



EMPLOY MILWAUKEE BOARD OF DIRECTORS MEETING

September 14, 2017 • 8:30 a.m. – 10:00 a.m.

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

MINUTES

Members Present: Don Layden (Chair), Earl Buford, Robert Cocroft, Lea Collins-Woracek, Carla Cross, Randy Crump, Mike Fabishak, Pam Fendt, Andres Gonzalez, John Kissinger, Lois O’Keefe, Alan Perlstein, David Pifer, Cheryl Randall, Lauri Rollings, Rhonda Taylor-Parris, Gwen Washington, Wallace White, Wendell Willis, Wade Woodworth, Steven Xiong

Members Absent: Laura Bray, Dan Buehrle, Carol Burgett, Sheila Cochran, Alicia Dupies, Lupe Martinez, Ted Matkom, Darryl Morin, Howard Snyder, Karen Spindler, Patricia Woodward

Guests: Renee O’Day (DWD)

Staff Present: Scott Jansen, Pete Coffaro, Patti Porth, Willie Wade, Jose Galvan, Jill Lintonen, Tracey Carey, Julie Cayo, Mary Foy, Mildred Coby, Melissa Kaye Shekoski, Chantell Jewell, Eileen McMahon

MINUTES

Committee Chair Don Layden called the meeting to order at 8:37 a.m.

1. Approval of Minutes from June 8th, 2017

Minutes were approved as circulated.

2. Chair Report

- **Earn & Learn** - Office of Career Exploration reported over 1,100 students participated in 2017 Earn & Learn program. This program is funded primarily by Mayor’s Fund and remaining monies from State and Federal funds.
- **Board Membership** – Chair Layden informed members they will be receiving notification soon from Mayor Barrett regarding Board Member status. Patti Porth distributed Conflict of Interest Statements to all members and requested signed copies returned by the end of today’s meeting.
- **Chief Elected Official Update** - At the request of Secretary Allen (DWD), the Intergovernmental

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Cooperation Council of Milwaukee County (ICC) conducted a special meeting on July 20th, 2017, to discuss the request by the County Executive to assume the position of Chief Elected Official for Employ Milwaukee. The ICC members voted 13-2 in favor of retaining Mayor Barrett as the Chief Elected Official and notified DWD of the results.

3. President's Report

a. Midwest Urban Strategies

This collaboration is in project management stage with three grants initially. Each of the 12 cities has agreed to a two-year commitment and paid a fee. Next phase is meeting in Cincinnati week of October 8th.

b. FoxConn

Scott Jansen and Earl Buford have been invited to a series of FoxConn planning meetings to discuss coordination of quickly onboarding viable candidates. They are scheduled to attend a meeting scheduled at UW-Parkside on September 25, 2017, along with other workforce leaders in SE Wisconsin.

c. Trending Topics

Earl Buford informed Board members he attended the ICC meeting on September 12, 2017. EM now has a Memorandum of Understanding (MOU) with ICC. At the meeting, the ICC identified business people to serve on Board.

4. Committee Reports

- **Personnel & Finance Committee**

Personnel & Finance Committee met August 31st and had quorum. As of June 30, 2017, had \$17.3M expenditures against a \$20.4M budget. In the administrative category, we are operating at less than 10% of program cost. Employ Milwaukee is scheduled for an audit in October with WIPFLI.

- **Cost Allocation Approval**

Handout – Cost Allocation Plan dated August 24, 2017

The committee reviewed the revised cost allocation plan. Updates included name change to Employ Milwaukee and removal of HIRE Center allocation by participants for space. This document is reviewed annually by auditors, DWD, and DOL.

Board discussed briefly and Pam Fendt motioned for approval, seconded by Carla Cross. Motion was carried unanimously.

- **Program Committee**

Program Committee convened on August 17, 2017. Mr. Coffaro informed Board members that the standard agenda for this committee has been improved to include reporting on approximately ten items on a regular basis that will include updates from the one stop operator, local plan and practices, and reports from the Combined Core Partners.

An Open House hosted by DWD is scheduled for November 2nd, 2017 at Job Center Central.

5. Other

a. Performance Report Update

Training Providers – Innovative approach is more intentional which will have the training dollars investment going to high growth/high wage focused providers.

Community Affairs – Changes have been underway enabled through technology including direct registration and mobile team to increase awareness of events. With these efforts, we hope to improve placement and wage growth.

b. Board of Directors Binder

Mr. Jansen had his team create information binders for each board member and distributed at today's meeting. As information changes, updates will be mailed out periodically. Goal is to help ensure members stay connected to all the changes taking place at Employ Milwaukee. Chair Layden added this is a living document and encouraged board members to let Mr. Jansen know if anything should be added or removed from binders.

The next Board of Directors Meeting will take place on December 14, 2017 8:30 a.m. to 10:00 a.m. at Employ Milwaukee, 2342 N. 27th Street, Milwaukee, WI 53210.

The meeting was adjourned at 9:56 a.m.

