



## ADMINISTRATIVE OFFICE

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CEP Board of Directors

Wednesday, April 18, 2018 – 10:30 a.m.

CEP Office – Ashland, WI

### Meeting Minutes

#### Present

Tom Mackie  
Dee Gokee-Rindal  
Bill Voight  
Emmett Byrne  
Donna Williamson  
Kay Pluemer  
Dan Makovsky  
Bill Kacvinsky  
Joe Pinardi  
James Crandall  
Charlie Glazman

#### Excused

Doug Finn  
Dave Willingham

#### Others Present

Jeff Muse  
Jenny Decker

#### Call Meeting to Order

Bill Kacvinsky, CEP Board Chairman called the meeting to order. Roll call was taken, a quorum was present. It was reported that the public meeting notice was published in two class A newspapers in the WDA.

#### Approve the Minutes from 2/21/18

Bill Voight made a motion to approve the meeting minutes from 2/21/18 as presented.  
Seconded by Dan Makovsky. Vote taken, carried unanimously.

#### Mission Statement

Jeff Muse reported that the mission of CEP is to strengthen the economy of northwest Wisconsin by providing effective and efficient workforce development services to businesses and job seekers. Jeff shared a success story from a CEP client that was addressed to the "hard working staff at CEP". The CEP client had been working two jobs at 60 hours a week and was barely making ends meet. He knew he had more potential. He went back to school to be a nurse and his family had to move in with his parents during this time. He earned his nursing degree and he's working full time in Superior as a nurse and will continue his education. The CEP client felt that CEP was critical in helping people become CNAs, where there is a shortage and in furthering his education to become a nurse.

#### Executive Director's Report

Jeff reported that CEP has been very busy with grant writing. He discussed the YouthBuild grant and partnering with Bad River and Red Cliff Tribes on this project which has the mission of training individuals in the construction of affordable housing. This could be a potential \$1 million grant if awarded. It was noted there is a lot of competition for these funds.

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Strengthening our region, one person, one business, one job at a time.

Jeff explained that this year is CEP's 50<sup>th</sup> anniversary in business. CEP will put out press releases, do open houses and TV spots.

Jeff reported that Isabelle Ford, CEP ACA Navigator resigned. She took a job with the North Lakes Clinic. Her position will not be refilled at this time.

### **Job Center Customer Counts**

Jenny Decker explained the Job Center report for January and February of 2018. She reported that there were over 2,000 visits across the region with an increase in Park Falls due to some lay-offs at the Flambeau Paper Mill. Jenny reported that there's a new question on the Job Center sign in whether the customer's language preference is English or Spanish, due to the EO monitoring requirement.

### **OJT Report**

Jeff Muse reported that beginning July 1, 2017, CEP had a total of 36 OJT contracts to date. Jeff explained that OJTs can be funded through the Workforce Innovation and Opportunity Act (WIOA) if someone is income eligible. He reported government has made it a little more difficult by decreasing the income threshold. Jeff is working with the state to loosen these restrictions.

### **Regional Employment Report**

Jeff discussed the Regional Employment Report that is put out by the Department of Workforce Development (DWD) addressing unemployment increases and decreases for the month of April. He discussed some of the unemployment increases in a couple counties.

### **Dislocated Worker (DW) Report**

Jeff discussed the Dislocated Worker report included in the meeting packet. Jeff noted that he has not heard of any recent closures. He asked Board members to keep CEP staff informed if they hear of any small or large closures in their area that we may not have heard about. A question was raised about the recent closure of Younkers Department Store in Superior and Duluth, and how we can help retail workers with more closures due to increased online shopping. Charlie noted that WITC is looking at how to help the hospitality industry. He noted that WITC is implementing different Hospitality programs to help individuals gain a certificate or a diploma. Bill Kacvinsky reported that he sold his business, Ashland Construction which does trucking and road work in the region. Bill noted that he will stay on to help the new owner's transition. He still owns a trucking business that he'll retain.

### **Grants Update**

Jeff reported on the Falls Prevention grant that CEP plans to write for which has the mission to help prevent the elderly from tripping or falling as they are getting more fragile. Nursing Homes wanted CEP to get involved. Jeff noted the grant opportunities have decreased. There will be three mini grant this summer that CEP may apply for.

Jeff discussed the Nursing Training grant which has the purpose of educating middle school and Jr high aged youth in careers as a CNA and Nurse. This grant was submitted to the state last week.

Jeff noted a grant was submitted to train individuals to do body work on airplanes. It's a small grant, around \$8,000.

The Youth Apprenticeship (YA) grant was submitted this week. This involves CEP staff working in area schools, to get youth interested in specific apprenticeships.

#### **Crex Meadow's Camp & Rescue Diva's Update**

Jeff reported that the Crex Meadow's youth camp provides four, two week sessions during the summer in Grantsburg. The camp is fully funded this year with small grants CEP received. Jeff addressed that there's more of a need to get an equal number of females to participate. He explained that the youth perform work for the DNR, where they get paid and gain high school science credits through a curriculum there.

Jeff reported on the Rescue Diva's camp that takes place in Delta which educates middle school aged girls in careers as EMTs where there is a shortage. This is a one week camp that takes place in June.

#### **CEP Board Bylaws & Tribal Representation Update**

Jeff reported that prior to his position at CEP, he was a member of the CEP Board, appointed by the Great Lakes Inter-Tribal Council (GLITC). Their last Tribal appointment never showed up to a meeting during a year's time. Jeff noted when GLITC first started, it focused on northern tribes, but has expanded to cover more tribes outside our workforce delivery area. Jeff posed the question on why does the CEP Board need to have GLITC make the Tribal appointment when we can make a selection from area Tribes? The CEP Bylaws (included in the meeting packet) indicate that the appointment should be made by GLITC. A suggestion was made for Jeff to have a proposal ready for the next CEP Board meeting in June on a new Tribal appointment process. Action can be taken on the proposal at that time.

#### **State & Federal Updates**

Jeff reported that there is nothing new on federal grants or on WIOA budgets.

A brief discussion took place about the Foxconn Company in Wisconsin and how they will find the workers they need. Also discussed was whether there will be any spin offs businesses or indirect jobs related to Foxconn around the state to employ people.

#### **Comments & Announcements**

A question was raised about the status of Lionite Company that makes press board paneling. This is a company that started before cars were made. Dan heard they may open up.

It was noted that the Telemark Lodge project fell through.

#### **Next Meeting Date and Location**

The next meeting of the CEP Board of Directors will take place on Wednesday, June 20, 2018, at 10:30 a.m. at the Crex Meadow's Wildlife and Education Facility in Grantsburg, WI.

**Adjournment**

**Thomas Mackie made a motion to adjourn. The motion was seconded by Bill Voight. The meeting was adjourned at 12:00 p.m.**