

Quarterly Meeting Minutes
South Central Region 8 Workforce Board, Inc.
Zoom Meeting
September 29, 2021 – Noon to 1:30pm

Board Members Present: Brenda Reetz, Scott Baker, Kevin Bush, Linda Henderson, Dustin Gabhart, Trent Todd, Terry Pittman, Elizabeth Green, Brian Shockney, Michelle Ellis, Andrea Winters, Scott Adams, Jennifer Pearl, Adam Gross, Teresa Hudson, Jeff Pipkin

Others Present: Rob King, Shannon Laurent, Randy Wells, David Tucker, Susan Neal, Erin Brewer, Sandy Friedman, Carla Crowe, Robin Branch, Christopher Emge, Miriam Sonderburg, Earl Isom, Brian Rawlins

Board Members Absent: Michael Stieglitz, Marvin Wagler

Call to Order

Brenda Reetz called the meeting to order at Noon and a quorum of the Board was confirmed as present. Rob King welcomed new Board members to include: Linda Henderson – Workforce Representative, Executive Director (Stonegate Arts & Education Center); Andrea Winters – Orange County Business Representative and HR Manager (Granite Inliner).

Approval of Minutes

Jeff Pipkin moved to accept the minutes of the 06/23/2021 meeting of the South Central Region 8 Workforce Board, Inc. Dustin Gabhart seconded the motion. All voted in favor and the minutes were approved.

Financial Reports

Carla Crowe with Crowe LLP, the Board's Fiscal Agent, distributed and presented the financial report for the period ending August 31, 2021. Carla noted that 14% of the Total Annual Budget was expended through August 31, 2021. Carla reviewed adjustments to the Budget and Expenditures. Funds added/adjusted to the budget included the following:

- WIOA Adult/DW/Youth/Admin (\$131,277)
- JAG Expansion (\$286,976)
- RESEA (\$371,925)
- Rapid Response (\$58,946)
- Employment Recovery Grant (\$15,078)

Carla Crowe and Shannon Laurent provided a summary of each contract item as follows:

1) **JAG Grant** funding in the amount of \$269,428 to support regional JAG Programs in South Central Indiana to be awarded to VU.

2) **RESEA** funding in the amount of \$258,000 for Re-employment Services and Eligibility Assessment within the region, to be awarded to VU.

3) **WRG CARES Amendment** for \$36,000 increase to continue services under original Contract Agreement, to be awarded to VU. Shannon stated these funds are utilized to fund short-term training programs for those participants affected by Covid-19 in some manner. To date, this program has been very effective in Region 8 and we have served over 300 participants and spent well over \$1 million in funding.

4) **DWD Performance Support Grant** funds in the amount up to \$485,000 to be awarded to VU. Shannon discussed the three initiatives included in the PSG proposal to include: a) Pathway to Apprenticeship; b) Youth Engagement Coordinator; and c) WorkOne Customer Service. A copy of the proposed initiatives is included at the end of this report.

Jen Pearl, with the Bloomington Economic Development Council, asked about the overall strategies and funding when it comes to meeting identified grant measurements and the funding to support those initiatives. Rob King stated that operationally, the Workforce Board is meeting metrics identified by the Grants they implement. We work closely with DWD and regional employers to identify the most significant needs and apply for funding with these specific needs in mind. We partner with several agencies such as Adult Education providers, and collaborate to meet the metrics identified by our governmental requirements and the requirements of our partner agencies as well. Shannon Laurent stated that we have significantly increased regional funding opportunities due to targeted employer needs being met by Region 8 via Performance Support Grant initiatives. However, Shannon also stated that we have been having trouble filling internal positions for more than a year now and can definitely relate to regional businesses struggling recruitment efforts as well. We have \$420,000 in Employer Training Grant Funds available to assist employers with addressing specific training needs. Prior to this funding, Region 8 assisted regional employers with \$950,000 as well. Currently, there is plenty of funding for the near future to support employers with employee recruitment. The main issue is finding enough candidates to recruit to fill open positions, regardless of how much funding is available. Rob added that a Nursing Collaboration Project Team will begin meeting in the near future to discuss Healthcare recruitment needs for the Region. Many Healthcare agencies will be participating including Brenda Reetz, CEO of Green County General Hospital, Brian Shockney, President of IU Health South Central, Ivy Tech and VU Nursing representatives and a Governor's Workforce Cabinet representative as well. Discussions will identify specific needs and potential funding opportunities.

Brian Shockney moved to approve the financial report and budget, JAG Contract Award for \$269,428, RESEA Contract award for \$258,000, WRG CARES Amendment for \$36,000, and Performance Support Grant for up to \$485,000 to Vincennes University. Adam Gross seconded the motion. Elizabeth Green abstained from the vote, all other Board members voted in favor and the motion was approved.

Audit & Tax Services RFP Results for Region 8

Carla Crowe and Rob King discussed the Audit and Tax Services RFP results to secure a provider for the next two program years, with a possible third year extension based on performance (July 1, 2021 to June 30, 2024). The Executive Committee served as the reviewers of the Proposals received by bidders. The Executive Committee reviewed all bids submitted electronically with a total of two bids received from: 1) DeanDorton; and 2) Comer, Nowling & Associates P.C. Upon review of the two proposals, the Executive Committee decided on recommending Comer, Nowling & Associates P.C. as the selected Region 8 Vendor to the full board.

Carla Crowe asked if there were any questions about the Executive Committee recommendation for Comer, Nowling & Associates P.C. to serve as the Audit & Tax Services Vendor. There were no questions.

Dustin Gabhart moved to approve Executive Committee recommendation of Comer, Nowling & Associates P.C as provider of Audit & Tax Services for Region 8. Brian Shockney seconded the motion. All other Board members voted in favor and the motion was approved.

Election of Officers

Rob King discussed election of Board officers for PY'21 and advised that PY'20 Board Chair and Vice Chair officers have agreed to maintain their current roles if no other Board members expressed interest in serving in this capacity. Rob advised that a new secretary is needed to be appointed. Adam Gross agreed to serve in this role if there were no objections from other Board members. As there were no additional nominations for Board officers, Rob recognized the current PY'21 officers as follows: 1) Brenda Reetz to remain as Board Chair, 2) Scott Baker to remain as Vice-Chair, and 3) Adam Gross to serve as Secretary.

Dustin Gabhart moved to approve all Board Officers for PY'21. Jeff Pipkin seconded the motion. All voted in favor and the 2021-2022 Board Officers were approved.

DWD PY'20 Monitoring Results

Shannon Laurent provided the Board with the Department of Workforce Development's (DWD) annual monitoring results for PY'20. Shannon stated that Region 8 received a comprehensive monitoring by DWD in June of 2020. DWD evaluated the following as part of the monitoring: Programs; Policies, Procedures, Client Files, Case Notes, Financial Data, Equal Opportunity, and Outcomes. Region 8 had no Compliance Findings for PY'20. Shannon stated this is a great reflection on the work staff do day-in and day-out in Region 8. Shannon stated that there were some minor areas of concern identified as follows: 1) Request for Proposal (RFP) for Staff to the Board, One-Stop Operator and Service Provider. The Region 8 RFP requested a single entity to perform all three functions, which was fully reviewed and approved by DWD. However, in the future we can expect to edit the RFP to allow the capacity for an entity to bid on each separate function individually if the entity chooses to do so. This served as mainly a "heads-up" notification for future RFP releases; and 2) Data Analysis Requirement Change – Regions will be

asked to internally review data to determine if participants are being underserved in any capacity by gender, race and/or disability status. Data reviewed will determine if there is a need for enhanced recruitment efforts in any regions throughout the State.

Registered Apprenticeships Update

Rob King provided the Board with an update on Registered Apprenticeships (ASE). The Board initially identified the following sectors as potential areas to utilize Registered Apprenticeships: Life Sciences, IT, Advanced Manufacturing and Healthcare. To date, Region 8 has developed the following Registered Apprenticeships: Bio-Manufacturing (16 Participants); and Workforce Training Coordinator. Region 8 also has 4 participants in a Water Utilities Registered Apprenticeship. However, the Board is not the sponsor for the Water Utilities Apprenticeship. The following Registered Apprenticeship programs are being developed in Region 8: Certified Clinical Medical Assistant (CCMA); HVAC; Welding and Registered Behavioral Technician (RBT) Apprenticeships with plans to have these programs in place by Spring of 2022. We have incorporated Registered Apprenticeships into our Performance Support Grants to enroll participants into RA's as identified in the initiatives for CCMA, Welding, and HVAC programs.

Board Training/Reference Materials

Rob King informed the Board that Board Member WorkOne Guides were still being developed to explain the various operational programs and services Region 8 delivers throughout South Central Indiana. These training materials are being developed and the intent is to have information available as soon as possible. Region 8 also plans to begin inviting interested Board members to visit their local WorkOne Centers for a tour sometime this Fall or as soon as possible depending on regional Covid concerns.

WorkOne Report

The WorkOne report was distributed to the Board for review and provided updates on regional WorkOne office operations, RESEA, National Dislocated Worker Employment Recovery Grant (DW-ERG), UI Data, Performance Highlights, TAA, JAG Program, Rapid Response and Business Services activities, 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.

Workforce Board Meeting Dates (2021-2022)

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

- January 26, 2022 (In-Person with Zoom Option)
- April 27, 2022 (TBD)
- June 29, 2022 (TBD)

Other Business – Public Comments

With no further business, Jennifer Pearl 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 1:20PM

Prepared By: Rob King