



THE VOICE OF WISCONSIN'S LOCAL
WORKFORCE DEVELOPMENT BOARDS

Meeting Minutes: April 1, 2009

Location: Department of Workforce Development, 201 E. Washington Ave. (GEF-1), Room F105, Madison, WI 53702.

Association members present: Jerry Hanoski, Bob Borremans, Sally Cutler, Jen Meyer, Don Sykes, Francisco Sanchez, Beth Norris, Pat Schramm, Jim Golembeski

Others present: Michelle St. Clair, WAJTE/WWDA Coordinator; Mari Kay-Nabozny, Workforce Systems Advocate; Department of Workforce Development (DWD) Representatives: Ron Danowski, Gary Denis, Diane Reynolds

Sanchez called the meeting to order at 9:30a.

WAJTE Meeting

1. Approval of Minutes

Cutler motioned to approve the minutes, Borremans seconded. Motion carried.

2. Coordinator's Report

A. Summary of Suggested Actions:

1. Invoices for the 2009 Day at the Capitol to WAJTE Directors were resent.
2. WAJTE Directors will talk about their region's sector strategy applications during agenda item #6.
3. A Youth Summer Program Working Symposium was hosted by MAWIB and DWD on March 5th.
4. Kay-Nabozny has been working with Thomas Nelson's office in drafting legislation to recognize the workforce development boards.
5. WAJTE Directors were to provide Kay-Nabozny with newsletter articles by March 17th for the March WWDA legislative newsletter.
6. On March 10, 2009 WAJTE Directors visited federal representatives from the State of Wisconsin on behalf of WWDA to promote the association's federal legislative agenda. Mari will talk more about the federal legislative visits.
7. The State of Wisconsin may or may not pursue unemployment insurance modernization. At the March 27th CWI meeting, Secretary Gassman indicated that Wisconsin would pursue modernization.
8. Kay-Nabozny will share the youth waiver request.
9. Best gave Congressman Obey a plaque to recognize his efforts to protect and promote workforce development.
10. Per the last WAJTE meeting, St. Clair would draft a letter on behalf of the association to request a clarification on how state partner agencies (e.g. Vet Staff, DVR, and Job Service staff) would coordinate with other Job Center partners, particularly in terms of providing outreach to employers. She sought additional direction. WAJTE Directors agreed that two letters should be sent to the Secretary, one which outlines suggested planning principles and processes; and a

second that specifically requests ARRA money for planning by the workforce development boards (per the March 18, 2009 TEGl from the Department of Labor. Sanchez would also bring up the issue during his meeting with the Secretary).

11. St. Clair contacted DWD to communicate Sanchez's recommendations for WAJTE Directors on DWD's ARRA work groups. She suggested that Directors report on their meetings under agenda item #8.

There was some discussion about the importance of communication about planning efforts, particularly in regards to DWD's ARRA work groups. He indicated that some have been established and some have not. He also commented that DWD work groups can produce minutes.

B. ASSET User Group: WAJTE Highlights:

- Replacing Policy/Reports Staff (Nancy Bryan and Duane Frisch) The AUG feels it is very important the state replace these two vacated positions, both positions are needed for Policy Guidance and reporting help.
- Manage Employment and Follow-up data needs to be made available in the warehouse. These data elements are important for reporting purposes on both a local and state level.
- O-Net Codes Local Policy need to be made on data fields being filled in. (O-Net) codes should be mandatory in the Manage Employment screens. This will allow for better local and state reporting.
- Tessa Update: Worksite agreement and time sheets applications available as a TESSA ad-on, and would greatly reduce time spent producing paperwork for Summer Youth Program and Work Experience participants.

C. Fiscal Report:

St. Clair distributed financial statements, which indicated that association is at 67.47% of its budget. Sanchez reported that staffing and events costs were \$58,000 for last year. He proposed that the association should increase membership dues to \$5,000 for each workforce development area (which is a return to previous costs), in order to pay for the same staffing and events next year. Discussion ensued.

Borremans motioned to increase WWDA/WAJTE membership fees to \$5,000 for the next program year, beginning on July 1, 2009 and to also send a request that DWD provides a substantial increase in investment. Cutler seconded; motion carried.

3. Chair's Report

Sanchez reported on the March 27, 2009 Council on Workforce Investment meeting. In addition, he indicated that he and other WAJTE Directors would be participating in a panel on June 16-17th on how to provide employment and training services to offenders.

4. Legislative Staff Report

Kay-Nabozny provided updates from the March 2009 federal visits. She indicated that thank you letters were sent out on March 20th. She also reported that she received good feedback about the reception. In addition, she reported that Best presented Congressman Obey with a plaque of recognition on behalf of the association. There was some discussion about other legislative endeavors; WAJTE Directors were reminded to please inform, and/or coordinate with Kay-Nabozny.

Kay-Nabozny past out email statistics about the WWDA Legislative newsletter; she reminded WAJTE Directors that the newsletter was an important way to educate legislators about what the boards are doing. She also relayed updates from the association's Day at the Capitol event. In particular, she noted that she has been working with Representative Nelson to draft legislation to recognize the workforce development boards. Unfortunately, draft legislation had been sent to the State Legislative Bureau, but the Legislative Bureau indicated that such legislation in Wisconsin would be unconstitutional because of supremacy clause prohibitions.

Kay-Nabozny presented the possibility of developing a federal legislative newsletter; in particular, it could report on the ARRA Summer Youth Program. A mock-up of the publication was distributed for "Workforce Times;" discussion about metrics followed. It was agreed that the five metrics that reported in this publication would be:

- 1) **Number of ARRA Summer Youth Currently Enrolled:** This number will be cumulative - not the number of new youth enrolled since the data was last reported.
- 2) **Number of Summer Youth Worksites:** This number will be cumulative - not the number of new worksites since the data was last reported. Please count worksites only once (ie. If you have 5 youth at one worksite it only counts as one worksite).
- 3) **Number of Dislocated Workers Served Under WIA Stimulus funds:** This number will be cumulative - not the number of new DWs enrolled since the data was last reported.
- 4) **ARRA Dollars Spent on Summer Youth:** Cumulative dollar figure (total \$ spent since Feb 17th)
- 5) **ARRA Dollars Allocated:** Cumulative dollar figure (total & allocated since Feb. 17th)

5. Association Staffing in PY2009

Based on the decision to increase membership dues to \$5,000 for each workforce development area, the association's budget would allow it to continue with current staffing levels and provide for events in the upcoming year.

Kay-Nabozny and St. Clair suggested that the workforce development boards consider hiring an intern through the summer youth program to collect success stories (video & print).

Sykes motioned for WAJTE Directors to assign staff to gather success stories in each of the seven GROW regions. Cutler seconded; motioned carried.

Hanoski clarified that local areas may not necessarily hire a summer youth but assign existing staff to perform that responsibility.

6. Sector Strategies: Round Robin

Directors reported on what the applications that their respective GROW regions anticipated developing in response to DWD's Wisconsin Sector Initiative. Hanoski commented that the leveraged match requirement might be a stumbling block

7. Pursuit of Statewide Application

The upcoming availability of competitive grants from the US Departments of Labor and Energy was discussed, which was followed by a discussion about the possible pursuit of a statewide application. Kay-Nabozny discussed a utility training program model used in California. Golembeski

commented on a New North Department of Labor grant for utilities technician & nuclear energy. St. Clair asked Denis about the application (relatively) recently submitted to the Department of Energy.

WAJTE Directors identified the following potential statewide applications:

1. Green Sector Training to the U.S. Department of Labor
2. Health Care Application to the U.S. Department of Labor
3. Utility Worker Training to the U.S. Department of Energy.

8. Recovery & Reinvestment Updates were provided under other agenda items.

9. Reports:

There was some discussion again on ARRA work groups.

Denis reported that PY2009 allocations will go back to the regular formula allocation. He will send out an informal allocations once DOL gets the information to the state. It was expected that FY2009 would be funded at same level as 2008; though there may be some changes to Youthbuild & Discretionary funds.

Denis informed WAJTE Directors that there would be a deployment of 50 Employment & Training Specialists (limited term employees at Job Centers throughout the state to provide re-employment services to UI claimants).

There was a brief report on the NGA Policy Academy and the Wisconsin Industry Sector Initiative.

Other Business

There was no other business submitted.

The meeting adjourned at 12:15 and was followed by Job Center updates over lunch.

Respectfully submitted by Michelle St. Clair, WAJTE/WWDA Coordinator