



Dane County

Minutes - Final Unless Amended by Committee

Commission on Economic & Workforce Development

Wednesday, August 19, 2015

4:00 PM

CCB, Room 421 Conference Room

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A. Call To Order

The meeting was called to order at 4:15 p.m.

Also in attendance: Sharon Lezberg, UW-Extension; Peter Ouchakof, staff.

Present 5 - Chair PATRICK MILES, MARIANNE MORTON, PAT SCHRAMM, MICHAEL ZIMMERMAN, and CARL CHENOWETH

Excused 5 - MANUS MCDEVITT, MARK RICHARDSON, JOE OSWALD, YOGI BROWN, and LAURA STRONG

B. Consideration of Minutes

Motion by Zimmerman, seconded by Schramm, to approve the minutes of the July 8, 2015 meeting. Motion carried 5-0.

This was approved

[2015
MIN-263](#)

MINUTES OF THE 07-08-2015 COMMISSION ON ECONOMIC AND
WORKFORCE DEVELOPMENT MEETING

Attachments: [07-08-15 Minutes](#)

C. Action Items

Ouchakof reviewed the changes in the work plan based off discussion and suggestions from the previous meeting. He stated that it would be extremely difficult to place a cost estimate on the pilot project prior to completed the Stage 1 work. Further, direction was given from County administration that any increases in department budgets for 2016 would need to be matched by outside funding sources. It was determined that hiring an intern would be the most viable option for completing Stage 1 of the Plan, and staff was given direction to consult with UW-Madison and other organizations to secure the intern. Staff would first explore financing options available for funding the intern, but if no viable options are available then would consider having a volunteer fill the position. The internship position would begin as soon as a qualified candidate is selected, and the Stage 1 portion of the project expected to be completed in December.

The discussion continued with the expectations of the intern for completing Stage 1 of the project. It was determined that developing an inventory of available vehicles is the initial and most critical component of the project to be completed. Schramm stated that, in her experience, logistics is the most difficult part of employment-related transportation projects. Staff from the organizations whose vehicles are being used will need to be the drivers in order to meet insurance and liability requirements. It was noted that the cost of renting a vehicle from a private organization may cost as much or more as a taxi service. The intern will be expected to develop a comprehensive inventory of available vehicles from a range of non-profit organizations as well as taxi companies, Metro Plus buses, and County vehicles. Another foreseeable logistical challenge will be to find a central logistic person/ organization who would act as the dispatcher for the program. The intern will explore the viability of partner organizations to fill this role in vehicle inventory survey.

The second component of Stage 1 will involve identifying employers with available positions who are willing to partner or participate in the program. As a starting point, it was suggested that the intern explore the interest level of organizations/ companies that currently offer bus pass discounts to their employees to provide subsidies for alternative transportation via the pilot project. It was determined that users of the transportation program should be residents of the target area who are employed, but without access to affordable, reliable, and convenient transportation for commuting to work.

Chenoweth stated the importance of developing clear expectations for this project and providing thorough instruction for the intern. In order to work effectively, there needs to be measurable outcomes and a final report that is ready to be put into action upon completion of State 2. Staff was directed to prepare a concise summary of the expected outcomes and a strategic/ specific method of implementation for the intern to follow to ensure that the expectations from the Commission are met.

Motion by Morton, seconded by Schramm, to approve the work plan and move forward with securing an intern to perform Stage 1 of the plan. Motion carried 5-0.

This was approved

D. Future Meeting Items and Dates

E. Public Comment on Items not on the Agenda

None

F. Adjourn

Motion by Zimmerman, seconded by Chenoweth, to adjourn. Motion approved and meeting was adjourned at 5:00 p.m.

This was approved

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NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

David B. Phillips, 608-266-4006