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

Don Layden
Chair

EMPLOY MILWAUKEE BOARD OF DIRECTORS MEETING

June 14, 2018 • 8:30 a.m. – 10:00 a.m.

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

MINUTES

Members Present: Don Layden (Chair), Dan Buehrle (via phone), Earl Buford, Kimber Bartosiak, Laura Bray, Carol Burgett, Lea Collins-Worachek, Carla Cross, Alicia Dupies, Michael Fabishak, Pam Fendt, Andres Gonzalez, Ossie Kendrix, John Kissinger, Gene Manzanet, Ted Matkom, Dr. Mark Mone, Darryl Morin (via phone), Lois O'Keefe, David Pifer, Wendell Willis (via phone), Patricia Woodard, Wade Woodworth

Designated Chief Elected Official (CEO): Mayor Tom Barrett

Members Absent: Griselda Aldrete, Dan Bukiewicz, B.G. (Ret.) Robert Cocroft, Randy Crump, Lupe Martinez, Alan Perlstein, Lauri Rollings, Karen Spindler, Wallace White and Steven Xiong

Guests: Renee O'Day (DWD), Myra Edwards (City of Milwaukee), Parker Rios (UMOS), Rachel Zietlow (Maximus)

Staff Present: Scott Jansen, Pete Coffaro, Patti Porth, Rob Cherry, Willie Wade, Jill Lintonen, Eileen McMahon

Committee Chair Don Layden called the meeting to order at 8:38 a.m.

1. Approval of Minutes from March 15, 2018

Minutes were approved as circulated.

2. Election of Officers – Approval

Mike Fabishak motioned to elect Don Layden – Chair, John Kissinger – Vice Chair & Treasurer, and Darryl Morin – Secretary as officers of Employ Milwaukee's Board of Directors; Kimber Bartosiak seconded. Officers of Employ Milwaukee Board of Directors were approved unanimously.

3. Chair Report

- **Board Appointments**

Chair Layden read the names of Board of Directors reappointments for a period of three years which included: Don Layden, Randy Crump, Ted Matkom, Alan Perlstein, Pam Fendt, Lupe Martinez and

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Carla Cross. He noted they would be receiving a letter from the Mayor of this reappointment by the end of June 2018. New members who are being appointed this month include: Deshea Agee, Executive Director of Historic King Drive Bid and Steve Martin, Vice President of Human Resources, Marcus Corporation. Sheila Cochran will be rejoining the Board. Keith Posley will be appointed to replace Dr. Darienne Driver as the board member representing Milwaukee Public School District.

- **Committee Appointments**

Handout – June 2018 Board Committees List

Committee appointments are as follows (additional members will be asked to serve on committees prior to the next Board meeting):

- **Executive Committee:** Don Layden – Chair, John Kissinger, Ted Matkom, Darryl Morin, EM CEO (TBD).
 - **Personnel, Finance & Audit Committee:** John Kissinger – Chair, Dan Buehrle, Mike Fabishak, Alan Perlstein, Karen Spindler, EM CEO, and two non-Board Members per WIOA and Bylaws.
 - **Program Committee:** Ted Matkom – Chair, B.G. (Ret.) Robert Cocroft, Lea Collins-Worachek, Randy Crump, Dr. Vicki Martin, Lupe Martinez, Lois O’Keefe, Wallace White, EM CEO, and two non-Board Members per WIOA and Bylaws.
 - **Governance, Compliance and Nominating Committee:** Darryl Morin – Chair, need to appoint two Board Members and two non-Board Members.
 - **Youth Committee:** Wendell Willis – Chair, Wade Woodworth, need to appoint one additional Board Member and two non-Board Members.
 - **Fund Development Committee:** Don Layden – Chair, need additional Board Members. Please contact Don Layden, Earl Buford, or Robert Cherry if you are interested.
- **Conflict of Interest Policy & Designee Forms**
All Board members were given the annual conflict of interest form and asked to complete and return to CFO Patti Porth. Designees were asked to complete a new designee form. Contact Ms. Porth with any questions.
 - **Executive Committee Meeting**
Chair Layden shared that the Executive Committee met on May 31, 2018. The members approved contracts for next program year for WIOA and Windows to Work. Providers include: Maximus, America Works, UNCOM, Dynamic Workforce Solutions and Center for Self Sufficiency. Modifications to the WIOA local plan for next program year were reviewed and sent to DWD for approval on June 1st, 2018.

On June 4th, 2018, CEO Search Review Committee met and planned to schedule interviews for week of June 19th, 2018. Search Committee includes: Don Layden, John Kissinger, Darryl Morin, Dan Bukiewicz, Janell Hines, and Thelma Sias. Next steps – Search Committee will send recommendation to Mayor

Barrett and then ICC for confirmation. More to come.

4. **President's Report**

Earl Buford thanked EM Board Members for a great four years filled with accomplishments and departs knowing the new CEO will have a great Board to work with. Other staff changes include EM recently promoted Robert Cherry from Director-Programs to Chief Development Officer and Jerry Roberts will be helping to run Midwest Urban Strategies for EM. MUS has 13 members now with Pittsburgh and Minneapolis joining and EM will continue in oversight role.

Designated CEO, Mayor Tom Barrett, addressed the Board stating, "I'm very proud of the work that has been done and we need to continue striving to improve conditions in Milwaukee."

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

Personnel, Finance & Audit Committee met on May 31st, 2018. Ms. Porth presented the 3rd Quarter Report. The current budget is \$20.8 million. As of the 3rd quarter, EM had expended 61% of the annual revised budget. Committee discussed why the spending levels of cost categories are significantly lower than 70%. She explained the contractual dollars are obligated for multiple years, and EM is encouraging contractors to timely spend and invoice for services. Staff project the year will end around 90% expended, with any unspent funds carried over to FY2019.

Ms. Porth then presented the 2019 Budget. The proposed budget is \$19 million which is a decrease from the current year of \$1.8 million (-9%). The full budget report is included in your packet. Board approval is required. A review and approval has been completed by Mayor Barrett, Designated CEO, the ICC, Personnel, Finance & Audit Committee, and the Executive Committee.

After brief discussion, Carla Cross motioned for approval of FY 2019 Budget; Mike Fabishak seconded; the FY2019 Budget was approved unanimously.

6. **Program Committee**

Handout – 2018 Earn & Learn Community Work Experience Summer Worksites

Ted Matkom informed Board that Program Committee met on May 16th, 2018, and reviewed modifications to the WIOA Local Plan for the next program year. Staff submitted to DWD on June 1st, 2018. Program Committee members also approved all contracts with providers including Windows to Work, Title 1-B Service Providers, and WDA 2 OSO.

7. **Other**

Handouts – EM Job Placement by Client Category; 2017 Economic and Workforce Profile – Milwaukee County; Wisconsin's Workforce Development System April 2018; Foxconn Workforce Update – June 14, 2018; Milwaukee 7 Regional Talent Partnership Diagram; Pathways Wisconsin; Aligning Education and Talent for the Digital Economy (Dr. Mark Mone, UW-M), and CWI 2018-2022 Strategic Plan

- **Performance Report Update**

Scott Jansen presented the job placement and training report. PY 2017 employment placements to date are 2,282 with average wage of \$13.54. Healthcare had the largest training investment with \$466,469 and 316 participants enrolled. Per WIOA performance measures, all training is expected to lead to a credential, followed by employment for four quarters.

Next steps – Chair Layden requested deeper dive on ITAs and WIOA training guidelines at the next

meeting.

- **Wisconn Valley – Foxconn Update**

Mr. Jansen summarized key dates and recent construction activities for Foxconn. Future updates will be held the 3rd Monday monthly. The ‘Smart City, Smart Future’ initiative was recently announced by Foxconn in partnership with Wisconsin Universities and Technical Colleges to look for innovative ways to harness technology to enhance quality of life and working environments.

- **M7 Regional Talent Partnership Update**

M7 Talent Forum was conducted on June 6th, 2018. Manpower was quoted as saying “We are no longer consumers of labor but creators of talent.” He shared a summary of M7 Regional Talent Partnership for the Board to review. Board member Dr. Mark Mone shared his article ‘Higher Education Regional Alliance (HERA) – Aligning Education and Talent for the Digital Economy. Dr. Mone added that HERA will significantly reduce skills and talent gaps in Southeastern Wisconsin by increasing the employment rates and number of post-secondary graduates in the region. The emphasis is on opportunities for 17-25-year-olds. There will be an update at September Board of Directors meeting.

- **Governor’s Council on Workforce Investment (CWI) 2018-2022 Strategic Plan Review**

This document was provided to Board for their review.

The next Board of Directors Meeting will take place on September 13, 2018 at 8:30 a.m. to 10:00 a.m. at Employ Milwaukee, 2342 N. 27th Street, Milwaukee, WI 53210.

The meeting was adjourned at 9:55 a.m.

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