

Executive Committee MINUTES



Executive Committee Meeting

4/22/2025

1:00 PM – 2:30 PM

Welcome and Opening Meeting Business

Call to Order

Roll Call

Attendees:

☒ Judy Aspling

☒ Kerri Trubachik

☒ Dale Kelm

☒ Crystal Rohde

☒ Mary McPhetridge

Staff:

☒ Mari Kay-Nabozny

☒ Bella Potack-Rettler (notetaker)

Judy Aspling called the meeting to attendance at 1:00 pm.

Public Meeting Notice

NWWIB staff sent the NWWIB meeting notice to regional Class A newspapers and regional library systems. In addition, the meeting notices were also posted on the Northwest Wisconsin Workforce Board website and all social media outlets.

Welcome and Introduction of Guests

Judy Aspling welcomed Mary McPhetridge to the NWWIB Executive Committee.

Previous Meeting Minutes

Review and Approve Meeting Minutes of March 10th, 2025

First: Dale Kelm

Second: Crystal Rohde

Motion passes unanimously.

Programming / Fiscal Updates | Mari Kay-Nabozny

a. Staffing Update

a. New Hire: Sara Wieland

Mari Kay-Nabozny updated the committee on NWWIB new hire, Sara Wieland. Sara Wieland will be a Training Navigator for the Worker Advancement Initiative (WAI) grant. She updated the committee that the WAI 2.0 grant will run through the Fall of 2026.

Mary McPhetridge asked what Sara Wieland would do as a Training Navigator? Mari Kay-Nabozny shared with the committee that Sara Wieland will be enrolling individuals into training with the WAI 2.0 grant. She shared that a focus for the NWWIB is the Escanaba training program with heavy equipment operator training, CDL and OSHA 40 certification.

Mary McPhetridge asked for the criteria for individuals to be enrolled in the WAI 2.0 program. Mari Kay-Nabozny shared that to be enrolled, individuals will have to be 18 or unemployed, underemployed or lacking work experience, youth will be able to apply. Individuals also must be affected by Covid-19.

Mari Kay-Nabozny shared that WAI 2.0 will also be able to fund an entry level residential energy audit training program. She shared with the committee that one stipulation of the program is that any training funded by WAI 2.0 MUST be a program that can be completed within 12 months or less.

Judy Aspling asked who would be administering the auditing program. Mari Kay-Nabozny shared that it will be outsourced to somewhere in our ten counties.

Dale Kelm asked if individuals enrolled in this program will have to find lodging on their own? Mari Kay-Nabozny stated that lodging will be supplied.

Mari Kay-Nabozny briefly updated that the committee that all NWWIB staff have been trained in MyOneFlow. She was transparent in stating that there are still some bugs that need to be fixed. NWWIB will receive a discount on the software due to communication mishaps on MyOneFlow in the past.

b. WIPFLI/IRS Update

Mari Kay-Nabozny shared that the IRS abatement is done. Mari Kay-Nabozny shared that she signed the WIPFLI release and sent it back the same day. She shared that NWWIB still does not have the check from WIPFLI.

Mari shared that the NWWIB is writing a secondary grant to PSC, expand and double the program.

Crystal Rohde let Mari Kay-Nabozny know that to let her know, that if the NWWIB needs additional support on the PSC application, that the Northwest Regional Planning Commission has interest in providing that support. She shared that the NWWIB can use Northwest Regional Planning Commission's data to help bulk up their application too.

c. TDCON2025

Mari Kay-Nabozny shared that the TDCON2025 conference was last week. She shared that the conference went well. Mari Kay-Nabozny also shared that the MyOneFlow staff were in attendance, it was nice to be in touch with them. Mari Kay-Nabozny shared that it will be in Green Bay, WI for TDCON2026. Mari Kay-Nabozny thanked Melissa Rabska and Bella Potack-Rettler for their work on the conference.

Budget Discussion | *Mari Kay-Nabozny*

Mari Kay-Nabozny shared that Emily Verdonk will be getting back about the format she would like for the budget.

Mari Kay-Nabozny continued her updates that the NWWIB budget looks good but that the 401k is complete. She shared that the transfer day was April 7th and the NWWIB 401k is not tied to NW CEP anymore.

Mari Kay Nabozny shared there have been no federal grants posted. She shared that the NWWIB will start up the Corporate Sponsorship program again. The NWWIB will be moving in Fall 2025. She shared that New Day's Executive Director is leaving their organization. This is noted as the NWWIB rents from the New Day organization for their office space.

Mari Kay-Nabozny shared that she will be meeting with Emily from the new TrueNorth Goodwill. She also shared that the NWWIB won a CESA 12 Youth Apprenticeship business award.

Mari Kay-Nabozny shared that the NWWIB will look for new chairs for Youth Committee and Strategic Directions and Development Committee per the current Chair's request.

Mari Kay-Nabozny updated the Executive Committee that NWWIB Board Member Tami Follet is now working at Upper Lakes Food but will remain on the board. Mari Kay-Nabozny also shared that the next NWWIB Board meeting will be in the old post office in Superior, WI. She shared that Jim Ceasar has been very gracious letting the NWWIB use the space.

Adjourn

Next Meeting date: May 12th at 1:00 PM or at the call of the Chair.

The meeting concluded at 2:00 pm

Additional Instructions:

Related meeting items are included in the packet for your review prior to the meeting. Thank you.