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Tom Barrett, Mayor, City of Milwaukee
Chief Elected Official

Don Layden
Chair

EMPLOY MILWAUKEE BOARD OF DIRECTORS

EXECUTIVE COMMITTEE MEETING

August 31, 2017 • 10:00 a.m.

American Job Center- MATC's Walker Square Campus- 816 W. National Ave., Milwaukee, WI 53204

MINUTES

Members Present: Earl Buford, Ted Matkom, Darryl Morin, Alan Perlstein

Members on Phone: Don Layden, John Kissinger, Karen Spindler

Members Absent: Lupe Martinez

Employ Milwaukee Staff Present: Pete Coffaro, Scott Jansen, Patti Porth, Willie Wade, Mary Fay, Eileen McMahon, Mildred Coby

Guests Present: Renee O'Day (DWD)

Committee Chair Don Layden called the meeting to order at 10:08 a.m.

1. Minutes from May 25, 2017

Motion to approve

Second

Motion Approved unanimously

Alan Perlstein

Darryl Morin

2. WIOA Chief Elected Official Status Update

Scott Jansen provided committee with an update on current Chief Elected Official status. ICC met and voted in favor of Mayor Barrett. Currently awaiting decision from Governor Walker and Secretary Allen.

3. Board Membership Update

Committee had brief discussion regarding current open board slots that will be vacated. AFLCIO is recommending Sheila Cochran to continue. Earl informed committee members that ICC is recommending adding more business representation. Current IAB members could be possibility.

4. FoxConn

Mr. Jansen attended Assembly Committee on August 3rd, 2017, that included FoxConn interaction with colleges and universities. There is a \$20M bill appropriation that would be bi-annual and would appear in budget as option but would kick in after FoxConn hiring is underway.

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Not only will there be open jobs to fill at FoxConn, but incumbent workers will need to be backfilled at local companies. Currently working on the metrics for occupation codes and required competencies. Last year 3,189 individuals were placed in jobs related to FoxConn.

Mr. Matkom suggested based on dynamic someone from Board should lead.
Next steps- Alan Perlstein will lead FoxConn discussion and planning.

5. Program Committee Update

Pete Coffaro led this topic and informed members the Program Committee met on August 31st with a reformatted agenda that will always include the ten program-related items of the 13-14 WIOA-required topics.

Employ Milwaukee has contracted with Maximus to serve as the One-Stop Operator (OSO) of Job Centers in WDA 2 (One Stops= Job Centers). Maximus' comprehensive location is Job Center Central. They have three affiliate locations at Walker's Square (America Works), YWCA SE Wisconsin Job Center, and Milwaukee SE Job Center (UMOS). Mr. Coffaro plans to meet with Rachel Zietlow at Maximus on September 26th to discuss how we operate as a system including tracking and customer service. Ms. Zietlow has been invited to the November 16th Program Committee Meeting to provide a progress update. Mr. Matkom added that EM Program Staff has been 100% responsive in past year as far as additional focus on data and reports presented to Committee.

6. Personnel & Finance Update

Patti Porth gave committee update on Personnel & Finance Committee, which met just prior to this meeting. As of June 30, 2017, \$17.3M for actual expenditures against a balance of \$20.4M, leaving a balance of \$3.1M. In the administrative category, we are operating at less than 10% of program cost. EM is scheduled for an audit in October with WIPFLI. After audit is complete, committee will be provided with a final financial report at next committee meeting in November.

EM currently has 76 FT employees and nine PT employees, including two new interns from MIAD with graphic arts experience assisting Jill Lintonen in Marketing.

Current vacancies include:

- Business Intelligence Manager
- Compete Midwest Project Manager
- Contract Compliance Specialist- Compete Midwest
- Contract Compliance Coordinator- Compete Midwest
- Fund Development & Planning Associate- Compete Midwest
- Sr. Contract & Training Manager (Summer Jobs & Beyond)- Office of Career Exploration

7. Board Agenda- September 14, 2017

Earl Buford requested committee members recommend topics for September 14, 2017 BOD agenda and the following suggestions were discussed:

- Greater Milwaukee Foundation Workforce Study- have them come and share including demographic information
- Homeless Issue- Howard will address how it works and how workforce can help
- Transform Milwaukee
- FoxConn Deeper Dive- How can EM be part of this including goals/expectations

Next steps- Earl will finalize agenda with Don Layden

8. American Job Center Open House to follow at 11:30 a.m.
Open House for American Job Center at Walker's Square is today at 11:30 a.m. and will include lunch and a tour so please join if your schedule allows.

The meeting was adjourned at 10:47 a.m.

Next Meeting: Thursday, November 30, 2017 9:30a.m. -10:30 a.m.