

Executive Committee Meeting Minutes

Todd Kearney, Chair, Chair—Audit
Elizabeth Roddy, Chair-Elect, Co-Chair—Youth Committee
Francis Langer, Past Chair
Ann McNeary, Secretary
Paul Dietmann, Treasurer
Pam Christenson, Co-Chair—Planning & Development Committee
Dave Shaw, Co-Chair—Planning & Development Committee
Randy Guttenberg, Co-Chair—Youth Committee
Laura Cataldo, SAGE

Thursday, April 25, 2024
11:00 a.m. to 1:00 p.m.

Workforce Development Board
3513 Anderson Street, Suite 104
Madison, WI 53704

Members Present: Todd Kearney, Elizabeth Roddy, Ann McNeary, Paul Dietmann, Dave Shaw

Staff: Jackie Hall, Becky Kikkert, Seth Lentz, Lameece Tyne, Chris Ziegel

Agenda Item 1 - Welcome

Kearney welcomed everyone and called the meeting to order at 11:03 a.m.

Agenda Item 2 - Review and Approval of the January 18, 2024 Committee Meeting Minutes

Kearney requested a motion to approve the minutes of the January 18, 2024 Executive Committee meeting as presented. Shaw moved to approve and Roddy offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 - Review of Fiscal Report and Discussion

Tyne directed Members to the February 2024 financial statements and provided details relating to several specific program expense figures including: *Printing and Copying* are increasing with a rise in Rapid Response activities, *Dues and Subscriptions* are increasing with web site and project management licenses, *Other Expense* relate to manufacturing events and staff gear purchases.

Kearney inquired on any potential issues or concerns.



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Tyne cited none and stated technology purchases may be incoming before year-end.

Tyne provided an overview of the information contained within the 2022 Form 990 and requested any feedback or questions.

Kearney inquired on increased costs for auditing services provided.

Tyne stated that Wipfli may discontinue their auditing services.

McNeary added the same situation is ongoing with United Way of Dane County.

Kearney requested a motion to approve the 2022 Form 990 as presented. Shaw moved to approve and McNeary offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 4 – Executive Director Updates

Lentz motioned Members to the Dislocation Report handout and spoke on recent Rapid Response initiatives. Sessions are onsite providing presentations and translator services.

Lentz reviewed the Grant Summary handout and specified that staff are determining best practices for visual presentation of the previously requested expenditure information to be included on the report. The Quality jobs, Equity, Strategy, and Training (QUEST) National Dislocated Worker Grant will end in September with possible extension for another year. The State Apprenticeship Expansion (SAE2020) Grant will end on June 30th. The H-1B Rural Healthcare Grant Program will continue for one more year. The Workforce Advancement Initiative (WAI) Grant will end in September. The Highway Construction Workforce Partnership Initiative will end June 30th. Winning with Wisconsin's Workforce Event Series Grant will end in December. The UW Health Career Pathways Expansion Fast Forward Grant has been extended until December 2025. The Department of Corrections (DOC) – Oakhill Correctional Institution Apprenticeship Navigator offering will be ending June 30th.

Kikkert provided Members with updates to the following grant pursuits:

- U.S. Department of Labor (DOL) – Opioid Disaster Recovery Dislocated Worker Grant
 - Requested \$1,162,463 to serve 120 individuals. The grant creates disaster-relief employment as well as to provide employment and training activities, including supportive services, to address economic and workforce impacts related to widespread opioid use, addiction, and overdose.
 - **Submitted**
- U.S. Senator Tammy Baldwin's Congressionally Directed Spending Requests FY24



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- Fiscal Year 2023's budget recently passed in March 2024. The Board's funding request will be focused on increasing apprenticeships for justice-involved individuals; specifically, three Apprenticeship Navigator positions, one with a focus on Youth Apprenticeship, one with a focus on certified Pre-Apprenticeship, and one focused on Registered Apprenticeship.
- **Submitted**
- Wisconsin's Department of Workforce Development (DWD) – 2024-2026 Wisconsin Youth Apprenticeship (YA) Grant
 - Funding for local consortiums to implement and coordinate a YA program via a local consortium steering committee. Discussions are ongoing in relation to program coordination, program strategies, cost sustainability, and budget.
 - **Submitted – announcement expected by July 15th**
- The Families and Workers Fund – Powering Climate & Infrastructure Careers Challenge
 - Budget of \$1.5 million over a 3-year period. The funding will support state and local agencies, education and training providers, communities, small businesses, and workers. Partners will include the City of Madison, Dane County, DWD, MATC, OFS, Centro Hispano, Urban League of Greater Madison, WRTP|Big Step, and the United Way of Dane County.
 - **Submitted, not chosen amongst 430+ applicants**
- U.S. DOL – Apprenticeship Building America, Round 2 grant, a partnership with the Bureau of Apprenticeship Standards
 - A competitive grant with a focus on the healthcare industry. The Board's submission will include partnering with SSM Health, UW Health, and MATC to serve 400 participants at the cost of \$4 million with a focus on career goals such as Registered Nurses, Surgical Nurses, and Respiratory Therapists. The funding will also provide the creation of a Surgical Technician pathway.
 - **Submitted**
- U.S. Economic Development Administration (EDA) – Regional Technology and Innovation Hubs (Tech Hubs) Program
 - BioForward, along with 15 public and private partners, received a \$350,000 planning grant in September 2023 to execute a BioHealth Tech Hub strategy. They will use the grant to validate the state's potential for rapid technology-led economic growth in biohealth, build upon the consortium's comprehensive regional strategy to grow Wisconsin's Tech Hubs, and help create a corresponding implementation plan and a workforce strategy informed by global experts, best practices, and regional stakeholders. EDA will offer an additional grant to make at least 5 of the 31 announced Tech Hubs designated to continue work with awards ranging from \$20 million to \$70 million.
 - **Submitted – announcement expected by July 1st**
- Wisconsin's DWD – Sheridan Wisconsin Additional Assistance and Energizer Manufacturing Inc. Additional Assistance grants have been requested in addition to the previously awarded Dislocation Grant for each entity.



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- U.S. DOL – Pathway Home 4 grant program, designed to begin while participants are still incarcerated and to continue post-release. Submission includes a focus on participants incarcerated within our region or releasing into our region. The request has been submitted for \$350,000 over two-and-a-half years. Training, staff, and supportive services funding will be included.

Lentz spoke on a proposed collaborative 401(k) to be used between all the workforce development boards within the state of Wisconsin. Time and liability savings for the organization is critical. Boards are able to maintain different structures. Fees are similar or less than current offerings to staff.

Kearney requested detail on time and liability savings.

Tyne responded the monthly fee is less than our current 401(k) offering and would require less time from the Board's fiscal department and lessen the current liability.

Lentz added that five Board areas will need to be included for the collaboration to proceed.

Dietmann inquired if only one firm was approached.

Tyne clarified there are three firms that have approached. The value, cost, fee, structure, and responsibility the company provides were more robust than the other two. Targeting July 1st as a start date with a planned announcement at the June 20th Executive Committee meeting.

Lentz highlighted Local Elected Official (LEO) updates include Columbia County with Darren Schroeder replacing Chris Polzer. Joe Parisi is retiring May 3rd. Patrick Miles will be the interim Dane County Executive.

Staff shared a draft letter for consideration that would be sent to Wisconsin Senator's Baldwin and Johnson regarding some proposed workforce legislation that would replace the current WIOA. The letter reflected some concerns regarding proposed language in the legislation.

Kearney commended the idea of specificity as beneficial. Clarification on specific elements and articulating the cause and effect would be more impactful than general high-level talking points.

One topic of concern identified in the letter is the increased training expense threshold to 50%. Shaw asked about the percentage of Title 1 funds spent on training services. Tyne shared the required goal is 35%. The Board strives on reaching the goal for WIOA Dislocated Worker and exceeds the goal for WIOA Adult participants. Participation is dependent on the economic environment. Funding can be lost by not meeting the proposed 50% metric being proposed in the legislation. The organization budgets for the 35% goal metric currently.

Roddy questioned the specific verbiage used.



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Lentz replied skilling up is a focus and many region's workforce development and education industries are concerned.

Shaw expressed that the WIOA program has not been as successful as expected.

Shaw asked if the Wisconsin Workforce Development Association (WWDA) will support sending communication out.

Lentz responded they will not be.

Dietmann inquired if Senator Baldwin has already been approached.

Lentz stated neither Senator has been contacted by the WDBSCW Staff. The intent was to gather feedback and guidance prior to action.

Kearney suggested to edit the letter based on the discussion and request an opportunity to meet and discuss.

Lentz specified DWD's 2023-24 WIOA monitoring has been wrapped up. 2023-24 Board staff's local monitoring is close to being wrapped up. DWD's 2023-24 Worker Advancement Initiative (WAI) monitoring and the Department of Children and Families (DCF) Independent Living grant monitoring are wrapped up. DWD's 2023-24 Quality jobs, Equity, Strategy, and Training (QUEST) monitoring is in process. The Department of Corrections (DOC) monitoring is wrapped up. 2024-25 WIOA monitoring has been shifted to July.

Agenda Item 5 – Closed Session - Personnel Discussions

Kearney requested a motion to enter into closed session to discuss personnel. Roddy made a motion to move the committee into closed session. McNeary offered the second. The vote was unanimous in favor of the motion.

The committee discussed personnel and conducted the Executive Evaluation.

Agenda Item 6 – Return to Open Session

Kearney requested a motion to enter into open session. Dietmann made a motion to move the committee into open session. Roddy offered the second. The vote was unanimous in favor of the motion.

Agenda Item 7 – Discussion and Approval of PY24 WDB Corporate Budget



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Lentz reviewed with the Committee the Corporate Budget Handout.

Kearney asked for a motion to approve the corporate budget as presented. Roddy made a motion to approve the PY24 budget, McNeary offered the second. The vote was unanimous in favor of the motion.

Agenda Item 8 – Update on Activities and Events

With no additional business, Kearney made a motion to adjourn at 12:50 p.m.

Adjourned: 12:50 p.m.

Respectfully Submitted:

Ann McNeary
Board Secretary
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

- Agenda
- Draft Minutes from January 18, 2024
- February 2024 Financials
- 2022 Form 990
- Grants Summary Handout
- Grants in the Works Handout
- Dislocation Activity Handout



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