

MEMORANDUM



Date: February 16, 2021

From: Art Carter, Chief Local Elected Official

To: **Local Elected Officials**

Mr. Marty Brewer

Mr. Robert Keeney

Mr. John Meyers

Mr. Russ Podzilni

Mr. Jack Sauer

RE: **Southwest Wisconsin Counties Consortium (SWCC) Meeting Notice**

Tuesday, February 23, 11:30 a.m. to 1:00 p.m.

This meeting will be a conference call.

Call-in Number: **1-888-273-3658**

Access Code: **3107524**

The next meeting of the Local Elected Officials, Southwest Wisconsin Counties Consortium is scheduled for Tuesday, February 23, 2021, at the time and location listed above. The agenda for the meeting is included for your review.

All county board chairs are urged to attend the meeting. If you cannot attend, please arrange for an alternate to represent your county.

If you are unable to attend the meeting, please contact Katie Gerhards at k.gerhards@swwdb.org or (608) 314-3300 two days prior to the meeting date.

SWWDB is an equal opportunity employer and service provider. Upon advance request, reasonable accommodations will be made for persons with disabilities. If special accommodations are needed, please contact Katie Gerhards (k.gerhards@swwdb.org) or (608) 314-3300 at least two days prior to the meeting.

A proud partner of the  American Job Center network

Southwest Wisconsin Counties Consortium

Tuesday, February 23, 2021

11:30 a.m. to 1:00 p.m.

Conference Call Dial-In Instructions:

Call-in Number: **1-888-273-3658**

Access Code: **3107524**

Agenda

1. Approval of Agenda – (Action)

Approval of the February 23, 2021 meeting agenda is requested.

2. Approval of Minutes – (Action)

Minutes of the Southwest Wisconsin Counties Consortium (SWCC) meeting held on November 24, 2020 are contained in [Enclosure 1](#). Approval meeting minutes is requested.

3. Program Year 2020-21 Financial Reports, Quarter 2 – (Action)

Danielle Thousand will share the SWWDB financial statements representing a draft of the financial condition of the organization through December 31, 2020. The following reports are submitted for review and consideration:

- Balance Sheet – [Enclosure 2](#)
- Statement of Operations – [Enclosure 3](#)

Additionally, SWWDB receives grants and contracts throughout the year that either increase or reduce the originally approved fiscal year budget. Budget modifications for the current program year are listed in [Enclosure 4](#).

Approval of the Program Year (PY) 2020-21 financial statements and budget modifications for PY 2020-21 is requested.

4. Board Member Applications – (Action)

Chuck Elliot from Johnson Bank indicated his desire to retire from the Board once his replacement is found. Jason Aarud, of J.M. Aarud Mechanical and Piping, has been nominated by the Clinton Chamber and would fill Mr. Elliot's term.

Barb Tucker from Southwest Wisconsin Technical College (SWTC) will be retiring from the college on March 5, 2021. SWTC is nominating Heather Fifrick, SWTC Career Services Manager, as her replacement.

Application and nomination papers for both candidates are provided as [Handout 1](#).

Action is requested to appoint Jason Aarud, representing Business, and Heather Fifrick, representing Education, to the Southwest Wisconsin Workforce Development Board.

5. Southwest Wisconsin Workforce Development Plan

The Wisconsin Department of Workforce Development (DWD) approved the 2020-2023 Southwest Wisconsin Workforce Development Plan on January 11, 2021 ([Enclosure 5](#)).

6. **Request for Proposals – WIOA One-Stop Operator and Workforce Services Provider** – (Information)
As required by the Workforce Innovation and Opportunity Act (WIOA), SWWDB is requesting proposals from interested and qualified candidates to serve as the One-Stop Operator and Workforce Services Provider for the six-county area. Rhonda Suda will review the status of the procurement, which was published on February 17, 2021.
7. **2021 Monitoring** – (Information)
The Department of Workforce Development (DWD) will be conducting annual program monitoring the week of May 17, 2021. Rhonda Suda will address questions relating to this annual obligation.
8. **Save the Date: Virtual Governance Training – Part 2** (Information)
The Department of Workforce Development (DWD) will continue hosting Workforce Innovation and Opportunity Act (WIOA) governance information sessions for Board Chairs and local elected officials. The following dates have been scheduled for the next three (3) sessions:

May 5, 2021 (Wed), 9:00 a.m. – 10:00 a.m.
Session 1: Understanding and Securing Financial Liability under WIOA

May 11, 2021 (Tue), 9:00 a.m. – 10:00 a.m.
Session 2: Understanding and Effectively Executing the CEO's Role in Establishing High-Impact Local Workforce Development Boards

May 19, 2021 (Wed), 9.00 a.m. – 10:00 a.m.
Session 3: Using Data to Oversee an Effective Workforce System
9. **Job Center Reopening Plans** – (Information)
Rhonda Suda will provide an update regarding plans to re-open the job centers.
10. **Leased Employee Program** – (Information)
SWWDB has maintained a leased employee program for several years. The program has been primarily serving local county governmental entities and non-profits who are in need of limited-term employees. All employees placed through this program have access to all SWWDB benefits, which are determined by their full- or part-time status.

Danielle Thousand will provide an update on SWWDB's leased employee program ([Handout 2](#)).
11. **Adjournment**
The next meeting of the Southwest Wisconsin Counties Consortium is tentatively scheduled for May 25, 2021.