

**Meeting Minutes**  
**South Central Region 8 Workforce Board, Inc.**  
**Quarterly Meeting**  
**Stone Gate Arts and Education Center**  
**June 19, 2019 - Noon to 1:30 PM**

**Board Members Present:** Gene McCracken, Elizabeth Green, Adam Gross, Lynn Coyne, Jason Flinn, Michael Stieglitz, Trent Todd, Michelle Ellis, Frank Guratzsch, Marvin Wagler, Teresa Hudson, Steve Johnson, Angie Taylor

**Others Present:** Rob King, Shannon Laurent, Susan Neal, Randy Wells, Carla Crowe, Phillip Dart, Sandy Friedman, Trudie Dillman, Nancy Karazsia, Jennifer Montgomery, Jennifer Pearl, Ed Michael, Alex Crowley, Jeff Quyle, Cassie Janes, Joe Timbrook (with two interns, Eathan and Madison), Heather Nash

**Board Members Absent:** Brenda Reetz, Scott Baker, Kenneth McKee, Christy Langley, David Brinegar, Terry Pittman

**Call to Order**

Gene McCracken called the meeting to order at Noon. Each person present introduced themselves with Board Members invited to share relevant news or information about their organizations. A quorum of the Board was confirmed as present.

**Approval of Minutes**

**Trent Todd moved to accept the minutes of the 03/13/2019 meeting of the South Central Region 8 Workforce Board, Inc. Michelle Ellis seconded the motion. All voted in favor and the minutes were approved.**

**Skillful Indiana – Governor’s Coaching Corps. Update**

Teresa Hudson, Current Region 8 Workforce Board member and Regional Governor’s Coaching Corps. Representative, provided a 10 minute informational briefing about the Coaching Corps. Initiative to date. Teresa stated that the primary focus is on identifying appropriate employee skill sets as related to employment opportunities and encouraging employers to look at the tangible skills of the individual versus credentials listed on a resume. Teresa personally thanked all of the Region 8 Workforce Board members for being receptive to working with the Skillful teams. The teams wrap up their project work in November with presentations to be made to the Governor and the Governor’s Workforce Cabinet.

## **Financial Report**

Carla Crowe with Crowe LLP, the Board's Fiscal Agent, discussed PY'19 funds to include carry-in funds from PY'18 and new allocations for PY'19. Carla explained what carry-in funds were and how that amount is calculated into allocations. She also stated that 20% of total funding is earmarked as carry-in funding for the next program year. Shannon Laurent reminded the Board that Region 8 took an overall WIOA funding reduction of \$300,000 this program year with a net loss of over \$1 million over the last three years.

**Steve Johnson moved to approve authorization of PY'19 carry-in and new allocation funds to Vincennes University. Frank Guratzsch seconded the motion. Elizabeth Green abstained from the vote, all other Board members voted in favor and the motion was approved.**

Carla Crowe distributed and presented the financial report for the period ending May 31, 2019. Carla reviewed adjustments to the Budget and Expenditures. \$180,000 was transferred from Dislocated Worker funds to Adult funds. \$37,387 was removed from WorkINDiana TANF fund due to a reduction in funding. \$14,681 was removed from the TAA Case Management fund due to the Grant no longer being available under TAA funding requirements. Case Management Funds in the amount of \$33,570 were added to budget to offset the losses incurred by the TAA Case Management reduction. Carla noted that 74% of the budget has been expended through May 31, 2019.

**Gene McCracken moved to approve the financial report. Trent Todd seconded the motion. Elizabeth Green abstained from the vote, all other Board members voted in favor and the motion was approved.**

## **Executive Committee Overview (April 2019)**

Rob King informed the Board there was an Executive Committee meeting on Tuesday, April 16th. Board members Scott Baker, Kenneth McKee and Gene McCracken were in attendance. Staff member Rob King and Fiscal Agent representative, Carla Crowe, were also in attendance. Items discussed at the meeting included 1) Adult Education Request for Applications (RFA) committee reviews, 2) Homeless Veterans Reintegration Program (HVRP) Grant application submission on behalf of Region 8, and 3) Approval for a potential JAG program for the Monroe County area through the Hoosier Hills Career Center.

## **DWD Monitoring and WIOA Performance**

Shannon Laurent reported Region 8 was monitored by DWD in April of this year. She was pleased to report that there were no findings and that Region 8 received acknowledgment for a few "best practices" by DWD. Noteworthy efforts included: 1) active involvement and collaborative efforts by regional Board members, 2) disallowed cost safeguards included in our Local Elected Officials (LEO) agreement, 3) Vincennes University being able to maintain high standards and quality of services despite adopting a new organizational structure and having

several new staff members in key leadership roles , and 4) maintaining a WorkOne presence in each of the counties we serve to include being co-located with Adult Education partners in all but one of our locations.

Michael Stieglitz pointed out that it was nice to hear we were recognized for maintaining a presence in each County during times when many other regions had to close or consolidate offices.

### **Board Membership and Election of Officers**

Rob King discussed election of Board officers and reminded Board members that this will be done at the annual meeting, which is the first Board meeting of program year 2019-2020 (PY'19), scheduled for September 18, 2019. Brenda Reetz has agreed to continue on as Board Chair, Scott Baker has agreed to continue on as Vice Chair, and Kenneth McKee has also agreed to continue on as Secretary. We will discuss any additional nominations at the annual meeting as well. Rob also advised that he will be applying for re-certification of the Region 8 Workforce Board through the Department of Workforce Development (DWD) and the Governor's Workforce Cabinet for the term July 1, 2019 through June 30, 2021. Rob stated that he will be in touch with each Board member on or before August 15<sup>th</sup> to discuss continued service on the Board.

### **Registered Apprenticeships**

Rob King discussed the possibility of Region 8 Workforce Board acting as a sponsor for registered apprenticeships sometime during the PY'19 program year. The role of the Workforce Board will be to serve as a sponsor and Grant applicant for potential DOL funds we may be able to apply for once established. The first step involves developing a core set of standards that apply to all apprenticeships to include such items as: 1) minimum age, 2) minimum wage level, 3) length and timeline for trainings, and 4) program guidelines. Board Staff would be tasked with ensuring on-sight monitoring, validation of training quality, adherence to terms of agreement and developing core training standards as related to industry requirements. Industry Job Sectors could include healthcare, advanced manufacturing and information technology at a minimum, with other sectors considered as well.

There are many benefits to participating in Registered Apprenticeships for the Region. Registered Apprenticeships could allow us to apply for Federal training grants. This would also result in more certified individuals in the workforce. We would like to start working on setting-up Registered Apprenticeships and developing the core standards to move forward with process. Board input will be sought as needed and will try to present at the next Board meeting or as soon as available.

**Frank Guratzsch moved to approve moving forward with the development of Registered Apprenticeships within Region 8. Jason Flinn seconded the motion. All voted in favor and the motion was approved.**

### **MOU Update (Board and Partner Agencies)**

Shannon Laurent provided update on the MOU between the Workforce Board and partnering agencies for the upcoming Program Year (PY'19). We are working closely with DWD to establish appropriate cost sharing allocations and will be meeting with all partner agencies to finalize by October 1, 2019.

### **Workforce Board Meeting Dates (2019-2020)**

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

- September 18, 2019
- January 15, 2020
- April 15, 2019
- June 24, 2020

### **WorkOne Report**

The WorkOne report was distributed to the Board for review. Susan Neal highlighted the report. Susan reviewed Participant Services Goals for PY'18 (07/01/2018 – 06/30/2019) and discussed targeted numbers. Performance highlights included Customer Service Data for the Third Quarter of 2018.

Susan Neal provided updates on regional TAA and Rapid Response activities, JAG performance highlights 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).

### **Other Business – Public Comments**

Rob King acknowledged two Board members that will be stepping down after this meeting to include: 1) Lynn Coyne, who is retiring from the Bloomington Economic Development Corporation (BEDC), and 2) Angie Taylor, who is stepping down as Business Representative from Lawrence County. Rob thanked them for their service to South Central Indiana and wished them well in the future.

Michelle Ellis shared training and graduation information through the Adult Education programs at Turning Point Education Center (TPEC) with Board members.

**With no further business, Trent Todd made a motion to adjourn, Adam Gross seconded the motion. All voted in favor of the motion and the meeting was adjourned.**

The meeting adjourned at 1:20 PM.

Prepared By: Rob King