

**WETA Board Meeting  
Dane County Job Center  
March 13, 2007**

Members Present: Tony Veeder, Arrionne Beecroft, Roger Gantzarow, Mary Ratz, Joy Wiggert, David Skattum, Carol Burgett, Marlene Duffield, Jim Erlenborn, Robert Evans, Michael Krauss, OJ Repins, Angel Rivera, Art Besse, Pat Delmenhorst

Members Absent: Jon Danforth

**Agenda I – Check In/Agenda Review**

Meeting called to order at 12:35 pm. It was determined that a quorum was present.

- Tony gave brief summary of developments at DWD. DWD has reorganized again and created a new Division of Employment & Training.
- Tony working on template letter to agencies including DHFS, DOC, Vet Affairs, DVR as well as template letter for Executive Director of WDB.
- Pat Delmenhorst, Director Employment Services Interfaith in Milwaukee, welcomed as guest representing OWN. Pat expressed interest in becoming member of WETA Board. Board unanimously voted to accept Pat as new WETA Board member at large. Welcome Pat.

**Agenda II – Approval of Minutes**

The President asked for the wishes of the Board on the outstanding minutes. Motion by Roger Gantzarow to approve the minutes. Motion seconded by Mary Ratz. Call for the question. Motion carried.

**Agenda III – Financial Update - Mary**

Current balance in account = \$19,003.01.

DWD still has outstanding balance of \$1000 for WETA Conference attendees. Marlene to follow-up regarding payment. Mary distributed EXCEL spreadsheet detailing WETA budget through 10/13/06. She is still learning treasurer's duties. She will meet with Carol Burgett to bring the financial report up to date. Mary will present final 2006 budget at next meeting.

Mary reported that the cost for Liability Insurance for Officers increased by \$9.00. Motion by David Skattum to accept the increase in payments and remain with current insurance carrier. Motion seconded by Marlene Duffield. Motion carried.

Check writing authority currently resides with Arrionne Beecroft, Mary Ratz, Tony Veeder and Jon Danforth.

Board is interested in investing a portion of our account balance into a CD or CDs. Mary to investigate rates for 3- and 6-month CDs. Tony will allocate \$10,000 in CDs with best rate of return.

#### **Agenda Item IV – Training Session Update – Roger/ Art**

There was a general discussion on what would be good topics for mini training events this year. Among those discussed or brought up were:

- Employment for Offenders—targeted toward private sector employers
- Re-entry Employment for Offenders—targeted toward service providers
- Best practices for achieving Performance Standards (especially wage rate)
- 101 Grant Writing
- 201 Grant Writing — this workshop idea is still in the development stage
- Lean Management –Kathy Palmer in the Fox Valley was eager to do this for our Annual Conference this past year. It could be targeted toward private sector employers and service providers.
- Job Development and Marketing
- Job Analysis session under the guidance of Roger Gantzarow
- One-day event on CCAP/Offenders for employers and service agencies who work with ex-offenders. Perhaps a combined session with Dale Brenon and Art Besse

Roger and Art scheduled to meet on Monday, 3/19/07 to discuss conference topics. Roger and Art to set dates for mini-conferences in late spring/early summer. Board reached a consensus that mini-conferences should be held in either Madison or Milwaukee or both to achieve best response/attendance.

#### **Agenda Item V – IAWP Assistance/Collaboration/Merger of Officers - O J Repins**

OJ described the officer structure for IAWP. He would like to see IAWP and WETA merge some of their respective officer positions, with the exception of the Treasurer position. Additionally, he'd like to have one person do the combined newsletter. Many of the individuals on the IAWP officer positions are retiring or close to retiring. Merging the officer positions would provide continuity for both organizations and improve the flow of information.

OJ discussed the Labor Law clinics currently co-sponsored by IAWP and UI. OJ has been working with Yvonne Hagen and Egon Breckner to provide Labor Law clinics around the state. They currently sponsor approximately five clinics each year with an average attendance of 100 employees per session. Cost for attendance is \$77 per person. Fee is split between UI (\$27 – printing, mailing, speaker costs) and IAWP (\$50). The clinics generate approximately \$1500-\$2000 per year in income after expenses. OJ has asked for David Skattum's assistance with the May 2007 Labor Law clinic with the ultimate goal that WETA take over sponsorship of the clinics from IAWP.

The discussion regarding the Labor Law clinics generated questions regarding the IAWP/WETA merger. Is the plan to merge only respective board member positions (and maintain separate pots of money for separate associations)? Is the plan to completely merge the two organizations (perhaps generating a new association)?

OJ will prepare proposal regarding merger of WETA and IAWP for the July meeting.

### **Agenda Item VI - OWN inputs – Marlene Duffield**

According to Marlene, when OWN joined partnership w/ WETA & IAWP, they didn't realize there was a financial commitment to the agreement. Mary reported that OWN made a verbal financial and structural commitment to the 2003 conference. Same format has been followed since that time.

Marlene stated that OWN now seems to be a user group/network of older worker service providers and, as such, has no funding. They are, therefore, unable to continue to fully fund the luncheon at WETA Conference. They would, however, still like to present an award at the conference. OWN's Core group meets as needed to structure what happens with OWN. The OWN quarterly meetings have an emphasis on training.

WETA wants OWN to remain as an active partner. Both Jim and Art stated that there is no need to focus on historical conference structure. We're partners and it is in WETA's best interest to assist OWN. It is important to maintain relationships with OWN service providers. Suggestions for current and future conferences:

- Marlene - OWN makes contribution toward luncheon costs but does not fully fund
- Mike - OWN covers cost for luncheon this year and works with WETA/IAWP to develop money-making trainings for future revenue
- OJ - Discard breakfast buffet on Friday morning and have IAWP team up with OWN to cover cost of luncheon on Thursday
- David - OWN and WETA could collaborate on a mini-conference
- Pat – Might be able to get financial assistance from AARP as long as mini-conference/pre-conference training is employer focused. Scheduling a ½-day OWN mini-conference immediately prior to WETA Conference would minimize marketing costs, etc

OWN Core group to discuss multiple options and return to Tony with decision in approximately two (2) weeks. Tony volunteered Jon to assist Pat and Marlene with mini-conference.

### **Agenda Item VII – 2007 Conference - Arrionne and Tony**

Conference theme for WETA 2007 is "Challenges of a Workforce In Transition". Conference is October 10, 11, and 12<sup>th</sup> in Stevens Point at the Holiday Inn.

Current plan is for:

- 2 Keynote presentations
- 12 Sessions
- 3 Pre-conference Sessions

Suggested workshop topics were: re-entry from DOC, Veterans benefits, re-entry for Veterans especially from the Middle East, Youth Programming, Labor Market Information, Hispanic/Latino issues, topics related to Seniors (OWN), perhaps a session

from DVR on disability (Charlene Dryer?), Lean Management, Reverend Fuller out of Milwaukee on "Word of Hope", Workforce Investment Act (performance standards), issues for minorities and/or women in the workplace, entrepreneurship, WWBIC, career portfolios, apprenticeship, financial literacy, etc. Workshop topic ideas were all submitted to Arrionne.

Joy suggested that since WETA Conference concurrent with Wisconsin MoneySmart Week, we might consider including financial literacy workshop either as regular or pre-conference session(s). Marlene suggested David Mancl (Federal Reserve Board) and/or Dr David Gutter as potential speakers. Additional presenters may be available through the UW Extension. Marlene agreed to connect w/ David Mancl and determine whether he is available.

Arrionne agreed to generate a table/spreadsheet of all suggestions including subject categories, session topics, suggested speakers, etc. She will email to Board members prior to next meeting.

Committee to determine Keynote speakers: Arrionne, Tony, Mary R, Jon, Jim, Roger and Joy.

Marketing committee needs to obtain/create mailing list for email/postcards to be distributed in May. Substance of email/postcard needs to be developed. Marlene to get list of contacts from S Cutter and Roger to get list from WCA(?) and bring to next meeting.

Need to develop committees for different functions (recruit volunteers). This topic was tabled to next meeting.

### **Agenda Item IX – Next Meeting and Adjournment**

The next two Board meetings were scheduled to be held at the Dane County Job Center. Next meeting will be held on Wednesday, May 16<sup>th</sup> from 12:30-3:30 pm. The following meeting will be held on Wednesday, July 25<sup>th</sup> from 12:30-3:30 pm.

Agenda items for next meeting include: strategic planning, future Conference locations, update on tax exempt status, workshop topics, pre-conference sessions, volunteers for conference work groups, work group timetables

Motion made by Marlene Duffield to adjourn the meeting. Motion was seconded by Arrionne Beecroft. Motion was carried. Meeting adjourned at 3:20 pm

Respectfully submitted,  
Joy Wiggert, Secretary