



ADMINISTRATIVE OFFICE

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NWCEP, INC. BOARD OF DIRECTORS
Wednesday, March 20, 2024 – 11:30 a.m.
NWCEP, Inc. Office – Ashland, WI & Via Teleconference
MEETING MINUTES

Present: Bill Kacvinsky, Dave Willingham, Larry Fickbohm, Emmett Byrne-Zoom, Bob Kopisch, Charlie Glazman, Jocelyn Ford, Terry Wedwick, Patricia Stephan, Thomas Gordon, Sr., Rollie Thums, Joe Pinardi, Elizabeth Franek-Zoom

Excused: Dee Gokee-Rindal, Michael Maestri

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

Joe Pinardi 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 12/20/2023

Bob Kopisch made a motion to approve the 12/20/23, meeting minutes. Seconded by Tom Gordon, Sr. Vote taken, carried unanimously.

Client Success Story

Jeff discussed a success story with CEP clients in Lac Courte Oreilles Skills to Pay the Bills program. Jeff noted that this is a successful program with positive outcomes for clients.

Jeff explained an employer who needed workers for a youth group home. CEP's Ashland Assistant Career Planner, Breezy spread the word and that same day, two individuals came to CEP that were qualified and hired which kept this group home open for those in need.

Executive Director's Report

Jeff explained his Executive Director's report which was included in the meeting packet. Jeff reported that two employees have resigned since the last meeting. We have not filled these positions due to budget reasons. One job is the Ashland Career Planner which Sue Stephens CEP Regional Manager is taking on. The other position is the Youth Services Manager which other staff are absorbing the duties.

NORTHWEST WISCONSIN CEP

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Jeff reported that CEP hired Michelle Smith as CEP's new in house Finance Director. Michelle is from Park Falls. He noted that WIPFLI will assist in training her and Michelle is authorized to be on the financial statements for CEP.

Jeff reported that he spoke to DWD Bureau Director Stephanie Elmer about the amount of money CEP is paying the WIB for them to monitor us. The contract between the CEP (fiscal agent) and NWWIB is due for renewal by the end of June. Stephanie said CEP the Fiscal Agent decides how much to pay. Jeff is doing a comparison with other areas on what they charge. Jess, CEP WIPFLI Accountant noted WIOA dollars will decrease and WIB's portion of WIOA is currently budgeted at \$210,000. Discussion took place on what we're paying the NWWIB to do besides the internal monitoring. It was noted basic oversight. Jess noted staff at the WIB do an annual fiscal and program audit. He noted that the monies are dedicated to staffing to perform these functions.

Jeff noted CEP was approached to apply for the W2 grant and will have support from area community action agencies.

Regional Employment Report

Jeff discussed the DWD Regional Employment report for March 2024, which was included in the meeting packet.

Update on Ashland Move

Jeff noted that the move is almost complete in CEP's new Ashland location.

Reauthorization Update & CEP Status

Jeff reported that he will attend the NAWB Conference in Washington, D.C.

State & Federal Updates

He noted the preliminary WIOA allocations are decreased for this year.

Comments & Announcements

The Audit will be the first week of April.

Jeff reported that Northland College is facing closure due to financial loss. He noted that this will impact jobs at the college and the economy of our community if they cannot come up with the money to keep operating. He also reported the three Family Dollar stores in our area are closing. Superior School District is also laying off staff.

Charlie reported that Superior Days will take place April 8th through April 11th.

Next Meeting Date/Location & Adjournment

The next meeting of the CEP Board of Directors will take place on Wednesday, April 17th in Ashland.

The meeting was adjourned at 12:20.

