



# Governor's Council on Workforce Investment

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**Governor's Council on Workforce Investment  
Executive Committee Meeting  
2:00PM-3:00PM  
A415 – Secretary's Conference Room  
201 East Washington Avenue  
Madison, WI  
July 11th, 2017**

## ***DRAFT MEETING MINUTES, PENDING APPROVAL***

Members Present: Ray Allen, Mark Tyler (by phone), Dawn Pratt (by phone), Vern Peterson (by phone), Dan Mella (by phone), Kent Olson

Others Present: Bruce Palzkill, Phil Koenig, Dave Anderson, Becky Kikkert, Renee O'Day

### **I. Call to Order**

The meeting was called to order by Chairman Tyler at 2:02pm.

### **II. Welcome and Opening Remarks**

There were no opening remarks, and the committee began the agenda immediately.

### **III. Approval of Minutes from May 9th, 2017 – ACTION**

Kent Olson moved to approve the draft minutes from the May 9<sup>th</sup>, 2017 Executive Committee meeting. The motion was seconded by Dawn Pratt. Motion passed unanimously.

### **IV. Approval of Draft Charters for Partnership Development, Resource Alignment, Strategic Initiatives, and WIOA Committees – ACTION**

Chairman Tyler asked if there were questions regarding the draft committee charters. Bruce Palzkill indicated that the Strategic Initiatives Committee would like to modify their charter in the mission and vision section. There was no draft re-write language available for the Executive Committee's consideration at this meeting. Chairman Tyler asked Laura Doolin to draft the language, have Strategic Initiatives Committee review and approve it before consideration by Executive Committee. After discussion, the members agreed that electronic approval by the Strategic Initiatives Committee would be permitted.

Chairman Tyler moved to approve Partnership Development Committee charter, seconded by Vern Peterson. Motion passed unanimously.

Chairman Tyler moved to approve the Resource Alignment Committee charter. Dan Mella stated that Tammi Graf was approved as Vice Chair, and seconded the motion. Motion passed unanimously.

Chairman Tyler moved to approve the WIOA Committee charter, seconded by Kent Olson. Motion passed unanimously.

## **V. Planning for August 8<sup>th</sup>, 2017 CWI meeting**

Dave Anderson and Becky Kikkert had a conference call with NGA, which is willing to assist CWI with strategic planning. NGA offered to send a staff member, Jeff King, to the August meeting to help CWI do some preliminary work. Dave suggested that Jeff King meet with the Strategic Initiatives Committee and report to the full council with planning process recommendations. Other committees would have work time. Martin Simon, head of NGA best practices, as well as other NGA staff would come in October to do in-depth strategic planning and share best practices. The date for the October meeting may need to be changed, and that meeting would not follow the typical format and probably be a full day of strategic planning based on the approach created in August.

Phil Koenig indicated we can provide lunch for the committee and CWI members if we have a lunch speaker. Kent Olson volunteered to arrange someone.

For the CWI meeting, DWD can demo the new internship portal and provide an overview of the initiative. there would be time on the August CWI agenda for Jeff King to understand each committee's charter and where they are in the early stages of their work. Becky Kikkert suggested a regional sector presentation for the meeting, and Kent Olson will arrange for one.

Dawn Pratt expressed concern that the committee's work will overlap with other committees. Dave Anderson stated that the Executive Committee will provide oversight of committee work so they do not duplicate efforts. Renee O'Day will get Aaron Sarbacker information on asset mapping to share with Dawn Pratt. Dawn Pratt would like a WEDC presentation for her committee. After discussion, draft committee minutes will be circulated to all chairs between meetings so they can determine if there is overlap in subject areas.

Phil Koenig suggested looking at a technical college to host the August meeting. Kent Olson suggested having the CWI and committee meetings at North Central Technical College, with an optional site visit to a private business after the meeting. Chairman Tyler will contact the technical college and follow up with Phil Koenig and Renee O'Day. Kent Olson will investigate the optional site visit and the regional sector presentation.

Dave Anderson asked if CWI or a committee would be interested in a presentation from Nicolet Technical College on competency-based learning. Dan Mella stated that would be of interest for his committee. They will work on arrangements.

## **VI. Brainstorm future CWI presentations**

Chairman Tyler suggested that Jose Martinez's work with migrant workers would be a beneficial topic given the fact that there is a 300k gap in workforce that is coming. Kent Olson suggested that the Executive Committee brainstorm future presentations based on the results of strategic planning with NGA. Other members agreed.

Bruce Palzkill mentioned that there was interest in reviewing and educating members on all the publicly-funded workforce programs in the state. Bruce will send the old 2012 summary from the Public Policy Forum to Dawn Pratt. Secretary Allen stated that while the state budget should be passed soon, the federal budget passage could take some time, and this would affect the information included in a new program summary.

Kent Olson moved to ask DWD to commission an updating of the 2012 Public Policy Forum document summarizing statewide, publicly-funded workforce programs. The motion was seconded and passed unanimously.

## **VII. Announcements**

There were no announcements.

### **VIII. Other Business**

Chairman Tyler stated there were a few vacancies to fill and asked for new appointments.

The committee discussed the upcoming WEDA conference in September. Dave Anderson stated that he will schedule a meeting with Brian Doudna to get clarification on the goals and intent of WEDA's September conference.

### **IX. Next Meeting – September 12<sup>th</sup>, 2017**

Dan Mella would like the option to call in to the next meeting.

### **X. Adjournment**

Dawn Pratt moved to adjourn at 2:58pm.

Meeting materials will be posted on the CWI web site at <http://www.wi-cwi.org/>. For questions about the agenda, contact Renee O'Day, Department of Workforce Development, Division of Employment and Training by phone at (608) 267-2355 or by email at [Renee.ODay@dwd.wisconsin.gov](mailto:Renee.ODay@dwd.wisconsin.gov). If you have a disability and need to access this information in an alternate format, or need it translated to another language, please contact (608) 266-2134. For civil rights questions, call (608) 266-6889 or (866) 275-1165 (voice/TTY).