

**Executive Committee Meeting**

**Thursday, August 2, 2007**

Teleconference Call

**MINUTES**

The SWWDB Executive Committee met on Thursday, August 2, 2007 at 4:00 pm. Attendance was as follows:

<b>Members Present:</b>	Mr. Scott Stocker, Chairperson	Mr. Tom Larsen
	Mr. James Finley	Mr. Steve Scaccia
	Ms. Margery Tibbetts	Ms. Ann Greenheck
<b>Members Excused:</b>	None	
<b>Guests Present:</b>	Attorney Jon E. Anderson, Godfrey & Kahn, S.C.	
<b>Staff Present:</b>	Dr. Robert T. Borremans	Ms. Annette Meudt
	Ms. Amy Charles	Ms. Mary Kay Runde

Mr. Stocker called the meeting to order at 4:10 p.m. Roll call was taken for attendees with Ms. Tibbetts joining shortly after the meeting began. Introductions were made for Attorney Jon E. Anderson, with Godfrey & Kahn, S.C. and legal counsel for SWWDB.

**1. Recommendation on Award of Contracts for Program Year 2007-08**

Dr. Borremans updated the committee as to the developments which have occurred following the special Executive Committee meeting held on July 23, 2007 between the Executive Committee and Mr. Ron Danowski, Division Administrator, Division of Employment and Training at DWD. Mr. Danowski and Dr. Borremans met on Wednesday, July 25, 2007 to discuss in detail the requirements that would need to be accomplished before the Board would be allowed to create a separate organization to operate programs. Due to the detailed nature of the list of requirements, it was apparent that the Board would not be able to have the organization operational in time to meet the October 1, 2007 deadline.

Since the Board had approved an extension of contracts to current program operators until September 30, 2007, the Board needed to award contracts for program operations for the remainder of the program year (June 30, 2008). Complicating the problem is that the fact that the Board rejected all proposals received in the Spring in response to the RFP. Dr. Borremans indicated that he consulted legal counsel to discuss options available to the Board. Three suggestions were offered:

- Publish a new Request for Proposals (RFP) and have interested parties prepare proposals in response to the new RFP.
- Extend the contracts of the PY 2006-07 program operators for the remainder of the contract period.
- Request the organizations who submitted proposals in April to honor their proposal without change and use those proposals to award contracts for PY 2007-08.

Administration contacted the organizations who submitted proposals and Job Service and AFL-CIO agreed to honor their proposals without change, while Manpower declined. Dr.

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Borremans noted that the Board, when it approved the RFP in March, incorporated the Career Pathways model and a preference to have one program operator provide services for all three client groups (adults, dislocated workers and older youth). As a result, the RFP indicated a preference for one organization to provide services to both the Comprehensive Job Center (CJC) and the Access Point of Service (APS) sites if possible.

Referring to the proposal review team's ratings summary, Dr. Borremans noted that Job Service had a slightly higher rating compared to the AFL/CIO – LETC. Job Service was the low bidder by a significant amount. He recommended that administration be authorized to enter into contract negotiations with Job Service to operate WIA programs for the period of October 1, 2007 to June 30, 2008.

Mr. Larsen wanted to clarify the RFP indicating that the minutes of the March 14, 2007 SWWDB meeting reflect a preference for one service provider for the CJC and one for the APS sites. He added that it did not clearly state that only one service provider should be chosen. Mr. Scaccia acknowledged this, but stated that one of the reasons the Board wanted to run their own programs was to improve efficiency and cut down on administrative costs. Contracting with one program operator will certainly do that.

**Motion by Mr. Scaccia, second by Ms. Greenheck to authorize administration to enter into contract negotiations with the intent to award a contract to provide WIA services to Job Service to implement the Career Pathways Model for the period of October 1, 2007 through June 30, 2008.**

Mr. Larsen voiced his concern as to why the Executive Committee was discussing this issue rather than the Program Operations Committee (POC). Mr. Stocker acknowledged his concerns, and Dr. Borremans indicated that this was being done in the consideration of time. He said that time is of the essence because current program operators have begun their layoff processes. Selecting a program operator would allow that organization to rescind layoff notices to retain experienced staff. Waiting to make a selection may cause staff to leave their current employment assuming their positions would end in September. The next POC meeting was not scheduled until August 21, 2007. He further noted that the Executive Committee has been most involved in the process to create a new organization, three (3) members of the Committee served on the proposal review team and are knowledgeable about the content of the proposals and the Executive Committee has authority to act on behalf of the Board in between full Board meetings. Therefore, it seems most expedient and prudent to have the Executive Committee act on a recommendation to the full Board so administration can negotiate contract-details for the August 15, 2007 special SWWDB Meeting.

With the issue addressed, Mr. Stocker called for a roll call vote on the motion.

<u>Yes</u>	<u>No</u>
Mr. Finley	
Mr. Scaccia	
Mr. Stocker	
Ms. Tibbetts	

**Motion carried on a vote of four (4) yes and zero (0) no with one abstention (Mr. Larsen). Ms. Greenheck is a non-voting member of the Executive Committee.**

Dr. Borremans assured members the negotiations with Job Service would begin

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immediately. The recommendation of the Executive Committee will be presented to the full Board at a Special SWWDB Meeting scheduled for Wednesday, August 15, 2007 in Janesville.

2. **Adjournment**

Motion by Mr. Scaccia, second by Mr. Stocker to adjourn at 4:25 p.m. **Motion carried unanimously.**