

Meeting Minutes
South Central Region 8 Workforce Board, Inc.
Quarterly Meeting
Stone Gate Arts and Education Center
September 20, 2017 12:00 Noon to 1:30 PM

Board Members Present: Brenda Reetz, Gene McCracken, Darrell White, Laura Cooper, Jason Flinn, Frank Guratzsch, Kenneth McKee, Steve Johnson, Angie Taylor, Terry Pittman, Michelle Ellis, Lynn Coyne, Marilyn Pitzulo, Teresa Hudson

Others Present: John Corcoran, Shannon Laurent, Carla Crowe, Rob King, Nancy Karazsia, Robin Branch, Susan Neal, Brian Rawlins, Phillip Dart, Dave Tucker, Aleisha Hennisley

Board Members Absent: Nathan Walker, Christy Langley, Michael Stieglitz, Scott Baker, David Brinegar, Trent Todd, Jennie Vaughn

Call to Order

Brenda Reetz called the meeting to order at Noon. Each person present introduced themselves. A quorum of the Board was confirmed as present. John Corcoran welcomed the new members of the Board.

Approval of Minutes

Lynn Coyne moved to accept the minutes of the 6/21/17 meeting of the South Central Region 8 Workforce Board, Inc. Terry Pittman seconded the motion. All voted in favor.

Executive Committee Report

John Corcoran requested that Vincennes University staff leave the room for the discussion. Vincennes University staff left the room. No one present at the meeting represented ResCare, Inc.

Proposals for Board Staff/One-Stop Operator/Service Provider – John Corcoran reported that the Executive Committee had met prior to the full Board meeting. Six individuals read and rated the proposals received from Vincennes University and ResCare, Inc. Those scoring the proposals were: Brenda Reetz; Darrell White; Gene McCracken; Kenneth McKee; Teresa Hudson and Richard Rampley. John asked Carla Crowe to report the scoring.

Carla Crowe reported the total points to the group. The total possible points were 600 (100 points per reader X six readers). Vincennes University scored 570 points. ResCare scored 473 points.

There was a discussion regarding the strengths of the current service provider, Vincennes University. There was also a discussion regarding the ResCare proposal.

Steve Johnson made a motion to accept the Vincennes University proposal and award a contract to Vincennes University. Frank Guratzsch seconded the motion and all voted in favor of the motion.

Vincennes University staff re-entered the room and were congratulated by the Board for their successful proposal.

John Corcoran asked Shannon Laurent to outline the proposed Vincennes University structure. Shannon explained the roles of the staff. Rob King will serve as Workforce Board Executive Director, Shannon Laurent will serve as Executive Director of WorkOne Operations, Randy Wells will be Assistant Director for Policy and Compliance and Susan Neal will be Executive Director of the Vincennes University Workforce Development Services. Brian Rawlins will continue as the Senior Fiscal Manager. Dave Tucker thanked the Board for their continued confidence in Vincennes University.

Slate of Officers

John Corcoran reported the Slate of Candidates for Officers of the South Central Region 8 Workforce Board, Inc. The Officers will serve a term of one year. The Executive Committee presents:

Brenda Reetz – Chair

Darrell White – Vice Chair

Scott Baker – Secretary

Steve Johnson motioned to accept the slate of candidates for officers of the Board. Frank Guratzsch seconded the motion. All voted in favor of the motion.

Audit Contract Renewal

John Corcoran stated that the Executive Committee recommends extending the audit contract with Comer Nowling, CPAs for one year. Comer Nowling audits the Board and CLJ Associates, LLC and the audit work needs to begin.

Gene McCracken moved to approve the audit contract renewal for one year to Comer Nowling. Steve Johnson seconded the motion. All voted in favor of the motion.

Gene McCracken motioned to proceed with writing contracts for the year beginning July 1, 2017. Darrell White seconded the motion. All voted in favor of the motion.

JAG Program Expansion

Shannon Laurent stated that we are receiving enough new JAG funding to expand the program to four more high schools and maintain the three current JAG programs. Shannon summarized the current success and popularity of the JAG program in Region 8 and statewide. Shannon stated that we currently have JAG programs in Eastern Greene, Bedford North Lawrence and Owen Valley High Schools. The program will expand to Washington, Paoli, Brown County and Mitchell High Schools beginning in January of 2018. The local and statewide JAG competition events were discussed and Board members are encouraged to participate as Judges if possible.

Changes to the Demand Occupation List

Shannon Laurent distributed the Region 8 Demand Occupation list and explained how the WorkOne staff use this list to determine what courses of training are allowable. The list reflects occupations that are in demand within Region 8 based on labor market statistics for the Region. The following occupations are recommended to be added to the list:

General and Operations Managers
Marketing Managers
Administrative Services Managers
Computer and Information Systems Managers
Financial Managers
Medical Secretaries
Maintenance Workers Machinery

Shannon recommends removing Dental Assistants from the list.

Lynn Coyne motioned to accept the changes to the Demand Occupation List as presented. Jason Flinn seconded the motion. All voted in favor of the motion.

Work Indiana Update

Shannon Laurent summarized the purpose of the WorkIN program and the successful experiences that Region 8 has had administering this program. Shannon reported that the Region has received an approximate \$100,000 allocation in past years. This allocation has been expended and more funding has been granted. This year, the Dept. of Workforce Development required a competitive solicitation. The Region 8 proposal was funded at \$202,000. The Board congratulated Shannon for submitting a successful proposal.

WorkOne Report

Rob King, VU WDS Director summarized the WorkOne report. Rob highlighted the WARN notice for two Marsh stores in Bloomington sold to Kroger. Rapid Response activities at General Electric and Paoli, Inc. The grants from DWD are \$75,000 for General Electric and \$100,000 for Paoli, Inc. More funding will be requested for Paoli, Inc. to serve workers for an extended time frame to 6/30/18.

Rob highlighted the following activities:

- WorkOne staff continue to provide the workshop on Federal Employment and Applications.
- Registrants and participants are trending slightly higher than last year at this time.
- Enrollments for WIOA for the year ending 6/30/17 are: Adults 808; Dislocated Workers 142; Youth 214.
- Since 7/1/17 WorkOne staff have enrolled over 50% of the entire previous year total.
- Training enrollments for the past program year ending 6/30/2017 were Adults 123; Dislocated Workers 7; Youth 33. Since 7/1/2017, 75% of the previous year's total have been reached.
- Distinct employer contacts is at 104% (624) of the yearly goal at the end of June. July and August activity is on track to exceed Program Year 2017.
- Business contacts were 1963 for Program Year 2017 and we are on track to exceed that number in Program Year 2018.
- Jobs for America's Graduates (JAG) performance is at the highest level. All programs are operating well. The region has exceeded all JAG goals. The JAG goals are: Graduation rate of 90%; Job Placement including military 60%; Positive Outcome, Job, Military or Post-Secondary education 80%; full time employment 80%; percent of jobs full time 60%
- Customer Service Data for July is in and the overall positive customer service in Region 8 is 96+%.
- WorkKeys assessments and certifications continue at a high rate.
- There were 14 Hiring Events and Job Fairs in June, July and August. Mini-Job Fairs are being held in the WorkOne offices in the region.
- Vincennes University has partnered with Regional Opportunities Initiatives in providing internships and Work Experiences to individuals in the IT industry.

Rob highlighted Future projects which include:

- Work Ethics Certification at Washington HS and new work ethics programs at Owen Valley HS and Hoosier Hills Career Center. WorkOne staff are working with Loogootee HS, Bloomfield and Shoals High Schools to establish Work Ethics programs in those schools.
- WorkOne staff will collaborate with Bloomington Economic Development Corporation to provide IT courses/certifications in the Monroe County area to meet employer needs.

Financial Report

Carla Crowe with Crowe Horwath LLP the Board's fiscal agent, distributed and presented the financial report for the period ending August 31, 2017. Carla reviewed adjustments to the Budget and Expenditures compared to the Budget. Carla noted that 31% of total expenditures have been for direct client expenditures. Carla noted that 17% of the budget has been expended.

There was a discussion of the budget. John Corcoran noted that we have not received a grant amendment adding the October 1, 2017 allocation. Congress has not settled on the budget. It is possible that funding will be delayed or cut. If this happens, John noted that we will need to revisit the budget to determine action to be taken. Hopefully our allocation will be forthcoming.

Brenda Reetz moved to approve the financial report. Gene McCracken seconded the motion. All voted in favor of the motion.

Other Business – Public Comments

John Corcoran asked if anyone had any other comments. Gene McCracken said that the public is not as aware of WorkOne services as they should be. Gene suggested that WorkOne staff take advantage of free radio spots and other advertising to help the public understand all the things that WorkOne does. Shannon Laurent agreed and said we would work on it.

With no further business, the meeting adjourned at approximately 1:30 PM.

Prepared By: John Corcoran