



Communications and Community Outreach

Committee Minutes

Wyoming Workforce Development Council
Jun 15, 2023 at 11:00 AM MDT

Attendance

Present:

Members: Ron Wild, Daniel Burau, Nicky Harper, Mark Madsen, Eric Trowbridge

Guests: Robin Cooley, Kari Eakins, Emily Reynolds, Jennifer Wilch

Absent:

Members: Fred Baldwin, Phillip Cornella

I. Convene (Presenters: Danny Burau)

Meeting called to order at 11:01am

II. Committee Roll Call (Presenters: Jennifer Wilch)

Jennifer Wilch called attendance and noted there is a quorum.

III. April Minutes Review (Presenters: Danny Burau)

 [04-13-2023 Communications Committee Meeting Minutes.pdf](#)

Motion:

Approval of April Minutes

Motion moved by Ron Wild and motion seconded by Eric Trowbridge. All members moved to approve Minutes

IV. Board Software Training (Presenters: OnBoard)

Jennifer Wilch provided a basic overview of OnBoard to members and guests, demonstrating where to locate the calendar, the mission and vision, announcements, as well as the resources section. Emily Reynolds presented the OnBoard Software Training to members and guests.

V. Strategic Plan Goal Revision - Community Outreach (Presenters: Danny Burau, Kari Eakins)

Kari Eakins provided an overview of the Strategic Plan Draft alongside questions regarding the "*Engage in Community Outreach*" section needing further consideration and clarification. Discussion on the purpose of the related Request for Proposal (RFP) and if one is necessary.

 [WWDC Complete Strategic Plan Draft \(1\).docx](#)

Action Item I: ([view in OnBoard](#))

Revisions & Obtain Data. Assigned to: Jennifer Wilch, Kari Eakins

Action Item III: ([view in OnBoard](#))

Draft a recommendation for the council. Assigned to: Jennifer Wilch, Kari Eakins

VI. Elevator Pitches (Presenters: Daniel Burau)

Discussion on strategies to educate communities across the state on how to clearly define the Workforce Council and it's role in Wyoming.

 [WIOA Elevator Pitch \(1\).docx](#)

Task: ([view in OnBoard](#))

Work on Calls to Action.