



## SELECTION COMMITTEE MINUTES

Private Industry Council  
Youth Services Building - Room 116  
2342 N. 27<sup>th</sup> Street - Milwaukee, Wisconsin 53210

Thursday, February 23, 2006  
1:30 P.M.

- In Attendance:** Richard Abelson (Chair), B.G. Robert Cocroft, John Hiller, Sheila Knox, Lupe Martinez, Gerard Randall, Jeannetta Robinson, Carol Sample, Leonila Vega
- Excused:** Lyle Balistreri, Dan Davis, Willie Johnson, Jr., Vince Martin, Paul Soczynski, Charles Vang
- Staff Present:** Alba Baltodano, Mark Kessenich, Hedy Miller (CommunicationLink), Therese Palazzari, Amy Pringle, Lesley Salas, Paul Wechter, Sue Wile, Lamont Williams, Dave Wilson
- Guests:** Tina Koehn (UMOS), Theresa Loerke (DWD/DWS)
- 

### MINUTES

*(Pending Committee Approval)*

Mr. Richard Abelson called the meeting to order at 1:32 p.m.

#### I. Approval of Minutes

Correction: the date of the minutes on the agenda should read 2005, not 2006.

**Motion to approve the November 17, 2005 Minutes**      **Sheila Knox**

**Second**      **Leonila Vega**

*Motion carried unanimously*

#### II. ITA Voucher Limit

Since the inception of the WIA legislation, the Milwaukee WDB has used a \$2,500 lifetime maximum for ITA vouchers for most WIA customers and a \$5,000 limit when training is longer than 16 weeks, requires specialized equipment or supplies, or is offered to a customer in a special population category.

Over the last few months and at the direction of the Selection Committee, PIC staff examined various aspects of changing the current ITA voucher monetary cap. Staff has also looked at the potential impact of such a change on budget and overall program services to customers. It is recommended to raise the \$5,000 cap to a \$6,000 maximum for long-term training, with advance PIC staff approval, and on a case by case basis. With this cap increase, WIA customers would receive improved trainings and have better job prospects.

Sheila Knox thanked the PIC staff for the in-depth research.

To answer the committee's question, the people responsible for job placements would be both the trainer and the case management agency.

The impact on the budget would be minimal due to a low number of participants who are sent to long-term trainings, especially in the WIA adult program.

The training programs have been excellent, however, the job placement performance has been poor. There is a need to investigate the 10%-40%-50% performance based payment policy.

**A proposal is made to raise the monetary cap to \$6,000 with PIC staff advance approval and on a case-by-case basis, with the added provision that the monetary cap be reviewed on an annual basis.**

**Motion**

**Sheila Knox**

**Second**

**Carol Sample**

*Motion carried unanimously.*

### **III. WRTP Customized Training Proposal**

In November, the Selection Committee awarded WRTP \$20,192 to train 11 students in the areas of Certified Nursing Assistant. WRTP trained 10 adult participants in late 2005 to become Certified Nursing Assistants and 6 were employed by the Veterans Administration and Mt. Carmel Rehabilitation Center at an average wage of \$10.78 per hour.

Wisconsin Regional Training Partnership requested funds to augment their current customized skills contract in order to provide another training in Certified Nursing Assistant. As in the previous class, WRTP will enroll 10 students and both the Veterans Administration and Mt. Carmel has committed to hire the graduates. A non-WIA contribution will cover 50% of the costs.

Staff recommended the extension of this contract with the additional \$20,172 to accommodate another training class. Gerard Randall commented that since Mt. Carmel and the Veterans Administration have requested more CNA's and with the 70% placement rate, the recommendation is supported.

Sue Wile indicated that there is a decline in the number of full-time Certified Nursing Assistant jobs while part-time positions are increasing.

Gerard Randall explained that even though there are training funds available, they must be targeted to high demand/high wage occupation trainings, which limited the funding resources for other occupations.

A separate meeting will be set up to deal with this issue.

**Motion to approve an additional \$20,172 for WRTP to train an additional Certified Nursing Assistant class**

**Leonila Vega**

**Second**

**Gerard Randall**

*Motion passed unanimously*

#### IV. Case Management Contract Update

Staff requested that each of the three WIA Adult Case Management contractors and the WIA Adult Registration contractor contracts be increased by one full time equivalent (FTE) position for the period March 1 through June 30, 2006. The additional staff will be required to provide more intensive case management and to supplement job development, placement and follow-up services to customers.

Starting March 1, 2006, each contractor will increase their staff by one person and \$29,628 will be added to their contracts to cover the cost. These additional staff will enable the program to provide a higher quality of case management, job development, placement and follow-up services to WIA customers.

**Motion to approve the contractual increases (\$29,628 per staff person) for UMOS, Kaiser Group, Wisconsin Community Services and Job Service**

**Carol Sample**

**Second**

**BG Robert Cocroft**

**Abstained**

**Lupe Martinez  
Sheila Knox**

**Motion Passed**

#### V. WIA Local Plan Guidelines

Highlights of the WIA Local Plan, Part 2 guidelines were presented to the Committee as well as the deadline dates for each portion of the plan. Last year the Local Plan Guidelines were completed, however, new matters have been brought up by the state to incorporate in the plan. **Vision of the WDB relative to new state workforce initiatives:**

##### **Employers**

- Fee for service **Business Services** statewide
- Significant expenditure of WDB funds toward **high-growth, high-wage industries**
- Close linkages between trainings offered and job openings

##### **Jobseekers**

- Documented **career pathways** for jobseekers
- **Youth** services overhaul to accommodate increased out-of-school percentages
- Emphasis on **financial literacy**

##### **One-Stops**

- Designation of **One-Stop operators**
- Certification of **Comprehensive Job Centers/Designation of Access Points of Service**
- Documentation of **Cost-Sharing**
- Continuous Improvement/**Quality Standards** (i.e., Baldrige or other recognized system)

**By March 31, 2006**, PIC is required to submit to the State Department of Workforce Development, the WIA local plan narrative, a report on the existing and planned One-Stop locations, and the Local Elected Official Consortium Agreement.

**May 15, 2006**

Selected public comments due, after April 30-day sunshine period

**July 1, 2006**

Attachment G (final) Existing and Planned Sites  
Attachment D Memorandum of Understanding (MOU) -- Template  
Attachment L MOU: Collaborative Service Plan  
Attachment M MOU: Cost Contribution and Staffing Plan: One-Site  
Attachment E MOU: Cost Contribution and Staffing Plan: Roll-up

**September 1, 2006**

Attachment C Business Services Plan

Gerard Randall thanked BG Robert Cocroft for arranging multiple meetings of the Job Center Network Committee to meet the local plan deadlines.

Gerard noted that CYD and UMOS have held long term trainings in financial education. Last year the youth program provided summer debit cards to young people who completed 30 hours of financial literacy training. Gerard requested that some of the board, those who have financial knowledge and background, to commit themselves to this program since this type of training is very expensive.

**VI. Certificate Training Programs**

The Workforce Investment Act (WIA) created the concept of Individual Training Accounts that customers could access which would fund their training from providers on an Eligible Training Provider listing. The Milwaukee County PIC has been very disappointed by the outcomes achieved from most of the training programs used on the listing, over the last year and one half. While completion rates are very good, placement rates are not. The performance based payment method for covering the trainers costs, 10% at customer enrollment, 40% at completion and 50% at placement in unsubsidized employment for 30 days, was intended to work as a monetary incentive to trainers to make the employment linkages for their program completers. Our experience has been that trainers either are not sufficiently motivated by the payment method, or they find that they experience financial losses that they cannot sustain and no longer want to train our customers.

In addition, the WIA legislation allows customized skills training programs, but requires that such programs cover 50% of the training costs and that WIA cover the other 50%. This requirement has reduced the number of customized skills training program applications to the PIC to a very small number each year. This has resulted in a significant under-expenditure in WIA Adult training funds. At the same time DWD now requires that 80% of the WIA funds be encumbered each year, and 70% must be expended.

***Current Status***

WIA case managers have been kept informed continuously about the performance of the Eligible Training Providers and have been very hesitant to refer customers to programs they know do not result in employment. This has resulted in our WIA program training a very small number of customers and a low utilization of the WIA training funds.

In order to correct this situation, PIC has been working with MATC to develop certificate training programs leading to employment that will begin in March 2006. The total cost for

the seven programs would be \$400,000. Before the end of June 2006, we plan on offering MATC training programs in:

Dietary Aide	Welding
Health Care Admissions Clerk	Supervisory Management Trainee
Customer Service Specialist	Small Business Specialist
Computerized Numerical Control	

Other training programs from MATC will also be considered in the future as well as training programs offered by other entities where a very strong employer link is present.

At least 95 customers are expected in these training programs with a maximum capacity of about 155 students. These training programs last from 6 to 16 weeks.

Through our Business Services Department, employers will be sought to hire the program graduates. These contacts will be made while the trainings are on-going.

Gerard Randall stated that while the ITA concept was developed to allow more consumer choice, it's the board's responsibility to guide them into high demand occupations. The problem is consumers may want occupations not provided by the ITA, such as cosmetology or others that are not high demand. Secondly, there are job openings such as graphic arts, health industry and manufacturing, but they require high skills. We cannot rely on the vendors we have today to do those types of training. There is a need to push those trainers to develop better job placements through some other networks. Otherwise we are not going to meet our obligations under the current WIA rules or even the new rules to be set up in the next few years.

Carol Sample indicated that the Department of Labor is considering regulations that will only recognize placement when the participant is employed within the field of the training. Trainers need to show and motivate consumers to stick with the fields that they've chosen.

Rich Abelson indicated that if the PIC staff are taking responsibility for developing the trainings and the placements, then the contracted agencies should not be paid.

The results of the strategy (7 training programs) will be evaluated and hopefully it will result in better trained, and more easily employed, individuals.

## **VII. Other Business**

### **Grants:**

Staff informed the Committee about the award of \$140,000 by the Office of Refugee Resettlement to train 40 newly arrived Hmong refugees in ESL and occupational skills. The grant provides for the training of 14 refugees in CNC, 12 in welding and 12 in basic culinary skills from January 1, 2006 to February 28, 2007.

The GROW grant was recently received by the WOW Workforce Development Board to focus on regional coordination across all of the Southeastern Wisconsin Workforce Development Boards. The board is asked to participate in different levels of leadership in drafting the strategies of what we're accomplishing with partnerships.

Dave Wilson has been meeting with executives, CEOs and the Mayor's Office to work with getting business community involved. A member of the Board will be selected to represent in leadership meetings to assist bringing in different organizations involved in technical education and other kinds of training.

**Youth:**

Summer jobs efforts for youth are underway. RFP's for summer youth jobs have been submitted to the PIC and are now being reviewed. There is a movement in the Department of Labor to target these funds to out-of-school youth, as well as increasing the performance measures of placing them in jobs and completing education certificates. The youth director of the Department of Labor sees the Milwaukee PIC as on the right track and is pleased with what we're doing with partnerships, youth programs, working with 100 youth in alternative schools, moving them to graduation and placing them in careers.

Unfortunately for this summer, there is insufficient funding for the 14 to 16 year olds to receive career guidance. One million plus dollars would have to be taken out of the budget just to serve them. There is a need to find other ways to get funds for that age group.

**Benchmarks:**

Richard Abelson asked staff to schedule a special Selection & Monitoring Committee meeting to discuss the issue of performance based payments and the \$8.00 and 32 hours per week definition of placement for payment purposes.

**Motion to Adjourn**

**Carol Sample**

**Second**

**BG Robert Cocroft**

**Meeting adjourned at 2:57 pm**