

Executive Committee Meeting
Monday, June 4, 2010
Meeting Minutes

The Executive Committee of the Southwest Wisconsin Workforce Development Board met on Friday, June 4, 2010, via teleconference. Attendance was as follows:

Members Present:	Mr. Scott Stocker, Chairperson	Mr. Tom Larsen
	Mr. Art Carter	Mr. Steve Scaccia
	Mr. Rich Gruber	Mr. James Finley

Members Excused: Ms. Margery Tibbetts

Staff Present:	Dr. Robert T. Borremans	Ms. Rhonda Suda
	Ms. Kathy Kessler	

Guests Present:	Mr. Chuck Anderson	Ms. Carol Kohl
	Mr. Ivan Collins	Mr. Ed Martinez
	Ms. Stephanie Elmer	Ms. Lisa Matijevec
	Ms. Julie Funk	Ms. Jodi Olson

Mr. Stocker called the meeting to order at 10:08 a.m.

Roll call was conducted to identify Executive Committee members present. AFL/CIO/LETC staff was also present and identified.

1. Recommendation on PY 2010 WIA Program Operator for Rock and Green Counties

Dr. Borremans stated that the purpose of the meeting was to discuss the contents of the modified RFP's by AFL/CIO LETC and Manpower, and formulate a recommendation for the Board regarding the WIA program operator for cover Rock and Green counties.

The Executive Committee requested, at the last meeting, that Dr. Borremans determine whether the AFL/CIO LETC and Manpower were interested in providing WIA services in Rock and Green Counties and then negotiate an amount needed by each organization to deliver the services. Dr. Borremans added that he requested that each organization prepare the following:

- Modified proposal narrative
- Modified Form C – Service and Outcome Action Plan
- Modified Form D – Project Staff Summary
- Modified Form E – Project Budget Summary

Dr. Borremans stated that based on the information submitted there was not much change in the overall scope of services to be provided. AFL/CIO LETC was scaled back from six (6) counties to two (2) and Manpower increased from one (1) to two (2) counties (Rock and Green).

The proposal submitted by Manpower totaled \$203,664, but contained only limited information on non-personnel costs. The proposal submitted by AFL-CIO-LETC totaled \$411,474. Mr. Stocker asked if the proposals reflected identical services. Dr. Borremans stated the services indicated were virtually the same. Dr. Borremans added that the difference in the proposal dollar amounts were due primarily to staffing and fringe benefit costs. Manpower proposed one fewer position. He added that there is a

significant difference in the hourly rate for case managers between the two organizations. Dr. Borremans stated that the Manpower proposal indicated \$173,456 for staff including fringe benefits and the AFL-CIO-LETC proposal reflected \$342,021.

Mr. Scaccia asked what service areas were to be covered under the two proposals. Dr. Borremans said that the proposals were to provide WIA services for Rock and Green counties to include case management, intensive services, referral for training and follow up and placement assistance upon program completion. Dr. Borremans added that each organization acknowledged that Rock County would be the primary service location with outreach services required in Green County.

Mr. Finley said that the difference in the proposals is approximately \$170,000. He asked if there was anything in the proposals to indicate that one may be too high or the other too low. Dr. Borremans indicated that the AFL/CIO LETC proposal would use most of the \$415,000 allowed amount available for program operators in the entire six counties. He added that based on their proposal, it would be necessary to cut two (2) AFL/CIO positions, bringing the number of positions needed to successfully complete activities into question. Dr. Borremans added that SWWDB believes that four (4) positions would be reasonable for service expectations. The Manpower proposal requests four (4) staff. Mr. Gruber asked if there was a difference in the scope of services being provided between the two organization's proposals. Dr. Borremans stated that based upon the discussions, they are virtually identical.

Mr. Larsen asked about the conflict of interest issue with Manpower. Dr. Borremans stated that this has been discussed with Manpower and Manpower has agreed that before Manpower can register a client or make a referral to other Manpower operated (non-WIA, fee-based programs), they would be required to demonstrate appropriateness of the activity based on the individual's training plan and receive prior written approval by SWWDB. Dr. Borremans added that Manpower's training programs are not approved by SWWDB and therefore ineligible to be used as part of the scope of training services in lieu of other training providers.

Mr. Larsen asked about the placement of clients in jobs which Manpower would provide, siphoning off the more qualified employees rather than referring them to other employers. Dr. Borremans stated that the individual's placement must be consistent with their approved training plan and documented in the case file. Prior to this placement, SWWDB's approval would be required therefore allowing monitoring for appropriateness.

Mr. Larsen was concerned about the details of the modified proposals and that they had not been shared with committee members. He added that Manpower had left some costs out of the original proposal, stating that they would be added later. Dr. Borremans said that non-personnel operational costs were negotiated and reflected in the modified proposal in the amount equal to actual costs not to exceed \$40,000.

Mr. Scaccia asked if Manpower would place four (4) employees at the Job Center. Dr. Borremans replied that a team leader/supervisor and three (3) case managers would be in place under Manpower's proposal.

Motion to approve the Manpower proposal in the amount of \$239,434, by Mr. Gruber, second by Mr. Finley. Roll call vote indicated the following:

Mr. Stocker	yes
Mr. Scaccia	yes
Mr. Finley	yes

Mr. Carter yes
Mr. Gruber yes
Mr. Larsen no

Motion carries five to one in favor of Manpower.

Dr. Borremans stated that the recommendation that will be made to the Board, at the meeting on Wednesday, June 9, 2010, will be for SWTC to provide service to Grant, Iowa, Lafayette and Richland counties with a proposal amount of \$168,224 and Manpower to provide service to Rock and Green counties with a proposal amount of \$239,434.

2. Other Business

None

3. Adjournment

Mr. Stocker adjourned the meeting at 10:24 a.m.