

**Joint Workforce Investment Board  
Executive Committee Meeting Minutes  
Monday, June 18, 2012  
Jackson County Learning Center, Room 107  
12:00 PM to 2:00 PM Eastern Time  
Teleconference # 877-821-7831 / Access Code 961723#**

**Members Present:**

Jeff Williams, Jim Krampen, Paula Pinkstaff

**Also Attending:** Mark Hollman, Nate Klinck, John Corcoran

**Call to Order and Roll Call**

Mr. Williams called the meeting to order at 12:19 PM and recognized a quorum was present.

**Committee Business**

Approval of Minutes:

The minutes from the March 2, 2012 JWIB Executive Committee were approved.

Action Items:

- **Regional Plan Reviews:** Mr. Williams asked Mr. Klinck to provide an overview of DWD's Regional Workforce Investment Plan submission and review process. Mr. Klinck summarized the process and provided Profile documents that DWD created for each of the 4 JWIB regions. Mr. Klinck reported that DWD will be going to the State Human Resource Investment Council (SWIC) meeting on Thursday, June 21, 2012 and asking for their approval of all of the Regions' Local Plans (including the Regions under the JWIB – 5, 8, 9, and 11). The Executive Committee approved the 4 plans.
- **JWIB Executive Director RFP Reviews:** Mr. Hollman reported that 5 entities had submitted proposals to provide JWIB Executive Director Services. The JWIB Executive Committee will be the primary reviewers of the proposals and their ratings (due back to Mr. Hollman by the end of the day on Thursday, June 21<sup>st</sup>) will be forwarded to the DWD Procurement Unit. The Executive Committee asked Mr. Hollman to work with the Procurement Unit to set up interviews with the top 2 or three rated entities once the ratings are compiled.
- **Review of Meeting Schedules for Upcoming Year:** Discussions focused on the need for the JWIB to nail down its meeting schedule so that it coincides with actions needed related to the SWIC and the Regions themselves. This can be nailed down once the Executive Director entity is in place. In the mean time, the Executive Committee asked Mr. Hollman to work with Dennis Wimer (DWD Deputy Commissioner) and Casey Long (DWD Administrative Assistant) to cancel the August 9<sup>th</sup> Meeting and for the next meeting to be held on August 30<sup>th</sup> or September 6<sup>th</sup> (with feedback from the JWIB members on the best date to achieve a quorum).

**Adjournment**

Mr. Williams adjourned the meeting at 2:00 PM.