

Employ Milwaukee
2342 North 27th Street
Milwaukee, WI 53210
Phone: (414) 270-1700
Fax: (414) 225-2375
Website: <http://www.employmilwaukee.org>



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

Donald W. Layden, Jr.
Chair

EMPLOY MILWAUKEE BOARD OF DIRECTORS MEETING

June 13, 2019 • 8:30 a.m. – 10:00 a.m.

2342 North 27th Street, Milwaukee, WI 53210 - Conference Room 118

MINUTES

Members Present: Don Layden (Chair), Griselda Aldrete (phone), Deshea Agee, Kimber Bartosiak, Charlotte Cannon-Sain, Lea Collins-Worachek, Sheila Cochran (phone), Carla Cross (phone), Randy Crump, Michael Daily, Pam Fendt, Andres Gonzalez, Amy Hansmann, Ossie Kendrix, Mark Kessenich, John Kissinger, Brian Levins, Gene Manzanet (phone), Steve Martin, Vicki Martin, Darryl Morin, Lois O'Keefe, Alan Perlstein, David Pifer, Karen Spindler, Wallace White, Patricia Woodard

Members Absent: Dan Bukiewicz, Kareeda Chones-Aguam, Mike Fabishak, Juvenel Levros, Ted Matkom, Lupe Martinez, Mark Mone, Keith Posley

Guests: Mayor Tom Barrett (Chief Elected Official), Laura Bray (MATC), Vera Ford (Milwaukee Job Corps), Jennifer Gonda (UW-M), Dr. Katrice Cotton (MPS), Myra Edwards (Mayor's Office), Parker Rios (UMOS), Rachel Zietlow (Maximus), Eduardo Garza (CVI)

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

Board of Directors Chair Don Layden called the meeting to order at 8:36 a.m. After brief discussion, Darryl Morin closed session at 8:38 a.m.

- Closed Session - *Pursuant to Section 19.85 (1)(b)(c) of the Wisconsin Statutes, the committee may return to open session to act on this matter.

Chair Layden reopened session at 9:09 a.m.

1. Approval of Minutes from March 14, 2019

Members discussed March 14th, 2019 minutes briefly.

Pam Fendt motioned for approval of March 14, 2019 Board of Directors minutes; Laura Bray seconded; minutes were approved unanimously.

2. Chair Report

- Executive Committee Meetings

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Chair Layden thanked Executive Committee for their time and consideration for additional Special Meetings to come to some major decisions to be voted on.

- Annual Meeting – Election of Officers

Wallace White motioned for election of Don Layden, Chair, John Kissinger, Vice Chair, Darryl Morin, Secretary for EMI Board of Directors; Andres Gonzalez seconded; approved unanimously.

- CEO Update –

Chair Layden asked for a motion to make \$10,000 payment to former CEO Willie C. Wade, with a signed complete waiver of liability.

Wallace White motioned; Darryl Morin seconded. Approved with 1 abstention (Deshae Agee).

Chair Layden requested a motion to hire Mark Kessenich as Interim CEO through December 31, 2019.

John Kissinger motioned; Karen Spindler seconded. Approved by majority with 7 abstentions (Deshae Agee, David Pifer, Parker Rios, Andres Gonzalez, Darryl Morin, Carla Cross, and Sheila Cochran)

Chair Layden welcomed Mark Kessenich to Employ Milwaukee and asked that he extend the Board's appreciation to WRTP/BIG STEP Board for making him available. Mayor Barrett also thanked Mr. Kessenich for agreeing to be Employ Milwaukee Interim CEO.

3. Governance, Compliance & Nominating Committee

Packet Information – Government/Compliance & Nominating Committee Executive Summary to Board of Directors, EMI Board of Directors with terms expiring June 30, 2019, Board & Committee Nomination Report June 10, 2019

Darryl Morin informed the Board that GCN Committee met on May 14, 2019. An agreement was signed by Chair Don Layden and Chief Elected Official Tom Barrett to satisfy a monitoring finding from WI DWD regarding separation of duties (service provision vs. monitoring) for Employ Milwaukee staff. Agreement is posted on the EMI website.

Mr. Morin requested a motion to approve current Board members who are expiring June 30, 2019, so they can be extended (members are listed in packet information). This item has already been approved by GCN and Executive Committee.

Alan Perlstein motioned; Karen Spindler; approved unanimously.

Mr. Morin requested a motion to approve new business representatives (Brian Levins and May yer Thao) to Board of Directors. This item has already been approved by GCN and Executive Committee.

Pam Fendt motioned; Laura Bray seconded; approved unanimously.

Mr. Morin requested a motion to approve required DWD non-Board members (identified in the Board and Committee Nomination Report) who will be subject to conflict rules and voting power on committees but

not on boards.

Laura Bray motioned; Pam Fendt seconded; approved unanimously

4. Personnel, Finance & Audit Committee – FY2020 Budget - Approval

Packet information – Personnel, Finance & Audit Committee Executive Summary to Board of Directors, FY2020 Budget & Fund Development Report, Budget Comparison FY2020 vs. FY2019, FY2020 vs. 2019 Budget by Funding Source, EMI Fund Development Report 2018-19 Q4, EMI Secured Grants by Affiliation as of 5/22/19

Personnel, Finance & Audit Committee met on May 30, 2019. Committee welcomed Jon Mariano, Johnson Bank, as a new member of the committee. As of March 31, 2019, Employ Milwaukee expended \$11.8 million (65%) of the \$18 million budget for the year. Staff anticipate 90% of the annual budget to be expended by June 30, 2019.

Patti Porth presented FY2020 proposed budget of \$17.3 million, which includes \$16.3 million of contracted funding plus \$1 million of fund development. The budget is a \$750,000 (-4%) decrease from FY2019. Ms. Porth indicated the following reasons for the smaller budget:

- DWD funds decreased by \$545,000
- US DOL funding increased by \$1.3 million (TechHire Grant)
- ResCare FSET Training funds expire September 30th, reducing available training funds by \$1 million

Board briefly reviewed full budget in the packet under tab 4. Board approval is requested for FY2020 budget.

John Kissinger motioned; Alan Perlstein seconded. FY2020 budget approved unanimously.

Rob Cherry provided Fund Development report for the past year. EMI has secured \$5 million in grants over the past year, of which, \$1.9 million in included in the current year budget.

5. Program Committee Update

Packet information – Program Committee Executive Summary to Board of Directors, Peter Coffaro Memo Dated June 10th, 2019 Re WIOA Title 1B Service Providers Year 3 Renewal, Employ Milwaukee Policy 17-01, Change 1 RE Individual Training Accounts

- WIOA Contract Renewal – Approval
- WIOA Policy 17-01, Change 1 – Approval

Program Committee met on Wednesday, May 15th, 2019. Mr. Coffaro reported that Program Committee approved WIOA Year 3 Contract Renewals and 2019 Earn & Learn Worksites were approved.

Pam Fendt motioned for approval of WIOA Title 1 B Service Provider Year 3 Contract Renewal; Michael Daily seconded; approved unanimously.

As part of EMI annual review of policies, Program Committee, GCN Committee and Executive Committee approved modification of ITA Policy 17-01 in November 2019.19.

Mr. Coffaro explained the issue is policy provision provides vendors are paid 80% of training after first full

week. 20% is withheld pending completion of 30 days of unsubsidized employment, attainment of self-sufficient wage. Situation was individual completed training and hired for \$18/hour, however, they couldn't meet self-sufficiency.

Next Steps - After brief discussion, Chair Layden relayed **No approval of WIOA Policy 17-01**. He requested item be sent back to Program Committee and then Executive Committee via Special Meetings as necessary.

Mr. Coffaro reported the following programs have components that require immediate action from cross functional teams to help address key performance metrics:

- i. WIOA Dislocated and Adult Worker – increase Credential Attainment Rates
- ii. Motivated to Apprenticeship Pathways – increase enrollments
- iii. Youth Paid Work Experience – increase year round paid work experience
- iv. TechHire – increase placements
- v. American Apprenticeship – increase placements

6. Youth Committee Update

Packet information – Youth Committee Executive Summary to Board of Directors

Mr. Coffaro reported that Youth Committee met on May 8, 2019. There were no recommended policy updates or changes to the local plan. The DWD Youth Program Elements became effective April 29, 2019.

Dr. Cotton facilitated a discussion with Youth Committee members on the top five barriers facing youth. Additional discussion on this topic will continue at the August 8th Youth Committee meeting.

7. Key Performance Indicators

Packet information – Job Placement by Client Category, WIOA Training Investment by Sector, Foxconn Job Opening Activity in Wisconsin, Foxconn in Wisconsin – 2019 Top 10 Job Openings by ONET Title
Chair Layden asked Directors to review reports in packet. No time for discussion.

8. Other

This item was tabled due to lack of time.

**The next Board of Directors Meeting will take place on September 12, 2019 at 8:30 a.m.
at Employ Milwaukee, 2342 N. 27th Street, Milwaukee, WI 53210.**

The meeting was adjourned at 10:00 a.m.

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