



Governor's Council on Workforce Investment

**Governor's Council on Workforce Investment
Executive Committee Meeting
Conference Call
December 18, 2018
2:00PM – 3:30PM**

DRAFT MEETING MINUTES, PENDING APPROVAL

Members Present: Sharon Wendt, Mark Tyler; Alan Petelinsek; Ann Franz; Dan Mella;

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

I. Call to Order

Chair Tyler called the meeting to order at 2:00PM.

II. Welcome and Opening Remarks

Chair Tyler thanked everyone for attending and indicated that he had had the opportunity to talk with Governor-Elect Evers about the CWI and the direction that he foresaw it going. Chair Tyler offered to stay on as the chair and related from his discussion that he felt Evers believed the Council to be underutilized and was open to some restructuring to aid in efficiency. Discussion on a proposal summarizing suggested thoughts and changes were tabled for later in the agenda.

III. Approval of Minutes from October 16, 2018 – **ACTION**

Minutes were approved as presented. Sharon W. moved to approve, was seconded by Alan P.

IV. Discussion, Brainstorm on Board Recommendations to Incoming Administration

Chair Tyler agreed with the proposal to delay the next CWI meeting until April to give time for a proposal to be drafted, before opening the table for discussion. Frustrations were aired regarding the task and boundaries of the Council as an advisory body, how best to reformat in a way that would capitalize on the smart people in the room, how to carry out the WIOA compliance requirements, and more. The group discussed format options of an Executive Committee and a Strategy/Directions Committee, the former to handle the compliance and logistics part, and the latter to serve as an inbox of sorts for the group to help sort and assign according to priorities and ad hoc groups; the ad hoc groups would be created as needed, led by a council member, and responsible for summarizing their findings in a report/white paper/resolution to outline recommendations and such to the Governor/legislature after being routed through the Exec Committee/Council. It was agreed to help model the CWI after the Michigan model of a central clearinghouse accompanied by ad hoc groups, and to clearly articulate the role of the Council to the members.

Tierney was instructed to draft up a proposal laying out what was discussed and send it to members.

A. Potential Structural Changes

- Function
- Terms of Membership

It was agreed to keep the same model of terms of membership – 6 year terms at the pleasure of the Governor with a third retiring every two years. Tierney will assist Chair Tyler in tracking membership activity.

- Format
- Committees, Working Groups, Ad Hoc

The group decided to host a half day retreat in Madison to help members hit the ground running with the new direction that the CWI could take and work through the restructuring process.

- Skype, Technology-based Meetings

The option to have technology-based meetings like skype for business will be discussed on an as-needed basis.

B. Key Focus Areas

- Reentry
- New Skills for Youth
- Early Childhood Education
- Recommendations

C. Level of Engagement with Administration Discussion

Chair Tyler indicated that he would push for the Governor-Elect to attend or have a designee at the main meetings to help keep that communication channel open.

D. Review of Membership Engagement

Chair Tyler requested for Tierney to assist him on re-working the membership list and expressed interest in a survey for members that would ask interest areas, preferred terms of service, and more that could be reviewed at the retreat.

- Attendance, Input, Removal, Continuation
- Updated CWI Website

Members discussed having a CWI website overhaul assigned to an ad hoc group when the CWI was restructured in April.

- Monthly/Quarterly Newsletter

Chair Tyler asked the committee's thoughts on starting a monthly or quarterly newsletter to report on the CWI's work and hot button issues, encourage feedback. However, the challenges were in keeping the information fresh and current, and in determining if there was a return on investment in that area. Bruce offered to touch base with the Coms shop to gauge their interest in assisting with social media to get the message of the CWI out.

V. Announcements

VI. Other Business

VII. Next Meeting – **TBD**

VIII. Adjournment

Chair Tyler adjourned the meeting at 3:25PM.

Call In Information**

***Participant Dialing Instructions**

1-877-820-7831

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 (414) 874-1680 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.