



Governor's Council on Workforce Investment

**Governor's Council on Workforce Investment
Executive Committee Meeting
Conference Call
May 8, 2018
2:00PM – 4:00PM**

DRAFT MEETING MINUTES, PENDING OFFICIAL APPROVAL

Members Present: Sharon Wendt, Dawn Pratt; Mark Tyler

Others Present: Phil Koenig, Bruce Palzkill, BJ Dernbach; Tierney Gill

I. Call to Order

Chair Tyler called the meeting to order at 2:09 and forewent opening remarks.

II. Welcome and Opening Remarks

III. Approval of Minutes from March 13, 2018 – **ACTION**

Minutes were approved as presented.

IV. Outstanding CWI Membership Resolution

A. Leadership

- CWI Vice Chair

The Committee was advised as to the next steps that would need to occur to confirm Dan Mella as the CWI Vice Chair, as the bylaws stated that the vice chair is appointed by the Governor, and not by the committee itself. Mella's name was submitted to the Governor's Office as the recommendation of the Executive Committee.

- Strategic Initiatives Chair, Co-Chair

Per the CWI bylaws, Alan Petelinsek and Kathi Siefert could not be appointed the chair and co-chair of the Strategic Initiatives Committee as had happened in their committee meeting in Osseo. The Executive committee is required to vote on in consultation with Chair Tyler, so the nomination was put to an official motion and carried. Alan Petelinsek and Kathi Siefert were officially appointed the new chair and co-chair of the Strategic Initiatives Committee. It was agreed that Tierney Gill would work with Mark regarding notifying Ian Abston about the vote, as he was the acting vice-chair of the committee. Chair Tyler asked for an update on the rotating membership issue, and was informed that the document had been submitted to the Secretary's Office for consideration.

- WIOA Chair

Sharon Wendt agreed to stay on in position of leadership on the WIOA committee until DWD and the Governor's Office/Secretary's Office add to the committee, to help balance out the heavy workforce/agency presence on the committee. Nominations are in the Governor's Office for consideration.

B. Other Vacancies

The Secretary's Office is working with the Governor's office to fill the vacancies. Chair Tyler asked if Lola and Dan are on the list for replacement, and was assured that they were.

V. Announcements

A. DOL/WIOA Review June 2018

Phil Koenig advised all the members present about the auditing visit from DOL in early June, and the number of issues that they were going to be audited on from June 11-15. They will expect a report out about 45 days later.

VI. Other Business

A. CWI Meeting Schedule – 4x Year

It was agreed that with the strategic planning process done, the Council and committees would go back to a 4x yearly schedule, which would not necessitate a bylaws change. The proposed schedule was for July, October, January, April. Chair Tyler asked that the Exec Committee meeting be moved as well, perhaps to the third week of June, and suggested the Council meeting be held on July 17, pending calendar availability. Tierney will follow up with members to gauge their availability for the dates suggested. June 19th at 2PM was suggested for an executive committee conference call, depending on Dan Mella's schedule.

- Discuss June/July CWI Meeting

Chair Tyler shared that Mark Riehl volunteered the facility space for the July CWI meeting, and Tierney offered to follow up with him to determine if the space would work or not. Tierney will also work with Chair Tyler to determine dates for the October and January CWI meetings working around the 4x a year schedule.

B. Annual Meeting Discussion – October 9, 2018

Phil Koenig suggested that the local boards and outside partners be invited to the annual meeting and allowed to talk about the program highlights in their areas, and that it would also be proactive for them to hear everything that the CWI prioritized and how their plans fit into that overall scheme. Chair Tyler expressed interest in assisting with tracking down a speaker for the event as well. BJ indicated that he could perhaps procure Governor Walker to come and address the group. Chair Tyler will reach out to Dan Ariens again to see about potentially using Lambeau for the site of the October CWI/annual meeting.

C. Strategic Plan Next Steps

Bruce Palzkill informed the members that as a matter of protocol, DWD would be putting the strategic plan out for a two-week public comment period. Additionally, the work with Walter Jankowski was being wrapped up, and Phil

Koenig would be helping develop a place for committee work and documents to be stored. Following the public comment period there would be some internal meetings scheduled with mock up potential dashboards for the strategic initiatives committee to consider.

Chair Tyler suggested the need for a process to be in place to assist in culling of ideas that are not formally vetted, for example the topic of full language immersion that was presented at the winter NGA meeting. Tierney Gill and Bruce Palzkill recommended that topics such as these be brought before the executive committee (as the chairs of all the committees serve on that body) and that committee would then be responsible for vetting and sending the information out to the appropriate committee.

BJ enquired about the NGA article Chair Tyler would be drafting for the Chairs Corner, and offered to help pull the data that Mark would need. Sharon Wendt indicated that she would also like to hear that information on program highlights that are unique to Wisconsin, like FastForward, FabLabs, technical equipment grants, and more. BJ agreed to pull the data and send it to Chair Tyler to assist in the article drafting.

VII. Next Meeting – **TBD, BASED ON OUTCOME OF AGENDA ITEM VI.A**

VIII. Adjournment

Chair Tyler adjourned the meeting at 2:58PM.

Call In Information**

Participant Dialing Instructions

Dial into your CenturyLink telephone number:

1-877-820-7831

Enter the Participant Passcode: 110757#

***For those attending in person, the physical location for the meeting will be:*

Department of Workforce Development

201 E. Washington Avenue, Madison

Room A415

Meeting materials will be posted on the CWI web site at <http://www.wi-cwi.org/>. For questions about the agenda, contact Tierney Gill, Department of Workforce Development, Division of Employment and Training by phone at (608) 266-5336 or by email at TierneyB.Gill@dwd.wisconsin.gov. Department of Workforce Development, Division of Employment and Training is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please call us through Wisconsin Relay Service (7-1-1). To request information in an alternate format, including language assistance or translation of the information, please contact us at (888)-258-9966.