

Committee Chair: Patti Balacek
Minute Scribe: Jessie Foss
Meeting Attendance: See Page 2

I. CONSENT ITEMS

A. Call to Order

Ms. Balacek called the meeting to order at 11:01 a.m. A quorum was present as indicated by roll call.

B. Announcements and Introductions

None.

II. ORDER OF BUSINESS

A. Meeting Minutes — November 16, 2017

Motion made (Grapes/Parker) to approve November 16, 2017 meeting minutes. Motion approved unanimously.

B. Program and Contract Performance

1. WIOA Adult, Dislocated Worker and Youth

Ms. Norsten presented WIOA Adult and Dislocated Worker numbers through December. She reported enrollment numbers are on track, however, Adult numbers are a little behind where she would like to see them. She says that is not surprising due to low unemployment and Workforce Connections being understaffed. Workforce Connections has hired three new staff to serve Monroe, Jackson and Vernon counties.

Mr. Gaworski presented WIOA Youth numbers through December. WisCorps still needs enrollments for In-School youth and is over enrolled for Out-of-School Youth. Ten youth have been served through work experience. Mr. Gaworski also reported Mr. Lee is now acting as the WisCorps Outreach Coordinator and his making some headway with recruitment efforts in Buffalo County. Ms. Mitchell added that 20% of the WIOA Youth contract must be spent on work experience and WisCorps is currently above that mark.

2. DOC Windows to Work

Ms. Mitchell reported the current format of the Windows to Work report doesn't adequately represent what is going on, so she has asked for additional information from Workforce Connections. Ms. Mitchell said there have been 20 new enrollments and 18 released individuals are in follow up. Workforce Connections will be starting its first Windows to Work cohort the end of February.

Motion made (Abbott/Grapes) to approve the WIOA Adult, Dislocated Worker, Youth and DOC Windows to Work reports. Motion approved unanimously.

C. Strategy Plan Review (Operations Portion)

Ms. Mitchell presented a handout outlining the strategy plan the WDB approved in 2016. The strategy plan was presented to the WDB Strategy Committee and the committee wished to keep this plan. Discussion was held on a few key areas of the plan. Ms. Olson felt she is unable to operationalize the current strategy because it is incomplete and not aligned with WDB funding. Several members of the committee felt strategy number three should not be part of the strategy plan. This item was requested to be put on the next WDB Executive Committee meeting agenda. It was committee members consensus that Ms. Mitchell put together a strategy plan and bring it back to the board.

- D. One-Stop Operator Committee Action Items Update
Ms. Mitchell provided an update on recent actions of the One-Stop Operator Committee. She said at the meeting held on February 14, the committee went over resource room surveys, most have been positive and the Job Center fund report, which has a current unrestricted balance of around \$8,000 due to income from the job fair. The committee also looked at a proposal for a 2018 job fair.

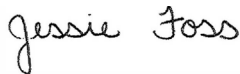
III. CONCLUSION

- A. Old Business
None.
- B. New Business
None.

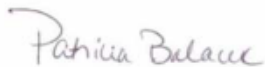
IV. ADJOURN

Meeting adjourned at 12:19 p.m.

Respectfully recorded,
Jessie Foss, recorder



Respectfully submitted,
Patti Balacek



Present

Patti Balacek
Marina Abbott
Judy Berg (via phone)
Rebecca Grapes
Mary Kessens
Kathleen Olson
Ellen Parker
Vicki Proudlock

Not Present

Roxanne Powell
Jessica Subach

Others Present

Jessie Foss, WDB
Matt Gaworski, WisCorps
Julie Mitchell, WDB
Kelly Norsten, Workforce Connections