

Milwaukee Area Workforce Investment Board Program Committee Meeting

March 26, 2008
Milwaukee Area
Workforce Investment Board
2338 N. 27th St.
Milwaukee, WI
9:00 a.m.

Members Present: Sheila Cochran, Melanie Holmes, Willie Johnson Jr., and Wallace White (Committee Chair)

Members Absent: Lea Collins-Worachek, Lupe Martinez, Linda Sowell and Devon Turner

Guests/Visitors Present: Lisa Boyd-Gonzalez (YWCA), Melony Howard (Kaiser Group), Tina Koehn (UMOS), Theresa Loerke (DWD), Jennifer Riggerbach (UWM) and Duane Schultz (MATC)

Staff Present: Chytania Brown, Dick Buschmann, Delores Graves, Mark Kessenich, Jovo Potkonjak, Joe Stolzman, Don Sykes, Paul Wechter, Sue Wile and Lamont Williams

I. Call to Order

Committee Chair Wallace White called the meeting to order at 9:05 a.m.

II. Approval of Minutes

**Motion to approve the November 19, 2007 and February 28, 2008
Program Committee meeting minutes**

Melanie Holmes

Second

Willie Johnson, Jr.

Motion carried unanimously

III. Introductions and Comments

Don Sykes shared the following information:

- The summer program for youth is moving ahead—money has been received. Idea development continues for the year-round program.
- The WIB is getting ready to shift the youth program from a service model to a model of planning, coordination and monitoring. A diagram of the proposed new organizational structure for the Youth Division was distributed and the following information was shared:
 - Services would be contracted out with community-based organizations.
 - WIB staff would be reduced and focused mainly on providing technical assistance and monitoring.

- Efforts of a Youth Services Coordinator and Special Projects Staff may include keeping some service operations going to model different programs and some possible special efforts that may involve WIB providing services.
- The Futures First Initiative is a collaboration with MPS and staff is funded through the Department of Labor's budget.

Motion to approve adoption of the changes in the Youth Division

Willie Johnson, Jr.

Second

Sheila Cochran

Motion carried unanimously

A recommendation to accept the changes will be made to the Board.

- A two-day strategic planning retreat is being planned.
- An organizational assessment was done and results should be available soon.
- It is anticipated that by May 1st staff will be serving kids in the Futures First Program.
- Dick Buschmann has been participating in the regional WIRED program planning. \$2.5 million will be contracted. Approximately \$500,000 will be released in the first cycle. The Mayor and Don Sykes are also actively involved in planning groups. WIRED is zeroing in on M-7 goals and objectives, focused on high tech, high end jobs.

Wallace White gave the following comments and stated that these efforts need to be supported:

- The Coordinating Council is very important and is a mechanism to make sure our programs are successful. The Coordinating Council provides the environment in which the many jobs expected to be found through the WIB can happen.
- A subgroup of the Program Committee has been created which Devon Turner and Melanie Holmes serve on to work with the Business Services Center and the business community imparting an understanding of what the WIB is out to accomplish, accessing the resources they have and developing relationships for success.

V. Staff Program Reports

A. Data & Management Information System Concept

Gathering and reporting the kind of data needed is in the beginning stages. Jennifer Riggensbach distributed several handouts concerning information collected from people who use the Career Opportunity Centers. Lisa Boyd-Gonzalez from the YWCA and Tina Koehn from UMOS discussed the information, shared about how it is collected and sought input from the committee on what data is needed.

Sheila Cochran stated she would like to see consistency of data from the centers. Dick Buschmann indicated that 25-30 common elements are being developed that can be tracked across all systems with ETO as a default that can interface with the other systems. Work is being done to develop a comprehensive system.

Don Sykes stated there will be a three-month trial of Quiet Agent which will match job seeker skill sets to the job needs of businesses.

Sheila Cochran stated that intake forms should clearly identify apprenticeships, certifications and journeyman status and level.

B. Sector Approach Update & Delivery Projections

- Dick Buschmann distributed and discussed documents concerning the career pathways process where education is the key and jobs are pathways to other jobs.
- Efforts are being made to create education and training opportunities that align with schedules of working people.
- Work is progressing on the health sector approach as well as the hospitality, tourism and retail sector approach. The financial services and manufacturing sectors are being coordinated regionally.

Sheila Cochran suggested keeping the aging workforces in mind when choosing sectors and stated that most aging workforces will be found in unionized atmospheres. She also suggested targeting various public sector opportunities in the career pathways.

C. Business Services Unit Status Report

- The Business Services Unit Collaborative Memorandum of Agreement that is out for signature was distributed.
- Identified staff from all agencies will come together for five half-days beginning April 15th for joint orientation to develop a team approach.
- All agencies are contributing a person half-time to the Business Services Unit.
- A meeting will be held with the Program Committee Subgroup to ensure that efforts coordinated with businesses are congruent with their direction and with what is being done on a regional basis.

D. HIRE Center Presentation

This item was held over for the next meeting.

E. WIB Program Operations Overview & WIA Update

- In response to the previous request for information on WIB programs, a program overview document was distributed. This information will be distributed electronically to the Board and be made available at the next Board meeting.
- A quick reference to WIA programs which shows the financial status as well as the status of achievement of local goals was distributed.

VI. WIB Initiatives, Policy and Planning Issues

A. DWD/DOC/WIB Skills Training Project

- The plan of this project is to place 100 people, half of which are ex-offenders, in jobs that pay at least \$12 per hour with access to health benefits.
- Mark Kessenich referred everyone to item 6 in the packet and stated the following key points:
 - Eleven proposals were received
 - The amount of funds requested was \$3,422,310
 - The amount of funds available is \$390,000
 - The project will run for ten months
 - Proposals will be assessed for completeness by a team of individuals from WHEDA, WIB, DOC and DWD and forwarded to a selection committee
 - Secretary Gassman's office is taking the lead on how the selection process will be weighed
 - State partners will be urged to look at this project as a learning opportunity to find out what can be done to serve those coming out of incarceration and those who are underemployed or unemployed

There was some discussion on vendor selection and responsibility. There is cost reimbursement for case management, soft skills training and most other direct services. There is a pay per performance structure on training costs. Sheila Cochran suggested weighting expectations towards job seeker placement.

Mark Kessenich indicated that the WIB's commitment in this project is to administer an RFP process and collect financial and program reports for the State, which is the oversight body as to accountability for performance.

B. Five-Year Program Plan

The WIB staff and Program Committee are to begin developing a five-year plan and begin preparing to submit a proposal for substantial financial support from the federal government for Milwaukee.

IV. Administrative Items

Next Meeting: To be scheduled most likely for the last week in April.

VII. Adjournment

Motion to adjourn

Second

Motion carried unanimously

Willie Johnson, Jr.

Sheila Cochran

The meeting adjourned at 10:37 a.m.