

# Milwaukee Area Workforce Investment Board Board of Directors Meeting

March 13, 2008  
Milwaukee Area  
Workforce Investment Board  
Youth Services Bldg.  
2342 N. 27<sup>th</sup> St.  
Milwaukee, WI  
7:30 a.m.

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**Board Members Present:** William Andrekopoulos; David Aragon; Dan Bader (Board Chair); B.G. Robert Cocroft; Melanie Holmes; Willie Johnson, Jr.; John Jorgensen; Gwen Keller; Shirley Lanier (Board Vice Chair); Sean McGowan; Mary Moore; Tom Romoser; Carol Sample; Thelma Sias; Howard Snyder; Karen Spindler; Don Sykes; Allen Turner; Wallace White

**Board Members Absent:** Bill Berezowitz; Sheila Cochran; Darnell Cole; Lea Collins-Worachek; Mike Fabishak; Donald Layden, Jr. (Board Secretary/Treasurer); Lupe Martinez; John Miller; Jeannetta Robinson; Linda Sowell; Julia Taylor; Devon Turner; Willie Wade; Steven Xiong

**Guests/Visitors Present:** Rose Alvarado (U.S. Dept. of Labor), Lauren Baker (MPS), Nyette Brown-Ellis (Milwaukee Job Development), Joel Dreason (Journal Sentinel), Catherine Dunn (Helen Bader Foundation); Myra Edwards (Mayor's Office), Sheri Jackson (Helen Bader Foundation), Sheila Knox, Nick Lammers (U.S. Dept. of Labor), Theresa Loerke (DWD), Lois O'Keefe (Congresswoman Gwen Moore's office), Duane Schultz (MATC), Jennifer Riggenbach (UWM), Linda Stewart (Consultant), Dorothy Wilson (Goodwill)

**Staff Present:** Chytania Brown, Mark Kessenich, Patti Porth, Danna Rhinehart, Paul Wechter, Sue Wile

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## MINUTES (Pending Board Approval)

The meeting was called to order by Board Chair Dan Bader at 7:38 a.m.

### I. Welcome & Introductions

Special guests Nick Lammers and Rose Alvarado from the Department of Labor in Chicago were introduced. Karen Spindler from the Marcus Corporation was welcomed to her first Board meeting.

### II. Minutes of December 13, 2007 Meeting

**Motion to approve the December 13, 2007 Board meeting minutes**      **Wallace White**

**Second**      **Thelma Sias**

**Motion carried unanimously**

### III. Board Chair Report

Board Chair Dan Bader reported that WIB staff has been asked to start implementing a comprehensive strategic planning process. A Strategic Planning Committee is being formed. Thus far, the following Board Members have been appointed: Dan Bader, Don Sykes, Alderman Willie Wade, John Miller, Melanie Holmes, and Julia Taylor. The focus of this

committee will be to design and build the strategic planning process. The committee will put together an approach over the next few months with a comprehensive process to follow involving all Board Members and a few guests over a period of approximately two days in late spring/early summer to develop something that can be measured and implemented. Don Sykes added that the work of the committee will be extensive in terms of interviewing and possibly surveying other stakeholders in the community to obtain feedback on what people think the role of the WIB ought to be. He also added that an organizational assessment involving the entire staff is in progress.

## **VII. Personnel & Finance Committee**

A draft copy of the minutes of the February 26, 2008 Personnel & Finance Committee meeting was distributed. Patti Porth reported that the minutes of the previous meeting were approved and presented the financial status report.

The expenditure report in the Board packet for the period ending January 31, 2008 was highlighted:

- Administrative expenses are in line with the budget.
- Staff salaries have a budget balance of \$119,000. Due to the reorganization, staff vacancies resulting from resignations were not filled. Based on the youth services transition plan, none of the youth vacancies will be filled.
- As of January 31<sup>st</sup>, the year-to-date budget balance is \$1.1 million which includes \$800,000 in participant services with the majority in training. As of January, the WIB is underspent \$600,000 in training, mainly in the WIA Adult Program but also in the Dislocated Worker Program. Program staff is addressing this issue and planning trainings for this spring. The main reason the funds are currently underspent is that training was on hold in the first quarter during the transition. With regard to the Dislocated Worker Program, a number of exceptional grants were received due to major layoffs. In addition, the capacity of training programs is being built up to meet the state performance standards which set goals for higher end salary jobs. Money is still designated for training, with a focus on the higher wage criteria from the State. It is anticipated that training expenditures will catch up to the budget by the end of the year.

Renewals for health, dental, life and long-term disability insurance are all in. The net increase for all insurances is nine percent. All insurance coverage remained the same with the exception of a minor change in prescription co-pays.

An analysis of the employee compensation package will be planned for fall.

Facilities update:

- Space will be subleased to the New Hope Project for one year beginning April 1<sup>st</sup>.
- Goodwill is in the process of offering a pharmacy tech training program at the WIB. Space will be provided rent-free for two months during the demonstration training. If the project continues, Goodwill will rent space from the WIB.

#### **IV. President's Report**

Don Sykes presented the following report:

- The RFP is out for \$400,000 for training for a pilot workforce development project collaboration with the State Department of Workforce Development and the Department of Corrections to find employment opportunities for ex-offenders. The WIB and the State Department of Corrections each contributed \$100,000 and the Department of Corrections contributed \$200,000.
- All major partners who run one-stop centers, now to be called career opportunity centers, have signed an MOU as the first step toward creating a unified and centralized business services unit. Each major partner is giving a half-time staff person to be located at the WIB. Protocols and dynamics are being worked out. This coordination should help with development of approaches that support collaboration rather than competition.
- A STEM application was just submitted to the Department of Labor along with MATC and the regional workforce board surrounding our seven-county area. MATC has taken the lead on this effort to have a successful regional approach to STEM education in Milwaukee. It addresses science and technology training and establishment of virtual centers throughout the seven-county region to get more young people involved in high tech engineering, science, and technology.
- The WIB is ready to implement its part of the Futures First Program. WIB will be a major partner with MPS on working with at-risk youth. The focus of this effort is on out-of-school youth and kids coming out of correctional institutions.

#### **V. Cooperation Agreement with City of Milwaukee**

Board Members were referred to Section 5 of the Board packet. This is an agreement between the WIB and the City of Milwaukee to collaborate and work together more closely with the City's CDBG (Community Development Block Grant) Program and the City's Economic Development Program at DCD where there are development projects that require a workforce component. It is a general agreement to work together to integrate efforts and does not detail specific activities or transfer of funds. As individual efforts come up, there will be specific contracts.

**Motion to approve the cooperation agreement with the  
City of Milwaukee**

**Second**

**Motion carried unanimously**

**Wallace White**

**Willie Johnson, Jr.**

#### **VI. Summer Youth Employment Initiative**

Everyone was referred to the memo in the Board packet. The WIB will be working to provide approximately 700 kids with summer employment at community organizations, faith-based organizations and partnerships. A list of applicant sites was handed out. Kids in the WIA youth program will be offered this employment opportunity and work site agencies will recommend youth. Approximately \$500,000 of youth allocation dollars are used for summer employment plus there is an additional \$500,000 through the City/State. Working

with the City will allow continuance of the summer programs at the same level as in the past and add a year-round internship program in the fall as well as add 250-300 subsidized positions. The WIB is working with Bill Malone, Youth Coordinator for the City, to coordinate unsubsidized employment positions in the business community. He is working with the Greater Milwaukee Committee on a business recruitment program for the internships. Suggestions for business participants are welcomed. Wages are \$6.50 and \$7.25 for more skilled work. The age range is 14 to 20-1/2 with the target towards 14, 15 and 16-year-olds.

### **VIII. Program Committee**

Wallace White, Program Committee Chair, shared the following information:

- The committee will be looking at outcomes of programs and activities. Meetings will be held monthly. Attendance and participation are open and as much input as possible is welcomed.
- The role of the Program Committee is fully outlined in the Local Plan and basically includes leadership in program design and policy, coordination and oversight of WIB program activity, monitoring performance of contractors and vendors, and making recommendations on innovative initiatives and solicitation of funds.
- The committee has asked for development of a program performance data reporting system supportive of the management activities.
- MATC gave a presentation to the committee on the sector approach for customer service, retail, tourism and hospitality. Paul Nannis is working on a health sector intermediary.
- The Program Committee would like to see development of a five-year program plan in order to know where the agency is going long term and to request funding from Washington for its initiatives.
- The commitments and challenges of the DWD/DOC/WIB skills training pilot project are of concern and were shared. Under this project, the WIB will be responsible for the RFP process, grant award, tracking performance measures, payments and outcomes, and assuring that funding is spent appropriately. It is a \$400,000 program that will run from May 1, 2008 through March 31, 2009 and will be contracted out. The program is to place 100 individuals in \$12 per hour jobs with access to health benefits.

Don Sykes stated that this program is a pilot designed by three entities and that we will learn from it. The business participants will each establish the jobs and training requirements. The training organizations will find the businesses for placements. The WIB is the administrator for the process, is contributing \$100,000 in WIA funds for training and will get a ten percent administrative cost. Additional resources are being sought for case management and support. Concern was expressed that communications from vendors not cause confusion about the WIB's role with businesses.

## **IX. Presentation**

Nick Lammers and Rose Alvarado from the Employment and Training Office of the Department of Labor in Chicago were present to share information. Ms. Alvarado gave a presentation on strategic priorities and initiatives of the Department of Labor. A handout of the presentation was provided which included information on the high growth job training initiative, community-based job training initiative and grants, WIRED, regional innovation grants and national priorities for the workforce investment system. Maps were distributed identifying the WIRED grants around the country and all grants in Wisconsin.

Mr. Lammers spoke on some of the priorities in the workforce investment system and Department of Labor updates, which included the following:

- Workforce programs are struggling to maintain their share of federal funding. Additional funding is provided through some of the various grants Ms. Alvarado discussed.
- In the President's proposed budget for Fiscal Year 2009 budget, workforce programs would be funded at a level slightly less than this year's. There is the prospect for more rescission of funds that are not being spent.
- Attempts are being made to offset NAFTA and other agreements.
- The Workforce Investment Act is up for reauthorization. It is not likely to pass or change this year.
- Focus is being placed on broader regional planning and alignment of educational workforce and economic development policies to form a coordinated approach to how to use resources to make business prosper and increase job opportunities in this region.

## **X. Adjourn**

The meeting was adjourned at 8:58 a.m.