Heller (Lincoln), Al Haga (Portage)

Others Present: Chris Holman

Staff Present: John Cokl (Zoom), Jane Spencer, and CJ Tangedal

1. **Call the Meeting to Order** – Hintz called the meeting to order at 9:33 a.m.
2. **Announcements, Correspondence and Communications** – Hintz announced this will be a hybrid meeting, with people participating on Zoom as well as in-person.
3. **Approve Agenda** – Verhulst made a motion to approve the agenda as presented; it was seconded by Wagner. Motion approved by unanimous voice vote.
4. **Approval of CEO Minutes from December 16, 2021** – Verhulst made a motion to approve the minutes from December 16, 2021; it was seconded by Pease. Motion approved by unanimous voice vote.
5. **Accept Treasurer's Report** – Cokl reviewed the pages of the financial report that was included in the meeting packet. Wagner made a motion to accept the treasurer's report as presented; it was seconded by Verhulst. Motion approved by unanimous voice vote.
6. **Review and Accept Wipfli LLP Audit Results** – Verhulst made a motion to accept the Wipfli audit results; it was seconded by Wagner. Motion approved by unanimous voice vote.
7. **Review and Recommend Resolution for Disallowed Costs in CEO Agreement**- Spencer presented the sentence that would change, as reflected in the packet. Verhulst made a motion to approve new wording regarding the resolution for disallowed costs in CEO agreement; it was seconded by Holman. Motion approved by unanimous voice vote.
8. **Review Mid-year Monitoring Report on Current Service Providers** – Spencer reviewed the report that was included in the packet that reflects the mid-year monitoring results.
9. **Review and Discuss Competitive Requests for Proposals for Program Year 2022**
 - Workforce Innovation & Opportunity Act
 - One-Stop Operator

Spencer informed the group that this year is a competitive year, the timelines were included in the packet.

10. **Request to Move the April CEO Meeting to May 19, 2022** – Spencer asked the group to approve the date change of the next CEO meeting due to the April 5th elections and the RFP timeline. There was a consensus among the group present to move the meeting to May 19th.
11. **NCWWDB Updates** – Spencer provided an overview of the ongoing grants, such as the Support to Communities, the Rural Healthcare grant, the Windows 2 Work program. Staff is working with the technical colleges on several trainings.
12. **Discussion on Workforce Issues in Each County**
 - **Marathon** – McEwen reported they are continuing to work with the broadband task force. Help wanted signs are still in the area. The new VA clinic in Rothschild is due to open in March. Of the 38 supervisors, 22 are contested seats.
 - **Oneida** – Hintz reported they are doing some broadband expansion. There is still a shortage in the workforce. Inflation is still a large issue.
 - **Lincoln** – No report
 - **Portage** – Holman reported the county board will have six new supervisors and four not running, resulting in nearly half the board to be new. The county granted MSTC \$1.3 of the ARPA allocation for their AMETA project, focusing on underemployment, unemployment, and upskilling in various areas. The county is struggling with inflation and businesses are still struggling with employee retention.
 - **Forest** – Gretzinger reported their restaurants are suffering due to the employee shortage. They are working on getting broadband. Six months ago, they undertook a remodeling project of the courthouse. They are also dealing with a serious drug problem in the county.
 - **Adams** – Pease reported that the county is focusing on career planning project with junior high students. Adams is going to have at least eight board members leave and seven will be contested.
 - **Langlade** – Feller-Gottard reported that half their county board are not running again. They have a lot of entry level jobs in food service available currently. The downtown looks nice, as they've finished Main Street.
 - **Vilas** – Verhulst reported their biggest issue is bringing broadband to the entire county. There are many townships that have very poor cell and internet service.
 - **Wood** – Wagner reported the biggest issue is what will happen to the mill and its ownership. Marshfield Clinic is still in need of medical personnel as there is a large turnover. Marshfield Clinic sued the county over a tax issue.
13. **Adjourn**- Hintz adjourned the meeting at 10:52 am.

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North Central Wisconsin Workforce Development Board

CEO Meeting

Northcentral Technical College • Center for Business and Industry Building • Room CBI 127

1000 W Campus Drive • Wausau, WI

CEO Zoom/Telephone Meeting

May 19, 2022

Minutes

CEO Members Present: Rick Pease (Adams County), Cindy Gretzinger (Forest County), Craig McEwen (Marathon County), Jim Winkler (ZOOM)(Oneida County), and John Hokamp (Wood County)

CEO Members Absent: Ben Pierce (Langlade County), Don Friske (Lincoln County), Al Haga (Portage County), and Gerald Burkett (Vilas County)

Others Present:

Staff Present: John Cokl, Jane Spencer, Brian Kalish and Nicole Rice (Zoom)

1. **Call the Meeting to Order** – Gretzinger called the meeting to order at 10:45am.
2. **Announcements, Correspondence and Communications** – Spencer announced the orientation was not completed and will continue at another time.
3. **Approve Agenda** – McEwen made a motion to approve the agenda; it was seconded by Winkler. Motion carried.
4. **Approval of CEO Minutes from February 17, 2022** - Pease made a motion to approve the CEO Minutes from February 17th, 2022; it was seconded by Winkler. Motion carried.
5. **Accept Treasurer’s Report** – Cokl reviewed the pages of the financial report that were included in the meeting packet. Hokamp made a motion to accept the treasurer’s report as presented; it was seconded by McEwen. Motion carried.
6. **Review and Approve Program Year 2022 draft Budget** – Cokl reviewed the draft budget for Program Year 2022. McEwen made a motion to approve the Program Year 2022 draft budget; it was seconded by Hokamp. Motion carried.
7. **Review and Approve Selection of Providers for Program Year 2022** – Rice reviewed the documents included in the packet, explaining the competitive RFP process. Rice explained the evaluation process of the proposals.
 - Workforce Innovation & Opportunity Act – Youth, Adult, and Dislocated Worker – Pease made a motion to approve the WIOA providers for Program Year 2022; it was seconded by Winkler. Motion carried.
 - One-Stop Operator – Hokamp made a motion to approve the OSO provider for Program Year 2022; it was seconded by McEwen. Motion carried.

8. **Job Center Certification Discussion for Program Year 2022** – Rice reviewed the documents included in the packet that explained the requirements to have a job center. It will be brought back in June for the CEO’s signatures.
9. **Discussions on Next Steps for the CEO Agreement** – Spencer explained the document in the packet and the process that the CEOs will have the oversight of the funds and costs. Some CEOs will have their Corporation Counsel review the documents. It will be on the June agenda to discuss and take action.
10. **NCWWDB Updates** – Spencer updated the group on the office situation, as we will be moving into our permanent office soon.
11. **Discussion on Workforce Issues in Each County**
 - **Marathon** – McEwen reported they have 17 new board members. They are working with the broadband task force. They hired a deputy administrator, who just started yesterday. They are still experiencing employment issues, restaurants and small businesses are really hurting. The new VA Clinic opened on the 16th of May.
 - **Oneida** – Winkler reported they have 10 new board members this year, they are in the process of reorganizing with the new members. They have many new businesses coming to the area, Rhinelander has two new hotels, a larger retailer as well as a Farm and Fleet. They need more employees and more affordable housing and help with childcare. Many people are moving up to the area and staying which is putting extra pressure on the county.
 - **Lincoln** – No Report
 - **Portage** – No Report
 - **Forest** – Gretzinger reported they are having employment issues, the restaurants close late afternoon due to staffing. They have three vacancies on the board they are going to fill.
 - **Adams** – Pease reported the Job Center staff has left. They are going through the process with new board members. At their last meeting, they approved to give MSTC \$100,000 to their manufacturing program. They are trying to keep the 20–40-year-olds in the county for the workforce.
 - **Langlade** – No Report
 - **Vilas** – No Report
 - **Wood** – Hokamp reported they had three new board members to the county board. They are having workforce issues, the paper mills are looking for workers. The health facilities are looking for MPN, RN, and CNAs. Wood county is going to get a new jail, hoping to break ground in September.
12. **Adjourn-** McEwen made a motion to adjourn the meeting; it was seconded by Pease. Meeting adjourned at 12:10pm.

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North Central Wisconsin Workforce Development Board

CEO Meeting

Northcentral Technical College • Center for Business and Industry Building • Room CBI 127
1000 W Campus Drive • Wausau, WI

CEO Zoom/Telephone Meeting

June 16, 2022

Minutes

CEO Members Present: Rick Pease (Zoom)(Adams County), Cindy Gretzinger (Forest County), Craig McEwen (Marathon County), Jim Winkler (Oneida County), and John Hokamp (Wood County)

CEO Members Absent: Ben Pierce (Langlade County), Don Friske (Lincoln County), Al Haga (Portage County), and Gerald Burkett (Vilas County)

Others Present: None

Staff Present: John Cokl (Zoom), Jane Spencer, Nicole Rice, and CJ Tangedal

1. **Call the Meeting to Order** – Gretzinger called the meeting to order at 9:32am
2. **Announcements, Correspondence and Communications** – None noted.
3. **Approve Agenda** – McEwen made a motion to approve the agenda; it was seconded by Winkler. Motion carried.
4. **Approval of CEO Minutes from May 19, 2022** – Hokamp made a motion to approve the minutes from May 19, 2022; it was seconded by Winkler. Motion carried.
5. **Elect CEO Consortium Officers** - Nominations for Chair were solicited from the floor. Winkler make a motion to nominate Cindy Gretzinger as Chair of the CEO's; it was seconded by Pease. Motion approved by unanimous vote. Nominations for Vice-Chair were solicited from the floor. Hokamp made a motion to nominate Jim Winkler for Vice-Chair; it was seconded by McEwen. Motion approved by unanimous vote. Nominations for Secretary/Treasurer were solicited from the floor. Winkler made a motion to nominate Rick Pease for Secretary/Treasurer; it was seconded by McEwen. Motion approved by unanimous vote.
6. **Elect Member to Serve on Executive Committee** – Nominations for Executive Committee Liaison were solicited from the floor. Winkler made a motion to nominate Craig McEwen; it was seconded by Hokamp. Motion approved by unanimous vote.
7. **Approve New Term for Current Board Member** – Winkler made a motion to approve a new term for current board member Matthew Murphy; it was seconded by McEwen. Motion carried.
8. **Accept Treasurer's Report-** McEwen made a motion to approve the treasurer's report as presented by John Cokl; it was seconded by Winkler. Motion carried.

9. **Approve Job Center Certification for Program Year 2022** – Rice reviewed the documents included in the packet. Hokamp made a motion to approve the Job Center Certification for PY22; it was seconded by Pease. Motion carried.
10. **Review and Approve the Job Center draft MOUs and Budgets for Program Year 2022** – Rice reviewed the documents included in the packet. McEwen made a motion to approve the Job Center draft MOUs and Budgets for PY22; it was seconded by Hokamp. Motion carried.
11. **Discussion on Next Steps for the CEO Agreement** – Spencer reviewed the next steps for the CEO agreement and had a discussion with the CEO's on that process. The approved document will be sent out to each County Board Chair through Docusign. Spencer asked the Supervisors to remind their Chairs of this step.
12. **Discussion on Workforce Issues in Each County**
 - **Marathon** – McEwen reported the county is still facing issues with finding workers. North Central Healthcare is recruiting nurses from other countries for the nursing homes. Restaurants are closed certain days due to being short staffed. They are looking to add childcare to their strategic plan as a priority.
 - **Oneida** – Winkler reported that many things haven't changed since last time. They are still looking for affordable housing and looking for people to work since it is a high tourist time of year.
 - **Lincoln** – No Report
 - **Portage** – No Report
 - **Forest** – Gretzinger reported the workforce and housing issues are the same as reported before. The upcoming event is the Brush Run which brings 40,000 people to the county and boosts the local businesses.
 - **Adams** – Pease reported they are having housing challenges due to the high amount of people in poverty. The rent price increases are making it difficult for people to find rental housing. The inflation is causing issues, there is only one grocery store, the food pantry had a line of 350 cars.
 - **Langlade** – No Report
 - **Vilas** – No Report
 - **Wood** – Hokamp reported they had a new Dollar General open in Wisconsin Rapids, there is worry on staffing the new store.
13. **Continue CEO Orientation** – Spencer discussed various topics and responsibilities of the CEO members.
14. **Adjourn**- McEwen made a motion to adjourn the meeting; it was seconded by Hokamp. Meeting adjourned at 10:59am.

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