

### Mission ...

Western Wisconsin WDB is a collaborative, interactive and coordinated network of training resources and support services that is providing and retaining a well-skilled labor force for employers in western Wisconsin.

### Vision ...

To provide a comprehensive and integrated and customer-driven and results-oriented system for workforce development that responds to the needs of the employers, job seekers, incumbent workers and youth.

Western Wisconsin

**W**orkforce  
**D**evelopment  
**B**oard, Inc.

## Western Wisconsin WDB Executive Committee

**Monday, March 7, 2022**  
**2:00 to 3:30 p.m.**

**Zoom**

<https://us02web.zoom.us/j/82137661273?pwd=MjY3dDlmMVNXSC83SXh4QWhObiVHdz09>

**Meeting ID: 821 3766 1273**  
**Password: 829038**

### Upcoming Meetings

Monday, May 16, 2022

## Committee Members

Jessica Subach, Chair  
*Courtesy Corporation*

Pete Eide, Secretary/Treasurer  
*Bethel Home and Services, Inc.*

Tammy Brown, Past Chair  
*Logistics Health, Inc.*

Vicki Proudlock  
*UI*

Jodi Roesler  
*Dairyland Power*

A proud partner of the  American Job Center network

Western Wisconsin WDB Executive Committee Agenda  
 Meeting Agenda  
 Monday, March 7, 2022  
 2:00 to 3:30 p.m.  
 Zoom



<u>Agenda Item</u>	<u>Action</u>	<u>Page(s)</u>
<b>I. CONSENT ITEMS</b>		
A. Call to Order		
B. Announcements and Introductions		
<b>II. ORDER OF BUSINESS</b>		
A. Meeting Minutes — December 6, 2021	x	1 - 2
B. Financials as of January 31, 2022	x	Sent later
C. Request for Proposals discussion		
D. WIOA Adult & Dislocated Worker numbers		
E. Misc. Executive Director updates		
<b>III. CLOSED SESSION</b>		
Pursuant to Wisconsin Statute 19.85(1)(c), the Western Wisconsin WDB shall enter into a closed session to consider personnel matters, including compensation and performance.		
<i>Motion needed to enter into closed session and a roll call for presence during closed session.</i>		
A. Employee compensation		
<b>IV. OPEN SESSION</b>		
<i>Motion needed to enter into open session and a roll call for presence in open session.</i>		
<b>V. CONCLUSION</b>		
A. Unfinished Business		
B. New Business		
<b>VI. ADJOURN</b>		

**Board Chair: Jessica Subach**  
**Minute Scribe: Jessie Foss**  
**Meeting Attendance: See Page 2**

A proud partner of the  network

*The Western Wisconsin Workforce Development Board, Inc. is an Equal Opportunity Employer/Program. If you have a disability and need access to this information in an alternative format or translated to another language please contact Melisa Myers by phone (608-789-5499), email (myersm@westernwdb.org), or dial 711 for the Wisconsin Relay service.*

**I. CONSENT ITEMS**

- A. Call to Order  
Ms. Subach called the meeting to order at 2:05 p.m. A quorum was present as indicated by roll call.
- B. Announcements and Introductions  
None.

**II. ORDER OF BUSINESS**

- A. Meeting Minutes — June 29, 2021  
  
Motion made (Roesler/Johnson) to approve the June 29, 2021 meeting minutes.  
Motion carried unanimously.
- B. Financials as of October 31, 2021  
Ms. Quinn presented the financials as of October 31, 2021. She pointed out grant spending is slightly underspent in most grants. She also said a budget modification will be coming since the board has received additional funding.  
  
Motion made (Roesler/Proudlock) to accept the financials as presented. Motion carried unanimously.
- C. New positions
  - 1. Front desk  
Ms. Myers reported Ms. Rice was hired as the new front desk coordinator. Ms. Myers has received a lot of positive feedback from building partners regarding Ms. Rice’s work.
  - 2. Department of Corrections  
The board typically only has a contract for Windows to Work, but the opening of a job center at Jackson Correctional Institution and mobile job center at New Lisbon Correctional Institution the Department of Corrections wants to modify its contract with the board to hire two more individuals to staff the centers. The board is waiting for the contract modification from the state and will hire once the contract is signed.
- D. Worker Advancement Initiative grant  
The Western Wisconsin WDB received \$1.3 million. The board hired Ms. Alderman as the Worker Advancement Initiative Specialist. Starting the position she is reviewing grant application, policy and procedures and doing a specialized training on December 9th given by DWD.
- E. Workforce Innovation Grant  
The Western Wisconsin WDB submitted for a \$10 million grant. If received, the board will focus on childcare issues in the region.

**III. CONCLUSION**

- A. Unfinished Business  
None.
  
- B. New Business  
None.

**VI. ADJOURN**

Meeting adjourned at 2:25 p.m.

Respectfully recorded,  
Jessie Quinn, recorder



Respectfully submitted,  
Jessica Subach

Draft

Present

Ed Johnson  
Vicki Proudlock  
Jodi Roesler  
Jessica Subach

Not Present

Tammy Brown  
Pete Eide

Others Present

Jessie Foss  
Melisa Myers  
Amy Scarborough