



## ADMINISTRATIVE OFFICE

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### NWCEP, INC. BOARD OF DIRECTORS

Wednesday, August 16, 2023 – 10:30 a.m.

NWCEP, Inc. Office – Ashland, WI & Via Teleconference

### MEETING MINUTES

**Present:** Bill Kacvinsky, Dave Willingham, Larry Fickbohm, Emmett Byrne, Bob Kopisch, Charlie Glazman, Jocelyn Ford, Elizabeth Franek-via Zoom, Terry Wedwick, Patricia Stephan, Dee Gokee-Rindal, Michael Maestri-via Zoom

**Excused:** Rollie Thums, Joe Pinardi, Thomas Gordon, Sr.

**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.

#### **Mission Statement**

Bob Kopisch 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.

#### **Approval of the Meeting Minutes from 6/21/2023**

Emmett Bryne made a motion to approve the 6/21/23, meeting minutes. Seconded by Dave Willingham. Vote taken, carried unanimously.

#### **Client Success Story**

Jeff discussed a success story about the CEP Rescue Divas program which exposes middle school age females to EMT training careers. Jeff reported that a former Rescue Divas camper has gone into the Medical Field as an EMT and thanked CEP's Rescue Diva's program for encouraging her in this career direction.

#### **Executive Director's Report**

Jeff explained his Executive Director's report which was included in the meeting packet. Jeff recognized Mary Zinnecker, IT Information Manager at CEP for her work in leading the Rescue Divas Camp. Jeff noted that we would like to expand the camp and seek more funding for it. Jeff noted that he may have some leads on funding.

Jeff reported that the Park Falls CEP office needs to be vacated out of Park Falls City Hall by the end of August. Jeff explained a couple options CEP has to move in Park Falls. Jeff noted our first choice is the Park Falls Chamber building.

# NORTHWEST WISCONSIN CEP

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

Jeff discussed the Ashland CEP Office move. He noted that the CESA #12 building is available but the cost of the move doesn't fit in our budget at this time. Jeff noted that CESA #12 would have more visibility and parking for CEP. Discussion took place about funding to move and if there's a way to borrow money. A suggestion was made to get a firm estimate on the cost to move and other related costs for the Board.

*A motion was made by Larry Fickbohm to support the Ashland relocation move. Seconded by Bob Kopisch. Vote taken, carried.*

Jeff reported on the Worker Advancement Initiative (WAI) grant for recovery after COVID to get people back to work. CEP, ICAA, Tech Colleges all contracted with WIB on this grant. This grant reduced many barriers to help people quicker. Jeff noted that the WIB informed us months ago, that we're overspent by \$65,000, after we were told to spend. The CEP Staff reshuffled those clients into WIOA programs. This funding rescission took CEP by surprise. It was suggested to get items in writing with those we contract with. Jeff will meet with Indianhead Community Action Agency (ICAA) about their WAI funds that they have not spent.

Discussion took place regarding the WRI grant for CEP to help with older workers. It was noted nothing has happened yet.

Jeff reported that we received notice from the WIB that we're falling short on meeting WIOA performance measurements. However, In School Youth (ISY) will pick up once school starts. It was noted that the WIB CEO sent this information to the Consortium Chair. It was suggested by the Board that this information be shared with everyone on the CEP Board and the Consortium in the future.

Jeff noted that CEP hired a new Career Planner, Terry Whitworth in Superior.

**Action Item: Review/Approve PY23 Preliminary WIOA Budget**

It was noted to table this until we get the exact WIOA budget figures.

**Regional Employment Report**

Jeff discussed the DWD Regional Employment report for August 2023, which was included in the meeting packet. Jeff noted that Microsoft would like to do a big campaign in northern Wisconsin for Artificial Intelligence training. It was noted that the WIB will explore this further, along with CEP. It was noted that DWD Labor Analyst Thomas Michels has agreed to attend a CEP Board meeting in the fall.

**State & Federal Updates**

Jeff noted that US Senator Baldwin has visited CEP a year ago or so. Jeff will meet with her staff in Madison in a couple weeks to further discuss CEP's reauthorization and about what CEP does.

**Comments & Announcements**

Larry Fickbohm noted that Bayfield County is looking at seed money for early child development savings bond upon birthdays, working with UW Extension on this. This idea is preliminary.

Charlie Glazman noted that Douglas County received a \$75k Dream Up grant for those who want to start a daycare or those who want to expand. They also wants to start an entrepreneur boot camp to help daycare providers learn the paperwork, bookkeeping and other regulatory polices to help them learn the business end.

Jeff noted that CEP would like a presence at Superior Days in Madison. It was noted that this event will take place in April in 2024 instead of February.

Dave announced that ICCAA out of Rusk County received a childcare grant as well. He noted they have other ideas and opportunities to help advance this initiative.

**Next Meeting Date/Location & Adjournment**

The next meeting of the CEP Board of Directors will take place on Wednesday, October 18, 2023, in Ashland or at the call of the Chairman. The meeting was adjourned at 11:30