

Board Chair: Ray Ransom
Minute Scribe: Jessie Foss
Meeting Attendance: See Page 2

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I. CONSENT ITEMS

- A. Call to order
Mr. Ransom called the meeting to order at 1:00 p.m. A quorum was not present as indicated by roll call.
- B. Introductions and welcome to guests
None.

II. ORDER OF BUSINESS

- A. Meeting Minutes — August 30, 2021

Item skipped due to a lack of quorum.
- B. Financials
Ms. Foss presented the financials as of August 31, 2021.

No approval due to lack of quorum.
- C. Program Reports
 - 1. WIOA Youth
Ms. Myers reported Ms. Altimus has been hired as the WIOA Youth Outreach Coordinator. She began her position earlier this month. Her focus will be recruiting youth to the program.
 - 2. WIOA Adult and Dislocated Worker
Ms. Myers reported contracts for PY21's first quarter have been issued. Quarters 2 - 4 state allotments have not been received yet. Contracts will be updated once those numbers are received.
 - 3. DOC Windows to Work
Ms. Myers reported Mr. Simmons continues to operate groups in Black River Falls and New Lisbon
 - 4. Business Services Coordinator
Ms. Myers reported the PY21 contract is in place with Western Technical College for Business Services Coordinator. The Coulee Region Job Fair was held September 16th at the Omni Center in Onalaska with more than 70 employers and 200 jobseekers attending.

No motion made to accept program reports due to lack of quorum.
- D. Conflict of Interest Statements
Ms. Myers reminded the boards each board member needs to fill out and sign a year conflict of interest statement.
- E. Position Description/Hiring

1. Department of Corrections Treatment Specialist
Ms. Myers informed the boards the Department of Corrections intends to increase its contract with the Western Wisconsin WDB so the board can hire two Department of Corrections Treatment Specialists. The individuals will be based at Jackson Correctional Institution and New Lisbon Correctional Institution. The board will not post for or hire the positions until the modified contract is finalized.

F. Case Management Policy

- G. Annual Meeting Change
Ms. Myers requested the board consider changing when its annual meeting is held from fall to spring.

H. Executive Director Updates

1. Other Funding Opportunities
Ms. Myers reported the board was awarded \$1.5 million as part of the Worker Advancement Initiative. The board also applied for a \$10 million grant. The board's application focuses on child care needs in the region. The board should know in November whether or not its project will be funded.
2. New Hires
Ms. Myers reported Ms. Altimus was hired as the WIOA Youth Outreach Coordinator and Ms. Rice was hired as the Front Desk Coordinator.

III. CONCLUSION

- A. Unfinished Business
LEO approval from August 30, 2021 meeting

Tabled due to lack of quorum.

- B. New Business
None.

IV. ADJOURN

Meeting adjourned at 2:15 p.m.

Respectfully recorded,
Jessie Quinn, recorder



Respectfully submitted,
Ray Ransom



Present

Wally Habegger
Ray Ransom
Steve Thomas
Tina Tryggestad

Not Present

John Aasen
Dennis Bork
Tom Cornford
Justin Running

Others Present

Melisa Myers
Jessie Quinn