



EMPLOY MILWAUKEE BOARD OF DIRECTORS

PROGRAM COMMITTEE MEETING

Thursday, November 11, 2021

9:00 – 10:30 a.m. Via Zoom Technology

MINUTES

Program Committee Approved on 2/17/22

Members: Laura Bray, Bevin Christie, Randy Crump, Carla Cross, Pam Fendt, Mark Kessenich, Brian Levins, Parker Rios, Wallace White

Members Absent: Michael Daily, Eduardo Garza, Tracy Lubber, Lupe Martinez, Joni Theobald

Guests: Carlton Thompson, Dr. Nina McCain, Renee Lohee, Chee Thao

Employ Milwaukee Staff: Vanesa Carmona-Lewis, Julie Cayo, Suzanne Reinstein, Carrie Hersh, Dereya Pederson, Sharron Briggs

Chair Carla Cross called meeting to order at 9:04 a.m.

1. **Committee Business**

a. Approval of Minutes from August 19, 2021, Program Committee meeting

Members briefly reviewed and discussed ***August 19, 2021, meeting minutes.***

Tracey Lubber motioned for approval of minutes from May 20, 2021, and Brian Levins seconded; meeting minutes approved unanimously.

2. **Virtual Platform (recommendation)**

Dr. Nina McCain (Executive Fellow) is here to assist in the virtual delivery platform. The goal is to get this platform up & running so all of Milwaukeeans can have an opportunity to use this platform. It's an innovative way to show people how to interact whether on their mobile device, computer, or laptop. Dr Nina McCain is here for a 1-year project.

Carlton Thompson The Pandemic has challenged our workforce operations. Questions have come up. What are we doing right now? We want a system that will be up 24/7 so the staff can be

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connected to stay connected afterward. Platforms -LMS, CRM, CRM (State) Tools, & Standard messaging.

People want an easy use & a good design. Our plan is to meet people where they are, by unifying the brand with a Single sign in. The Arfie helped us to set up our expectation on what we should be asking for. By going through the demo faze we settled on a company called Career Edge. Core Features is Application Documentation Digital Signatures, Assessment Orientation, Professional Tools, Employer Match Making Virtual Hiring Events, Timesheet Placement Data, and Financial Management Tracking. Carla, do you have a demo of the software, or a place to go to the website, and how does it function? What is it about the software that made it stand out? Carlton Thompson What has made this company stand out, is that they have been operating for a very long time. DC has a very large summer youth employment program. DC has used this program for the last 5 years. They had an opportunity to zero in on what makes programs like this successful. What we were asking for the other vendors would have to customize and build. We're looking for the wisdom that DC has not only regionally but nationally. Career Edge & Career Team is their software platform. Carla Cross The goal to work this out and expand it to the other Summer Earn & Learn Programs, and then to all the other programs? Carlton Thompson We're looking to start this project at beginning of the year January 1and start with the summer youth programs. Its already in discussion that it wouldn't be an issue to get us up and running. Carla Cross Is this a subscription-based product or do you buy it how does this work for the organization financially? Carlton Thompson To get the project started we're looking at about 120K Carla Cross Does anyone have any quick questions? Laura, can you share a demo or any brief videos? CT No, problem we will get those things over to you. Carla Cross motion to approve. Laura 1st motion Mark 2nd motion. No Objections. Carla Cross Motion approved.

3. United Neighborhood Centers of Milwaukee (UNCOM) Partner Presentation

Renee Lochee (UNCOM) in this position since February 2020. We offer help to individuals and families our ~~programs such as food distribution, job readiness, job placement, mentoring, medical~~ services etc. All 8 UNCOMS span from the northside to the southside & everywhere in between. UNCOM (Agencies) are City on a Hill, COA Youth & Family Centers, Journey House, Milwaukee Christian Center, Neighborhood House of Milwaukee, Neu-Life Community Development, Northcott Neighborhood Center, & Silver Spring Neighborhood Center distribute food to the neighborhoods. Our services provide after school activities for the kids, employment programs, early childhood centers UNCOM serves over 60K a year in 164 community (areas). UNCOM agencies help teens to active & engaged after school, half of the UNCOM members provide early childhood education. Chee Thao Program Director WIOA -OSY Our relationship ties with Employ Milwaukee and UNCOM has been for 13 years. Our program serves individuals ages 16-24 who may or may not have a diploma, live in high poverty or low-income area, only have basic skills deficient, are a parent, an offender, or have been in foster care. UNCOM enrolls 120 young people a year 50% met. The other partner is the youth build construction program & Construction Plus (Cream City). The New programs focus on the HealthCare field. UNCOM (Provider)refers individuals to a construction

program& case management. UNCOM (Partner) Organize training & placing participants with healthcare employment. Prerequisite for the program is A Mental Toughness Training which has 2 sessions. 1 session was held, Session 2 starts 1/3/22. 2 cohorts were held in the contract year. 36 in Construction (72 total), 10 in Construction Plus (20 total) Healthcare. Youth may be enrolled in WIOA-OSY. HSED, HBI-Pact credential for construction & HSED, CBRF/CNA credential for healthcare. UNCOM made 26 of 30 referrals 16 completed the PREREQUISITE (Mental Toughness) Cohort 1 (Construction) started November 1st, 2021, Cohort 1 (Healthcare) a tentative start date of January 17, 2022. Compete Milwaukee is a partner with the city of Milwaukee & Employ Milwaukee goal is to connect the unemployed & underemployed with opportunities in construction sector. Goal 25 co enrolled into the program. We make referrals to the Employ Milwaukee program. High School Graduate 18-24, 22 construction 3 clerical/ office. UNCOM made 14 of the 23 referrals to this program. Also 13 are active and to receive Certified training, (Osha 10, Lead Supervisor, Asbestos Supervisor, CDL Prep) Paid work experience with a city contractor. Renee (UNCOM) how many people completed the Toughness Program? Chee Employ Milwaukee, UNCOM partner with Mental Toughness to get the young people through the program. We have 3 youth providers Milwaukee Christian Center, Northcott Neighborhood Center & Housing Authority. The contract providers recruit & enroll at the worksites. Vanesa Carmona-Lewis We also work with Kwabena the social, emotional, learning aspect of mental toughness training. Carla Cross Who will be providing the training for the healthcare? Chee Thao, we have a couple of people lined up, but it hasn't been finalized yet. CMA training is 8 weeks long, we're trying to expand it to 3 -4 months. Carla Cross Is there a reason why it must be 3 or 4 months? Chee Thao Construction Plus is funded by DOL. DOL request that much of the program is 6 to 10 months, which is in the contract. We respect and we meet our young individuals where they are & develop a work plan. Our participants have direct access to UNCOM Staff. We try to be a 24-hour program. Carla Cross Thank You

4. New Grants

Julie Cayo (Updated Grants) Wisconsin Department of Workforce Development Worker Advancement Initiative which was funded through ARPA. Only the workforce development boards were eligible for this grant. We're 1 of 11 boards that applied for this funding. We applied for 500 people and were granted 5,255,005.30 It's a 2-year project which started on the first of October and was backdated.

5. American Job Center MOU Renewal Update

Vanesa Carmona-Lewis informed members That the Job Center MOU was submitted on May 14, 2021 and met with DWD on June 10, 2021. DWD had concerns of EMI using the May Receptionist data due to job centers be closed a long period of time because of the pandemic. This gave EMI the opportunity to use the current updated June and July customer accounts numbers in SOLAR. Ms. Lewis has a meeting with DWD on August 20, 2021, to review updated information for submission and approval.

6. Service Providers Status Reports

Toni White reported on the WIOA Title 1-B Program Q4 Performance Indicator. In the Adult unsubsidized employment Q2 post-exit, EMI adult did not reach their goal. Adult -PY20 WIOA goal 74.0% met 67.2%; Dislocated Workers goal 79.0% met 70.3%, you must have 90% participation to meet your goals. For the Youth: Employment or Education – goal 76% Met 69.7%. The source date is during the timeframe of July 1, 2019 – June 30, 2020. Due to the pandemic many activities were put on hold due to no hands-on activities. Tracy Luber has concerns of the late reported years recorded and was interested in getting updated year to date detailed data on the program's outcomes. Ms. Lewis will be connecting with Ms. Luber to go over any requested information. PY2020 placement preliminary and unaudited; Actual 1,677 –

goal 3,000 ETO report as of June 30, 2021. Average wages unsubsidized PY 2019 – Adult \$16.16 – Youth \$10.61 - Re-Entry \$12.63: PY 2020 – Adult \$17.36 – Youth \$12.22 – Re-Entry \$13.24. Overall average for 2019 \$15.15 it increased in 2020 in the amount of \$15.84. EMI and service provider staff will continue to move forward working on quality assurance, DWD monitoring, outreach strategies & enrollment, training newly hired staff, attending statewide & regional meeting and working on training procedures & processes.

7. On-the-Job Training (OJT) Refresher

Jose Galvan reported on the OJT Training Program giving a short introduction of OJT concerning employers and guidelines. OJT is provided by business; 50-75% of training wages or reimbursed by EMI. OJT employers make the hiring decisions; determines the job performance standards and retain the right to terminate a trainee. OJT guidelines indicate it must be for full-time employment of 32 plus hours per week. Hire date or job offer does not precede OJT start date. 20% of the subsidy is withheld until the employee is on the job 30 days following the completion of training. Please contact Mr. Galvan with any interested employers.

8. Employer Engagement Updates

Mr. Galvan reported on employer engagement. EMI connects with each employer to share available resources which include rapid response services and attempts to present these resources in-person/virtually to employees. EMI has had 50 employer engagement events 5652 attendees and 525 employers. T Drive thru Job Fairs, Thursday Virtual on the spot interviews and virtual interview workshops via zoom. WDA Regional Virtual Job Fair took place on June 9th with 92 employers and 338 job seekers. EMI will also be doing a combination of in person events; one for hospitality September 16, 2021 and for transportation August 26, 2021.

9. Standard Program Reports

a. Youth Committee Update

EARN & LEARN Updates

Ms. Reinstein reported EARN & LEARN summer in-school youth program 7week summer youth employment program with an end date of August 6, 2021; some were extended a little past the end date. EMI received 3125 applications; 1319 were completed and enrolled; 1163 started working. There were 89 approved worksites and 1359 max slots requested by worksites.

Community Resource Navigator (CRN) Program Updates

Toni reported on the Milwaukee County CRN a report was presented concerning the job seekers and employers. WRTP was the staffing partner for the CRN project. There were 1345 applicants; 392 seeking employment; 342 placed into employment, as of today there are 140 place participants.

10. Monitoring Updates

a. BAS-ASE

Dereya Pedersen reported on the BAS-ASE monitoring; which took place on June 29, 2021; desk review and virtual monitoring EMI passed; the discussion was geared to the goals and program

implementation.

b. Upcoming Annual DWD Monitoring – November 15th thru November 18th, 2021

The upcoming annual DWD monitoring will take place November 15-18, 2021. Topic of discussion will be Fiscal & Adult, Dislocated Worker and Youth Programs. EMI will follow up with the service providers to preparing for the upcoming meeting.

11. Annual Review of Policies

Ms. Pedersen reported on the Individual Training Account (ITA) Policy a small change was made; the language was added where no more than 5% of total ITA fund available could be used outside of the Milwaukee Area. It is on a case-by-case basis to allow more flexibility to put fund to best use. Ms. White reported on Adult and Dislocated Worker Supportive Services Policy, for the annual review the state had updated information in policy and EMI wanted to be aligned with information concerning WOIA versus Non WOIA funding. Also, so a change in supportive service; where a participant had to receive service through vouchering; it can now be done in other ways. Dereya indicated that for Incumbent Worker Training Policy very similar to get more flexibility update policy to remove the section requiring an industry recognized credential to us in other training that are not industry recognized. Also, for the Subrecipient Monitoring Policy and Procedures refine for contract less than 9 months; not to have monitoring contract. Data Security Policy; funding source requirement; added record retention policy and how that will be implemented.

Tracey Lubber motioned for approval changes made to the policies and Pam Lubber seconded; approved unanimously.

12. Other Business

The meeting was adjourned at 10:48 a.m. by Chair Cross.

Next Program Committee meeting is scheduled for February 17, 2022, 9:00 a.m.

Next Board of Directors meeting is December 9, 2021.