



ADMINISTRATIVE OFFICE

417 9th Avenue West

PO Box 616

Ashland, WI 54806

P 715.682.9141 W nwcep.org

Our mission at CEP is to create connections that will empower individuals and groups to drive workforce and community growth.

NWCEP BOARD OF DIRECTORS
Wednesday, October 16, 2024 – 10:30 a.m.
NWCEP Office – Ashland, WI

MEETING MINUTES

Present: Bill Kacvinsky, Dave Willingham, Emmett Byrne, Bob Kopisch, Terry Wedwick, Patricia Stephen, Thomas Gordon, Sr., Dee Gokee-Rindal, Bob Olsgard, Steve Kariainen, Charlie Glazman, Bob Olsgard, Larry Fickbohm, Rollie Thums Elizabeth Franek, Larry Youngs

Excused: Patricia Stephen

Staff/Guests Present: Skyler-Dural-Eder-CEP, Jenny Decker-CEP, Michelle Smith-CEP, Mary Zinnecker, CEP, Sue Stephens-CEP, Brent Blomberg-Burnett County alternate-Zoom

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.

Mission Statement

Terry Wedwick stated that “*Our mission at CEP is to create connections that will empower individuals and groups to drive workforce and community growth*”.

Approval of the Meeting Minutes from 8/21/2024

Bob Olsgard made a motion to approve the 8/21/24, meeting minutes. Seconded by Emmett Byrne. Vote taken, carried unanimously.

Agency Updates from the NWCEP Executive Director

Skyler explained the handout she emailed the night before. She reported that CEP staff met with DWD fiscal manager Linda Thompson. Skyler noted that Linda was really impressed with our review because they were timely and responsive. She noted there will be some fiscal findings but most will be traced back to previous leadership and WIPFLI. She noted that collaboration with WIB and other partners is going in the right direction. A question was raised on whether we can go back to WIPFLI and get some money back for things they didn't do.

Discussion took place on the DWD monitoring and the Wegner Audit. Skyler thanked the Board for their support through this transition and noted that moral is much better with staff. Skyler discussed the services CEP provides, along with partnership with DVR in assisting clients. It was suggested to share this

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report on CEP services to County Boards and City Councils. Skyler will provide Dave information on the closure of The Market Grocery Store in Ladysmith. Michelle encouraged the CLEOs to share this with their County Boards.

Michelle Smith discussed the budget that was provided. She discussed DVR revenue coming in. She explained the WIOA grants and breakdown of expenses. She noted that we're cutting expenses to the bare bones. She discussed revenues versus expenses. Michelle noted the Liaison Committee will meet to discuss the budget negotiations between the CEP and the WIB. Michelle explained every line item where items were cut. Discussion took place about researching other health insurance options.

Bob suggested creating a resolution from the counties to create a line item for CEP due to these budget cuts and unfunded mandates through the government.

Dave Willingham made a motion to develop a resolution with the ten counties to submit to our state and federal elected officials to restore WIOA funding. Seconded by Larry Youngs. Vote taken, carried.

Skyler will develop a resolution for the Counties to bring back to their Boards for review and approval.

Charlie Glazman made a motion to create a resolution from the CEP Board to the UW Regents and state elected officials who fund the UW system, to urgently pay their receivables in a timely manner. Seconded by Bob Olsgard. Vote taken, carried.

CEP Employee Handbook Section 200 Personnel Classifications & Employee Job Descriptions Changes

Skyler Dural-Eder

Skyler discussed the Employee Handbook changes. The language change to be made is that NWCEP no longer has an HR manager which was her previous position. She wants to change specific HR manager duties to an appropriate staff at CEP. The other change is the definition of full time staff. This issue will be tabled until items are ready.

PY23 WIOA Final Performance Report – *Skyler Dural-Eder & Sue Stephens*

Sue Stephens, CEP Regional Manager explained the WIOA performance measures that CEP is required to meet for Youth, Adult and Dislocated Worker programs. She indicated that we exceeded most measures and met the others which is a very good report.

October Regional Employment Report – *Skyler Dural-Eder*

Included in the packet was the DWD Regional Employment Report for October.

Announcement & Motion to adjourn into Closed Session pursuant to the exemption in Wisconsin State Statute 19.85(1)(e)

A motion was made by Tom Gordon, Sr. and seconded by Emmett Byrne to convene into Closed Session under Wisconsin State Statute #19.85 (1) (e) to discuss budget negotiations.

A motion was made by Tom Gordon, Sr. to convene out of Closed Session under Wisconsin State Statute #19.85 (1) (e) Seconded by Bob Olsgard

Open Session

No motions made in open session.

Next Meeting Date/Location & Adjournment

The next meeting of the NWCEP Board of Directors will take place on November 20th or at the call of the Chair. It was noted to have the meeting at 10:00 a.m.

The meeting was adjourned at 12:00 p.m.