

Board Chair: Tammy Brown & Mark Glendenning
Minute Scribe: Jessie Quinn
Meeting Attendance: See Page 3

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I. CONSENT ITEMS

A. Call to Order

Ms. Brown called the meeting to order at 12:36 p.m. A quorum was present as indicated by roll call.

B. Announcements and Introductions

Introductions were made.

II. DISCUSSION - Organization Structure

Ms. Myers resigned from her position effective October 18. Ms. Brown before Ms. Myers's departure they had a discussion on what is going well for the Western Wisconsin WDB and where the organization has opportunities to change and grow. Ms. Brown explained the executive committee's vision is to go forward without an executive director, but rather have Ms. Quinn focus on administration and Ms. Scarborough focus on compliance. Board leadership will be important and the board will possibly look at hiring a grant writer. Western Wisconsin WDB members agreed this sounds like a good structure and the executive committee should move forward with making the structure permanent.

III. ORDER OF BUSINESS

A. Meeting Minutes — September 12, 2022

Motion made (Roesler/Gelatt) to approve the September 12, 2022 meeting minutes.
Motion approved unanimously.

B. Financials

Ms. Quinn presented the financials as of August 31, 2022
Motion made (Gelatt/Grotzke) to approve the financials as of August 31, 2022.
Motion approved unanimously.

C. Program Reports/Updates

1. WIOA Adult & Dislocated Worker

Ms. Scarborough reported all technical assistance sessions for the year have been scheduled with the state. She also reported Workforce Connections is on track to meet performance goals and has met case load goals. WCI is also exceeding referral and co-enrollment goals.

Ms. Pierce reported the 35% training goal will be met for WIOA Adult, but WIOA Dislocated Worker will be difficult to meet because the organization is not seeing dislocated workers.

2. WIOA Youth

Ms. Burkhardt reported the program is seeing increased enrollments. She has been working on outreach to employers for work experience sites.

Ms. Altimus reported she has increased the Western Wisconsin WDB's social media presence.

3. DOC Windows to Work

Ms. Hoffman reported she currently has six enrolled in Windows to Work at Jackson Correctional

Institution and 11 at New Lisbon Correctional Institution. She is also working with participants in the community who have already released from institutions.

4. **Worker Advancement Initiative**
Ms. Fish reported 297 people have applied for services and 70 have been served. She has been meeting with Ho-Chunk to schedule trainings.
 5. **DOC Job Centering**
Ms. Masse reported she has been planning a transition fair for Jackson Correctional Institution. The fair will feature employers and social services organizations from throughout the state. She also said job center traffic has increased.
 6. **Business Services**
Ms. Ruetten reported on the Coulee Region Job Fair, which was held in September. There were 75 employers and about 150 jobseekers in attendance. He said mini and virtual job fairs are still being held. TUMMA is looking at hosting an awards night.
- D. **TDCON Committee**
TDCON is going to be held in La Crosse in April. Mr. Ruetten will be looking to board members for help.
- E. **RFP Committee**
Ms. Quinn asked to let her know if you are interested in being a member.
- F. **Case Management Policy**
Motion made (Gelatt/Wagner) to approve the case management policy.
Motion approved unanimously.

IV. CONCLUSION

- A. **Unfinished Business**
None.
- B. **New Business**
Mr. Ruetten suggested looking into upgrading the building's internet as well as purchasing an OWL system for board use.

V. ADJOURN

Meeting adjourned at 1:49 p.m.

Respectfully recorded,
Jessie Foss, recorder

Jessie Quinn

Respectfully submitted,
Tammy Brown & Mark Glendenning

Present

Sam Bachmeier
Clara Gelatt
Amy Grotzke
Elizabeth Filter
Amanda Langrehr
Jennifer Luedtke
Angie Martin
Vicki Proudlock
Jodi Roesler
Carol Roth
Heather Trimborn
Tonya Wagner

Not Present

Steve Blodgett
David Bonifas
Bill Brockmiller
Doug Potapenko
Dave Schams

Others Present

Craig Achenbach
Hannah Altimus
Michelle Burkhardt
Krissa Hoffman
Kristin Masse
Teresa Pierce
Jessie Quinn
Amy Scarborough

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