

Minutes
Grow Southwest Indiana Workforce Board
8:30 a.m. CDT, October 30, 2015
Vincennes University – Ft Branch Campus
Gibson County

WDB Members Present:

Amy O'Dell	Lori Williams	Frank Yuda	Jim Heck
Makenzie Coulter	Jennifer Wigginton	Marcus Anderson	Josh Bowman
Mike Szakaly	Josh Bowman	Nancy Davisson	Todd Mosby
Dan Ulrich	Chris Kinnett	Jon Keck	Michelle Schaefer
Paula Pinkstaff	Theo Boots	Phil Seger	Stephanie Norrick
Sue Habig via telephone			

Local Elected Officials:

Jerry Walden, Posey County Commissioner

Others Present:

Nancy Schroering, JobWorks	Bill Lawrence, DWD	Paula Nurrenbern, USI
Abby Harvey, SW IN Chamber	Jodie Gomez, DWD-HIRE	

WIB Staff:

Sara Huelsman	Kay Johnson	Mary Hamilton	Angie Sheppard
Rochelle McDonald	Linda Jones		

The meeting was called to order by the Vice Chair Amy O'Dell at 8:30 a.m. Central Time.

Additional Agenda Items:

Innovation Index – Jim Heck

Service Provider Update:

Nancy Schroering from JobWorks gave an overview of the Service Provider progress in the regional WorkOne Southwest offices including: 18 individuals in Work Experience, OJT's improving, EVSC – AIS project, 99% enrollment in JAG programs, and a few staff changes.

Consent Agenda

WDB Meeting Minutes:

The Board reviewed the WDB/Works Council joint meeting minutes from August 28, 2015 with no concerns.

Executive Committee:

Amy O'Dell mentioned the committee reviewed the minutes, reports, and all discussion items.

Finance Committee:

Lori Williams mentioned the financials are on target with the overall expenditure rate at 24% with the benchmark at 25%. Youth funds have been broken down into in-school and out-of-school to monitor progress for WIOA changes.

Operations Committee:

Josh Bowman mentioned the committee reviewed minutes, reports and standard operating procedures. Foot traffic continues to be down. The committee discussed the low volume of OJT's.

Business Services Committee:

Amy O’Dell mentioned the committee discussed the STEM Challenge, Tour of Opportunity events, Skill UP and EWIN Technical Assistant grants and the Work Ethic Certification presentation at SICTC. The committee discussed the need to update the process and metrics for OJT’s and measurable for the State reports.

Youth Committee:

Jim Heck mentioned the committee is currently developing a mission statement and metrics to determine the focus of the new committee.

Outreach Committee:

Todd Mosby mentioned the goal of the new committee is to spread the word about the WorkOne services in the region. The committee is working on a strategic plan and crafting a message for non-paid advertisements.

WIB Staff Report (August & September 2015):

Jim Heck highlighted the White House Roundtable which is encouraging the region to pursue a Power NEG grant for coal fired power plants, meeting with elected officials and working a few potential layoffs.

Paula Pinkstaff motioned to approve all of the items in the consent agenda including;

- *WDB / Works Council Joint Meeting Minutes – August 28, 2015*
- *Executive Committee Minutes – August & September 2015*
- *Finance Committee Minutes & Financials– August & September 2015*
- *Operations Committee Minutes and Reports – August & September 2015*
- *Business Services Committee Minutes – August & September 2015*
- *Youth Committee Minutes – August & September 2015*
- *Outreach Committee Minutes – September 2015*
- *WIB Staff Reports – August & September 2015*

Phil Seger seconded. Motion passed.

WDB-2015-09

Old Business

Standard Operating Procedures:

Josh Bowman explained the updated SOP 15-05 Customer Flow Policy and SOP 15-06 Regional Defined Youth Barrier. The Board reviewed the changes to the standard operating procedures.

Nancy Davisson motioned to approve SOP 15-05 Customer Flow Policy and SOP 15-06 Regional Defined Youth Barrier as presented. Paula Pinkstaff seconded. Motion passed.

WDB-2015-10

Skill UP Grant:

Jim Heck updated the Board on the Skill Up grant. A partnership with the regional CTE Directors, Ivy Tech Community College, Vincennes University and Conexus Indiana was established to develop a proposal to help build career and technical education and career pathways. The preliminary proposal is due Monday, November 2.

Spencer County Office:

Jim Heck mentioned the Spencer County office lease will not be renewed in Rockport. A new location in the AEP building with the Spencer County Chamber and the Lincolnland Development Corporation has been negotiated with no rent. Negotiations are currently underway to share an employee with the chamber and economic development corporation, which will allow the office to be open five days per week.

New Business

Financial Budget Changes:

Frank Yuda explained the JobWorks request for \$150,000 of additional funds to support the Out-of-School youth programs and the \$75,000 over two-years to support a project manager for the Works Council grant. \$15,000 will be needed for the current year and \$60,000 for program year 2016. The funds will be moved from WIA Admin. The total unobligated will be \$48,000.

Dan Ulrich motioned to approve the budget changes of \$150,000 from WIA Admin to Service Provider for Youth programs and \$75,000 (\$15,000 PY15 and \$60,000 PY16) to support the program manager for the Works Council grant. Marcus Anderson seconded. Motion passed. **WDB-2015-11**

EWIN Technical Assistance:

Jim Heck explained the technical assistance of building a collaborative system provided by Jack Hess and John Burnett of EcO15 in Columbus Indiana. Sara Huelsman mentioned the CELL Sector Partnership grant proposal has been submitted. The grant will help pull all the regional partners together to work on similar initiatives.

Innovation Index:

Jim Heck updated the group on the Innovation Index utilized by the I-69 Consortium to help track the progress of the initiatives since 2012. The Innovation Index started at 81.6% in 2012 and is currently at 86.3%. The Board reviewed the metrics.

Public Comment:

None

Nancy Davisson made a motion to adjourn the meeting at 9:28 a.m. Central Time. Theo Boots seconded. Motion passed. **WDB-2015-12**

The next meeting is a WDB / Works Council Joint Meeting on Friday, December 4, 2015 at 8:30am CT at VU-Ft Branch Campus.



Frank Yuda, Secretary

12/4/2015
Date