

Local Elected Officials Meeting Minutes

Christopher Polzer, Columbia County Board Chair
Joe Parisi, Dane County Executive
David Frohling, Dodge County Board Chair
Steven Nass, Jefferson County Board Chair
Kenneth Borzick, Marquette County Board Chair
Timothy McCumber, Sauk County Board Chair

Wednesday, June 22, 2022
8:30 a.m. to 10:00 a.m.

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

Members Present: Christopher Polzer, David Frohling, Timothy McCumber, Joe Parisi

Staff Present: Seth Lentz, Lameece Tyne, Chris Ziegel

Guests Present: Jeff Kostelic

Agenda Item 1 – Welcome & Introductions

Lentz called the meeting to order at 8:32 a.m. and welcomed everyone.

Agenda Item 2 – Review & Approval of the October 27, 2021 Meeting Minutes

Lentz asked for a motion to approve the minutes of the October 27, 2021 Local Elected Officials meeting as presented. McCumber moved to approve the minutes as presented. Parisi offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 3 – Election of Officers

Lentz stated that the Local Elected Officials consortium needs to conduct an election of officers. Kottke served as the Chair and Parisi served as the Vice Chair. Elected Officials were in agreement to elect McCumber as the Chair and Parisi to serve as the Vice Chair.

Agenda Item 4 – Consortium Agreements

Lentz provided detail on the LEO Consortium Agreement updates as part of the Department of Workforce Development's (DWD) annual monitoring process. Recommended language from the



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Department of Labor (DOL) has been incorporated and would require new signatures from Local Elected Officials.

Parisi inquired if the minor amendment requires full county board approval.

Lentz responded that the original resolution empowers the Chair of each County Board to approve these amendments on each Board's behalf and opened the room up for discussion.

Lentz further explained that the Chief Elected Officials Agreement is the establishment of the LEO consortium, and the WDB/CEO Agreement is between the LEOs and the workforce development board to administer resources on each county's behalf.

McCumber request a motion to approve the updated arrangements to the agreements. Frohling moved to approve the updates as presented. Borzick offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Lentz advised the next steps to include collection of signatures and a fully-executed copy to be sent to each LEO.

Agenda Item 5 – WDB and System Updates

Lentz summarized the agenda items discussed at the June 1, 2022 Board of Directors' Meeting which included financials as of March 31, 2022, as well as the budgeted corporate budget for program year 2022 (PY22 = July 1, 2022 – June 30, 2023). The corporate budget remains consistent with prior years.

Lentz detailed the changes to the workforce development board's by-laws as required by DWD, covering Board Member duties, further articulation on technology usage, clarification on allowance for designees or proxy votes, and responsibilities for filling board vacancies. In order to change the by-laws, the changes must be discussed at an initial convening of Board Members, with action to be taken at the proceeding Board of Directors' meeting.

Lentz motioned Officials to the *Grants Summary* handout and provided a brief explanation of the grants administered on behalf of the Board. Apprenticeship grants are heavily invested in by DWD and. The Independent Living grant is provided to the Board on behalf of the Department of Children and Families. The Worker Advancement Initiative grant helps to augment core WIOA funding and fills gaps throughout the region.

Parisi inquired if the Board is involved with the Boys and Girls Club of Dane County (BGCDC) and their project with WRTP/BIG Step.

Lentz mentioned letters of support were made for many organizations in relation to their respective WIG grant submissions. Work has been conducted with Madison College and Madison Metropolitan School District to utilize the space for training under Youth Apprenticeship.



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McCumber requested further details with the project.

Parisi articulated programming contracts and further discussion on how to partner with the facility, in hopes to increase employment within the trades industries.

McCumber requested to be updated on the project as it continues.

Lentz stated the population that BGCDC engages typically include many of the younger population which the Board does not receive grant funding for. With this expansion, discussions are including adult programming.

McCumber highlighted similar introduction programs with offerings to participants engaged in work release programs.

Lentz added the Wisconsin Builders Association is in critical need for residential builders.

Lentz commented that reports on dislocation for our workforce development area can be made available upon request.

Lentz presented to the Officials the Federal Performance Scorecard for WIOA Adult, Dislocated Worker, and Youth programs. The Department of Labor would not hold sanctions against workforce development boards for not meeting certain metrics during the COVID-19 pandemic.

Parisi thanked the Board for their contributions to meeting and exceeding all of the required metrics.

Lentz moved into contract recommendations for PY2022 and specified that the 2022-2026 Council on Workforce Investment (CWI) Strategic Plan has been published and is up for public review. Local guidelines will be released at a later date. Insights from CWI indicate our Board's local strategic plan is in alignment with the state's strategic plan.

Lentz provided an overview of the contractors, contract amounts, programs served, and staff deployment for each contractor by local region.

Lentz detailed PY2022 budget projections for service contracts, training strategies, supportive services, and system project support.

Lentz informed Officials that the Sauk County Job Center will not continue to be a full job center with the removal of DWD's Title III staff.

Lentz noted the Memorandum of Understanding for each of the region's job centers. The 2021-2022 MOUs are still in process with DWD. The Board is awaiting approval prior to moving onto the 2022-2023 MOUs.



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Lentz spoke on Memorandum of Understanding (MOU) updates and the process involving shared costs between One-Stop partners. New guidance for 2022 MOUs has been received and submission deadline is set for July 1st. An Amendment can be submitted in lieu of the full MOU if there are not substantial changes from last year.

Lentz verified that DOL will be onsite in July to monitor grants administered on behalf of the Bureau of Apprenticeship Standards.

Agenda Item 6 – Review and Approval of Workforce Innovation and Opportunity Act Program Elements

- **WIOA Funded Services and Budget**

Lentz presented the WDB budget which has been presented and approved by the WDB Executive Committee and Board of Directors, and outlined the requirement of Local Elected Officials approval for the WIOA budget.

McCumber requested a motion to approve the WIOA budget for PY2022 as presented. Parisi moved to approve the WIOA budget as presented. Frohling offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

Agenda Item 7 – Schedules, Activities, and Events

Lentz motioned Officials to review the *2022-2023 Finalized Meeting Schedule* handout, pointing out that the annual meeting is scheduled for Wednesday, December 7th.

Lentz inquired on meeting frequencies with Officials.

McCumber suggested a presentation of programs at the August Inter-County Coordinator meeting. The meeting is tentatively scheduled for the 3rd Monday in August from 9:30 a.m. to 11:00 a.m.. The next meeting of the Coordinators would happen in October and further detail and follow-up will be made.

Lentz noted the August meeting should work as well as the reconvening in October of the LEOs.

Lentz inquired if there were any other matters to discuss. With no additional business, Lentz moved to adjourn the meeting.

Adjourned: 9:38 a.m.

Respectfully Submitted:



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Pam Christenson
Board Secretary
Workforce Development Board of South Central Wisconsin, Inc.

Attachments for Board Records:

- October 27, 2021 Draft Meeting Minutes
- LEO Meeting PowerPoint
- DRAFT Chief Elected Officials Agreement
- DRAFT WDB/CEO Agreement
- Grants Summary Handout
- Corporate Budget Handout
- March 2022 Financial Statements
- 2022-2023 Finalized Meeting Schedule



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