

**South Central Region 8 Workforce Board, Inc.**  
**Quarterly Meeting**  
**Lawrence County Museum of History**  
**August 20, 2014, 12:00 Noon to 1:30 PM**  
**Meeting Minutes**

**Board Members Present:** Darrell White, Marilyn Pitzulo, Jason Flinn, Lynne Coyne, Brenda Reetz, Gene McCracken, Jennie Vaughn, Connie Ferguson, Terry Pittman, Terri Gammon, Jeff Quyle, David Brinegar, Nancy Davisson

**Board Members Absent:**

David St. John, Frank Guratzsch, Phillip O'Haver, Denis Johnson, Pamela Seegers, Steve Johnson, David Stagnolia, Tim Wagler, Doug Kellams, George Qualley, Kathy Christoff, Todd Lare, Jennifer Osterholt.

**Others Present:** John Corcoran, Shannon Laurent, Jackie Zangrilli, Richard Rampley, Robin Branch, Bonnie Maxey, Rob King, Nancy Karazsia, Trudi Dillman, Susan Stein, Elaine Hubbard, Tina Judd, D. Purvis, Iris Kiesling

**Call to Order**

Darrell White called the meeting to order at 12:00 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 5/28/14 meeting of the South Central Region 8 Workforce Board, Inc. Jeff Quyle seconded the motion. All voted in favor.***

**Election of Officers**

John Corcoran stated that at that Officers of the Board need to be elected. The slate of candidates are: Darrell White, Chair, David St. John, Vice Chair and Brenda Reetz, Secretary. The term of office is one year. John stated that the Officers constitute an Executive Committee that may meet from time to time when the full Board is not scheduled.

***Terri Gammon motioned to accept the slate of candidates, Terry Pittman seconded the motion. All voted in favor.***

## **Regional Operator Report**

John Corcoran provided an overview of the Workforce Innovation and Opportunity Act of 2014. John provided a summary of the Act.

John discussed the Indiana Senate Bill 330 which requires that regions spend a percentage of training funds available on performance based contracts. John reported that the State may require 10% of the local region's training budget be spent on performance based contracts.

Nancy Davisson asked how the new law will affect JAG programs. John stated that in Region 8 we only have 3 JAG programs but other regions have many more and committed their WIA Youth funds to this. The new law requires that 75% of Youth funding be spent on out-of-school youth. Since JAG is an in-school youth program this could create budget problems. The State is going to ask for a waiver.

John Corcoran mentioned that the Governor will decide what the Workforce Service Areas will be. There has been discussion of changing the map. There was some discussion of the Career Council and the Works Councils. John stated that he did not know if the map of the regions would change or not.

Darrell White stated that the Works Council in Region 8 has focused on preparing students for college or a job. The Governor wants the state to go away from plan A- College and Plan B – Work to Plan A and Plan A. The relationship of the WIB and the Works Council is intertwined, both are working on similar goals.

John Corcoran distributed the Program Year 2013 Common Measures report for Region 8. Shannon Laurent stated the standards have been set with the same goals statewide despite that fact that the Region 8 Labor Market is different than that of cities like Indianapolis or Evansville. Despite this, the State as whole and Region 8 met performance goals last year. The State will receive an incentive award from DOL for meeting performance.

## **WorkOne Report and Soft Skills Training**

Richard Rampley presented the WorkOne report to the Board. Richard highlighted four business closures during the past quarter, WorkOne performance toward meeting goals for workshops, enrollments, business contacts and other activities. Richard reported on

progress so far with developing a Soft Skills workshop. Nancy Davisson asked who developed the curriculum. Richard replied that Susan Stein did most of the work with input from WorkOne staff.

### **Regional Operator Procurement**

John Corcoran, Shannon Laurent, Tina Judd and Richard Rampley left the room. Jackie Zangrilli with Crowe Horwath reviewed the procurement procedure for the Regional Operator services. Darrell White asked about the timeline for the procurement. Jackie Zangrilli recommended that the procurement be completed by the November meeting of the Board. The RFP should be posted by the September 2014 with one month to respond and proposal review to start by mid-October.

Lynn Coyne asked about transition of services. Jackie Zangrilli replied that the transition would take six months with a decision by 12/14 to start the contract by 7/1/15.

***Gene McCracken made a motion that the fiscal agent move forward to publish an Request for Proposals for Regional Operator services. Nancy Davisson seconded the motion. All voted in favor of the motion.***

John Corcoran, Shannon Laurent, Tina Judd and Richard Rampley returned to the room after the discussion.

### **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 we are carrying in \$1,000,000 to the new program year 2014. This exceeds DWDs expectations and a waiver has been requested to carry-in this amount. Jackie Zangrilli explained that each year the Board plans to carry in 30% of the allocation to cover expenses in the first quarter until the new allocation is made on October 1<sup>st</sup>.

The PY 14 Budget was approved in May and no adjustments are needed at this time. We are waiting on a response from DWD to allow the carry-in. We are 7% spent at this time which is within expectation.

For PY'13 direct client expenditures are \$469,000 which is 22% of funding. In PY'13 \$170,000 of funds allocated for administration was spent on client services. In comparison, in PY'12 \$77,000 of funds allocated for administration was spent on client services.

After a brief discussion;

***Lynn Coyne motioned to accept the financial report. Jeff Quyle seconded the motion and the motion passed unanimously.***

### **Adult Education Year in Review**

Marilyn Pitzulo, Adult Education Program Director for the Department of Workforce Development summarized the Adult Education program performance in Indiana and in Region 8 over the past year. Marilyn explained the structure of Adult Education in the Region who provides these services and that these services are free. Brown, Lawrence, Martin and Orange county Adult Education services are co-located in the WorkOne offices. This co-location results in a greater number of referrals. Marilyn hopes to establish a class in the French Lick area but a site needs to be found. The Daviess County class concentrates on English as a Second Language. Dave Tucker asked if under WIOA with the 75% requirement to serve out-of-school youth if the program could recruit from the pool of Adult Education enrollees, Marilyn agreed.

### **Other Business**

Lynn Coyne mentioned the Bloomington Economic Development Corporation Code School in partnership with the Monroe County Library. This program is free to anyone with a library card. This program teaches how to write code for web design. Lynn stated the last part of the training students are assigned to an employer to create a final project with the skills they have learned.

Dave Tucker stated that Robin Branch has become the Region 8 Business Services Director and Rob King has been hired as the new Region 8 Director. Dave thanked Marilyn for the Adult Education data and summary.

Darrell White thanked the Board for their commitment and asked that we all look beyond the numbers and keep in mind the good we have done and the individual lives we have impacted.

***Lynn Coyne moved to adjourn the meeting. Terry Pittman seconded the motion. All voted in favor and the meeting was adjourned.***

Prepared By: John Corcoran

Approved by the South Central Region 8 Workforce Board on: 11/19/14