

Employ Milwaukee  
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Tom Barrett, Mayor, City of Milwaukee  
**Designated Chief Elected Official**

Donald W. Layden, Jr.  
**Chair**

## EMPLOY MILWAUKEE BOARD OF DIRECTORS MEETING

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**March 14, 2019 • 8:30 a.m. – 10:00 a.m.**

2342 North 27<sup>th</sup> Street, Milwaukee, WI 53210 - Conference Room 118

### MINUTES

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**Members Present:** Don Layden (Chair), Kimber Bartosiak, Charlotte Cannon-Sain, Kareeda Chones-Aguam, Lea Collins-Worachek, Carla Cross, Randy Crump, Michael Daily, Mike Fabishak, Pam Fendt, Andres Gonzalez (phone), Amy Hansmann, Ossie Kendrix, John Kissinger, Gene Manzanet, Steve Martin, Vicki Martin, Ted Matkom, Darryl Morin, Lois O'Keefe, Alan Perlstein (phone), David Pifer, Willie C. Wade, Patricia Woodard

**Members Absent:** Dan Buehrle, Dan Bukiewicz, Sheila Cochran, Juvenel Levros, Lupe Martinez, Mark Mone, Keith Posley, Karen Spindler, Wallace White

**Guests:** Laura Bray (MATC), Dr. Katrice Cotton (MPS), Myra Edwards (Mayor's Office), Parker Rios (UMOS), Rachel Zietlow (Maximus), J. Gonda (UW-M)

**Staff Present:** Scott Jansen, Pete Coffaro, Patti Porth, Rob Cherry, Melissa Shekoski, Eileen McMahon

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Board of Directors Chair Don Layden called the meeting to order at 8:31 a.m.

#### 1. Approval of Minutes from December 13, 2018

After brief discussion, December 13, 2018 Board of Directors minutes were approved as circulated.

#### 2. Chair Report

Chair Layden welcomed newest EMI Board of Directors members Michal Daily with USW and Charlotte Cannon-Sain with Center for Veterans Issues. The Executive Committee met on February 28, 2019 and received a summary of the Strategic Guidance Report from CEO Willie C. Wade, which Mr. Wade will now present to Board of Directors.

#### 3. President's Report

Mr. Wade presented the Strategic Guidance Report to committee members. Key initiatives were to identify key indicators for driving activity. Mr. Wade reviewed Employ Milwaukee values:

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- People-centered
- Rooted in equity and opportunity
- Networked, intentional partnership
- Regionally responsive
- Growth & system-oriented

An important part of our strategic planning was the creation of four strategic areas including:

Strategic Area 1 – Establish Clarity of Mission and Purpose  
 Strategic Area 2 – Program and Product Innovation  
 Strategic Area 3 – Capacity Building  
 Strategic Area 4 – Enhance Existing Strategic Opportunities

Mr. Wade informed members that strong indicators were uncovered to focus more on recruiting and developing talent, as well as learning how to serve certain pockets of the community. EMI will be working to strengthen relationships with our business partners, focusing more on barriers to employment and bringing more people and businesses into the fold to serve both the supply and demand dynamics of the WDA 2 labor market. Anyone looking for a job or a worker should be coming to Employ Milwaukee.

**Next steps** – Strategic Guidance Report will be shared with the organization and the plan and initiatives will continue to be evaluated and implemented. EMI is currently working on the FY2020 Budget and will submit to the Board for adoption at the June 13, 2019 meeting.

#### **4. Governance, Compliance & Nominating Committee**

*Packet Information – EMI Board of Directors Planning Roster, EMI Directors with Term Ending in 2019, EMI BOD Appointment Rules and Responsibilities, Agreement between EMI and Designated Chief Elected Official for WI Workforce Development Area 2*

Mr. Morin informed the Board that GCN Committee met on March 7<sup>th</sup>, 2019 and reviewed the DWD Monitoring Report and Governance findings. The board and committee appointments will serve as the corrective actions for the associated Findings. The response letter must be submitted to the Department of Workforce Development by April 3, 2019.

The GCN committee also reviewed the newly approved Memorandum of Agreement between the Designated Chief Elected Official and EMI to authorize staff to serve in multiple roles/functions as allowed by WIOA. The LEO Board was not required to approve the MOA or be written into the agreement.

The GCN Committee continues to partner with staff to receive/review Self-Nomination forms and to recommend appointments to open Board and Committee positions as listed on the handouts. Steven Xiong also tendered his resignation from the Board as he announced his retirement. The Board requested that Mr. Xiong be awarded a commendation for serving.

#### **5. Personnel, Finance & Audit Committee**

Personnel, Finance & Audit Committee met on February 28, 2019. As of December 31, 2018, Employ Milwaukee has secured \$18.3 million of funds for the current program year and expended \$8 million (44%). The committee reviewed Compete Midwest Grants which total \$13 million over 5 years. The current budget includes \$3.1 million. Spending is on track for American Apprenticeship and Americas

Promise. EMI has a plan through June 2020 to meet goals and expenditures for TechHire program.

Chair Layden led brief discussion on liquidity issues related to EMI operating reserve. Staff is researching multiple options including a line of credit for alleviation, which would need adequate oversight. Question was posed regarding EMI debt position. Response was debt is mortgage on building. Alan Perlstein added that Finance Committee is working on resolving liquidity issue and plan to have solution in place prior to next year's audit.

## **6. Program Committee**

Ted Matkom reported to Board that Program Committee met on February 20, 2019. Committee has been reviewing a lot of data. One of the challenges is YTD update metric is a year old. Red Flags were from another funding year. Looking at improving going forward. Receiving WIOA Performance Measure Criteria on a quarterly basis. For new RFPs, we know issues we want to address.

Received audit from the State and findings were five promising practices and 13 areas of concern. A report is requested back in early April to ensure being addressed in a satisfactory manner. Current issue is how we increase diversity in apprenticeship program. Mr. Jansen informed Board there are two metrics for indicators, however performance reports lag 15 months. Chair Layden assured members that more real time data is available at committee level and the right decisions are being made.

**Next steps** – Add metrics for diversity in apprenticeship programs to packet.

## **7. Youth Committee**

Dr. Cotton stated that first Youth Committee meeting as a Board subcommittee was held on Wednesday, February 13<sup>th</sup>, 2019. Bylaws were reviewed, and committee also discussed coordination of services to assist Youth to be successful in their career goals. Members were given a list of 11 barriers to Youth Employment and were asked to bring their top two barriers to the Youth Committee meeting on May 8<sup>th</sup>, 2019.

## **8. Other**

*Packet information – EMI Dashboard Job Placement by Client Category as of March 14<sup>th</sup>, EMI Program Training Investment by Sector, Mobile Workforce Connections Event & Hub Metrics since September 2017, Analysis of Foxconn Job Order History in Wisconsin*

Mr. Jansen updated the Board that on a year over year basis, the non work permit/unsubsidized job placements were 500 placements ahead of last year. The current program year average wage is running around \$13/hour. Last year there was a 16% reduction in WIOA funding with a reduction of training dollars. There has been a huge lift in IT occupations due to TechHire and Americas Promise with jobs averaging \$18-22/hour. EMI scheduled our first cohort of BankWork\$ training for April and local banks have been donating funds to assist with training costs for the program.

**The next Board of Directors Meeting will take place on June 13, 2019 at 8:30 a.m. at Employ Milwaukee, 2342 N. 27<sup>th</sup> Street, Milwaukee, WI 53210.**

**The meeting was adjourned at 9:43 a.m.**

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