

Meeting Minutes
South Central Region 8 Workforce Board, Inc.
Quarterly Meeting
Lawrence County Museum of History
March 18, 2015, 12:00 Noon to 1:30 PM

Board Members Present: Darrell White, Jennie Vaughan, Alan Dafoe, Lynn Coyne, Scott Baker, Jeff Quyle, Rev. George Qualley, Frank Guratzsch, Brenda Reetz, Gene McCracken, David Brinegar, Terry Pittman, Steve Johnson, Terri Gammon, Jennifer Osterholt

Others Present: John Corcoran, Shannon Laurent, Jackie Zangrilli, Chris DuKate Richard Rampley, Brian Rawlins, Trudie Dillman, Robin Branch, Susan Stein, Rob King, Linda Eslinger, April Easter, Kayla Duseau, Kim Fields, Dave Tucker, Elizabeth Hacker, Kirk Sighting

Call to Order

Darrell White called the meeting to order at Noon and welcomed guests. Each person present introduced themselves. A quorum of the Board was confirmed as present.

Approval of Minutes

Gene McCracken moved to accept the minutes of the 11/19/14 meeting of the South Central Region 8 Workforce Board, Inc. Lynn Coyne seconded the motion. All voted in favor.

Proposal Review Committee Funding Recommendations

Bidder representatives were asked to leave the room for the discussion. Representatives of Vincennes University; Dave Tucker; Robin Branch; Brian Rawlins; Rob King and Kim Fields left the room as did Richard Rampley of Rampley Consulting and Kirk Sighting of ResCare.

John Corcoran explained that the Board had conducted a service provider solicitation for the Adult, Dislocated Worker and Youth programs and Business Services to be funded over a two year period beginning on July 1, 2015. Three organizations submitted proposals: Vincennes University; JobWorks, Inc. and ResCare/Arbor. Five Board members and all three CLJ Associates reviewed the proposals and scored them independently. The review committee met prior to the Board meeting to discuss their scores and form a recommendation.

The average scores are:

Vincennes University 94.9
JobWorks, Inc. 84.4
Rescare / Arbor 72.3

The review committee recommendation is to award a contract for Service Provider to Vincennes University for 2 years with a one year optional renewal based on performance.

John Corcoran summarized the scores for each bidder and the reason points were awarded. Vincennes University scored the highest because of experience within Region 8, past performance and a demonstrated understanding of the requested services. The University proposal clearly presented an understanding of the new WIOA law.

JobWorks also demonstrated a good understanding of WIOA and has experience throughout the State. The Committee felt that JobWorks did not demonstrate a clear understanding of the staffing required in Region 8 as compared to Vincennes University. Most of the management of the program would be based in Fort Wayne. JobWorks did have a good proposal presentation and has qualified management staff and systems but they would have needed to hire staff if awarded a contract and this transition would be disruptive and not necessary since Vincennes University is established and scored higher.

ResCare / Arbor is an out of state for profit company with extensive contracts in Indiana. The review committee scored ResCare lower due to concerns about cost, past audit findings, and unclear programming descriptions.

Darrell White stated that VU was very cooperative, we are familiar with them and they know what they are doing. Gene McCracken also said that the Board is familiar with the University and how they perform. George Qualley stated that the he was concerned that the bidders other than VU did not present clearly and that one had budgetary issues.

Scott Baker made motion to accept the Review Committee recommendation to award a 2 year contract to Vincennes University with a one year option to renew the contract. Steve Johnson seconded the motion and all voted in favor of the motion.

John Corcoran stated that the Board solicited a Request for Qualifications for WorkOne Coordinator. Proposals were received from Vincennes University and the current contractor, Rampley Consulting. The review committee average scores were:

Rampley Consulting 98.4

Vincennes University 83.3

The review committee recommendation is to award the contract to Rampley Consulting due to knowledge and value added to Region 8. Vincennes University would need to hire a staff member at a much higher cost.

After a short discussion, Scott Baker motioned to award a contract for WorkOne Coordinator to Rampley Consulting for 2 years with a one year renewal option. Jeff Quyle seconded the motion and all voted in favor.

John Corcoran stated that the Fiscal Agent contract term ends June 30, 2015. The contract has an option for the Board to extend for an additional year. John stated that Crowe Horwath has performed well and recommended that the contract be renewed for one year. John also stated that although Gene McCracken as Chief Elected Official for the Region could appoint the Fiscal Agent, the Board procured the Fiscal Agent competitively two years ago.

Lynn Coyne motioned to extend the Crowe Horwath LLP contract for fiscal agent an additional year to June 30, 2016. Scott Baker seconded the motion and all voted in favor.

Vincennes University representatives, Richard Rampley and Kirk Sighting of ResCare returned to the room. Award decisions were announced. Dave Tucker thanked the Board. Richard Rampley thanked the Board as well. John Corcoran thanked Kirk Sighting for submitting a proposal.

Financial Report

Jackie Zangrilli with Crowe Horwath the Board's contracted Fiscal Agent presented the financial report. Jackie reviewed the financial reports and explained each item in the reports.

Jackie noted that the budget has increased \$44,000, Business Services is fully funded. There was a reduction in the Integrated Services contract which funds shared costs with WorkOne for the period 10/1/14 to 9/30/15. Jackie recommends obligation of \$8,783 of Business Consultant funds to Vincennes University and the \$51,724 in program funds of the Incentive Grant to Vincennes University. These changes are reflected in the budget. Jackie stated that \$64,672 remains unobligated.

Jeff Quyle asked what the \$8,783 will be used for. Jackie replied that those funds will be used by the University to pay Robin Branch's salary to perform Business Services in the Region. Lynn Coyne asked why we plan to carry funds over. Jackie explained we get 2 allocations of new funds during the upcoming year, once in July and again in October. The July allocation is a partial funding so we need to carry over funds at the end of the fiscal year to fund operations for the 1st quarter. The July allocation is less than 25% of our total budget.

George Qualley motioned to accept the financial reports and budget. Terry Pittman seconded the motion and all voted in favor.

Jackie Zangrilli stated that the Board needs to issue a Request for Proposal for audit and tax services. The audit would be of year end 6/30/2015 activity. This work would happen in September or October of 2015.

Gene McCracken moved to approve issuance of a Request for Proposal for audit and tax services. Brenda Reetz seconded the motion and all voted in favor.

Jackie Zangrilli introduced Chris DuKate at Crowe Horwath. Jackie announced that she will be changing roles at Crowe and Chris will replace her. Darrell White and John Corcoran thanked Jackie for her service to the Board.

John Corcoran stated that Vincennes University is audited annually by State Board of Accounts without findings to date. John also stated that CLJ Associates, LLC and the South Central Region 8 Workforce Board, Inc. have been audited and are clear of any findings. Audit reports are available for review.

Regional Operator Report

Shannon Laurent reported that Region 8 recently won a WIA incentive grant to provide work experience wages to 10 JAG graduates and 10 WorkIN students. Region 8 received more funding than originally requested due to excellent performance of JAG and WorkIN programs in our region.

Brenda Reetz stated that the JAG program is great. She served as a judge in the recent JAG student competition. These students have multiple barriers, Brenda said and she encourages anyone who has the opportunity to serve as a judge next year.

Shannon Laurent recognized WorkOne staff that had the highest job placement during the first quarter of Program Year 2014. Each staff member was presented with a certificate and congratulated by the entire Board.

- Kim Fields - placed 23 people in jobs.
- Linda Eslinger – placed 31 people in jobs.
- April Easter – placed 25 people in jobs.

John Corcoran presented an overview of the new Workforce Innovation and Opportunity Act of 2014. This legislation replaces our primary funding source the Workforce Investment Act of 1998. John presented a history of employment and training legislation and stated that while there are many changes in the new law, much remains the same. John discussed the major changes to the law: smaller Workforce Boards, 19-23 members; youth council no longer required; the Board By-Laws will need to be edited; more out of school youth expenditures; more collaboration with Vocational Rehabilitation and Temporary Assistance to Needy Families; the Board may receive new funding for the work component of TANF; workgroups from throughout the State are discussing policy issues with DWD; regulations have not yet been issued so we are working now only with the Law. John stated that an elected officials meeting will occur soon to determine the size of the board.

WorkOne Report

Richard Rampley distributed handouts. The handouts included: participant success stories, the Microsoft Information Technology Academy training will be available at WorkOne at no cost, this training will provide licenses to WorkOne customers so that they can become trained and certified; workshop plan vs. actual; numbers of individuals served vs. planned by category of service; job orders and openings and business service activity. Richard discussed layoffs and closures. WorkOne staff are working with these companies to help the dislocated workers find jobs or upgrade their skills. The Advanced Manufacturing Program (AMP) at Ivy Tech is being revised to include soft skills training developed by WorkOne. Email newsletters are going out

and we will try to email these to Board members. Richard reported that about 8 job fairs are scheduled in the region. On the job training and work experience are being promoted.

Other Business

John Corcoran added that no change is expected in regional boundaries as a result of the new law. John mentioned that the next meeting of the Board will be May 20th.

Dave Tucker thanked the Board for their confidence in VU. Dave stated that VU takes our responsibility very seriously and try to serve as many people as effectively as possible.

Gene McCracken motioned to adjourn the meeting. George Qualley seconded the motion and all voted in favor. The meeting adjourned at approximately 1:30 PM.

Prepared By: John Corcoran

Approved by the South Central Region 8 Workforce Board on: 5-20-15