

JULY 12, 2011

EXECUTIVE COMMITTEE
8:00 A.M.

ROYAL COURT RESTAURANT

PRESENT: M. Coldren, B. Bantle, M. Stamm, A. Pedersen, J. McPheeters, P. McKee

EXCUSED: C. Haynes, L. Patz

STAFF: J. Mattick, J. Luu

CALL TO ORDER/APPROVAL OF MINUTES

Mr. Coldren called the meeting to order at 8:05 a.m.

APPROVAL OF MINUTES

It was Moved by Ms. McPheeters, seconded by Mr. Stamm and unanimously adopted by voice vote of members present to approve the minutes of April 5, 2011 and June 7, 2011 as submitted.

2011-2012 BUDGET

The Committee reviewed the draft budget. The carryover is not finalized at this point and there may be additional funds available. More will be known once the June reports are complete for the State. At this point an over-target request will be needed and meetings will be held with the County Administrator over the next few weeks.

BOARD MEMBERSHIP

The Committee continued discussion on Board membership. Ms. Mattick will reach out to Wegmans; Mr. Stamm will speak with Borg-Warner; Ms. McPheeters will be meeting with Home Depot and Mr. Pedersen agreed to reach out to Maguire.

ONE STOP OPERATOR AGREEMENT/CENTER RECERTIFICATION

Ms. Mattick reported in the past several years there has not been a formal process for establishing the one-stop operator agreement/center re-certification. There was a recent governance review by the State and they are recommending the process for certification be tightened up. She proposed a process of self-appraisal that would be non-onerous to the Board, but would make the One-Stop closely look at operations to ensure that they are meeting the needs of the WIB and the public. Ms. Mattick was instructed to bring the self-appraisal forms to the Committee and the WIB in September.

CEO AGREEMENT

The current agreement is in place but the state has expressed concerns that Local WIB's with older agreements may have CLEO's that are not aware of the agreements. Ms. Mattick reported that after discussion at a Executive Committee meeting in 2010 she brought up the subject of the CLEO Agreement to Joe Mareane and he agreed to brief Martha Robertson. Ms. Mattick will review and update CLEO Agreement for discussion at next Executive Committee.

WORKGROUP UPDATES

Older Worker Working Group

Mr. Bantle reported his group is talking about the best way to establish a web presence that can be used as a resource. They are also preparing a presentation for SHRM/JSEC in October.

Retention and Attraction Working Group

The Retention and Attraction group is working to address the issue of internship and they are planning to move forward with job shadowing activities/events. They will be reaching out to multiple schools and working with internship coordinators to plan events in the fall and spring. The initial focus will be placed on IT and opportunities in the financial sector.

OTHER

Mr. Pedersen stated he has been working with Gino Bush discussing the employment of previously incarcerated individuals and suggested this be a topic for the September WIB meeting.

Ms. Mattick reported Kmart is closing at the end of October and outreach is being conducted to provide rapid response to employees.

ADJOURNMENT

The meeting adjourned at 9:03 a.m. The next meeting is scheduled for August 2, 2011 a.m. at the Royal Court Restaurant. **(The meeting was subsequently cancelled.)**