



Northwest Wisconsin Chief Local Elected Official Consortium Workforce Development Area #7

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The mission of the Consortium is to maintain the integrity of the WIOA funds.

Date & Time: Wednesday – June 21, 2023 - 11:30 a.m.

Location: CEP, Inc. Office – Ashland, WI & Via Zoom

MEETING MINUTES

CLEOs/LEOs Present:

Rollie Thums, Taylor County
Terry Wedwick, Rusk County
Charlie Glazman, Douglas County
Emmett Byrne, Burnett County
Maestri, Sawyer County – via zoom
Joe Pinardi, Iron County
Patricia Stephan, Price County
Jocelyn Ford, Washburn County
Elizabeth Franek, Ashland County – via Zoom
Brent Blomberg, Burnett County –alternate Burnett County

Excused:

Larry Fickbohm, Bayfield County

Staff/Guests:

Jeff Muse, CEP
Jennifer Decker, CEP
Mary Zinnecker, CEP
Bob Kopisch, CEP Michael
Mari Kay-Nabozny, WIB
Dave Willingham, CEP
Melissa Rabska, WIB

Call Meeting to Order

Rollie Thums, Consortium Chairman called the meeting to order.

Roll Call & Report of Public Meeting Notice

Roll call was taken, a quorum was present. The public meeting notice was published on the CEP website, social meeting, area library websites and County Government websites.

Approval of the 4/19/23 Meeting Minutes

Charlie Glazman made a motion to approve the 4/19/23 meeting minutes as presented. Seconded by Emmett Byrne. Vote taken, carried unanimously.

Mission Statement

Patricia Stephan stated that the mission of the Consortium is to maintain the integrity of the WIOA funds by the Chief Local Elected Officials.

Review WIOA Local Policies

Melissa Rabska explained revisions to the WIOA local policies with CEP staff in the past six months and the Local Program Liaison at DWD. A handout was included. She noted that most of the policies were the state policies and cross checking that the local policies were in aligned with the state. She noted that the WIB will meet with the CEP staff next week to go over these changes. It was noted this was at the direction of the state.

Review WDA #7 WIOA Internal Monitoring

Melissa explained the monitoring memo in the meeting packet. She explained the three components: EEO, Fiscal and Programmatic. She said there was nothing new in the EEO. Melissa explained the fiscal review. They had to modify their monitoring by doing a voucher review and desk review as part of the DWD’s monitoring report. She explained how travel reimbursements were coded. CEP is in the process of training staff on this. She also explained the programmatic changes and the expenditure rates and transfers from WIOA Dislocated Worker (DW) to Adult. She discussed some of the findings and corrective action which have been implemented. Jeff noted that CEP staff created a new mileage form to include a new column to code mileage to the fund it comes from.

Department of Workforce Development (DWD) Quest Grant

Mari Kay-Nabozny reported on the DWD Quest grant. This grant is geared towards early childcare training and other issues pertaining to establishing a daycare. She noted this is a short grant that ends in 2024.

PY23 NWWIB Operating Budget

Mari discussed the WIB's WIOA preliminary operating budget. She explained how the split between WIB and CEP rolled out as far as invoicing. Mari explained the breakdown of money of WIOA in their operating budget and how admin activities are divided by the WIB. She also explained non WIOA grants. She said we still do not know WIOA allocations for the coming fiscal year. Jeff noted that the Boards requested a more itemized invoice for WIOA cash draw funds from CEP to WIB for better accountability. Mari said she'll create whatever format is requested.

PY22 WIOA Expenditures & PY23 WIOA In-School & Out of School Youth Service Provider Selection

Mari noted that the WIOA Youth funds are being held up by the state. She asked DWD if we could use state set aside funds. She noted that there's about \$72,000 in OSY funds that need to be spent or will go back to the state. Mari explained how the Youth RFP works and noted there were only two responses. One came from CEP and another agency. CEP was awarded the WIOA youth funds RFP.

PY23 OSO MOU Process

Mari discussed a July 14th timeline for required partner signatures on the OSO MOUs. She explained that the WIOA MOU includes what the partners contribute to the Job Centers. She noted that unless there are major changes, everything will remain the same. This was approved last year on an amendment and the content will remain the same as last year.

YES WIOA Can!

Mari explained "Yes WIOA Can" is a new initiative promoted by the Department of Labor. Since the federal WIOA was made law in 2014, it hasn't been reauthorized yet. However, DOL is looking at gray areas where we can be more innovative and serve clients better. A handout was included in the packet. Mari discussed the Good Jobs Principles outlined in the handout.

Workforce System Outreach Efforts

Mari discussed ads (included in the meeting packet) to encourage more individuals to use WIOA services, particularly those of more diverse populations we serve.

Recap on Consortium Roles & Responsibilities/Summarize/Plan Next Steps

Ongoing per each meeting.

Comments & Announcements

The Consortium will fill out their conflict of interest forms which are state required.

Rollie noted that the Consortium wants better fiscal reporting.

The Consortium appointed Jeff Muse for another three year term to the NWWIB, representing WIOA. A letter will go to the NWWIB regarding this.

Rollie noted he wants to include Bob Kopisch and Dave Willingham as advisors on the Consortium and to welcome them to ask any questions.

Next Meeting Date & Location & Adjournment

The next meeting will take place at the call of the Chair. The meeting was adjourned at 12:30 p.m.

