

**Board Chair: Mark Glendenning**  
**Minute Scribe: Jessie Foss**  
**Meeting Attendance: See Page 2**

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**I. CONSENT ITEMS**

- A. Call to Order  
Mr. Glendenning called the meeting to order at 3:02 p.m. A quorum was not present as indicated by roll call.
  
- B. Announcements and Introductions  
None.

**II. ORDER OF BUSINESS**

- A. Presentation and Acceptance of Consent Agenda Items
  - 1. Meeting Minutes — October 22, 2018
  - 2. Financials
  - 3. Program Provider Reports
  - 4. Executive Committee Report

Presentation and acceptance of consent agenda was skipped due to a quorum not being present.

- B. Acceptance of Consent Agenda Items as presented or with amendment

Not applicable

- C. Discussion of Consent Agenda Items as identified in II B above, if applicable

Not applicable

- D. Wisconsin Regional Training Program presentation  
Ms. Berth and Mr. Clingan on their non-profit organization. The organization is demand/industry driven and works with job seekers to assess, prepare for employment, provide training and refer for placement. The organization also operates per-apprenticeship boot camps and partners with community workforce organizations, which provide specialized services often needed to address barriers to employment in a specific community. The organizations also act as a source of referrals.

- E. Taskforce formation updates  
Ms. Mitchell provided an update on the formation a strategic plan taskforce and RFP taskforce. The strategic plan taskforce comprised of Ms. Brown, Ms. Balacek, Ms. Grotzke and Ms. Trimborn and is scheduled to meet January 7, 2019. The RFP taskforce is comprised of Mr. Rodriguez, Ms. Subach, Mr. Schams and Ms. Gullicksrud and will meet some time in January 2019.

- F. Business Services Coordinator update  
Mr. Ruetten introduced himself as the new Business Services Coordinator. He began his position at the end of November and has been learning the position and meeting with businesses in the region.

- G. WDB Financials training  
Ms. Mitchell provided training on understanding the WDB's financials. She went over straight line versus actual expenses how revenue is calculated and detailed the grant status report.

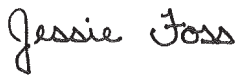
III. CONCLUSION

- A. Unfinished business  
None.
  
- B. New Business  
Ms. Mitchell informed board members an attendance spreadsheet has been created and the WDB's by-laws regarding attendance/unexcused absences will be enforced.

IV. ADJOURN

Meeting adjourned at 4:23 p.m.

Respectfully recorded,  
Jessie Foss, recorder



Respectfully submitted,  
Mark Glendenning

Present

Jim Bowman  
Tammy Brown  
Greg Erickson  
Mark Glendenning  
Ed Johnson  
Kathleen Olson  
Ellen Parker  
Vicki Proudlock  
Dave Schams  
Jessica Subach  
Heather Trimborn

Not Present

Marina Abbott  
Patti Balacek  
Pete Eide  
Greg Flogstad  
Becky Grapes  
Amy Grotzke  
Cheryl Gullicksrud  
Mary Kessens  
Jeff Reichling  
Jodi Roesler  
Pat Rodriguez

Others Present

Jessie Foss  
Kevin Ruetten  
Teresa Pierce  
Bill Clingan  
Rhandi Berth  
Sam Bachmeier  
Joe Loteseluck