

Board Chair: John Aasen
Minute Scribe: Jessie Quinn
Meeting Attendance: See Page 3

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I. CONSENT ITEMS

A. Call to Order

Mr. Aasen 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 — August 29, 2022

Motion made (Thomas/Steiner) to approve the August 29, 2022 meeting minutes.

Motion approved unanimously.

B. Financials

Ms. Quinn presented the financials as of August 31, 2022

Motion made (Thomas/Aasen) 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**
The Workforce Development Board accepted the new policy.

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,
John Aasen

Present

John Aasen
Wally Habegger
Mary Anne McMillan Urell
Brad Steiner
Steve Thomas

Not Present

Max Hart
Monia Kruse
John Pedretti

Others Present

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