



ADMINISTRATIVE OFFICE

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NWCEP, INC. BOARD OF DIRECTORS

Thursday, March 24, 2022 – 10:00 a.m.

Lakewoods Resort – Cable, WI & Via Teleconference

MEETING MINUTES

Present: Joe Pinardi; Dave Willingham; Emmett Byrne; Tom Mackie; Bob Kopisch; Rollie Thums
Charlie Glazman-zoom; Dee Gokee-Rindal-via zoom; Bill Kacvinsky; Larry Fickbohm; Thomas Gordon, Sr.;
Dawn Petit-via zoom; Elizabeth Franek-via zoom

Excused:

Staff/Guests Present: Jeff Muse, CEP; Jenny Decker, CEP; Mary Zinnecker, CEP

Call Meeting to Order/Roll Call

Bill Kacvinsky, CEP Board Chairman called the meeting to order. For the record, the public meeting notice was published on the CEP website, social media, the area Library System, and the area County government websites in WDA #7. Roll call was taken, a quorum was present.

Pledge of Allegiance: The pledge of allegiance was recited by all in attendance.

Approval of the Meeting Minutes from 2/16/2022

Thomas Mackie made a motion to approve the 2/16/22, meeting minutes as presented. Seconded by Emmett Byrne. Vote taken, carried unanimously.

Mission Statement

Emmett Byrne 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 workers.

Client Success Story

Jeff Muse reported on a success story that was on Facebook by someone who was helped by CEP in the 1970s and how his training helped him ladder to successful positions. This individual noted this was all because of his help and encouragement from CEP.

Jeff noted that at a construction fair, a participant came up to a CEP Career Planner and thanked CEP for the help he received years ago that helped him start a successful business.

Executive Director's Report

Jeff reported on the CEP Finance Department since the retirement of the AP clerk last month. Jeff reported that Jenny Decker and Mary Zinnecker are taking over those duties in the interim.

Jeff noted that we agreed to contract with WIPFLI through June and revisit the contract at that time.

Jeff reported that CEP received a \$50,000 grant from the Otto Bremer Foundation for equipment upgrades.

NORTHWEST WISCONSIN CEP

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

Jeff noted that the Youth Apprenticeship grant is going in this week. Jeff noted that we have a commitment to serve 98 participants. This would bring in around \$107,000 to serve the youth. He noted that CEP will meet with CESA #12 next month on collaboration on this. A question was raised about which school districts are being served.

Jeff reported that we're not sure about holding Crex Meadows Youth Camp this summer due to some limited access at this time. We will renegotiate this with the DNR and Friends of Cres. If we can't offer the Crex Camp, we'll provide the traditional work experience programs for youth this summer.

Jeff discussed the extra counties that we'll be working with in the Transitional Jobs Program. The additional counties CEP will work with are Jackson and Juneau which will bring in additional revenues.

Update on WIOA Monitoring Report

Jeff reported that the monitoring report was sent in my January 31st by the NWWIB CEO and the state has not responded and has 45 days to respond yet.

Regional Employment Report

Jeff gave an update on the Regional Employment Report for the month of March which was distributed and reviewed.

Fiscal Audit Results

Jeff reported that Karl Eck, CEP's WIPFLI accounting representative completed his work and it will be reviewed.

Update on CEP's Finance Department Restructuring Proposal

Already discussed.

State & Federal Updates

Jeff noted that we partnered with WIB on the WAI state grant to serve those who couldn't receive WIOA assistance. WIB is the grant holder and CEP, ICCAA and a few other agencies are partnering on this initiative. We have a year to spend around \$300,000.

Jeff noted that CEP is doing Job Fairs in Ashland at the Brettings Center.

Comments & Announcements

Dave commended Jeff on his Executive Director's report.

Next Meeting Date and Location

The next meeting of the CEP Board of Directors will take place on Wednesday, April 20th in Ashland or at the call of the Chairman.

The meeting was adjourned at 10:58 a.m.

