



NORTH CENTRAL WISCONSIN WORKFORCE DEVELOPMENT BOARD

NCWWDB leads, innovates, and supports the development and retention of a skilled workforce.

Executive Committee Thursday, August 14, 2025 – 9:00 a.m.

Minutes (Approved)

Members Present: Al Chaney, Angela Close (9:48 a.m.), Paul Herold, Jodi Gruhn (9:04 a.m.), and Michael Tautges (9:12 a.m.)

Members Absent: None

WDB Staff Present: Brian Kalish, Ginger Keymer, John Cokl, and Libby Heidmann.

Guests: Mary Walsh, Greenleaf Media

1. **Call the Meeting to Order** - Chaney called the meeting to order at 9:03 a.m. Meeting began with the Treasurer's Report. Approval of minutes and Treasurer's Report tabled until quorum was reached at 9:04 a.m.
2. **Executive Minutes from July 10, 2025** – Gruhn made a motion to approve the July 10 Minutes; it was seconded by Erickson. Motion carried.
3. **Treasurer's Report** – Erickson made a motion to approve the Treasurer's Report; it was seconded by Herold. Motion carried.
4. **Review and Adopt DWD Policies** <https://dwd.wisconsin.gov/wioa/policy/> - Heidmann made a correction to the DWD Policies listed for approval. The correct number for the first policy is Chapter 8.1.1. not Chapter 8.8.1. Chapter 8.1.1. is an UPDATE and not NEW. Chapter 7.1.5 is also an UPDATE and not NEW. Erickson made a motion to adopt the new and updated DWD policies; it was seconded by Herold. Motion carried.
5. **NCWWDB Updates –**
 - **Board Recertification:** Kalish noted that next week, we will ask CEOs to approve two new members to the Board: Kyle Alters, as a labor representative from the Carpenter's Local 310 in Rothschild and Janessa Brickner Ress, part owner of Brickner Family Auto Group in Wausau, as a business representative to the Board. The labor rep would fill our need for Workforce representatives since DWD staff no longer count towards that requirement. DWD has internally approved these two members. Once these members are officially approved by the CEOs, we will be in compliance with DWD standards with over 50% of the Board business representatives, and over 20% of the Board workforce

representatives. Chaney suggested, and Kalish supported, the goal of having a broad list of potential Board nominees available for recruitment. That way we have a group of people to pull from who may meet various requirements and represent various sectors and can fill Board resignations and term completions effectively and efficiently.

- **OSO RFP Response Sent to DWD** – NCWWDB has responded to DWD’s request for proposal (RFP) to run the One Stop Operator (OSO) system that oversees our three-state certified Job Centers. We are awaiting a formal response from the Wisconsin Department of Workforce Development (DWD). Overseeing the OSO involves hosting four meetings a year with Job Center representatives, collecting Job Center surveys twice a year, and hosting a collective training for all Job Center staff. Ultimately, the title of the role would go to Ginger Keymer. Functionally, very little will change as NCWWDB has informally served as the OSO for many years.
- **Job Center MOU Routing for Signatures** – Once all required signatures are gathered via DocuSign the MOU will be completely finalized. Thirteen officials are required to sign the Memorandum of Understanding between the Job Center partners.
- **WAI Grant: Culinary/Welding Wrap Up**
- **September Board Meeting & New Jobs on the Block** – Both will be held Thursday, September 11th in Wausau. Board meeting to take place at the Wausau Branch of Marathon County Public Library. Board members will be invited and encouraged to walk to the New Jobs on the Block event on the 400 Block downtown and see a job fair event in action. We are looking into issuing food vouchers to Board members to use at the Food Trucks servicing the event.
- **Collaboration with Mid State: Hiring Event on September 17**
- **Awards of Excellence on November 12** – The Awards for WIOA grant recipients will be an evening event held in the Commons Atrium, at our Stevens Point offices, from about 5:30-7:00pm. Board members, CEOs, families of the participants, and community partners will be invited to attend. Desire on the part of career planners and our staff to highlight and elevate the awards as its own separate event, apart from our Board Meeting. Light appetizers and soft drinks will be provided.
- **Internal Review of Strategic Plan and Employee Handbook**
- **Rebranding Feedback** –

6. **Adjourn** –The meeting was adjourned at 10:13 a.m.

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