

Quarterly Meeting Minutes
South Central Region 8 Workforce Board, Inc.
Stonegate Arts & Education Center, Bedford, IN
June 26, 2024 – Noon to 1:30pm

Board Members Present: Linda Henderson, Derek Cronin, Terry Pittman, Jennifer Pearl, Michelle Ellis, Pam Metz, Scott Adams, Scott Wilcoxon

Board Members Present via Zoom/Call-In: Brenda Reetz, Scott Baker, Adam Gross, Kevin Bush, Blayze Damron, Dustin Gabhart, Lisa Hein

Others Present: Rob King, Shannon Laurent, Randy Wells, Carla Crowe, Susan Neal, Don Kent, Sandy Friedman, Erin Brewer, Robin Branch, Joe Timbrook, Sam Craig, Jill Campbell, Judy Hasselkus

Board Members Absent: Michael Stieglitz, Teresa Hudson, Dan Peterson, Jeff Pipkin, Jim Parsch

Call to Order

Brenda Reetz called the meeting to order at Noon. Rob King welcomed Board members and a quorum of the Board was confirmed as present.

Approval of Minutes

Jennifer Pearl moved to accept the minutes of the 04/24/2024 meeting of the South Central Region 8 Workforce Board, Inc. Linda Henderson seconded the motion. All voted in favor and the minutes were approved.

Financial Reports

Carla Crowe, with Crowe LLP, the Board's Fiscal Agent, distributed and presented the financial report for the period ending May 31, 2024. Carla noted that 54% of the Total Annual Budget was expended through May 31, 2024. Carla reviewed adjustments to the Budget and Expenditures. Funds added/adjusted to the budget included the following:

- QUEST (\$500,000)
- RESEA Funds (\$34,000)
- Commission for Higher Education Funds (\$240,000)

Carla discussed PY'24 funds to include carry-in funds from PY'23 and new funding allocations for PY'24. Carla explained what carry-in funds were and how that amount is calculated into the overall annual allocations. She also stated that 20% of total funding is earmarked as carry-in funding for the next program year. Carla also advised the Board that Region 8 received an award for \$750,000 to continue Workforce Ready Grant activities. Carla noted that up to \$75,000 of these administrative funds would be contracted to VU for activities related to the Grant. Carla advised the Board that the Audit & Tax Services Vendor Contract will be expiring on June 30, 2024 and a Request for Proposal (RFP) would need to be released for PY 24 and PY 25 services.

Carla also stated that the Executive Committee would review the proposals received and make a recommendation for a full Board vote at the September 2024 Annual Meeting.

Michelle Ellis moved to approve the financial report and budget, authorization of PY'23 carry-in funds, and PY'24 new allocation of funds to Vincennes University, WRG contract award for up to \$75,000 to VU, and release of a Request for Proposal (RFP) for selection of Vendor to provide Audit & Tax Services for Region 8. Scott Adams seconded the motion. Blayze Damron abstained from the financial budget vote, all other Board members voted in favor and the motion was approved.

Election of PY'24 Officers

Rob King discussed election of Board Officers for PY'24 and reminded the Board that this will be done at the September 25, 2024 annual meeting, which is the first Board meeting of Program Year 2024-2025 (PY'24).

Local Workforce Regional Four-Year Plan (2024-2027) Update

Rob King informed the Board that the Local Workforce Four-Year Plan is due to the State by September 30, 2024. WIOA requires Workforce Boards to develop and submit a comprehensive four year local plan to the State for approval. This plan must address current and future strategies to advance workforce system programs and support a customer-centered system. The regional Workforce Board vision and service provision operational goals are included as part of the workforce plan. This plan must align with the State plan and includes information such as labor market trends, regional sector partnership collaborations, employer engagements and community resources identification.

The regional workforce plan must be published for public comment for at least 30-days prior to submission to the State. It is anticipated that the draft modifications will be ready to post for public comments no later than August 23rd. The plan will be ready for discussion and approval by the Board at our next meeting on September 25th. Rob stated that he will e-mail timeline schedule to all Board members within one week.

WorkOne Report

The WorkOne report was distributed to the Board for review. Don Kent, Executive Director of VU WDS – Region 8, highlighted the report. Don provided updates on regional WorkOne office operations, RESEA, UI Data, Performance Highlights, TAA, JAG Program, Rapid Response and Business Services activities, and Next Level Jobs Data. A copy of the complete WorkOne Region 8 Report is available on the South Central Region 8 Workforce Board's website at www.southcentral8.org.

Fiscal Agent Contract (PY24 and PY25)

Rob King informed the Board that the Fiscal Agent Contract, currently contracted to Crowe LLP, is due to expire on June 30, 2024. Rob explained that the Fiscal Agent contract is at the discretion of the Chief Elected Official, Dustin Gabhart, and he indicated that since we have had no issues with Crowe LLP and the fact that they have done a great job for the Region 8 Workforce Board, it is his opinion that Crowe LLP be allowed to continue on as the Fiscal Agent beyond June 30, 2024. However, Dustin requested that this issue be opened up to all Board

members for discussion and a vote. Crowe LLP, specifically Carla Crowe, received numerous compliments on her performance as Fiscal Agent these past few years and no issues or further discussion was held. **Note: Carla Crowe left the room for this conversation and vote.**

Scott Adams moved to approve Dustin Gabhart's (RCEO) recommendation that Crowe LLP be maintained as Fiscal Agent beyond June 30, 2024 and authorize Rob King to negotiate a two-year contract, with possible one-year extension through June 30, 2027, based on performance. Pam Metz seconded the motion. All voted in favor of the motion and the motion passed.

Workforce Board Meeting Dates (2024-2025)

Rob King provided Board members with upcoming Workforce Board meeting dates as follows:

- September 25, 2024 (In-Person)
- January 22, 2025 (Via Zoom)
- April 23, 2025 (In-Person)
- June 25, 2025 (In-Person)

Staff to the Board, One-Stop Operator and Service Provider for Region 8 (One-Year Option)

Vincennes University staff exited Zoom meeting for this discussion. Carla Crowe advised the Board that Vincennes University, Region 8 currently operates as Staff to the Board, One-Stop Operator and Service Provider for Region 8. Carla explained that the current contract is for three years with a one-year extension option based on performance. The option year is set to begin on July 1, 2024 and run through June 30, 2025. Carla opened up the floor for discussion about the one-year option extension for Vincennes University, Region 8. Jennifer Pearl discussed the performance of Vincennes University in these capacities and reviewed what the Board is looking for in a provider of services to Region 8. Discussion also included Vincennes University actively advancing efforts on behalf of the Workforce Board. Michelle Ellis stated that she believes Vincennes University has done a wonderful job and is great to work with and sensitive to the Board's needs. With no other discussions, the Board voted.

Michelle Ellis motioned for Vincennes University-Region 8 to continue serving as Staff to the Board, One-Stop Operator and Service Provider through June 30, 2025. Linda Henderson seconded the motion. All voted in favor of the motion and the motion passed.

Other Business – Public Comments

With no further business, Jennifer Pearl made a motion to adjourn, Derek Cronin seconded the motion. All voted in favor of the motion and the meeting was adjourned.

The meeting adjourned at 1:25PM

Prepared By: Rob King