

NORTHWEST WISCONSIN CEP REGULAR BOARD OF DIRECTORS MEETING

MEETING MINUTES

April 15, 2025 | 10 AM
417 9th Ave W; Ashland, WI 54806

IN ATTENDANCE

In Person

Bill Kacvinsky
Bob Kopisch
Dee Gokee-Rindal
Emmett Bryne
Rollie Thums
Terry Wedwick
Larry Youngs

Dave Willingham
Patricia Stephan
Steve Kariainen
Larry Youngs
Bob Olsgard
Brent Blomberg-Alt

By Teams/Phone

Larry Fickbohm
Charlie Glazman
Elizabeth Franek

Excused

Staff/Guests

Skyler Dural-Eder, CEP
Michelle Smith, CEP
Sue Stephens, CEP
Mary Zinnecker, CEP
Jenn Schuelke, CEP (T)
Lauren Wolfe-Micek, CEP (T)

**T-Teams; P-Phone*

CALL TO ORDER, ROLL CALL, & REPORT OF PUBLIC MEETING NOTICE

Bill Kacvinsky, CEP Board Chair, called the meeting to order at 10 AM. Skyler Dural-Eder conducted the roll call. Quorum present. Skyler reported that the public meeting notice was published on the CEP website and social media, distributed to the regional library systems and the county offices for posting and publication. The Pledge of Allegiance was recited, and the CEP mission statement was read by Rollie Thums.

MOTION: Approval of the minutes from the Regular Board meeting held on February 19, 2025. The minutes were reviewed. A motion was made by Bob Olsgard to approve the minutes as presented, and it was seconded by Bob Kopisch. The minutes were approved unanimously.

ORGANIZATION UPDATE, SKYLER DURAL-EDER (EXECUTIVE DIRECTOR)

Skyler reviewed the board report document, the newsletter, and the appropriations request sent through the government contacts. Skyler highlighted the implementation of the CLARA program by Mary Zinnecker. This change will reduce the need to contract with Workforce Resource for their programming. This program will provide us with greater flexibility and more opportunities for oversight.

Skyler reviewed the situation regarding the Northland College dislocation and the events occurring for the employees—Rapid Response meetings, workshops, health insurance appointments, and one-on-one appointments. The most significant need for employees appears to be exploring their options for health insurance.

Skyler also discussed that applications for Rescue Divas are now open. She explained the trickle-down effect of the Divas program, how it affects families and the girls themselves, and how it encourages EMS involvement. A question was raised about whether the program could be replicated to include boys. Mary Zinnecker stated that currently, the donations we receive only enable us to provide the program for girls, which aligns with nontraditional female careers. Dozens of volunteers are also needed to make this happen, and adding another week might be challenging. However, if the funding were to align, we would love to offer more programming like this. No WIOA funds are used for this program.

Sue Stephens explained the Career-Youth Academies taking place this year. Students will experience classroom training, work experience, financial literacy, soft skills training, and earn a credential such as SERVSafe®. These activities will occur over the next few months.

Bob Kopisch also presented and discussed the Price County resolution submitted to government contacts by Price County.

FINANCIAL UPDATE, MICHELLE SMITH (FINANCE DIRECTOR) & SKYLER DURAL-EDER (EXECUTIVE DIRECTOR)

Michelle Smith said there were no new financials or balance sheets to discuss due to the auditor's work. Several things on the accounts should have been closed out years ago. The Line of Credit (LOC) has not been used and has a zero balance. It is back open again at Northern State Bank for \$50,000 through the end of June. We will need a new resolution to approve a new line for the next program year. The Covering Wisconsin/UW-Madison up-front deposit has been working well, and we do not have to wait an extended period for reimbursements.

Michelle talked about the additional funding that has arrived for Northland College's dislocation and expressed gratitude to Winnie Momberg and Sue Stephens for their efforts in securing that funding for our organization and region.

Skyler discussed the memo sent to the board regarding budget planning for the upcoming PY and reviewed the anticipated funding that has yet to be finalized. She noted that the managers met virtually with Stephanie Elmer – DWD, who also did not have any updated news, as they are still waiting. DOL representatives were unavailable at the national conference in DC. Skyler and Michelle provided an overview of where the funding comes from and how it is earned.

UPDATED PER DIEM & MILEAGE DISCUSSION

Skyler reviewed the proposed mileage policy and noted that the Northwest Wisconsin Workforce Investment Board passed a motion at their last meeting that reduced the mileage rate and eliminated meeting per diems. She also discussed the Rusk County employee policy, which has different mileage compensation depending on whether a work vehicle is available or not. She presented an option like this for Northwest Wisconsin CEP staff.

MOTION by Terry Wedwick and seconded by Dee Gokee-Rindal to not pay per diem and to pay \$0.50/mile with no end date, starting on July 1, 2025. Amendment to the motion by Bob Kopisch and seconded by Bob Olsgard to include proof of insurance before mileage is paid out. Motion carried with Rollie Thums and Larry Fickbohm voting no. Amendment to the original motion by Terry Wedwick and seconded by Dee Gokee-Rindal to make the dates from July 1, 2025, to June 30, 2026. Motion approved.

Discussion on original motion, which now reads, effective July 1, 2025, through June 30, 2026, there will not be any per diems paid for meetings, and the mileage will be paid out at \$0.50/mile. Insurance must be provided for mileage to be paid out. Motion approved 13-1, with Rollie Thums saying no.

Mileage for staff will be discussed at the June meeting to start on July 1, 2025.

CLOSED SESSION

MOTION: A motion was made by Rollie Thums and seconded by Bob Olsgard to convene into Closed Session at 10:59 am under Wisconsin State Statute §19.85(1)(e) and (1)(c) for the purpose of budget discussions.

Staff members Skyler Dural-Eder, Michelle Smith, Sue Stephens, and Mary Zinnecker were present for the closed session, along with in-person board members and board alternate Brent Blomberg.

MOTION: A motion was made by Bob Kopisch and seconded by Emmett Byrne to come out of closed session at 12:32 PM.

ACTION ON CLOSED SESSION ITEM

MOTION: A motion was made by Bob Kopisch and seconded by Dave Willingham to proceed as discussed in closed session. Motion carried.

NEXT MEETING

The next meeting will occur on Wednesday, June 18, at 10 AM or at the chair's call.

COMMENTS & ANNOUNCEMENTS

None.

Meeting adjourned at 12:34 PM.