

---

**March 11, 2022**

**Virtual Meeting (Microsoft Teams Meeting)**

**Join by Phone: 1-608-571-2209**

**Phone Conference ID: 549 360 225#**

**1:00 p.m. – 2:00 p.m.**

**Executive Committee Meeting Schedule**

1:00 p.m.	Executive Committee Virtual Meeting
2:00 p.m.	Executive Committee Virtual Meeting Adjourns

All Full Council and committee meeting materials are available on the CWI webpage at <http://www.wi-cwi.org>

---

**Enclosed Meeting Packet Contents**

Page 1	March 11, 2022 – Meeting Schedule and Packet Contents
Page 3	March 11, 2022 – CWI Executive Committee Meeting Agenda
Page 5	January 21, 2022 – Draft CWI Executive Committee Meeting Minutes

*Department of Workforce Development, Division of Employment and Training is an equal opportunity employer and service provider. 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)*



---

**Governor's Council on Workforce Investment (CWI)  
Executive Committee Meeting  
Virtual Meeting (Microsoft Teams Meeting)  
Join by Phone: 1-608-571-2209  
Phone Conference ID: 549 360 225#  
Friday, March 11, 2022  
1:00 p.m. – 2:00 p.m.**

**AGENDA**

- I. Welcome, Opening Remarks – CWI Chair Mark Tyler
- II. CWI Committee Chairs Report Out: Strategic Plan Developments
  - a. Employment Training Infrastructure – Ann Franz
  - b. Growing Workforce Opportunities – Kathi Seifert
  - c. WIOA Compliance and Resource Alignment – Sachin Shivaram
- III. 2022 – 2026 CWI Strategic Plan Next Steps and Timeline, Discussion
- IV. CWI Ad Hoc Committees, Discussion
- V. Planning of May CWI Meeting Agenda, Discussion
- VI. Other Business
  - a. Next Exec. Committee Meeting – April 2022 (**TBD**)
  - b. Approval of the January 21, 2022 Meeting Minutes – **ACTION REQUIRED**
  - c. Looking Forward
  - d. Public Comment
- VII. Closing Remarks
- VIII. Adjournment

Meeting materials will be posted on the CWI web site at <http://www.wi-cwi.org/>.

For questions about the agenda, contact Patrick Lonergan, Department of Workforce Development, Division of Employment and Training by phone at (608) 405-4279 or by email at [Patrick.Lonergan@dwd.wisconsin.gov](mailto:Patrick.Lonergan@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.:

---

**Governor's Council on Workforce Investment (CWI)  
Executive Committee Meeting  
Virtual Meeting (Microsoft Teams Meeting)  
Join by Phone: 1-608-571-2209  
Phone Conference ID: 299 614 005#  
Friday, January 21, 2022  
1:00 p.m. – 2:30 p.m.**

***DRAFT MEETING MINUTES, PENDING OFFICIAL APPROVAL***

**Members Present:** Mark Tyler; Ann Franz; DWD Secretary-designee, Amy Pechacek; Kathi Seifert; Sachin Shivaram.

**Others Present:** Michele Carter; Becky Kikkert; Annette Meudt; Steve Laesch; Patrick Lonergan; Bruce Palzkill; Linda Preysz.

I. Welcome, Opening Remarks – CWI Chair Mark Tyler

Chair Mark Tyler called the meeting to order and welcomed the members. DWD Secretary-designee, Amy Pechacek announced that in December 2021, Wisconsin set new records by achieving historic lows for both the number of unemployed workers and the state's unemployment rate. Secretary-designee Pechacek stated that Wisconsin reached the record low unemployment rate of 2.8% while overcoming a pandemic and this is largely reflective of the work of the CWI and their recommendations to the Governor. Supporting underutilized talent pools and underserved communities to bring them into the workforce also contributed to this success. Sachin Shivaram echoed Secretary-designee Pechacek's comments and added that Wisconsin's labor force participation rate in December 2021 was also noteworthy being 4.5 percentage points higher than the national rate.

II. WIOA State Plan Modification Public Comments – Bruce Palzkill & Carrie Schneider

Bruce Palzkill reported to the Executive Committee that the two-year modification to the WIOA State Plan was approved at the November 16, 2021, CWI Full Council meeting and was then posted on the CWI website for public comment from December 1, 2021, to January 14, 2022. Mr. Palzkill informed the members that a total of 35 public comments were received from about five different entities, however many of the comments were duplicative. The majority of the public comments were related to WIOA operational matters and procedural items and the Department of Workforce Development (DWD) is evaluating if any changes are needed based on the input provided in the comments. Mr. Palzkill stated DWD is working on responding to those comments and will keep the CWI Exec. Committee apprised of any new developments that arise before the two-year modification to the WIOA State Plan is submitted to the Governor.

### III. WTCS 2019 – 2020 Apprenticeship Completion Report

Chair Tyler shared with the Exec. Committee the highlights of the 2019 – 2020 Wisconsin Technical College System (WTCS) Apprenticeship Completion Report that was recently published. Chair Tyler noted that the report showed that WTCS and DWD have been doing a great job of collaborating on apprenticeships and there are a lot of new areas developing apprenticeship programs that are non-traditional fields for apprenticeship programs. Chair Tyler recommended having a representative from WTCS participate in the next CWI Full Council meeting and give a more in-depth presentation on the report to the CWI members. The Exec. Committee agreed that would be a valuable presentation and should be added to the agenda for the next CWI Full Council meeting.

### IV. CWI Working Group Report Out: Strategic Plan Developments

#### a. Employment Training Infrastructure – Ann Franz

Ann Franz restated the goal the Employment Training Infrastructure Working Group determined for Focus Area #2: Employers in the 2022 – 2026 CWI Strategic Plan and went through the short-, medium-, and long-term action items the Working Group developed for each of the objectives under that goal. Ms. Franz highlighted some of the specific initiatives that were added to the action items, such as replicating the "Internship Draft Day" hosted by the NEW Manufacturing Alliance; and conducting studies to evaluate what skills and trainings employers are targeting and how advancements in technology are impacting those investments. Kathi Seifert expressed her excitement for the action item the Employment Training Infrastructure Working Group was focusing on and how they align with the Objectives of the Growing Workforce Opportunities Working Group. Ms. Seifert noted that there were areas that overlap between the two Working Groups, and they should coordinate each Working Group's role and which will take the lead for the overlapping areas.

#### b. Growing Workforce Opportunities – Kathi Seifert

Ms. Seifert summarized the goal and objectives the Growing Workforce Opportunities Working Group had identified for Focus Area #1: Education in the 2022 – 2026 CWI Strategic Plan. Ms. Seifert added that the Working Group has been coordinating with staff from the Department of Public Instruction (DPI) and the Department of Children and Families (DCF) to determine actions the CWI can take to help DPI and DCF be as successful as possible. Subject matter experts from DPI and DCF will be providing the Working Group with recommendations of what top priorities to target so the CWI can provide support that would be the most impactful.

#### c. WIOA Compliance and Resource Alignment – Sachin Shivaram

Mr. Shivaram reminded the Exec. Committee that the WIOA Compliance and Resource Alignment Working Group is in charge of two focus areas for the 2022 – 2026 CWI Strategic Plan. The Working Group was able to complete most of their work for Focus Area #3: Workforce at an earlier meeting so Mr. Shivaram briefly went through those components of the plan before providing a more detailed summary of the Working Group's recent developments for Focus Area #4: Resource Alignment. At their most recent meeting, the Working Group agreed that to address the organizational and structural changes necessary to improve collaboration, it is important to ensure the workforce system is operating holistically to serve the needs of the individual. This led to the Working Group trying to determine how to approach resource alignment from the perspective of a customer of the workforce system and the Working Group focusing on items such as ensuring the proper channels are in place for easy connections/referrals between organizations, creating a framework that is easy to use for the consumer, and creating a standard operating procedure for referrals between agencies/organizations. The Working Group also discussed

development of a longitudinal data system to identify opportunities for collaboration and expand the capacity for evidence-based decision making.

Chair Tyler thanked the Working Group chairs for their reports and noted that there seemed to be a few key issues that were common throughout the various objectives and the areas where there was overlap would be good opportunities for cross collaboration between the Working Groups. Linda Preysz agreed and added that the issues related to childcare, housing, and transportation are common in all the Working Groups and were some of the key challenges identified at the start of the strategic planning process. Chair Tyler discussed potentially forming ad hoc committees of the CWI to focus specifically on these issues and identifying solutions. Ms. Seifert recommended having all the Working Groups finish their work on the 2022 – 2026 CWI Strategic Plan so they can establish how they would like to address these issues and then determine how the ad hoc committees can build on the items identified by the Working Groups. Ms. Franz agreed and noted the Exec. Committee should also consider whether the ad hoc committees should be state-wide or organized at a more regional level.

#### V. CWI By-Laws Review & Revision, Discussion

Chair Tyler discussed the proposed revisions to the CWI by-laws and noted most of the revisions were minor updates that were technical or administrative in nature. Ms. Seifert asked what would be stated in the by-laws regarding the scope and duties of the CWI standing committees since they currently are tied to the 2018 – 2022 CWI Strategic Plan. Patrick Lonergan responded that the goal statements each of the Working Groups identified for their focus areas in the 2022 – 2026 CWI Strategic Plan could be incorporated into the committee descriptions. The Exec. Committee agreed to that concept but requested to see an updated draft of the by-laws before they are voted on by the CWI Full Council.

#### VI. Planning of February CWI Meeting Agenda, Discussion

Mr. Lonergan went over the proposed topics for the February 17, 2022, CWI Full Council meeting and the structure for the meeting. Becky Kikkert explained that the Working Groups would each be going into breakout session for a portion of the February CWI Full Council meeting so they can continue working on their respective areas for the 2022 – 2026 CWI Strategic Plan.

#### VII. Other Business

##### a. Next Exec. Committee Meeting – **TBD**

The Exec. Committee decided that it should reconvene in March 2022 to report on the latest developments for the 2022 – 2026 CWI Strategic Plan and continue the discussion the formation of CWI ad hoc committees.

##### b. Approval of the November 9, 2021 Meeting Minutes – **ACTION REQUIRED**

Motion by Ms. Franz, seconded by Ms. Seifert to approve the November 9, 2021 Executive Committee meeting minutes without correction. The motion carried unanimously.

##### c. Looking Forward

##### d. Public Comment

There were no public comments offered.

#### VIII. Closing Remarks

#### IX. Adjournment

The meeting adjourned at 2:30 p.m.

Meeting materials will be posted on the CWI web site at <http://www.wi-cwi.org/>.

For questions about the agenda, contact Patrick Lonergan, Department of Workforce Development, Division of Employment and Training by phone at (608) 405-4279 or by email at [Patrick.Lonergan@dwd.wisconsin.gov](mailto:Patrick.Lonergan@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.