

NWWIB, INC. & NWCEP, INC. EXECUTIVE COMMITTEE MEETING

Monday, May 11, 2009 – 10:00 a.m.

NWCEP, Inc. Administration Office – Ashland, WI

MINUTES

The meeting was called to order by Dan Racette, Co-Chairperson. Roll Call was taken. The members present constitute a quorum.

PRESENT:

LeRoy Forslund
Bambi Patterman
Dan Racette
Doug Finn
Lew Martin
Toby Johnson
Dick Nystrom
Jack Wichita
Walt Jaeger

EXCUSED:

Bill Kacvinsky
Brett Gerber
Peg Kurilla

OTHERS

Mari Kay-Nabozny
Steve Terry
Jennifer Baron
Bill Eskola
Susie Bodoh
Brad Gingras
Marci Pratt
Linda Barnes

For the record, it was noted the public meeting notice was published in two Class A newspapers and aired on eighteen radio stations in the WDA. Sue Bodoh, Business Services Manager, Bill Eskola, CEP Operations Director and Brad Gingras, Youth Services manager were introduced to the Committee.

APPROVAL OF THE 4/13/09, MINUTES

LeRoy Forslund made a motion to accept the 4/13/09, meeting minutes as presented, seconded by Toby Johnson. Vote taken carried unanimously.

NWCEP Stimulus Budget Update

Steve Terry gave a report on the current status of the federal ARRA stimulus funding. He indicated that the Youth program has been very busy. CEP has received 339 requests from employers for eligible summer help and employers have requested over 850 students total. Brad Gingras, CEP Youth Services Manager explained the criteria for selecting employers and youth to participate in the summer

youth program. Steve reported that there are increased enrollments with the Adult and DW programs under the guidelines of the stimulus funding. Steve noted that guidelines require 70% of dollars to be used towards training opportunities.

A letter was distributed from the Milwaukee County WDA to the state DWD highlighting some of the concerns about changing the original intent of the ARRA funding without any explanation, and how this further complicates the process for enrolling participants.

Bambi Pattermann made a motion authorizing the WIB to send a letter to the state DWD and federal elected officials representing our area expressing the concerns with the changes to the ARRA regulations and funding requirements for WDAs. Seconded by Jack Wichita. Vote taken, carried, taken unanimously.

Review Board Meeting Allowance Policy

Steve discussed a draft Board meeting expense policy included in the meeting packet. He indicated that at the last Executive Committee meeting and the last CEP Board meeting, recommendations were made to research other counties and WDAs board meeting allowance and expense policies, which was included in the draft proposal. A suggestion was made to increase the meeting allowance from \$50.00 to \$65.00. A suggestion was made to include receipts from meals, rather than including a general meeting stipend for meals. It was noted that collecting receipts can be very time consuming for staff processing the receipts in regard to the amount of paperwork involved.

Doug Finn made a motion to instruct the CEP and WIB Board members to follow the CEP staff meal reimbursement policy for in and out of state meetings. Seconded by LeRoy Forslund. Vote taken, carried unanimously.

A motion was made by Doug Finn to keep the CEP and WIB Board mileage reimbursement rate the same as the IRS mileage rate. Seconded by Jack Wichita. Vote taken, carried unanimously.

A motion was made by LeRoy Forslund to increase the meeting allowance from \$50 to \$65 per each meeting that takes place in a day. Seconded by Lew Martin. Vote taken, Walt Jaeger opposed. Vote carried.

Doug Finn made a motion to limit the meeting allowance not to exceed two meetings per day. Seconded by Lew Martin. Vote taken, carried unanimously.

A motion was made by LeRoy Forslund to approve paying Board members a meeting allowance on travel days when there is no meeting taking place. Seconded by Jack Wichita. Vote taken, carried unanimously.

A motion was made by Doug Finn to make these meeting policy changes effective on July 1, 2009. Seconded by Dick Nystrom. Vote taken, carried unanimously.

Dislocated Worker Update

Susie Bodoh, CEP Business Services Manager discussed the updated dislocated worker information sheet that gives details about area layoffs. She discussed some of the most recent dislocations. She noted that CEP is staying in touch with these dislocations closely. Steve indicated that CEP will apply for a special response/dislocated worker grant to assist with the recent dislocations. Bill Eskola, CEP Operations Director explained the grant criteria required to be eligible for the grant funding. Bill explained that some of the dislocations are eligible for Trade Adjustment and Assistance (TAA) funding which assists workers by paying for training services.

LeRoy Forslund made a motion to give CEP, Inc. permission to apply for a special response grant to the state of WI Department of Workforce Development to assist with the recent dislocations in the area. Seconded by Jack Wichita. Vote taken, carried unanimously.

Job Center Customer Counts

Jenny Baron discussed the Job Center handout in the Board packet, which is a monthly spreadsheet that tracks how many people are coming into the Job Centers for services. She pointed out the increase in Job Center traffic in those areas where dislocations have taken place.

Job Club & On the Job Training Update

Bill Eskola, CEP Operations Director distributed a handout on the OJT report which tracks how many contracts CEP currently has and the location and wage at which the client is being paid. It was noted that upon completion of their contract duration, the client will receive an increase in wage. He noted an increase in contracts for the month of March. Susie Bodoh further explained how the program works and the criteria involved in enrolling participants.

Update on Sector Strategy Initiative

Mari Kay-Nabozny reported that there has not been any news on the status of the grant that the WIB has applied for to the state of Wisconsin Sector Strategy initiative. The delay reflects that the state is behind on reviewing applications. The grant award is for two \$25,000 proposals to promote and create training opportunities in building and construction sector.

HHS-HRSA Direct Care Worker Grant Update

Linda Barnes, CEP, Inc. Marketing & Public Relations Director distributed a press release that will be going out about the HHS-HRSA grant award that CEP received to provide training and pre-employment services for individuals interested in becoming direct care health workers. CEP received \$150,000 from the Federal office of rural health policy to implement this initiative. If our area is successful in meeting the goals of the grant, the grant will allow for two more years of funding for a total of \$375,000. Susie Bodoh explained how people will be trained and who CEP will serve.

ITA Review/Approval

Jenny Baron distributed and briefly explained the following ITAs that need Board approval to be placed on the state's website for eligible training providers:

1. Criminal Justice – WITC in Rice Lake
2. Barber Cosmetology Supervision – WITC in Rice Lake and WITC
3. Accelerated Supervision Certificate – NTC in Wausau

Toby Johnson made a motion to approve the three ITAs presented. Seconded by Jack Wichita. Vote taken, carried unanimously.

Other Business

A suggestion was made to thank employers in the private sector for allowing their staff to take two days out of their schedule to attend the business conference. It was noted that the conference was well received with many positive comments.

Next Meeting Date and Location

The next meeting date will take place on, June 8, 2009, or at the call of the Chair.

Adjournment

Doug Finn made a motion to adjourn. Seconded by LeRoy Forslund. Vote taken, carried unanimously.

The meeting was adjourned at 11:40 a.m.