

**Meeting Minutes**  
**South Central Region 8 Workforce Board, Inc.**  
**Quarterly Meeting**  
**Stonegate Arts and Education Center**  
**May 20, 2015, 12:00 Noon to 1:30 PM**

**Board Members Present:** Darrell White, Alan Dafoe, Lynn Coyne, Scott Baker, Rev. George Qualley, Frank Guratzsch, Brenda Reetz, Gene McCracken, Todd Lare, Denis Johnson, David St. John, Renee Sears, Kathy Christoff, Marilyn Pitzulo, Connie Ferguson, Nancy Davisson

**Others Present:** John Corcoran, Shannon Laurent, Tina Judd, Chris DuKate, Carla Crowe, Richard Rampley, Brian Rawlins, Trudie Dillman, Robin Branch, Kayla Duseau, Dave Tucker, Joyce Poling, Nancy Davisson, Deani Purvis, Phillip Dart, Jerry Parkinson, Chad Carter, Rob King, Iris Kiesling, Paul George, Eva Neely

**Board Members Absent:** Jeff Quyle, Pamela Seegars, Steve Johnson, Terri Gammon, Jennifer Osterholt, Jason Flinn, Jennie Vaughn, David Brinegar, Terry Pittman, Doug Kellams

**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 3/18/15 meeting of the South Central Region 8 Workforce Board, Inc. George Qualley seconded the motion. All voted in favor.***

**Financial Report**

Chris DuKate with Crowe Horwath the Board's contracted Fiscal Agent presented the financial report. Chris reviewed the financial reports and explained each item in the reports. Chris reviewed changes to the PY14 Grant Schedule/Budget. \$14,715 was added by DWD to fund WIOA transition activities and \$2,182 was added to the WorkIN budget. Chris also outlined Expenses and Planned Carry-Over. Chris stated that \$2,274,643 has been spent Year to Date, this is 58% of available funds. The benchmark is 83%. Chris noted that 29% of funds spent have been spent directly on clients. John Corcoran asked how 29% compares to other regions in the State. Chris replied that 29% is high. Lynn Coyne stated that we are 10/12 of the year and Chris confirmed this. There was a brief discussion of funds planned for carry-in. Chris noted that expenditures are lower than planned.

Carla Crowe reviewed the proposed budget for the upcoming program year beginning on July 1, 2015. Carla stated that allocations for the new year beginning July 1, 2015 were received

yesterday. John Corcoran stated that the Region 8 allocation for PY'15 is \$2,146,982. This allocation is \$247,394 less than we received last year or about a 10% cut. John stated that some regions in the State are experiencing significant cuts up to 20%. John stated that we should be OK since carry-in funds from PY'14 should cover the reduction and DWD may permit carry-over in excess of 30%. John stated that allocations are based on a formula which includes the unemployment rate. Since Indiana's unemployment rate has been declining, the funds are reduced.

David St. John asked how we do we know we are getting notices of other funding. John replied that we are notified by email of funding opportunities by the State and Department of Labor. John stated that we will be more aggressive seeking other funding this year. We are currently working on a couple of potential funding opportunities.

Carla Crowe reviewed the proposed budget and stated that the new allocations have been included in it. Carla reviewed each funding stream and stated that we do not know what the funding levels will be for JAG, WorkINDiana and Business Consultant. Carla noted that the WIA Incentive funds are available until June 30, 2016.

Carla then reviewed PY'15 planned expenses taking into account recent procurements. Each contract budget amount was discussed as was the source of funding for each. Carla noted the the remaining fund balances and discussed the PY15 planned carry-over. All but \$25,996 has been budgeted. John Corcoran stated that the fiscal agent has done a nice job putting the budget together.

***Nancy Davisson made a motion to approve the budget as presented. Denis Johnson seconded the motion. All voted in favor.***

## **Regional Operator Report**

**Update on implementation of the new Workforce Innovation and Opportunity Act** – John Corcoran stated that the Law passed Congress in 2014 but that final regulations have not yet been issued. The law goes into effect July 1, 2015. DWD established workgroups to discuss various policy issues. About 4 policies have been released to date. John stated that several other policies were in draft form and have been circulated among some regions but we have not seen them yet. John asked Nancy Davisson to see if these could be released.

John outlined some of the new things in the legislation: more collaboration; sector partnerships; more work-based training like on-the-job training and work experience; transition of youth from High School to post-secondary education and work; partnership with the work component of Temporary Assistance to Needy Families (Welfare); funding from TANF work component may be allocated to the Regions. Nancy Davisson stated that this is in the planning stages.

John stated that July 1, 2015 to June 30, 2016 will be a transition year during which some of the major changes required by Law will be implemented over time. Full implementation will be July 1, 2016. John mentioned the long-standing close working relationship with Vocational Rehabilitation services. Renee Sears from Vocational Rehabilitation is on our board now and

staff are co-located in the Bloomington WorkOne. Apprenticeship is emphasized as partners and John mentioned David Brinegar is on the Board and represents the Bricklayers. The Bricklayers have an apprenticeship program.

John stated that we are still learning the new Law. David St. John mentioned that sector partnerships describe what we are already doing. There was a discussion of the Strategic Skills Initiative of 2007: Region 8 was awarded \$1.8 M to establish a Simulation Lab to train nursing students and the Center for Life Sciences built with TIF funding provided by Monroe County. Joyce Poling was the President of the Monroe County Commissioners helped make this happen. David St. John stated that in demand opportunities such as life sciences we need to apply for funding.

**Elected Officials Meeting** John stated that the board size is about to get smaller. The Elected Officials for Region 8 met in May. Gene McCracken was re-elected to serve as our Chief Elected Official for Region 8. The officials considered the size of the board and the renewal of the liability agreement. The units of government represented on the Council of Elected Officials includes each county government and the City of Bloomington. The new Law requires that the Chief Elected Official guarantees the repayment of funds misexpended. The agreement specifies that the funds are repaid from each unit of government based on population. It is unlikely that funds would be misspent in Region 8. Region 8 has a high degree of control over these funds. Our structure has checks and balances with the Board, auditors, fiscal agent and Regional Operator all watching the funding. Vincennes University is audited annually by State Board of Accounts and ensures the correct expenditure of funds.

John thanked all the Board members for donating their time to support the Board activities. John explained that the public sector representation on the Board is shrinking.

**Board Structure** – Shannon Laurent distributed a handout outlining the Required Community Partner representatives on the new Workforce Development Board. The new law encourages smaller Boards, the smallest number is 17. The elected officials discussed the board size and decided that 21 would be optimal. The required partners must represent 20% of the membership while 51% must come from the Private Sector. Shannon explained that each county will be represented on the Board but that the elected officials recognized that Lawrence and Monroe counties have higher populations and numbers of employers. Lawrence will have 2 business representatives and Monroe county will have 3. The other counties will have one representative each. Existing members will fill the slots.

**By-Law Amendments** – John Corcoran distributed a copy of the By-Laws that have been edited with strikeout and to reflect WIOA requirements. Most of the changes are minor but there is no Youth Council so that has been removed. There was some discussion about the number of board members, it should be 21 in section 4.2. Lynn Coyne asked if we should change the name of the organization. There was discussion that the name of the organization should be the South Central Workforce Development Board. Lynn said we should not change the articles of incorporation but file with the State dba South Central Workforce Development Board.

***Lynn Coyne moved to accept the By-Laws as edited with the exception of Section 4.2 to reflect 21 members and to begin dba the South Central***

**Workforce Development Board. Brenda Reetz seconded the motion. All voted in favor.**

John Corcoran stated that at our next Board meeting in August, we need to elect a new slate of Officers. Darrell White has served two years as Chair and his term as Chair will be ending. John will be calling Board members to seek volunteers. The Chair and Vice Chair must represent business. Iris Kiesling asked what the time commitment is for the Chair. Darrell replied that he has lunch with John every six weeks or so and that it is not a huge time obligation.

John Corcoran announced the Eldon Hojem, Manager for Vincennes University planned to retire in June after 18 years of service.

Scott Baker made a motion of thanks to Eldon Hojem for his years of service to Vincennes University and WorkOne. George Qualley seconded the motion. All voted in favor.

John Corcoran announced the George Qualley is leaving the Board to accept a new position in Texas.

Marilyn Pitzulo made a motion of thanks to George for his many years of service to the Board. Scott Baker seconded the motion. All voted in favor.

### **WorkOne Report**

Richard Rampley distributed handouts. Richard highlighted some of the information in the handouts including:

Hartman in Bloomington is closing; ModusLink 20% of the workforce are being laid off.

Business Contracts are ahead of plan;

Job Fairs;

WorkKeys;

Success Stories; including recognition by DWD of customer Lynette Bell and employer Greene County General Hospital.

Darrell White asked what is the status of General Electric. Richard answered that the GE has been purchased by Electrolux. Status is unknown at this time.

David St. John asked if successful customers could come to the Board meeting to speak to us? Richard replied that they could.

Brenda Reetz stated that when she started at Greene County General Hospital, they did not have a Human Resources department. An HR manager was hired with the help of Nancy Karaszia and the Linton WorkOne. Brenda stated that her HR department continues to coordinate all hires with WorkOne Linton. One of the management staff at the Hospital did not know how to use email. That individual was helped at WorkOne and was able to keep her job.

## **Other Business**

Jerry Parkinson asked about layoffs and closures, how many people have transitioned to other jobs? Richard Rampley replied about 20+. 60-70 employees of ModusLink have contacted WorkOne and are taking WorkKeys. Most of these workers have not reached retirement age and are interested in employment. Most are not interested in training but if they are, they want short-term training so that they can get back into the labor force as quickly as possible.

***Lynn Coyne motioned to adjourn the meeting. Nancy Davisson seconded the motion. All voted in favor. The meeting adjourned at approximately 1:15 PM.***

Prepared By: John Corcoran

Approved by the South Central Region 8 Workforce Board on: 8/19/15