



# MEMORANDUM

**Date:** April 20, 2009

**From:** Art Carter, Chief Local Elected Official  
Scott Stocker, SWWDB Chairman

**To: Local Elected Officials**

Mr. John Patcle	Mr. Jack Sauer
Ms. Ann Greenheck	Mr. Russ Podzilni
Mr. Mark Masters	

**To: SWWDB Members**

**PRIVATE SECTOR**

Name	Business	County
Mr. Charles Elliott	Johnson Insurance	Rock
Mr. James Finley	Wisconsin Community Bank	Green
Mr. Richard Gruber	Mercy Health System Corp	Rock
Ms. Cindy Harrington	Manpower	Rock
Mr. Tom Hogan	General Motors Corporation	Rock
Ms. Anne Hore	Lands' End	Iowa
Ms. Jennifer James-Baker	Schmitt Woodland Hills	Richland
Ms. Anne Lutz	Alliant Energy	Rock
Mr. Terry Martin	Tricon Construction Group	Green
Mr. Troy Marx	Upland Hills Health	Iowa
Ms. Regina Prude	New Directions Management Service	Rock
Mr. Steve Scaccia	Freedom Plastics	Rock
Ms. Shari Schaff	Advanced Connections	Rock
Mr. Tom Schraeder	Hodan Center	Iowa
Ms. Margery Tibbetts	Murphy Desmond S.C.	Rock

**PUBLIC SECTOR**

Name	Organization	County
Dr. Gary Albrecht	Cooperative Education Services Agency #2 (CESA 2)	Rock
Ms. Amy Banicki	Unemployment Insurance Benefit Center	Dane
Mr. Art Carter	Green County Board & CLEO	Green
Ms. Carmen Granados	United Migrant Opportunity Services	Richland
Mr. Randy Jacquet	Richland County Depart of Human & Social Services (DHSS)	Richland
Dr. Karen Knox	Southwest Wisconsin Technical College (SWTC)	Grant
Mr. Tom Larsen	Wisconsin Council 40, AFSCME	Rock
Ms. Suzanne Lee	Department of Vocational Rehabilitation	Rock
Mr. Walter Orzechowski	Southwest Community Action Program (SWCAP)	Iowa
Mr. James Otterstein	Rock County Economic Development Agency	Rock
Mr. Bruce Palzkill	Southwest Wisconsin Job Service	Iowa
Mr. Geoff Upperton	AFL-CIO LETC	Rock
Mr. Larry Ward	Southwest Wisconsin Regional Planning Commission	Grant

**RE: Joint Southwest Counties Consortium and Southwest Wisconsin Workforce Development Board Meeting Notice**

Monday, April 27, 2009, 1:00 p.m. – 2:00 p.m.

This joint meeting of the Southwest Counties Consortium and the Southwest Wisconsin Workforce Development

Board is scheduled to review and discuss the Southwest Wisconsin Workforce Development Board, Workforce Investment Act Local Plan for Program Year 2009-10. The agenda for the meeting is attached and provides a link to the plan document that will allow you to read the document online or download it at your convenience (link available by noon on April 21.) In consideration of cost should you decide to print it, please note that the entire plan is 57 pages. Staff will bring copies of the plan to the meeting, eliminating the need for you to print it yourself.

The meeting is being setup so board members interested in attending in person may come to either the Rock County Job Center, 1900 Center Avenue, Janesville or the SWWDB Office, 1370 North Water Street, Platteville.

In the interest of minimizing travel time and inconvenience, the meeting will also be held via telephone and the web using Microsoft Live Meeting. Matthew Riley should have already contacted you to download a small access program and the test system performance. If you desire to connect via the web and have not yet tested your system, please contact Matt at (608) 330-0658 to make arrangements.

Microsoft Live Meeting should enable you to hear and participate in the discussion. However, as a backup, a teleconference call will also be established. To access the meeting by phone, please dial the teleconference phone number **(877) 336-1828**. When directed, enter the access number **7544934** followed by the # sign.

In the interest of time, please direct questions regarding the agenda or plan to Bob Borremans at 608-751-8604 or Amy Charles at (608) 330-3424, prior to the meeting.

If you are unable to attend the meeting, please contact Katie Smith at (608) 342-4220 or by 4:00 p.m., two days prior to the meeting date.

**Joint Meeting  
Southwest Counties Consortium and  
Southwest Wisconsin Workforce Development Board**

**Monday, April 27, 2009**

Meeting Locations: Rock County Job Center  
1900 Center Avenue  
Janesville, WI 53545  
Room D & E

SWWDB Office  
1370 North Water Street  
Platteville, WI 53818  
Conference Room

Members may also join the meeting online or by conference call. See the meeting notice or call SWWDB at (608) 342-4220 for connection information.

**REVISED AGENDA**

1:00 p.m.

**1. Welcome; Call to Order; Introduction of New Board Members and Guests**

**2. New Business**

1:05 p.m.

**A. WIA Local Plan 2009-2010-**

[http://www.swwdb.org/Meeting\\_Documents/2009%20SWWDB%20Meetings/04-27-09%20SWWDB%20Meeting/04\\_27\\_09\\_WiaPlan\\_2009-10.pdf](http://www.swwdb.org/Meeting_Documents/2009%20SWWDB%20Meetings/04-27-09%20SWWDB%20Meeting/04_27_09_WiaPlan_2009-10.pdf) (link available by noon on April 21)

As was announced in March, the Department of Workforce Development (DWD) released the new guidelines for development of the 2009-10 Local WIA Plan to comply with Section 118 of WIA that requires local workforce development boards to develop and submit a comprehensive Local Plan in partnership with the appropriate Chief Elected Officials. The plan is due to DWD no later than April 30, 2009.

To meet this deadline, an ad hoc committee was established to work with administration in preparation of the plan. The committee has held two (2) meetings totaling almost five (5) hours of work to address the programs, services and activities directed by DWD in the guidelines. At their last meeting, the committee voted unanimously to recommend the plan for approval.

It should also be noted that SWWDB staff also met with the Youth Council to seek their input on those sections of the plan that address activities targeted for youth.

Amy Charles will quickly review the plan highlighting some of the key features proposed for the upcoming year. The plan provides an excellent overview of how programs and services are delivered in the region and the positive interaction between job center partners in addressing needs. Board members are encouraged to review the plan prior to the meeting to develop a better understanding of the planned service delivery systems.

Full Board action on the plan is requested so the plan can be forwarded to the Southwest Wisconsin Counties Consortium for their action. When approved by the Southwest Wisconsin Counties Consortium, the plan will be forwarded to DWD.

1:45 p.m.

**B. Approval of an Emergency Procurement Policy (Added 4/22/09)**

American Recovery Reinvestment Act (ARRA) procurement regulations require that all ARRA programs be competitively procured unless a Workforce Development Board has an emergency procurement provision within their board approved procurement policies. The Southwest Wisconsin Workforce Development Board (SWWDB) currently does not have an emergency procurement policy, but Administration is recommending a policy for Board consideration.

2:00 p.m.

**3. Adjournment**

Next Regularly Scheduled Southwest Counties Consortium Meeting is Tuesday, May 26, 2009.

Next Regularly Scheduled SWWDB Meeting is Wednesday, June 10, 2009.

● **Action Requested**

**All Times are Approximate**