



## EMPLOY MILWAUKEE BOARD OF DIRECTORS

### PROGRAM COMMITTEE MEETING

Wednesday, February 18, 2021 – 9:00 – 10:30 a.m.

Via Zoom Technology

### MINUTES

**Members:** Carla Cross (Chair), Chytania Brown, Laura Bray, Pam Fendt, Jenna Fogarty, Tasha Jenkins, Brian Levins, Tracy Luber, Parker Rios, Joni Theobald

**Members Absent:** Bevin Christie, Randy Crump, Michael Daily, Eduardo Garza, Wallace White

**Guests:** Beth Norris, Waukesha County Department of Administration

**Employ Milwaukee Staff:** Julie Cayo, Jose Galvan, Toni White, Eileen McMahon

**Chair Carla Cross called meeting to order at 9:03 a.m.**

#### 1. Committee Business

##### a. Approval of Minutes from November 11, 2020 Program Committee meeting

Members briefly reviewed and discussed November 11, 2020 meeting minutes.

*Tasha Jenkins motioned for approval of minutes from November 11<sup>th</sup>, 2020; Laura Bray seconded; meeting minutes approved unanimously.*

#### 2. Workforce Innovation and Opportunity Act (WIOA) Local/Regional Plan Updates

- The PY20-23 WIOA Local Plan was approved and posted on the EMI website:  
<https://www.employmilwaukee.org/employ-milwaukee/about/WIOA-Local-Plan.htm>
- The PY20-23 WIOA Regional Plan was submitted to DWD on December 15, 2020 and DWD has 90 days to review. EMI is anticipating response and/or approval by March 15, 2021.

#### 3. Regional One Stop Operator Report

*Packet information – Beth Norris Memo Re Workforce System One Stop Report dated November 9, 2020*

Beth Norris reported primary activity of OSO is to convene partners across system occurring on different levels from leaders of workforce boards to reps from economic developers and tech colleges and meet periodically to guide and help set framework. To learn what is going on in education, economy, and technology. Currently meeting with WOW monthly, SE quarterly, and EMI bi-monthly. Have met twice with all partners and leaders in workforce system with a focus of carrying forward vision of workforce board leadership. Began using The Receptionist kiosk for Job Centers two years ago and they are utilized

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for tracking all Job Center activity.

**OSO Activity Highlights:**

- Convening regional Zoominars on Economy
- Themed Lunch and Learns
- Business Services meet and greet
- All locations visited two or more times
- In person services occurring in partner programs
- Collected stories about workforce system across region that reflect resilience and adaptability by staff and customers

Challenge continues to be return to work staffing levels. Question was posed what is best approach for giving a resource name to company? Ms. Brown responded come to EMI first because everyone you are referring to has a contract with us. For employers, refer to Jose Galvan, our Business Services Director. Tracy Luber would like to have meeting offline with Beth Norris, Neil White, Christian Vaughn and Jose Galvan to discuss incentives for cost of training and recommendations for shared resources.

**Next steps** – Chair Cross requested that after this meeting is held an update be added to next Program Committee agenda regarding any outcomes and ideas.

**4. Service Providers Status Reports**

Ms. White presented metrics on WIOA program results. Received exceeded for unsubsidized employment for both Q2 and Q4 post-exit for adult and dislocated worker. Received met for youth. Same results for median earnings with adult and dislocated worker exceeded and youth met. The credential attainment rate (which has been below for previous scorecards) was exceeded for adult, dislocated worker and youth and covers the period of April 1, 2018 through March 31, 2019. The measurable skills gain, which is new category for this year, was not met for adult, dislocated worker, and youth. This was a difficult goal for all workforce boards in the State and EMI is working diligently with service providers to improve performance.

There were 1,014 placements in PY20 compared to 3,000 in PY19 likely due to pandemic. Average wages for PY20 were:

Adult	\$16.68
Youth	\$12.20
Reentry	\$13.20

**5. Employer Engagement Updates**

Mr. Galvan reported on employer engagement. Since mid-March has received 117 WARN notices from 87 employers. Most times they are received after the business has already laid off or furloughed their associates, reflecting the drastic and immediate impact of the COVID-19 crisis. Hardest hit sectors continue to be hospitality, retail and manufacturing.

On February 4<sup>th</sup>, 2021, EMI held rapid response session with Master Lock (north side of Milwaukee) for 61 laid off employees. The activity was followed up with a job/resource fair held on February 10, 2021. Question was posed on what EMI process is once WARN notices are received. Mr. Galvan responded EMI reaches out to DWD and employers as well as other contacts. Info sessions are held that train on

registering at Job Center of Wisconsin, how to fill out application for unemployment, how to create or update your resume. Other programs include rent assistance, resources for retraining or attending school and of course job fairs. He reported only about two in 100 employees take us up on these services.

Mr. Galvan thanked DWD, and Tasha Jenkins specifically, for procuring virtual platform that can handle multiple employers at a time. As we continue with virtual events/drive thru job fairs, etc., the platform really adds value. Ms. Jenkins added it was a software partnership between DWD and workforce boards.

Current hot jobs continue to be truckdrivers, sales, inside sales, call centers, virtual platforms, manufacturing, and healthcare. Question was posed how does EMI get job information out to community? Response was via Job Center of Wisconsin email blast, along with working with partner organizations and City of Milwaukee Direct Connect platform and via social media with postings on LinkedIn and Facebook.

## 6. Standard Program Reports

*Packet information – Child Protection Policy Statement, CRN results and work sites*

### a. Youth Committee Update

#### i. EARN & LEARN Updates

Ms. White reported there has been a lot of planning for EARN & LEARN going on this quarter including fund development to increase number of participants. All information is posted at EMI website on EARN & LEARN webpage. Registration for Worksites will be live on March 8<sup>th</sup> and will be live on March 15<sup>th</sup> for applicants. We are planning for a hybrid model with both virtual and face-to-face aspects. Working towards expanding number of worksites and engagement with different community-based organizations. Exploring technology opportunities with local libraries to make available for youth to apply closer to where they live. Applications will be processed electronically this year and job readiness training will be virtual. Ms. Brown added that DWD contacted her and is allowing EMI to use 6<sup>th</sup> Floor PC Lab at Job Center Central (27<sup>th</sup> and Hope Streets) for our EARN & LEARN participants registrations, etc. **Next steps** – Beth Norris requested list of EARN & LEARN worksites for last two years and Ms. White will forward to her.

#### ii. Child Protection Policy (Approval)

United Way awarded a grant that required EMI to have a Child Protection Policy Statement, which has been included in your meeting packet. Due to the number of youth programs, policy was important, so staff has procedures to provide the best environment for youth and to keep youth as safe as possible. Youth committee reviewed and made minor changes. Ms. Fendt reported she read and found it very comprehensive and commend staff for getting this policy written. Chair Cross asked if it would be included in all youth contracts and would it include criminal background check? Ms. Brown responded yes, included with all youth contracts and EMI does two rounds of background checks already due to relationship with Milwaukee Public Schools.

*Pam Fendt motioned for approval of Child Protection Policy Statement; Tasha Jenkins seconded; approved unanimously*

**b. Community Resource Navigator (CRN) Program**

Toni White informed committee CRN program grant began in June 2020 due to impacts of COVID on workforce and gives individuals that are out of work immediate work and income. So far, 1,300 people have applied. This pays \$17.00 per hour and is a limited part-time position. We partner with community organizations providing essential functions. To date, over 80 work sites between City of Milwaukee and Milwaukee County. Funding was initially viable until December 31, 2020, however, we have been able to continue supporting those in program and winding down. Question was posed if any funding is anticipated from proposed federal COVID relief plan that congress is voting on? Ms. Brown responded if passed there should be funding for workforce training and will know more at next meeting. Ms. Bray commended EMI for great pivot with this program during pandemic.

**Next step** – Due to technical difficulties showing CRN Video, Ms. Brown will have CRN video emailed to committee members after today’s meeting.

**c. New Requests for Proposal**

**i. Windows 2 Work (time for renewal)**

Ms. Brown explained the Windows 2 Work grant was a 1-year contract and renewable for additional two years, which goes through June 30, 2021. EMI will be putting out RFP this Spring with chosen vendor in place as of July 1, 2021.

Ms. White presented goals and status for this grant and exceeding in three of five goals including enrollments, retention in employment after 30 days, retention in employment after 60 days. Below goal in employment (65% post release), and wage increase, which their focus is on retaining job vs. getting a raise. During pandemic has been challenging to get in institutions but working on below goals. Strategies in place to figure out how to help them move forward. Center for Self Sufficiency (current provider) has contract until June 30, 2021. Question was posed if EMI working with Tommy Thompson and UW system towards efforts in getting prison populations employed? Ms. Brown responded she was asked to be part of that committee and has joined. EMI has historically supported the reentry community, so it makes sense.

**7. Monitoring Updates**

**a. PY19-20 Monitoring Update**

EMI has submitted the requested information to WI-DWD and agency is waiting for the monitoring close out letter.

**b. PY20-21 Monitoring**

EMI has received the monitoring report from WI-DWD and working with Compliance Manager and other necessary staff to create the response on findings.

PY20 monitoring number of findings by department:

Programs	16
Governance	12
Fiscal	3
EO	1

There is a new contracted service provider this program year, Equus, which accounted for some of the program findings and EMI working on training for their career planners to limit findings for next program year. EMI has 45 days to respond to the State on the monitoring report.

#### **8. Other Business**

Ms. Fendt complimented EMI staff on great job programming under COVID restrictions and hitting the ground running. She has more concerns about labor market versus any concerns about EMI. Hopefully, the Biden administration will offer more financial assistance for training. Ms. Fendt would like to speak with a staff member offline regarding green jobs. Ms. Brown added we appreciate when members can acknowledge how we have positively impacted the community.

The meeting was adjourned at 10:19 a.m. by Chair Cross.

**Next Program Committee meeting is scheduled for May 20, 2021 9:00 a.m.**

**Next Board of Directors meeting is March 11, 2021**

