



THE VOICE OF WISCONSIN'S LOCAL
WORKFORCE DEVELOPMENT BOARDS

WAJTE MEETING MINUTES

Date: November 4, 2009

Place: GEF 1 Building, 201 E. Washington Ave., Madison, WI
Room F105

WAJTE Directors Present: John Milisauskas, Susan Koehn, Mark Kessenich, Francisco Sanchez, Cheryl Welch, Jim Golembeski, Sally Cutler, Dick Best, Jerry Hanoski, Pat Schramm, Victoria Harmon for Schramm, and Bob Borremans.

Others Present: James Ehram (CLEO for Western WI), Gary Denis (Department of Workforce Development), Mari Kay-Nabozny (WAJTE/WWDA Staff), and Angela Cummings (WAJTE/WWDA Coordinator).

Called to order 9:37 a.m.

1. Approval of minutes

Motion by Cutler. Second by Milisauskas . No discussion. Motion carried.

2. Chairs report

Secretary Gassman Meeting 11.2.09

WIA Formula Corrections - DWD sent a letter to DOL on Friday, October 30th regarding the WIA funding allocation mistake. James Bond e-mailed a copy of the letter to Directors on 11/2. The State is looking into how the mistake happened and taking steps to fix it. The State has also added 2 board leaders that will sign off on the formula. DWD has a new budget and finance person. Golembeski thanked Dick Best for his persistence in pursuing this question/issue, and for taking the time to closely review the information. Each WDB will receive a letter spelling out if the 'corrective funds' are ARRA or discretionary funds. If they are ARRA, the WDB needs to follow ARRA guidelines. The State expects to send details of the individual grants this week (week of 11/2).

Relationship with Technical Colleges - DWD is asking the Joyce Foundation for funds to provide technical assistance to technical colleges and boards to hear how other states are addressing the expense and problem of 'full cost recovery'.

Opportunity Grants – Discussed during agenda item 5 below.

ARRA and WIA Activities – DWD is looking for ARRA and WIA success stories. During the next CWI meeting, the state will have a panel of boards to present ARRA success stories. Also, Diane Reynolds is putting together success stories on youth programs in the state and will be sending a survey. Nabozny has success stories in a folder already and can send.

Efforts with DOL for additional resource – During the week of October 26th DOL spoke with the

State and conducted site visits at DWD, WOW, and Milwaukee to review how money was spent and determine the amount of need. DWD will develop a proposal that includes all WDAs in the state. DWD is hoping to hear back from DOL the week of 11/2.

Sectors Strategies - The State hired Anne Rogers-Heym to work with the Boards for technical assistance for sector strategy projects. The state still has funds in the Sector Strategy pool.

WorkKeys – The State is going to proceed with joint marketing. Directors requested to include employer marketing pieces. Cutler mentioned that Brian Solomon was at the State Human Resource Management (SHRM) meeting and has a marketing piece already developed. Kristin from RES contacted employers and is following up with them. Cutler suggested a statewide marketing campaign to create employer awareness and that WIBs contribute to the statewide marketing campaign.

3. Coordinator's report

a. Fiscal report

Cummings distributed WWDA Financials for October. Best made initial contact with Wipfli regarding WWDA 501c3 incorporation, and provided them with financial information. Cummings is following up with Wipfli to see if they need additional information.

WAJTE/WWDA's request for technical assistance funds was sent to DWD on 10/15/09 in the amount of \$30,000. DWD funded \$15,000 of the request and offered DWD staff support.

b. ASSEST user group

Cummings reviewed "WAJTE Highlights" portion the Asset User Group meeting minutes including a note regarding common measure negotiations, RES, and WEBI cleanup and training. Cummings will follow up with Brian Solomon regarding RES questions.

c. State business services

The Statewide Business Service Group had an in-person meeting in September. The group requested WAJTE obtain a common fee for EMSI. Directors discussed the potential that the state and all 11 workforce development areas would pay the same basic rate for EMSI subscription. Cummings will look into a common base rate fee.

Directors reviewed the second draft of the Statewide Business Service Group Statement of Purpose.

Motion to approve the Statewide Business Service Group Statement of Purpose made by Cutler. Second by Golembeski. No discussion. Motion carried.

The Statewide Business Service Group (SW BSG) asked Directors what resources they have to complete the work outlined in the statement of purpose. Directors stated that funds will be allocated on a project by project basis. The business service group should bring projects (and include project costs) to the WAJTE group for approval. Directors also stated the SW BSG should elect their own Chair and Vice Chair.

One business service meeting participant requested WAJTE create a subgroup for Operations Directors. WAJTE Directors stated that there was no interest in the past.

Cummings reviewed the updated WAJTE/WWDA meeting schedule. Directors agreed to no February WAJTE or WWDA meeting due to Day at the Capitol. Cummings will revise the meeting schedule. Directors also discussed the December WAJTE meeting location. Cutler will block rooms at the Mead Hotel in WI rapids. The WAJTE meeting at the North Central job center. Cutler will send directions.

4. Legislative Staff Report

a. Day at the Capitol February 11, 2009

Nabozny has blocked rooms at the Inn on the Park hotel. Directors need to make reservations before January 10th. Nabozny will send official invitations and information to all WWDA members.

b. Items to bring to Day at the capitol

Directors agree to bring same items as last year.

November 16th is the next due date for the newsletter. Does not need to be ARRA.

Nabozny distributed the statics reports for the October newsletter. Those that are opening the newsletter are remembering what they read. Some have forwarded the newsletter to other people.

The Leadership in the Assembly met with Barbara Toles last month. Nabozny was contacted and asked for input and provided information on the UI, Department of Commerce worker training grants and suggested the grants run through the workforce development boards. No workforce development funds were removed from the budget. WEDA conference is coming up in February.

5. Dislocated worker funding update

This agenda item was discussed during the Chair's report. Denis added that on November 17th the dislocated worker subcommittee will make decisions on the dislocated worker training grants. Annete Nekola has been working on the National Emergency Grants. The national office has stated that national funds cannot be used to fill funding allocation gaps. DWD has stated NEG funds will not be used for that purpose.

Hanoski asked how the retraining grants will be allocated. Denis is unsure at this time. Kessenich discussed the Department of Labor site visit to Milwaukee. Best and Welch received an inquiry from Iowa and Wisconsin GLETA members regarding regional planning. Best and Welch referred them to Danowski.

Nabozny received a call from Feingold's office and suggested Feingold's office inquire if DOL is

changing the 95 % rule and supportive of the changing. If a proposal is sent regarding dislocated worker funding, Feingold's office will request support from other legislatures (e.g. Obey).

6. Representative Mike Sheridan meeting – October 19, 2009

Borremans and Nabozny were present representing WAJTE/WWDA and provided updates to Directors. Next steps are (1) hold regional meetings with technical colleges (if needed, have a third party facilitate); (2) hold quarterly discussions with workforce development directors and technical college presidents; (3) have workforce development boards and technical colleges meet statewide and discuss best practices. Nabozny mentioned that Directors need to hold regional meetings. Sheridan is going to want updates. Cutler suggested WTCS representatives become involved in regional meetings so they are aware of what is happening at a local and regional level.

Welch requested a future agenda item be a presentation by the UW system regarding two-year training. More UW schools are offering technical training

The State released a Skills Jump Start RFP last week. Directors discussed if it was worth applying for small RFPs. Directors agreed to submit a letter to CWI stating Directors would like to see strategic planning to channel statewide resources to enhance the one stop system. Suggestion was made to utilize funds in programs that are most effective and have been proven to work.

Golembeski will draft a letter on behalf of WAJTE and send to Cummings who will send to Directors. Additional Director suggestions included combine/align/leverage grant fund opportunities, and point out that writing a \$25,000 grant requires the same amount of energy and administration as \$300,000 grant. Golembeski will send the draft letter in 7-10 days. Paco will bring the letter to the WAJTE Secretary meeting in December

Motion by Borremans to draft letter incorporating discussion of directors. Milisauskas seconded.
No Discussion. **Motion carried.**

Directors discussed Opportunity Grants. Welch stated that staffing agencies may be a good recruitment partner for this grant. Cutler suggested Directors use technical college financial aid offices as a referral source. Best mentioned there are conflicting rules set by DWD. Denis will look into conflicts and get back to Directors.

7. Transitional job programs

Several boards are running transitional jobs programs. There is interest at the Federal level to see transitional jobs programs. Best and Kessenich participated in a transitional jobs task force created by the statewide Department of Children and Families (DCF) group. DCF is looking for money to fund transitional job programs. Once a funding source is identified, money will be distributed through a competitive process – not formula allocated. Best suggested including transitional jobs on the legislative agenda.

8. Annual report content

Directors agreed that each WDA would have local information, and there will be a page summarizing statewide information (from all WDAs). Reminder to Directors to make sure you have permission to print youth pictures. Nabozny will send an information request to Directors.

Motion by Cutler to proceed with individual pages and one summary page. Second by Borremans.
No discussion. **Motion carried.**

9. Reports

a. Partnership Updates

GLETA – November 17-18th is the leadership conference at Palmer House in Chicago. Directors and staff are encouraged to attend. The conference topic is leadership in the community. The cost to attend is \$85.

b. Competitive Wisconsin

Nabozny explained this is a new group forming with WETA, WI Counties and others. Directors are interested in information on what Competitive Wisconsin is doing.

c. DWD

Diane Reynolds will send a request to Directors related to a summer youth report. Best will be invited to attend and present at the CWI meeting. Round robin will be conducted during lunch.

10. Other business

Adjourn 12:00 p.m.

Respectfully submitted by Angela Cummings, WAJTE/WWDA Coordinator