

**JCEDC ANNUAL MEETING/THRIVE-ED  
Joint Boards of Directors Meeting  
Wednesday, June 13, 2018  
8:30 – 10:30 am**

864 Collins Rd., Jefferson Rooms 8-9

**BOARD MEETING AGENDA:**

- I. Approval of Agenda
- II. Approval of Minutes – Thrive April 11/JCEDC April 26, 2018
- III. Review of financials
  - a. Statements April, 2018 – including May estimates
  - b. Outstanding Thrive-ED receivables (pledges/annual meeting)
- IV. President’s Report:
  - a. Update on Activities against Strategic Plan
  - b. Update on Dodge County contract
- V. JCEDC: Annual Meeting
  - a. Election of Officers
  - b. RLF Update (possible vote on approval of language changes for RLF)
- VI. Other items – Annual Meeting Update
- VII. Adjourn

**FUTURE MEETING DATES**

Thrive Board of Directors Meeting, August 8, 2018, 8:30 am. Location to be determined.

JCEDC Board of Directors Meeting, July 26, 2018, 8:30 am, 864 Collins Rd, Rm 8-9, Jefferson, WI

ANNUAL MEETING: THRIVE-ED, October 10, 2018, 11:30 – 1:30 pm, Location to be determined.



# Jefferson County Economic Development Consortium BOARD MINUTES

April 26, 2018

Meeting called to order at 8:40 a.m.

Board members present: John David-City of Watertown, Steve Wilke – City of Lake Mills, Matt Trebatoski – City of Fort Atkinson, Hanson – City of Waterloo, David Carlson – City of Whitewater, Kyle Ellefson – Village of Johnson Creek, Jim Mode – County Supervisor, Amy Rinard – County Supervisor

**Absent:** Tim Freitag – City of Jefferson, Andrew Wescott-Barten – Village of Cambridge

**Others Present:** Jason Scott- WEDC, Paul Jadin- MadRep, Victoria Pratt-JCEDC Executive Director, Julie Olver – JCEDC Marketing Manager, RoxAnne Witte-JCEDC Program Specialist

## **Roll Call – Quorum Established**

## **Certification of compliance with Open Meeting Law Requirements**

Staff certified compliance for the agenda dated April 26, 2018.

## **Approval of Agenda**

Carlson/Ellefson moved to approve agenda dated April 26, 2018.

## **Minutes**

Carlson/Ellefson moved to approve March 22, 2018 minutes printed. Motion Carried.

## **Public Comments**

None

## **JCEDC Reports**

### **1. Review of Financials –**

Trebatoski/Wilke moved to approve the March 31, 2018 Finance Report as presented. Motion Carried.

## **General Orders**

### **1. Directors Report –**

- a. Pipeline Update – Pratt distributed an updated Opportunity Pipeline Report and gave brief highlights on recruitment/retention/expansion projects that have been active in the past 30 days.
  - b. Activities Update –
    - Pratt updated the board on the presentations/meetings she has attended in both Dodge and Jefferson counties, status on the new web site, Hoof Health Celebration, Madison College listening session scheduled for May 17, 2018, and presentation that she will be giving to Dodge County on what we have learned in year one and how we move forward from here.
    - Pratt distributed the 2017 Jefferson/Dodge County Permit Data Report and gave a brief overview.
    - JCEDC Annual Report – Pratt gave the board an overview of the report she will be presenting to the Jefferson County Board of Supervisors on May 8, 2018; final report will be available on the web site following presentation.
    - Labor Available Analysis – Executive Summary was distributed to the board. Full reports will be presented by The Docking Institute on May 23, 2018 in both Dodge and Jefferson counties.
    - Programs & Services offered by JCEDC - As the county moves toward priority based budgeting all departments were asked to create a list of their program and services. Discussion was held on the current list of programs and services offered by JCEDC.
- 2. Jefferson County Revolving Loan Fund (RLF) –** Discussion was held on whether to amend the guidelines to include language that articulates fines/fees for borrowers who do not create the necessary number of , or meet the low-

moderate income job creation criteria Motion by Trebatoski/Wilke to table a decision to amend the current Jefferson County Revolving Loan Fund Guidelines and to place on the June JCEDC meeting board agenda for possible further action. Motion carried.

### **New Business**

**1. General Discussion on Locally Controlled Incentives -**

Discussion regarding TID's and the difficulties facing some communities. Further investigation will be done on to determine the possibility of holding a one day event for the joint review boards in Jefferson County to update them on the current rules and regulations and how these may impact future business attraction to Jefferson and Dodge counties.

**2. Future Agenda Items - Election of JCEDC Officers will be held at the June board of directors meeting.**

**3. Upcoming Meetings/Seminars –**

- a. Labor Availability Analysis Presentation by The Docking Institute, May 23, 2018. Dodge County – 9:30 – 11:00 am, Juneau Community Center, 500 Lincoln Drive, Juneau, WI
- b. Labor Availability Analysis Presentation by The Docking Institute, May 23, 2018. Jefferson County – 1:30 – 3:00 pm, Jefferson Area Business Center, 222 South Wisconsin Drive, Jefferson, WI
- c. Joint Board of Directors with JCEDC and THRIVE – Wednesday, June 13, 2018, 8:30 am. 864 Collins Rd, Rm 8, Jefferson, WI

### **Adjournment**

There being no further business for consideration, motion by Wilke/Trebatoski to adjourn. Motion carried

Meeting adjourned at 9:45 a.m.

RoxAnne L. Witte,  
Recording Secretary

DISCLAIMER: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

**Jefferson County Economic Development Consortium**  
**May 31, 2018**

		Year to Date				
		April	May	Estimate	2018 Budget	
Revenue	State Aid	-	-	-	5,000.00	0%
	JCEDC HBP Service Fees	-	3,000.00	5,600.00	10,000.00	56%
	JCEDC GHDP Service fees	-	-	-	135,000.00	0%
	V-Cambridge	-	-	162.00	162.00	100%
	V-Johnson Creek	-	-	4,400.00	4,400.00	100%
	C-Fort Atkinson	18,662.00	-	18,662.00	18,662.00	100%
	C-Jefferson	-	-	11,978.00	11,978.00	100%
	C-Lake Mills	-	-	8,825.00	8,825.00	100%
	C-Waterloo	-	-	5,057.00	5,057.00	100%
	C-Watertown	-	-	35,792.00	35,792.00	100%
	C-Whitewater	-	-	4,413.00	4,413.00	100%
	Jefferson County	-	-	-	125,690.00	0%
	Dodge County	-	-	85,000.00	85,000.00	100%
	Donations Restricted	-	-	-	2,500.00	0%
		\$ 18,662.00	\$ 3,000.00	\$ 179,889.00	\$ 452,479.00	

		Year to Date				
		April	May Estimates	Estimates	2018 Budget	
Expenditures	Goal 1					
	Personnel	9,631.08	8,185.22	44,755.24	120,104.00	37%
	Professional Services	-	480.00	772.50	30,000.00	3%
	Recruitment Related	-	-	-	500.00	0%
	Office Expense	163.23	91.75	644.96	5,840.00	11%
	Membership	-	-	-	2,500.00	0%
	Professional Development	20.00	78.00	1,050.71	2,200.00	48%
	Meeting Expenses	127.90	178.00	312.99	800.00	39%
	Training Materials - Homebuyer	-	-	310.94	4,000.00	8%
	Subscriptions	53.26	53.26	553.26	2,800.00	20%
	Internet/Phones/Mis	380.95	441.74	2,236.77	6,249.20	36%

Other Operating	-	-	100.28	1,000.00	10%
Travel Related	-	254.16	943.82	2,500.00	38%
Other Insurance	57.81	57.51	288.75	694.00	42%
Railroad Consortium	-	-	-	14,000.00	0%
Operating Reserve	-	-	-	1,560.80	0%
<b>Total</b>	<b>\$ 10,434.24</b>	<b>\$ 9,819.63</b>	<b>\$ 51,970.22</b>	<b>\$ 194,748.00</b>	

Goal 2	Year to Date				
	April	May Estimates	Estimates	2018 Budget	
Personnel	7,223.31	6,138.92	33,566.43	90,078.00	37%
Office Expense	81.62	45.83	322.44	2,920.00	11%
Professional Development	10.00	39.00	525.36	1,100.00	48%
Meeting Expenses	63.95	89	156.50	400.00	39%
Subscriptions	26.63	26.63	276.75	1,400.00	20%
Internet/Phones/Mis	190.47	220.87	1,118.38	3,124.60	36%
Other Operating	-	-	50.14	500.00	10%
Travel Related	-	96.57	358.63	950.00	38%
Operating Reserve	-	-	-	780.40	0%
<b>Total</b>	<b>\$ 7,595.99</b>	<b>\$ 6,656.82</b>	<b>\$ 36,374.62</b>	<b>\$ 101,253.00</b>	

Goal 3	Year to Date				
	April	May Estimates	Estimates	2018 Budget	
Personnel	7,223.31	6,138.92	33,566.43	90,078.00	37%
Professional Services	0	480.00	772.50	30,000.00	3%
Website Revision	3200	-	3,200.00	15,000.00	21%
Office Expense	163.23	91.75	644.96	5,840.00	11%
Professional Development	20.00	78.00	1,050.71	2,200.00	48%
Meeting Expenses	127.9	178	312.99	800.00	39%
Subscriptions	53.26	53.26	553.50	2,800.00	20%
Internet/Phones/Mis	380.95	441.74	2,236.77	6,249.20	36%
Other Operating	-	-	100.28	1,000.00	10%
Travel Related	-	96.57	358.63	950.00	38%
Operating Reserve	-	-	-	1,560.80	0%
<b>Total</b>	<b>\$ 11,168.66</b>	<b>\$ 7,558.23</b>	<b>\$ 42,796.77</b>	<b>\$ 156,478.00</b>	

## SUMMARY

May 31, 2018

	Year to Date Estimates	2018 Budget
<b>Revenues</b>		
Income	\$ 179,889.00	\$ 452,479.00
Carryover*	\$70,616.36	-
<b>Total</b>	<b>\$ 250,505.36</b>	<b>\$ 452,479.00</b>
<b>Expenses</b>		
Goal 1	\$ 51,970.22	\$ 194,748.00
Goal 2	\$ 36,374.62	\$ 101,253.00
Goal 3	\$ 42,796.77	\$ 156,478.00
<b>Totals</b>	<b>\$ 131,141.61</b>	<b>\$ 452,479.00</b>

\*Carryover as of 3/19/2018

JCEDC Vested Benefit Reserve

JCEDC Fiduciary Funds Carryover

\$91,962.18

(21,345.82)

\$70,616.36

## JCEDC – Current Terms of Office for 2017/2018

<b>Terms of Office Name</b>	<b>Community Representing</b>	<b>Term Expires</b>
Tim Freitag	City of Jefferson County	May 2018
Augie Tietz	County Supervisor	May 2018
Kyle Ellefson	Village of Johnson Creek	May 2018
Steve Wilke	City of Lake Mills	May 2019
Jim Mode	County Supervisor	May 2019
Matt Trebatoski	City Fort Atkinson	May 2019
David Carlson	City of Whitewater	May 2019
John David	City of Watertown	May 2020
Amy Rinard	County Supervisor	May 2020
Mo Hansen	City of Waterloo	May 2020
Andrew Wescott-Barton	Village of Cambridge	May 2020

## JCEDC – Terms of Office for 2018/2019

<b>Terms of Office Name</b>	<b>Community Representing</b>	<b>Term Expires</b>
Steve Wilke	City of Lake Mills	May 2019
Jim Mode	County Supervisor	May 2019
Matt Trebatoski	City Fort Atkinson	May 2019
David Carlson	City of Whitewater	May 2019
John David	City of Watertown	May 2020
Amy Rinard	County Supervisor	May 2020
Mo Hansen	City of Waterloo	May 2020
Andrew Wescott-Barton	Village of Cambridge	May 2020
Tim Freitag	City of Jefferson County	May 2021
Dick Jones	County Supervisor	May 2021
Kyle Ellefson	Village of Johnson Creek	May 2021

## Study shines light on labor availability

### Study looks at labor availability in area —

#### MANUFACTURING

By Steve Sharp

[steves@wdtimes.com](mailto:steves@wdtimes.com)

JEFFERSON — The results of a “Labor Availability Analysis” related to workers willing and able to ply their skills in manufacturing in Jefferson and Dodge counties were presented Wednesday in both county seats, with the Jefferson event covered by the Daily Times.

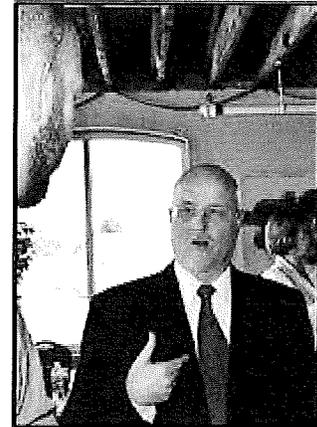
Mike Walker, assistant director of the Docking Institute, was on hand to present the findings and answer questions at the Jefferson Area Business Center, a beautiful former mill on the west bank of the Rock River, downtown.

The study sought to answer a variety of questions about the Dodge/Jefferson county “laborshed,” as Walker called it — the 10-county region from which Dodge and Jefferson county employers draw workers.

Questions addressed included what the area’s labor pool looks like, the number and types of workers willing to work in manufacturing and what pay and benefits need to look like to attract these workers to manufacturing. The distance people are willing to commute to work was addressed, as well, along with what might prevent them from accepting a position in manufacturing. The event was packed with valuable data and statistics but at times resembled what some readers might

remember as a very long day in a college lecture pit with a long-winded professor.

**(Continued on back, col. 3)**



**Mike Walker of the Docking Institute discusses his findings regarding the potential of the Jefferson County manufacturing workforce Wednesday afternoon with an attendee of Thrive’s Jefferson event.**

STEVE SHARP/ Daily Times

## Study shines light on labor availability

### Study looks at labor availability in area —

**(Continued from page 1)**

The Jefferson County Labor Basin includes all or portions of Columbia, Dane, Dodge, Jefferson, Rock, Walworth, Washington and Waukesha counties. The purpose of Walker’s report was to assess the available labor pool in this labor basin, with an emphasis on those interested in manufacturing employment.

those interested in manufacturing employment is about 50 years old, and 33.1 percent are women. Practically all have a high school diploma.

— The five most important benefits for those interested in manufacturing employment are, in order, good salary/hourly pay, on-the-job or paid training, good

— About 41 percent of the available labor pool report having training or experience, and 47 percent report being interested in employment in manufacturing. Of those with manufacturing experience, 47 percent report working in production.

— The average age for those interested in manufacturing employment is about 50 years old,

Walker said the available labor pool represents those who are looking for employment or are interested in new jobs for the right employment opportunities.

The Docking Institute's and Walker's independent analysis of this labor basin showed: — The population of the Jefferson County Labor Basin is 713,048. The civilian labor force is 400,895. The available labor pool contains 238,289 individuals.

— Of the nonworking members of the available labor pool, an estimated 14,556 (6.1 percent) are currently looking for work and 43,703 (18.3 percent) are interested in working for the right opportunities. Of the working members of the available labor pool, 33,998 (14.3 percent) are currently looking for work, while 146,032 (61.3 percent) are interested in different jobs given the right opportunities.

— About four-fifths (80.6 percent) of the available labor pool have at least some college experience and 98.7 percent have at least a high school diploma. The average age for members of the pool is about 48 years old and women make up nearly half of the pool.

— Almost 20 percent of the available labor pool are currently employed as general laborers, while an additional 6.1 percent work in government services or technical/highly skilled blue collar occupations. About 30 percent of the pool work in service sector jobs, while 19.3 percent work in professional white collar jobs. About a quarter are not currently working.

— More than three-quarters of the available labor pool are "willing to work outside of their primary field

retirement benefits, good health benefits and good vacation benefits.

— The mean average desired hourly wage for those willing to work in manufacturing in Jefferson County for a day shift job is \$25.12. The average hourly wage for the second shift is \$26.80. The average hourly wage for the third shift is \$29.

Walker made a summary of his Dodge County presentation available to the Daily Times and the comparisons are worth noting. The Dodge County Labor Basin includes all or portions of Columbia, Dane, Dodge, Fond du Lac, Green Lake, Jefferson, Washington and Waukesha counties.

The Docking Institute's independent analysis of this labor basin shows that: — The population of the Dodge County Labor Basin is 657,906. The civilian labor force is 384,778. The available labor pool contains 223,727 individuals.

— Of the nonworking members of the available labor pool, an estimated 12,540 (5.6 percent) are currently looking for work and 41,495 (18.5 percent) are interested in working for the right opportunities. Of the working members of the available labor pool, 32,381 (14.5 percent) are currently looking for work, while 137,311 (61.4 percent) are interested in different jobs given the right opportunities.

— About four-fifths of the available labor pool have at least some college experience and 98.6 percent have at least a high school diploma. The average age for members of the pool is about 49 years old, and women make up about 43 percent of the pool.

and 28 percent are women. Practically all have a high school diploma.

— The five most important benefits, for those interested in manufacturing employment are, in order, good salary/hourly pay, good vacation benefits, good health benefits, good retirement benefits and on-the-job or paid training.

— The mean average desired hourly wage for those willing to work in manufacturing in Dodge County for a day shift job is \$25.65. The average hourly wage for the second shift is \$28.50. The average hourly wage for the third shift is \$30.80.

Vicki Pratt is the executive director of Thrive, formerly the Jefferson County Economic Development Consortium and was the emcee of the event. Among many area business owners in attendance was governmental representative, Jefferson County Administrator Ben Wehmeier. Mark Rollefson, the superintendent of the Jefferson School District, could also be seen paying rapt attention to the details of the Docking Institute report.

Pratt said she has heard consistently over the course of her tenure as head of Thrive about a shortage of workers in Dodge and Jefferson counties willing to work in manufacturing.

Walker said it is his belief there is a common misconception among the local population that manufacturing jobs in 2018 "still resemble those of the 1950s assembly line." This is an outdated mind-set he said the local populace must combat.

Walker also said the survey, which was conducted by phone, revealed more males than females are interested in occupations in manufacturing — not terribly

of employment for a new or different employment opportunity.”

— More than a third of the members of the available labor pool will commute up to 45 minutes, one way, for an employment opportunity, while 80 percent will commute up to 30 minutes for employment.

— An estimated 16,442 members (7 percent) of the available labor pool are interested in a new job at \$10 an hour, 62,670 (26 percent) are interested at \$15 an hour, and 103,418 (43 percent) are interested at \$20 an hour.

— About 41 percent of the available labor pool report having training or experience, and 48 percent report being interested in employment in manufacturing. Of those with manufacturing experience, 55 percent report working in production.

— The average age for

— A fifth of the available labor pool are currently employed as general laborers, while an additional 7 percent work in government services or technical/highly skilled blue collar occupations. Almost 30 percent of the pool work in service sector jobs, while 19 percent work in professional white collar jobs. About a quarter are not currently working.

— About three-quarters of the available labor pool are “willing to work outside of their primary field of employment for a new or different employment opportunity.”

— More than a third of the members of the available labor pool will commute up to 45 minutes, one way, for an employment opportunity, while 79 percent will commute up to 30 minutes for employment.

— An estimated 12,976 members (6 percent) of the available labor pool are interested in a new job at \$10 an hour, 55,932 (25 percent) are interested at \$15 an hour, and 95,979 (43 percent) are interested at \$20 an hour.

surprising to him — and he also noted this was his first such study in the state of Wisconsin. For the most part, Walker has done his studies in Kansas, Missouri and Oklahoma.

“There are the available workers here, they just want more money to work than in some other labor basins,” Walker said. “You have a solid available labor pool, but (their wage expectations here are higher).”

Pratt concluded the Jefferson event with some encouraging words for the employers.

“The Dodge and Jefferson county comparisons are very interesting,” she said. “Clearly, we have available workers in the area. There are people to hire. They just want more money than you are offering.”