

**Quarterly Meeting Minutes**  
**South Central Region 8 Workforce Board, Inc.**  
**Stonegate Arts & Education Center, Bedford, IN**  
**September 28, 2022 – Noon to 1:30pm**

**Board Members Present:** Brenda Reetz, Kevin Bush, Linda Henderson, Dustin Gabhart, Elizabeth Green, Brian Shockney, Michael Steiglitz, Jeff Pipkin, Jim Parsch, Pam Metz, Scott Wilcoxon, Lisa Hein, Jennifer Pearl, Adam Gross

**Board Members Present via Zoom:** Michelle Ellis, Scott Adams

**Others Present:** Rob King, Shannon Laurent, Carla Crowe, Randy Wells, David Tucker, Susan Neal, Don Kent, Erin Brewer, Sam Craig, Miriam Sonderburg, Robin Branch, Christopher Emge, Miriam Sonderburg, Earl Isom, Brian Rawlins, Michi McClain, Carol Johnson, Kim Waldrige, Jen Staab, Joe Timbrook

**Board Members Absent:** Scott Baker, Trent Todd, Terry Pittman, Teresa Hudson

### **Call to Order**

Brenda Reetz called the meeting to order at Noon and a quorum of the Board was confirmed as present. Board members introduced themselves with each member invited to share relevant news or information about their organizations. Guests in attendance also introduced themselves as well.

### **Approval of Minutes**

***Brian Shockney moved to accept the minutes of the 06/29/2022 meeting of the South Central Region 8 Workforce Board, Inc. Jeff Pipkin 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 August 31, 2022. Carla noted that 17% of the Total Annual Budget was expended through August 31, 2022. Carla reviewed adjustments to the Budget and Expenditures. Funds added/adjusted to the budget included the following:

- WIOA Adult/DW/Youth/Admin (-\$61,154)
- JAG Expansion (-\$43,000)
- Strata JAG (-\$56,000)
- PRE-ETS (-\$84,094)
- RESEA (\$38,924)
- ASE (\$81,403)
- Workforce Ready Grant (-\$827)

- NLJ-ETG (\$565,695)
- Employment Recovery Grant (\$135,566)
- WIOA Performance (-\$11,113)

Carla Crowe provided a summary of each contract item as follows:

- 1) **Business Services** funding in the amount of \$120,000 to support regional Employer engagement and Rapid Response activities in South Central Indiana to be awarded to VU.
- 2) **RESEA** funding in the amount up to \$160,000 for Re-employment Services and Eligibility Assessment within the region, to be awarded to VU.
- 3) **JAG funds** for up to \$347,000 to support regional JAG Programs in South Central Indiana to be awarded to VU.
- 4) **PRE-ETS** funds set aside for the provision of services to students with disabilities who are eligible or potentially eligible for Vocational Rehabilitation services. Region 8 should receive up to \$172,800 to be awarded to VU.
- 5) **ER-DWG** Employment Recovery- Dislocated Worker Grant funds up to \$100,000 to be awarded to VU.

***Jim Parsch moved to approve the financial report and budget, Business Services Contract award for \$120,000, RESEA Contract award for up to \$160,000, JAG Contract award for up to \$347,000, PRE-ETS Award up to \$172,800, and ER-DWG award up to \$100,000 to Vincennes University. Adam Gross seconded the motion. Elizabeth Green abstained from the vote, all other Board members voted in favor and the motion was approved.***

### **Fiscal Agent Monitoring Results for PY'21 - Region 8**

Carla Crowe provided the results of the most recent Fiscal Agent Region 8 Audit for PY'21. There were no findings or observations for PY'21. Carla stated it was a clean audit.

### **Guest Presentation – Youth Apprenticeships (Regional Opportunity Initiatives – ROI)**

Michi McClain, Vice President of Talent Development at ROI, discussed the Indiana Youth Apprenticeship Program in South Central Indiana. These apprenticeships will serve to accelerate the implementation of ROI's Upskill Work & Learn Initiative and the Region's Industry Cluster Strategies. Upskill is a regionally relevant, demand driven response to the rapidly advancing workforce needs of key sector employers in the Upland area. Upskill is modeled after state and national evidenced-based programs. It provides for a 2-3 year work & learn experience for high school students. Through established school partnerships, identifies current career pathways and industry recognized credentials that align with industry needs. Full presentation was given to Board members.

## **Election of Officers**

Rob King discussed election of Board officers for PY'22 and advised that PY'21 Board Chair, Vice Chair and Secretary Officers have agreed to maintain their current roles if no other Board members expressed interest in serving in this capacity. As there were no additional nominations for Board officers, Rob recognized the current PY'22 officers as follows: 1) Brenda Reetz to remain as Board Chair, 2) Scott Baker to remain as Vice-Chair, and 3) Adam Gross to remain as Secretary.

***Brian Shockney moved to approve all Board Officers for PY'22. Jen Pearl seconded the motion. All voted in favor and the 2022-2023 Board Officers were approved.***

## **DWD PY'21 Monitoring Results**

Shannon Laurent provided the Board with the Department of Workforce Development's (DWD) annual monitoring results for PY'21. Shannon stated that Region 8 received a comprehensive monitoring by DWD in April of 2022. DWD evaluated the following as part of the monitoring: Programs; Policies, Procedures, Client Files, Case Notes, Financial Data, Equal Opportunity, ASE and Outcomes. Region 8 had no Compliance Findings for PY'21. Shannon stated this is a great reflection on the work staff do day-in and day-out in Region 8. Shannon stated that there were some minor areas of concern identified as follows: 1) Low DWG-ER Expenditures, 2) IFA MOU Referral Information for partner agencies, and 3) Better promotion of Virtual Services on Website or Social Media Platform. Detailed DWD Monitoring report was provided to all Board members.

## **Regional Workforce Plan Update and In-Demand Job Listing for Region 8**

Rob King reminded the Board that the Local Workforce Four-Year Plan modification is due to the State by September 30, 2022. 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 workforce modified plan was officially published for public comment from August 26, 2022 through September 26, 2022. There were no public comments made about the modified plan. In addition, the Region 8 In-Demand Occupations Listing was also updated based on current business data as aligned with industry trends.

**Michael Stieglitz motioned to approve the 2022 Regional Four-Year Plan Modification be sent to the Department of Workforce Development (DWD) for review and approval of the In-Demand Occupations Listing for Region 8. Lisa Hein seconded the motion. All voted in favor and submission of Modified Plan to DWD and In-Demand Occupations Listing was approved.**

## **Product Brochure for Region 8**

Rob King informed the Board that an updated regional Product Brochure for programs and services received through our WorkOne Offices is now available. Product Brochure was provided to all Board members for review.

## **WorkOne Report**

The WorkOne report was distributed to the Board for review. Susan Neal highlighted the report and provided updates on regional WorkOne office operations, RESEA, National Dislocated Worker Employment Recovery Grant (DW-ERG), 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](http://www.southcentral8.org).

## **Workforce Board Meeting Dates (2022-2023)**

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

- January 25, 2023 (Zoom Meeting)
- April 26, 2023 (In-Person)
- June 28, 2023 (Zoom Meeting)

## **Other Business – Public Comments**

**With no further business, Dustin Gabhart made a motion to adjourn, Brian Shockney seconded the motion. All voted in favor of the motion and the meeting was adjourned.**

The meeting adjourned at 1:30pm

Prepared By: Rob King