

WETA Leadership Team Meeting

December 6, 2006

Minutes

In Attendance: Tony Veeder, Jon Danforth, Marlene Duffield, Roger Gantzarow, Jim Erlenborn, Arrionne Beecroft, David Skattum, Robert Evans, Mike Krauss, OJ Repins, Art Besse, Steve Roberts and Joy Wiggert.

Meeting called to order at 12:37 pm

Check-in/Agenda Review (Tony)

Approval of minutes

Motion to approve October 20, 2006 minutes made by David Skattum and seconded by Jon Danforth. Minutes approved by unanimous vote.

President's Guidance/Goals (Tony)

- Minutes/Action Items/Responsibilities/Teamwork
 1. Responsibilities are currently somewhat gray. If you have time to contribute, please offer your assistance to other team members.
 2. Continue to develop WETA website. Perhaps add conference photos to show who we are and what we do.
 3. Focus on getting more individuals involved in Conference work assignments so that the burden of work is shared between many rather than carried by a few.
 4. Need suggestions for mini-conference topics. Mini-conferences generate income for WETA and we need creative suggestions.
- Tax Exempt Status – Tony and Jon will work to obtain (re-obtain) tax exempt status by next WETA Board meeting (February 2007)
- Reach out to DOC, WiDVA, DVR, DHFS, VETS, other agencies/programs – need to generate marketing ideas re: partnering w/ WETA
- Workforce Development Boards (Art) – not discussed

Action items:

Generate ideas for mini-conference topics/presenters for discussion at next meeting
Tony/Jon – tax exempt status by next meeting
Generate ideas for marketing “partnering with WETA” for discussion at next meeting

Financial Update – (Jon)

In Mary's absence, Jon presented the Balance Sheet for Conference 2006. This balance sheet is not reflective of current WETA Finances. Jon noted that correction needed – total for IAWP membership should be \$3822 (\$42 x 91) not \$4095 (\$45 x 91) as indicated on the balance sheet.

Action item: Mary will send out full WETA Financial Report for 2006 before the next board meeting.

2006 Conference Review (Jon)

Jon distributed reports for:

- Conference Evaluation
- Opening Keynote Address
- Closing Keynote Address
- Workshop Evaluations
- Workshop Comments

As a whole, conference and presenters were well received.

Suggestions for 2007 Conference:

- Need to increase outreach to minorities and diversity of attendees and presenters
- Steve R suggested that WETA contact the Coordinator of the Refugee Conference (usually held in September) and/or the Bureau of Migrant/Refugee Services as possible partner for future WETA Conferences.

Training Session Update (Art)

November Grant Writing workshop was well attended and seemed to be well received. Money generated by this mini-conference may be enough to fund scholarships for 2007. Art and John are considering the idea of "Grant Writing 201" as follow-up to current offering. John tentatively scheduled to retire in January 2008 which might free up time to develop additional curricula as well as offer more workshops.

OWN Partnership Status (Mike/Marlene)

OWN would like to continue partnership with WETA. They have not yet determined their level of participation. OWN Core group is reconvening in January 2007 to discuss issues. Hope to have response re: level of participation in WETA by next WETA Board meeting.

IAWP assistance (OJ)

OJ reported that IAWP membership is declining across the spectrum. IAWP would like to continue partnership with WETA. Need for officers for the organization. Would WETA consider blending the boards of the two organizations?

Action item: OJ will provide Position Descriptions for Officer positions at the next WETA Board meeting.

2007 Conference Meeting with Holiday Inn-Steven's Point (Arrionne/Tony)

Conference dates changed to October 10-12, 2007

Tony and Arrionne met with Paula Webb, Holiday Inn Stevens Point, and toured facility. Hotel layout is appropriate and will meet our needs. Room locations for presenters/workshops/meals are centralized. Floor layout allows for 2 rooms to be set up solely for food + 4 rooms designated for workshops/presentations. There will be no need to reset rooms before and after meals.

Concourses (aka hallways) are wide enough to accommodate exhibitor tables + silent auction tables. Whole area has separate entrance from Hotel Registration.

Rooms are set aside at (current) state rate. Entire building has wireless internet.

Action item: Marlene has invited/will invite the Director of the WDB and will also contact Century Insurance.

Other Business/Topics

- Governor's Conference Update (Roger)
No Governor's Conference in 2007. Next is tentatively scheduled for 2008. Although majority of Governor's Conference partners in favor of sun setting the conference, Roberta Gassman would like to reconvene w/ recommendations in a few months. She seems to be interested in focusing on staff training rather than on employers. It is possible that the Governor's Conference will blend with the WETA Conference.
- Apprenticeship (Steve)
Steve discussed transition from old job to new. Distributed *Apprenticeship in Wisconsin* booklets and Apprenticeship Conference brochures

Next Meetings – Dates & Agenda Items

Next meeting is scheduled for Wednesday, February 7, 2007 from 12:30-3:30 pm. Meeting will be held at the Dane County Job Center, 1819 Aberg Avenue, in room 5.

Agenda items:

- Workforce Development Boards (Art) – partnering with WETA
- Suggestions for Conference theme and workshop topics
- Suggestions for mini-conference training topics and presenters
- IAWP - Officers for the Board

Motion to adjourn meeting made by Arrionne Beecroft and seconded by Jon Danforth. Meeting adjourned at 3:20 pm.