

NOTE: The Regional Workforce Board (RWB) has completed the transition to a Workforce Investment Board (WIB). As a part of this transition, the WIB assumed the PY'12 plan previously adopted by the RWB as allowed by DWD Policy 2012-08. As such, all references to the RWB in this document will refer to the WIB effective 05/22/13. The WIB will continue doing business as the South Central Region 8 Workforce Board.

Areas from the PY'12 plan shaded in gray have been added or updated by the WIB for PY'13. In addition, an addendum for PY'13 has been approved by the WIB and included at the end of this plan in accordance with DWD Policy 2012-08.

1) Executive Summary

The Executive Summary should provide a concise description of the entirety of the plan. It should be able to function as a stand-alone document that provides key stakeholders and partners with the key themes, initiatives, and actions to be taken by the workforce investment board or regional workforce board during Program Year 2012 (July 1, 2012 – June 30, 2013). (The Executive Summary should not exceed two pages)

Demographics

Region 8 is comprised of Brown, Daviess, Greene, Lawrence, Martin, Monroe, Orange and Owen Counties located in South Central Indiana. According to DWD's Hoosiers by the Numbers website, in January 2012 the region had 156,870 individuals in the labor force. Of the total labor force, 143,708 were employed and 13,162 were unemployed resulting in an 8.4% unemployment rate for the region. While this rate is higher than the residents of Region 8 would like, it is well below the state (9.2%) and national (8.8%) averages.

Region 8 has a number of business assets that are unique from other parts of the state. The strong presence of life science related jobs, many of which are in the manufacturing sector, are key to the region's economy. These advanced manufacturing jobs are primarily located in Monroe and Owen counties and have replaced many of the traditional jobs that have been lost in recent years.

The region also serves as a tourist destination due to the many recreational opportunities that are available. The numerous state parks, reservoirs, and forests make the region an ideal place to camp, fish, and enjoy the outdoors. Indiana University's variety of cultural activities and sporting events draw thousands of visitors to the area each year. The shops and restaurants in Brown County and the hotels and casino in Orange County also help to make the region an enjoyable place to relax. Tourism is important to the region because it attracts large numbers of individuals from outside the region who contribute to the regional economy by supporting local hotels, restaurants, and shopping establishments during their visits.

The presence of NSA Crane is also a unique and very significant part of the regional economy. In addition to the approximately 4,000 jobs that Crane directly provides, numerous companies contract to provide goods and services to Crane thus creating even more jobs. Jobs related to the agribusiness industry are also important to the region.

The demographics of the region also pose some unique challenges. The education levels within the region vary significantly between Monroe County and the rest of the counties which are more rural. Seven of the eight counties in the region have over 10% of the adult population ages 25 and older with less than a high school diploma. The low education levels of these rural counties likely explains why the average wage (\$17.14/hr.) of all workers in the region is well below the state average of \$18.76/hr. and the national average of \$21.35/hr.

Occupational Projections

Based upon short term occupational projections available from DWD, the region is expected to have a number of growing industries within the next few years. The ONET job family categories that are expected to show the most job

openings due only to growth are: Food and Beverage Serving Workers; Assemblers and Fabricators; Construction Trades Workers; Motor Vehicle Operators; Health Diagnosing and Treating Practitioners; Other Protective Service Workers; and Computer Specialists.

More specifically, some of the occupations that are expected to have a large number of job openings due to growth include: Team Assemblers; Combined Food Preparation and Serving Workers; Security Guards; Truck Drivers, Heavy and Tractor Trailer; Landscaping and Groundskeeping Workers; Office Clerks, General; and Registered Nurses.

According to long term occupational projections through 2018 available from DWD, the ONET job family categories that are projected to generate the highest number of job openings due to growth are: Health Diagnosing and Treating Practitioners; Food and Beverage Serving Workers; Business Operations Specialists; Construction Trades Workers; Health Technologists and Technicians; Postsecondary Teachers; and Computer Specialists.

Specific occupations expected to offer the most job opportunities due to growth are: Team Assemblers; Combined Food Preparation and Serving Workers; Registered Nurses; Nurse Aides, Orderlies and Attendants; Truck Drivers, Heavy and Tractor Trailer; Retail Salespersons; and Licensed Practical and Licensed Vocational Nurses.

WorkOne Services

A priority of the RWB is to have an office located in each county of the region to ensure that customers can have convenient access to WorkOne services. As such, the region has three full service offices located in Bloomington, Bedford, and Linton as well as 5 express offices located in Nashville, Washington, Loogootee, Paoli, and Spencer.

The primary goal of WorkOne is to prepare individuals for success in the workplace. As such, the region has implemented an integrated customer flow model that allows customers to access all available programs and services designed to assist them with their training and/or employment needs. WorkOne programs included in this integrated model include: WIA Adult, Dislocated Worker, and Youth; Wagner-Peyser; Unemployment Insurance; Trade Act; Title 38 Veterans Programs; Worker Profiling and Reemployment Services; Reemployment and Eligibility Assessment; and Rapid Response. In addition, each WorkOne coordinates with a wide variety of economic development and community partners that have similar goals.

The services available through the WorkOne offices in Region 8 include:

- Workshops on a variety of topics including orientation, resume, interviewing, career interest, job search, Unemployment Insurance, healthy lifestyles, digital literacy, financial literacy, work readiness, and introduction to federal employment.
- Assessment, counseling, and case management to help customers identify appropriate training and employment options.
- Financial assistance with tuition, books, and other costs associated with training.
- Supportive services to help with the cost of child care, transportation, and other necessary expenses related to attendance at training or job search activities.
- Business services for employers including technical assistance with Indiana Career Connect, applicant screening and referral, job fairs, labor market information, and WorkKeys assessments.
- Rapid Response services to assist laid off workers in the event of a large dislocation or facility closure.
- Youth services for 14-21 year old economically disadvantaged including: employment assistance, scholarships, workshops, assessment, counseling, career guidance, basic skill enhancement, leadership, and other services designed to help youth get a high school diploma or GED, acquire marketable skills and obtain employment.

Regional Workforce Board Goals and Initiatives

Job seekers and employers are the primary key stakeholders in the success of the WorkOne system. In an effort to better meet the needs of these primary customers, the South Central Region 8 Workforce Board has identified the following goals for PY'12 and 13:

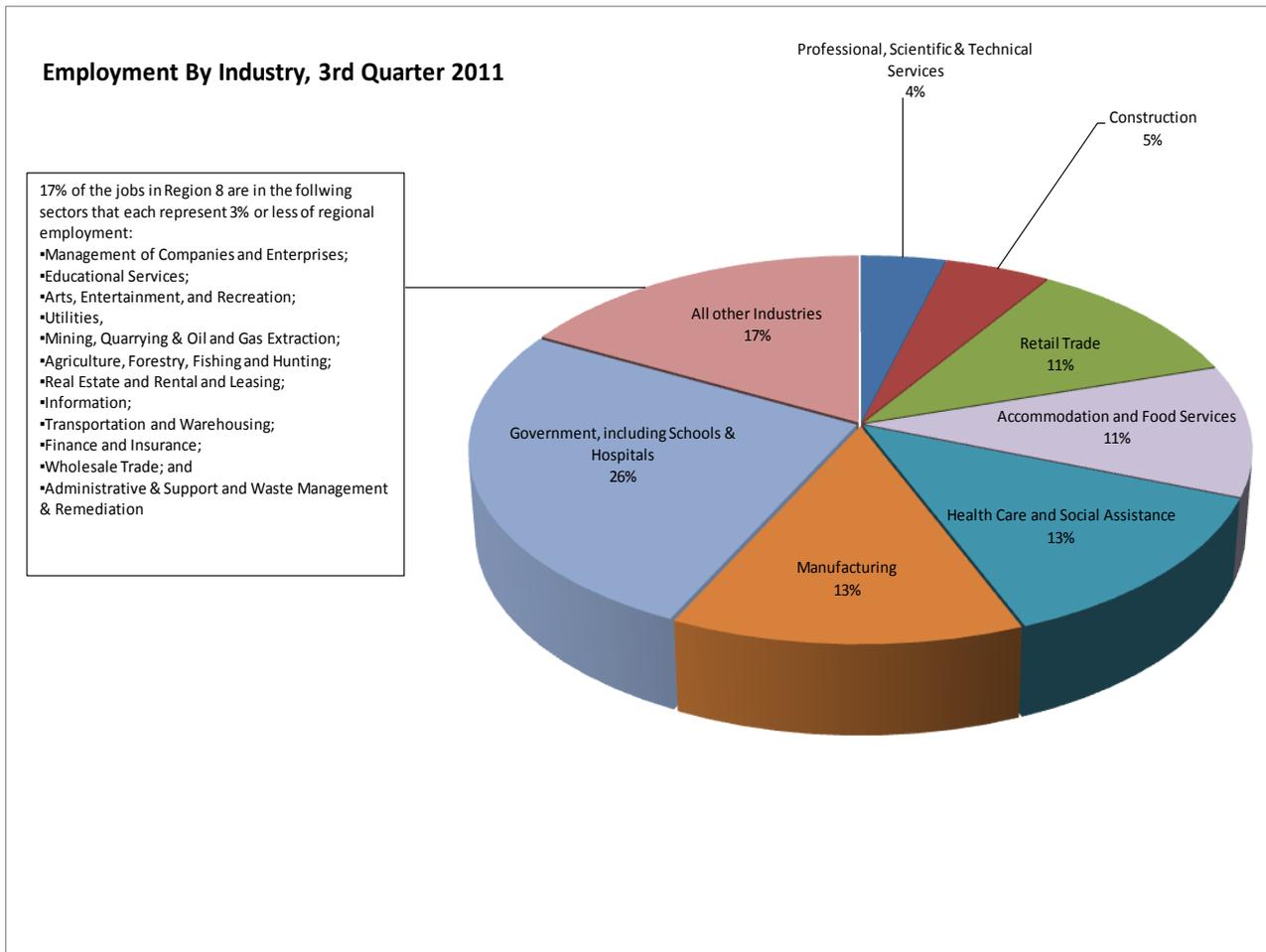
- Service Levels – It is anticipated that during Program Years '12 and '13 (July 1, 2012 – June 30, 2014) approximately 12,000 customers will be enrolled in WIA funded programs each program year. Of this 12,000, it is anticipated that 3,200 customers will receive case management services and 400 will receive training level services.
- Improved Customer Flow – The region will continue to enhance customer flow to improve the ability of WorkOne staff to more efficiently provide services that are responsive to the specific needs of each customer. Staff will focus upon the unique needs of customers who are in the job-to-job track and those who are in the training-to-job track to help ensure each customer can access specific services designed to enhance success based upon their individual needs and employment goals.
- Increased Selection of Workshops – The region will continue to offer an increased selection of workshops that are available to customers. Additionally, a more aggressive approach to marketing the availability of these workshops will be implemented in an effort to increase the number of customers attending workshops throughout the region.
- Enhanced Digital Literacy Instruction – In addition to the basic computer workshops that are offered through the WorkOne, customers will be able to attend classes designed to prepare them for the Microsoft Office certification exam.
- Increased Partner Coordination – Since nearly all community organizations are experiencing budget reductions, enhancing existing partnerships and developing new ones is becoming an increasingly important goal of the RWB. WorkOne staff will work to identify new partners and find ways to partner more efficiently with existing partners to maximize the resources and services available to customers.
- Increased Number of Employers Served – Connections with employers are an essential tool for assisting job seekers to find employment. Staff will increase marketing efforts to ensure that more employers are aware of the valuable services available to them through the WorkOne offices throughout the region. Efforts will also be made to better organize the scheduling of employer visits and contacts to avoid duplication of employer contacts among the WorkOne partners. For PY'12 and '13 the RWB has established a goal of providing services to 550 employers each year.

2) Labor Market Analysis – all responses should be strongly supported by available data.

- **What are the area’s primary business sectors by business size?**

(Response should not exceed one page)

According to the Quarterly Census of Employment and Wages Report from DWD, in the third quarter of 2011 there were 114,384 jobs in the eight county area that comprises Economic Growth Region (EGR) 8. As illustrated by the chart below, the top five business sectors in the region are Government, including Schools and Hospitals (29,795 jobs); Manufacturing (14,644 jobs); Health Care and Social Services (14,415 jobs); Accommodation and Food Service (12,848 jobs); and Retail Trade (12,602 jobs). Other industries that provide significant numbers of jobs to workers in the region include Professional, Scientific and Technical Services, and Construction.



It is important to note there are a number of other industry sectors such as defense, life sciences, and agribusiness that also play a key role in the region’s economy. Because many of the jobs from these sectors are classified within the industries included in the chart above, it is often difficult to illustrate their significance when looking at traditional labor market information. For example, the production of medical products is an essential part of the life science initiatives in the region, but in the data above, these jobs are included within the manufacturing industry.

Entrepreneurship is also a critical component of the economy. Of the 6,028 total businesses located within the region, approximately 66% (4,029) have fewer than 10 employees. .

- **What are the current and projected employment opportunities within the local area?**
(Response should not exceed one page)

Despite the economic challenges of the past several years, there are a number of industries that continue to offer a significant number of employment opportunities to the residents of the region. According to the short-term occupational projections available from the Department of Workforce Development (DWD), each of the following industries are anticipated to have over 400 openings during the period 2010-2012:

2 Digit Industry Code	Occupational Category	Projected Openings 2010 - 2012	Average Annual Wage in 2009
35	Food Preparation and Serving Related Occupations	1,378	\$ 16,903
41	Sales and Related Occupations	970	\$ 18,889
43	Office and Administrative Support Occupations	955	\$ 27,437
51	Production Occupations	720	\$ 25,855
25	Education, Training and Library Occupations	650	\$ 34,602
53	Transportation and Material Moving Occupations	468	\$ 26,323
29	Healthcare Practitioners and Technical Occupations	448	\$ 43,756

More specifically, there are a number of jobs available within the region that offer a good wage to local workers. According to DWD's Hoosiers by the Numbers website, the following are the current top 20 "hot jobs" for the region:

	O-NET Code	Job Title	Average Wage in 2009
1.	29-1111	Registered Nurses	\$ 50,842
2.	15-1081	Computer Systems Analysts	\$ 51,370
3.	13-1081	Logisticians	\$ 60,907
4.	13-1111	Management Analysts	\$ 74,048
5.	15-1031	Computer Software Engineers, Applications	\$ 62,958
6.	25-1000	Postsecondary Teachers	\$ 70,318
7.	13-1199	Business Operations Specialists, All Other	\$ 59,169
8.	23-1011	Lawyers	\$ 82,850
9.	29-2061	Licensed Practical and Licensed Vocational Nurses	\$ 33,365
10.	13-2011	Accountants and Auditors	\$ 45,442
11.	29-1069	Physicians and Surgeons	\$ 103,988
12.	31-9091	Dental Assistants	\$ 41,022
13.	25-2021	Elementary School Teachers, Except Special Education	\$ 51,481
14.	43-3031	Bookkeeping, Accounting, and Auditing Clerks	\$ 28,071
15.	41-3000	Sales Representatives, Services, All Other	\$ 42,514
16.	15-1041	Computer Support Specialists	\$ 39,176
17.	11-9199	Managers, All Other	\$ 68,747
18.	47-2073	Operating Engineers and Other Construction Equipment Operators	\$ 38,726
19.	53-3032	Truck Drivers, Heavy and Tractor-Trailer	\$ 33,359
20.	21-1000	Social Workers	\$ 35,570

- **What are the area’s high-demand, high wage occupations, and what job skills and educational attainment are needed for those occupations? (Please attach area’s “demand occupation” list or policy)**
(Response should not exceed one page, not including attachment)

The South Central Region 8 Workforce Board is committed to utilizing available funds to train individuals only for occupations that are anticipated to have available job openings and pay a good wage. In an effort to ensure that funds are used effectively, each year the Regional Workforce Board (RWB) reviews and approves the list of occupations that will be considered “in demand” and approved for WIA funded training assistance.

The Regional Operator conducts updated labor market research each year to provide the RWB with the necessary information to make this determination. Some of the available data that is used to identify occupations that are appropriate for inclusion on the demand list include data available from Hoosiers by the Numbers, Stats Indiana, and local sources. Specific examples of data used include: Indiana’s High-Demand, High-Wage occupations; Hoosier Hot 50 jobs for Region 8 and Indiana; Long Term and Short Term projections for the region; ICC Job Posting and Starting Wages Report; information from local economic development entities; and current knowledge of WorkOne staff and RWB members regarding planned business expansions and reductions.

The most recently approved demand occupation list is included as Attachment 1 to this plan. This list will be utilized by all WorkOne staff throughout the region and will have two primary purposes. First, the list will be used to identify the occupations in demand for which WIA funding for training is authorized. Second, this list will be used as an assessment tool to identify those job seekers who already have marketable skills and are therefore not in need of WIA financial assistance for training.

Every effort was made when analyzing the data to ensure the demand list includes trainings that will result in a variety of credentials that require different time commitments for students to complete training. This allows WorkOne customers to pursue training that is appropriate and achievable for them. As a result, the demand occupation list includes occupations for which On-the-Job Training is appropriate and also includes occupations where post secondary vocational training, a certificate, or Associate or Bachelor’s degrees are needed. Since WIA funds are not used to assist with advanced degrees, occupations that require Master’s or Doctorate degrees to qualify for entry level positions are not included on the demand list.

Region 8 is fortunate to have several post-secondary education providers located within the region. Ivy Tech Community College, Vincennes University, and Indiana University offer a variety of short-term training opportunities as well as Associate and Bachelor’s Degree programs designed to prepare individuals for demand occupations. In addition, there are a number of private training institutions that are easily accessible to residents of the region.

- **What industries and occupations within the local area’s economy are expected to grow or decline within the next three years and within the next ten years?**
(Response should not exceed one page)

Short Tem Projections

Based upon short term occupational projections available from DWD, the region is expected to have a number of growing industries within the next few years. The ONET job family categories that are expected to show the most job openings due only to growth are: 35-3000 Food and Beverage Serving Workers; 51-2000 Assemblers and Fabricators; 47-2000 Construction Trades Workers; 53-3000 Motor Vehicle Operators; 29-1000 Health Diagnosing and Treating Practitioners; 33-9000 Other Protective Service Workers; and 15-1000 Computer Specialists.

More specifically, some of the occupations that are expected to have a large number of job openings due to growth include: 51-2092 Team Assemblers; 35-3021 Combined Food Preparation and Serving Workers; 33-9032 Security Guards; 53-3032 Truck Drivers, Heavy and Tractor Trailer; 37-3011 Landscaping and Groundskeeping Workers; 43-9061 Office Clerks, General; and 29-1111 Registered Nurses.

Short term projections also indicate that some industries and occupations in the region are expected to decline in the near future. The ONET occupational job family categories that are expected to have the most significant decline are: 47-5000 Extraction Workers; 51-5000 Printing Workers; 51-4000 Metal Workers and Plastics Workers; 17-2000 Engineers; and 51-3000 Food Processors.

Some of the specific job titles that are expected to decline are: 51-9132 Photographic Processing Machine Operators; 43-5053 Postal Service Mail Sorters, Processors, and Processing Machine Operators; 27-3011 Radio and Television Announcers; 51-4031 Cutting, Punching and Press Machine Setters, Operators, and Tenders, Metal and Plastic; and 13-2072 Loan Officers

Long Term Projections

According to long term occupational projections through 2018 available from DWD, the ONET job family categories that are projected to generate the highest number of job openings due to growth are: 29-1000 Health Diagnosing and Treating Practitioners; 35-3000 Food and Beverage Serving Workers; 13-1000 Business Operations Specialists; 47-2000 Construction Trades Workers; 29-2000 Health Technologists and Technicians; 25-1000 Postsecondary Teachers; and 15-1000 Computer Specialists.

Specific occupations that are expected to offer the most job opportunities due to growth are: 51-2092 Team Assemblers; 35-3021 Combined Food Preparation and Serving Workers; 29-1111 Registered Nurses; 31-1012 Nurse Aides, Orderlies and Attendants; 53-3032 Truck Drivers, Heavy and Tractor Trailer; 41-2031 Retail Salespersons; and 29-2061 Licensed Practical and Licensed Vocational Nurses.

There are a few ONET job families that are expected to experience a long term decline in the region. Those job families are: 53-7000 Material Moving Workers; 41-9000 Other Sales Related Workers; 51-9000 Other Production Occupations; 51-5000 Printing Workers; 51-6000 Textile, Apparel and Furnishings Workers; 51-1000 Supervisors, Production Workers; and 11-1000 Top Executives.

Specific job titles for which job opportunities are expected to decline long term are: 51-4031 Cutting, Punching and Press Machine Setters, Operators, and Tenders, Metal and Plastic; 51-4041 Machinists; 41-9041 Telemarketers; 51-6031 Sewing Machine Operators; 51-9198 Helpers, Production Workers; 51-4121 Welders, Cutters, Solderers, and Brazers; and 43-9011 Computer Operators.

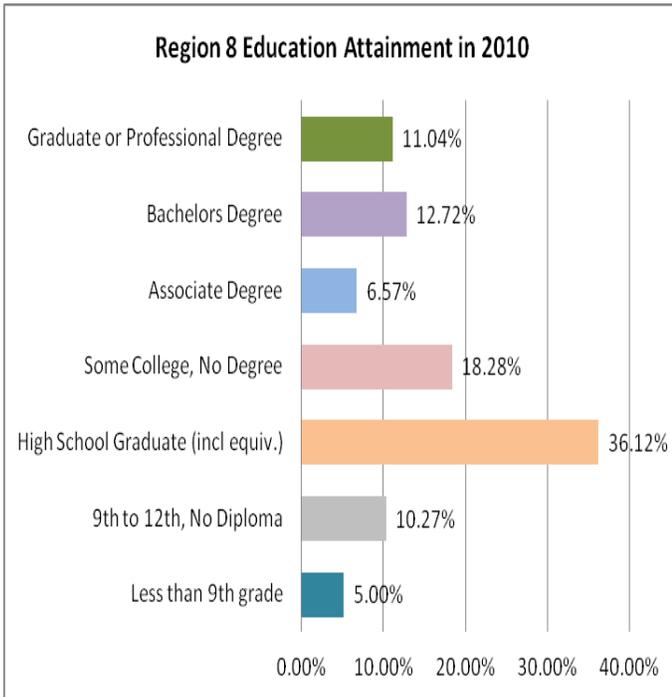
- **Does the area have any “targeted” business sectors that are unique from other areas within the State? If so, describe the information and process utilized to establish the “targeted” sector.**
(Response should not exceed one page)

The region has not formally identified any specific “targeted” business sectors upon which to focus WIA resources. There are a number of industries that offer excellent employment opportunities that are critical to the economy of the region. Rather than targeting only a few business sectors, the RWB seeks to offer customers a wide array of choices from which to select their career path.

As previously described in this plan, the RWB directs the Regional Operator to annually conduct labor market research to identify the occupations within the region that offer local residents significant employment opportunities with good wages. This research is used by the RWB to establish the list of demand occupations for which WIA funds may be used to assist customers with training costs. The process results in a comprehensive list that offers customers an opportunity to choose from a wide variety of occupations to select the one that most appropriately meets their individual needs. A copy of the current demand occupation list is included as Attachment 1 to this plan.

What does the area's workforce look like statistically along the following categories?

- **Demographics (Age, Gender, Race)**
 - **Educational Attainment (HSD/GED, Associate, Bachelor, Advanced Degree)**
 - **Current HS Graduation Rate**
 - **Employed/Unemployed numbers and percentages**
- (Response should not exceed one page)*

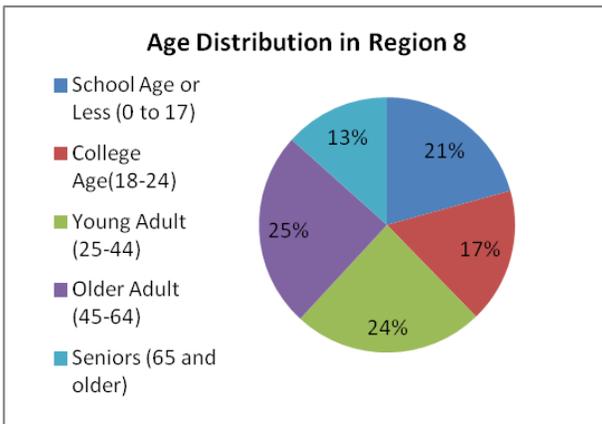
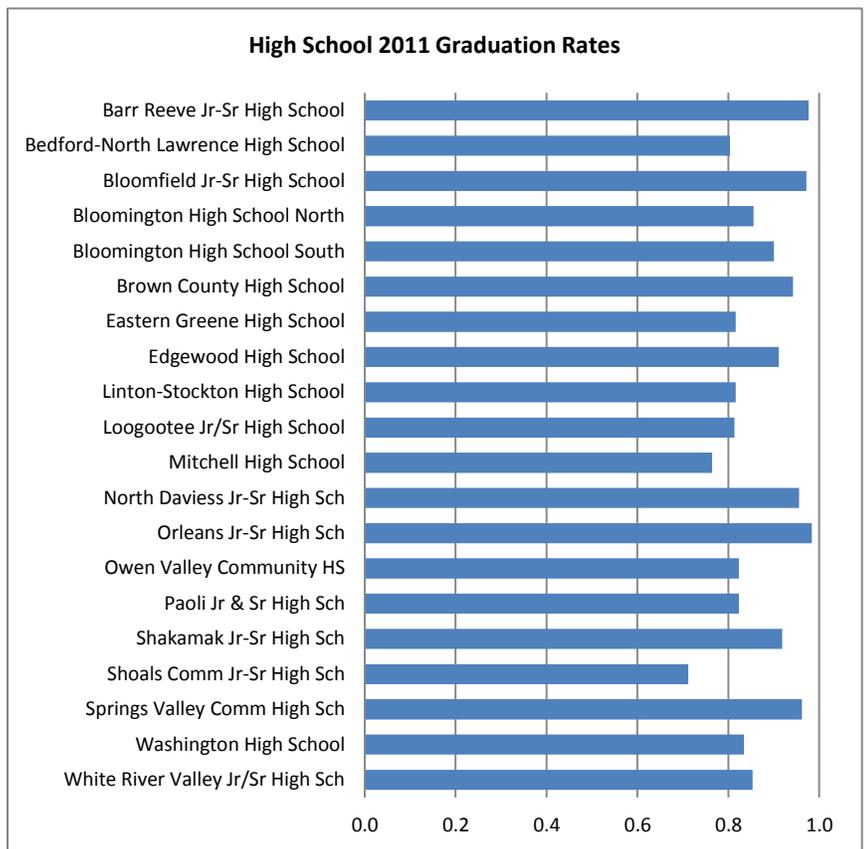


According to DWD's Hoosiers by the Numbers website, in January 2012 the region had 156,870 individuals in the labor force. Of the total labor force, 143,708 were employed and 13,162 were unemployed resulting in an 8.4% unemployment rate for the region. While this rate is higher than the residents of Region 8 would like, it is well below the state (9.2%) and national (8.8%) averages.

The majority (93.1%) of the Region 8 population is comprised of individuals who indicate White as their race. It is interesting to note the second highest concentration of race is Asian (2.5%), and the third highest is Black (1.6%). Approximately 50.8% of the residents are female and 49.2% are male.

The chart to the left illustrates educational attainment levels of residents who are 25 years and older. Despite the presence of Indiana University and Ivy Tech Community College within the region, nearly 70% of these individuals have less than an Associate Degree.

The chart to the right displays the 2011 graduation rates reported by the Indiana Dep't. of Education's website for each of the region's 20 public high schools. Most of these are small high schools located in rural areas. Slightly less than half of the region's schools met or exceeded the state average graduation rate of 85.7 percent. Only 2 high schools had a graduation rate less than 80 percent.



The region's population is well balanced between age groups. The chart above shows the age distribution of residents in the region.

- **Based upon labor market information and demographics, what makes the area unique to its contiguous areas and within the State as a whole?**

(Response should not exceed one page)

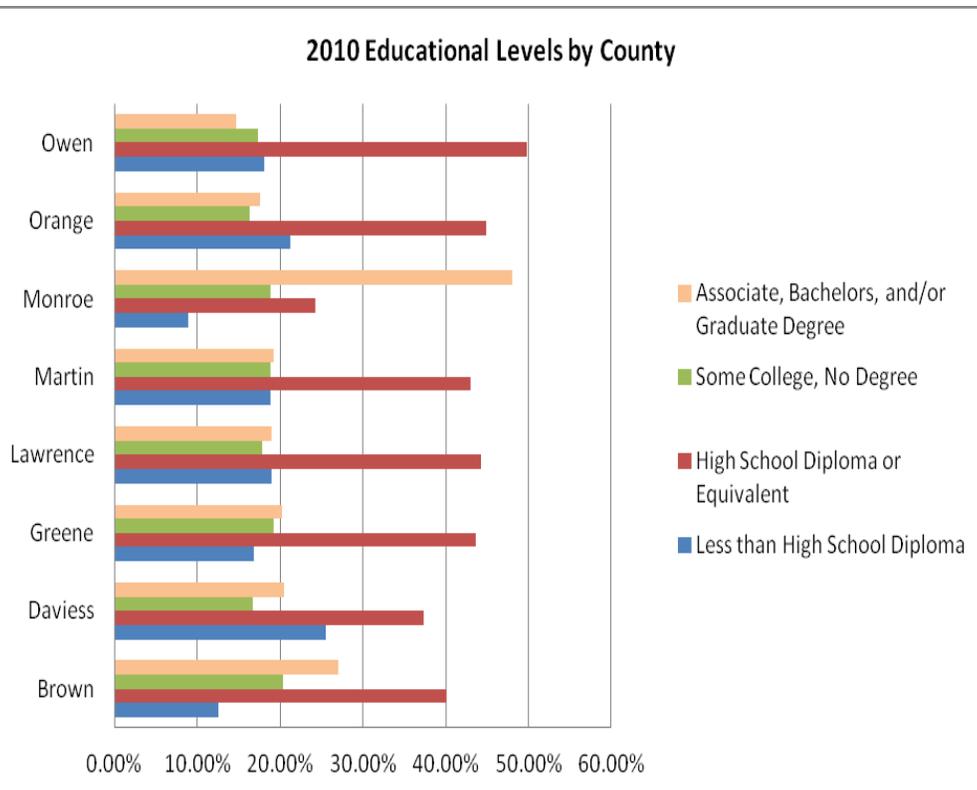
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The presence of NSA Crane is also a unique and significant part of the regional economy. In addition to the approximately 4,000 jobs that Crane directly provides, numerous other companies contract to provide goods and services to Crane thus creating even more jobs. Jobs related to the agribusiness industry are also important to the region.

Entrepreneurship is also a key part of the regional economy. Approximately 66% of the businesses in the region have fewer than 10 employees. The presence of the Gayle and Bill Cook Center for Entrepreneurship at Ivy Tech Bloomington provides residents of the region with a unique opportunity to prepare for successful entrepreneurial endeavors which create jobs within the region.

2010 Educational Levels by County



The demographics of the region also pose some unique challenges. The education levels within the region vary significantly between Monroe County and the rest of the counties which are more rural. As pictured in the chart to the left, seven of the eight counties in the region have over 10% of the adult population ages 25 and older with less than a high school diploma.

The low education levels of these rural counties likely explains why the average wage (\$17.14/hr.) of all workers in the region is well below the state average of \$18.76/hr. and the national average of \$21.35/hr.

3) Operational Plans

- **Provide the address, phone number, and hours of operations for each WorkOne office located within the area. Identify which offices are “full-service” and “express.”**

A priority of the RWB is to have an office located in each county of the region to ensure that customers throughout the region can have convenient access to WorkOne services. As such, the region has three full service offices located in Bloomington, Bedford, and Linton as well as 5 express offices located in the remaining counties of the region. To make services more accessible to individuals with disabilities, accessible workstations are located in the three full service offices.

Office Location	Phone Number	Hours of Operation
WorkOne Bloomington 450 S. Landmark Avenue Bloomington, IN 47403	(812) 331-6000	Mon – Fri 8 AM to 4:30 PM
WorkOne Bedford 918 16th Street, Suite 200 Bedford, IN 47421	(812) 279-4400	Mon – Fri 8 AM to 4:30 PM
WorkOne Linton 1600 N.E. A Street, Suite 4 Linton, IN 47441	(812) 847-4479	Mon – Fri 8 AM to 4:30 PM
WorkOne Express Brown County 246 E. Main Street Nashville, IN 47448	(812) 988-6968	Mon – Fri 8 AM to 4:30 PM
WorkOne Express Daviess County 219 E. Main Street Washington, IN 47501	(812) 254-7734	Mon – Fri 8 AM to 4:30 PM
WorkOne Express Martin County 123 Cooper Street Loogootee, IN 47553	(812) 295-2722	Mon – Fri 8 AM to 4:30 PM
WorkOne Express Orange County 1075 N. Sandy Hook Rd. Paoli, IN 47454	(812) 723-2359	Mon – Fri 8 AM to 4:30 PM
WorkOne Express Owen County 205 E. Morgan Street, Suite B Spencer, IN 47460	(812) 829-6511	Mon – Fri 8 AM to 4:30 PM

- **Does the WIB/RWB use any performance metrics in addition to Common Measures? If so, describe those metrics.**
(Response should not exceed one-half page)

In addition to the Common Measures, the RWB establishes target service levels for the WIA Adult, WIA Dislocated Worker, and WIA Youth programs. The service level goals for these programs are contained on the WIA Adult/DW service matrix and the Youth service matrix attached to this plan.

The RWB also is strongly committed to providing the maximum amount of financial assistance possible directly to the customers served by the WIA Programs. As such, the service provider contracts contain goals for direct client expenditures. The RWB defines direct client expenditures as funds spent to provide direct assistance to customers such as supportive services, transportation, child care, tuition, books, tools, etc. that are necessary for the

successful participation in WIA funded employment and training activities. These direct client expenditures do not include any costs associated with staff salaries or office overhead.

Based upon the amount of funds available, a preliminary goal has been established for the service provider to spend at least 30% of its budget on direct client expenditures in PY'12. In order to ensure that all residents of the region can readily access WorkOne services, the RWB also requires that the service provider maintain full-time offices in every county of the region.

- **Briefly describe how the WIB/RWB has implemented the WorkOne Customer Flow Policy, DWD Policy 2010-13, including how participants move through the tiers of service(Core, Intensive, and Training), and what is required for participants to become “fully enrolled” in WIA performance-bearing services. (*Response should not exceed one-half page.*)**

The RWB implemented the WorkOne Customer Flow Policy (DWD Policy 2010-13) on July 1, 2011. When customers visit a WorkOne office, staff will review basic information including: educational levels and credentials; barriers to employment; length of unemployment; Veterans status; REA/WPRS status; and TAA eligibility. Based on the information provided by the customer, staff determines appropriate next steps including customer need for, or interest in, meeting with a case manager. Customers with the necessary documentation who demonstrate a need or desire for WIA services are fully enrolled by a case manager. At the point of enrollment, customers will be included in WIA performance measures.

Core services are available to everyone. Customers who lack basic skills or need more in-depth assistance to find suitable employment may be offered intensive services based upon need, desire, and/or commitment to achieving employment goals. Customers who lack marketable skills and are unable to find employment through core and intensive services may access training services. Staff will assess customers' skills and work history to determine how their skills and experience align with labor market information, Region 8 occupations in demand, and the needs of regional employers. If it is determined that more skills are needed and the customer will be able to benefit from attending postsecondary training, staff will work individually with each customer to identify appropriate training options and next steps.

- **Describe how the WIB/RWB will track actual performance against performance goals. (*Response should not exceed one-half page*)**

Regional Operator staff regularly reviews service provider performance by reviewing available enrollment, placement, and performance data to ensure that the service provider is making satisfactory progress toward meeting program performance goals.

At each quarterly RWB meeting, Regional Operator, Service Provider, and Regional WorkOne Coordinator staff provide brief presentations supported by written reports to the RWB members to ensure that board members are aware of the actual service levels of each WorkOne office. In addition, Fiscal Agent staff also presents information and written reports on expenditure levels to allow RWB members the opportunity to stay informed on the expenditure rates of available funds.

WIA Adult and Dislocated Worker Services

- **Complete Program Year 2012 WIA Adult and Dislocated Worker Services Matrix, closely following instructions contained within spreadsheet document.**

The completed Program Year 2012 WIA Adult and Dislocated Worker Service Matrix is included as Attachment 2 to this plan. **The same service levels are projected for PY'13.**

- **Complete Program Year 2011 WIA Adult and Dislocated Worker Services Matrix – Results, closely following instructions contained within spreadsheet document.**

The completed Program Year 2011 WIA Adult and Dislocated Worker Service Matrix - Results is included as Attachment 3 to this plan.

- **Describe the criteria to be used by the WIB/RWB to determine if WIA Annual Adult Funds shall be considered “limited”**

- **Describe how the WIB/RWB will be involved in the process of determining when WIA Adult Funds are “limited”**

(Response should not exceed one page)

The RWB has determined that WIA Adult funds will be considered “limited” for PY'12. This determination was based upon 1) the region's history of spending a high percentage of available WIA Adult funds, 2) past requests to transfer WIA Dislocated Worker funds to WIA Adult, and 3) a reduction in funds available for PY'12.

Since the RWB has determined that funds are limited, a priority system will immediately go into effect and funds for supportive services and/or training will be allocated to new applicants for the remainder of the program year based on priority scores as described below.

- **Describe the process that the WIB/RWB will use to ensure priority is provided to veterans and veterans' spouses, low income individuals, and recipients of public assistance when WIA Adult Funds become “limited”**

(Response should not exceed one-half page)

The priority index form will be completed on all new WIA Adult applicants and will award one point for each of the following characteristics: veteran, veteran's spouse, low income individual, and public assistance recipient. Staff in each WorkOne office will review the list of individuals who need direct financial assistance with training and/or supportive service and give priority consideration to those individuals with the highest scores on the priority index.

All new applicants will continue to have access to core and intensive services that do not require direct financial assistance. It should also be noted that the priority index will be used to determine which individuals are given first consideration for training. These individuals, however, will be required to be appropriate and in need of training and/or supportive services and must meet all applicable criteria for receiving these services. Being considered a priority for consideration will not guarantee an applicant automatic access to direct financial assistance.

WIA Youth Services

- **Complete Program Year 2012 WIA Youth Services Matrix, closely following instructions contained within spreadsheet document.**

The completed Program Year 2012 WIA Youth Services Matrix is included as Attachment 4 to this plan. The same service levels are anticipated for PY'13.

- **Complete Program Year 2011 WIA Youth Services Matrix – Results, closely following instructions contained within the spreadsheet.**

The completed Program Year 2011 WIA Youth Services Matrix - Results is included as Attachment 5 to this plan.

- **Indicate the number of Full Time Equivalent staff persons funded by WIA Youth located within the area.**

Region 8 is a small region, and as such, staff frequently serves in multiple roles. Because the WIA Youth service provider is also the service provider for WIA Adult and Dislocated Worker programs, 14 staff members who serve adults and dislocated workers will also spend a portion of their time serving youth. This allows the service provider to effectively manage the available resources and also provides a more coordinated plan of services for older youth who are dual enrolled in the WIA Adult and/or Dislocated Worker programs. In addition, the JAG Specialist located at Eastern Greene High School works full-time on the WIA Youth Program. It is anticipated that this structure results in approximately 7 staff full time equivalents providing WIA Youth services within the region.

- **Describe specific outreach activities targeted to Youth within the area. (*Response should not exceed one-half page*)**

Outreach activities will be conducted in all communities in the region by establishing and maintaining relationships with community agencies, schools, and employers. More specifically, partnerships with housing authorities, adult basic education providers, Boys and Girls clubs, alternative schools, probation departments, and other organizations that serve youth will result in client referrals and an increased awareness of the services available. Staff will also participate on boards, committees, work groups, etc. related to youth issues in their respective communities. Staff will maintain regular contact with youth serving agencies to exchange information and promote cross referrals. Staff will also regularly screen customers of the WIA Adult program who are 18-21 years old, including participants of the YHCC program, for WIA Youth eligibility and will dual enroll these customers in both programs as appropriate.

Other outreach activities include distribution of brochures and posting information on the regional website to market the availability of services to youth. The members of the RWB are also familiar with the services available through all WIA programs including the Youth program and they are encouraged to assist with marketing the services throughout their respective communities. Many RWB members serve on other local boards and committees which provides an enhanced opportunity for sharing information about the youth program with other agencies throughout the region. The close working relationship between the WIA Youth service provider and other WorkOne partners also helps to generate referrals of youth who need assistance.

Staff also conducts outreach by promoting the benefits of the WIA services, not just the availability of services. Additionally, staff works with schools and community agencies to identify any youth that could benefit from WorkOne services. Staff works in coordination with Adult Basic Education providers and post secondary institutions, and youth are often referred from these entities for WIA assistance and/or WorkIN training assistance. Service provider staff also have established processes for exchanging referrals between WorkOne and other community agencies that serve youth.

- **How does WIB/RWB measure the success of Youth service providers?**
(Response should not exceed one-half page)

In addition to the WIA Common Measures, the RWB has established the following additional criteria by which the success of the WIA Youth service provider is measured:

- 1) Targeted service levels - preliminary planned numbers for PY'12 and '13 anticipate a total of 300 youth to be served each year.
- 2) A minimum of 65% must be older youth.
- 3) Eligible youth must have at least two locally defined most in need characteristics.
- 4) The planned placement rate for youth who exit the program is 72%.
- 5) A JAG program must be successfully operated at Eastern Greene High School.

Other Services

- **How does the WIB/RWB ensure that local staff coordinate activities with the State Rapid Response team/Dislocated Worker Unit to perform the following:**
 - **Securing and sharing information when there is a possibility of a mass layoff (50 or more workers)?**
 - **Coordinating activities where a layoff involves a company that is Trade certified?***(Response should not exceed one page)*

The Regional WorkOne Coordinator serves as the Rapid Response Coordinator for Region 8. As such, the Regional WorkOne Coordinator will maintain regular contact with the State Rapid Response Team/Dislocated Worker Unit (DWU) for mass layoffs, WARN information, and TAA activity. Information from DWD and the Dislocated Worker Unit will be shared with the regional Leadership Team, and information obtained locally will be shared with the State Rapid Response Team and DWU.

The Regional WorkOne Coordinator will share information with the regional Leadership Team through use of regular meetings, email, and phone contact for immediate issues. The Coordinator, working with the service provider for the region, will schedule meetings with the WorkOne Manager responsible for the county in which the rapid response activity occurs. The Coordinator will ensure that all staff and partners needed to participate in orientations are advised and scheduled for appropriate presentations. The Coordinator will keep the Regional Operator advised of activities and provide reports as required to the Regional Operator and to the Regional Workforce Board.

In the event that layoff activity involves a TAA certified company, the Coordinator will ensure that all local activities are well coordinated between WIA Dislocated Worker programs and TAA. All Trade related activities will be shared with the Leadership Team and the Coordinator will be copied on all communications related to Trade program issues. The Coordinator will ensure contact with the State DWU occurs whenever a Trade activity occurs or has a potential to occur. Regular contacts with the Trade Specialists assigned to the region will ensure a cohesive ongoing relationship. Trade Specialists throughout the region will work with the Coordinator to ensure all staff are aware of Trade activities and understand how to properly implement the applicable policies and procedures.

- **How does the WIB/RWB ensure the coordination of the following programs, at minimum, at each WorkOne?**
 - **Adult Education**
 - **Unemployment Insurance**
 - **Trade Act**
 - **Title 38 Veterans Programs (LVER, DVOP)**
 - **Worker Profiling and Reemployment Services (WPRS) and Reemployment and Eligibility Assessment (REA)**

(Response should not exceed two pages)

WorkOne staff works in cooperation with Adult Education staff, as appropriate, to ensure that mutual customers receive the services they need. WorkOne and Adult Education staff have participated in joint cross-training sessions to learn more about the services provided by both entities and identify ways to better coordinate their efforts. WorkOne customers who lack a high school diploma or GED, and those who need basic skills remediation, are referred to Adult Education. Likewise, Adult Education students who need assistance with employment and training issues are referred to WorkOne. Customer referral processes are in place between WorkOne and Adult Education to ensure that clients get connected to the services they need.

The Regional Adult Education Coordinator also works to enhance close coordination between WorkOne and Adult Education. The Coordinator meets regularly with the Regional Operator and WorkOne management staff to facilitate information sharing and communication. Regional Operator and WorkOne staff participate actively on the Regional Adult Education Consortium. The Coordinator also attends the quarterly meetings of the RWB to provide information and answer questions about regional Adult Education efforts.

The Unemployment Insurance, Trade Act, Veterans Programs, Worker Profiling and Reemployment Services, and Reemployment Eligibility Assessment programs are all part of the integrated service delivery model implemented in the WorkOne offices throughout the region. Because the integrated service model is designed to offer seamless delivery of services, customers will be able to access these programs by following the normal customer flow process.

UI claimants are encouraged to register for Indiana Career Connect and begin their job search immediately. The recently expanded product line will be available including several workshops that could benefit job seekers who are unemployed. WorkOne Managers will work to build an even stronger connection between UI and job search services by ensuring that UI claimants are referred as appropriate to workshops, job club, and any other services that can help them become re-employed more quickly.

Customers participating on the WPRS and REA programs are routinely screened for eligibility for other programs, especially dislocated worker programs. All individuals on the list of potential participants are selected and requested to visit the WorkOne for services. These individuals are assigned to a staff member who works to identify what skills are needed for these job seekers to become more marketable to area employers. WorkOne staff help these customers access services such as workshops, adult basic education, post secondary training, or on-the job training, that will help them meet their goal of becoming employed. As a part of the regional coordination for these programs, staff from the three full-service WorkOne offices who have special knowledge or expertise that can benefit WPRS and/or REA participants are cross utilized at offices throughout the region.

Veterans programs are also well coordinated with other available WorkOne programs. Veterans staff participate in staff meetings and have provided staff training on a variety of topics and available programs geared toward meeting the employment needs of Veterans. Staff of the Veterans programs serve on the Skills and Employment team and the Business Services team to ensure that services that benefit veterans are being well coordinated with other programs and that veterans' priority for services is implemented in all programs.

The Regional WorkOne Coordinator helps to coordinate all programs available in the WorkOne offices to ensure consistency of services throughout the region. In addition, the Local WorkOne Managers facilitate daily coordination of not just the aforementioned programs, but WIA and Wagner-Peyser resources as well. As the formal supervisor of state staff and the functional supervisor of WIA service provider staff, the Managers conduct regular staff meetings to share new information and updates regarding all programs. In addition, staff members are frequently offered the opportunity to be cross-trained on a variety of programs and they continually become more knowledgeable about all the services available to customers through close daily interaction with their co-workers.

The Leadership Team also plays a key role to ensure that all programs are coordinated effectively. This team is comprised of Regional Operator staff, the Local WorkOne Managers, the WorkOne Regional Coordinator, and management staff from the WIA Service Provider. This team meets regularly to review, update and/or design local plans, policies and procedures; to discuss current issues; plan for implementation of new programs or changes to existing ones; and to review financial and service level reports to ensure progress toward meeting performance and expenditure goals. This group also works together to identify and address any needs such as staff training, equipment, assessments, staffing levels, marketing, etc. that exist within the WorkOne offices in the region.

- **Briefly describe the business services, specifically job recruitment, job posting, and job matching services, that are offered within the local area.**
(Response should not exceed one page)

The Regional WorkOne Coordinator also serves as the Business Services Consultant for the region. A Business Services Team has been established to ensure a coordinated approach to assisting businesses throughout the region to utilize the services available through the WorkOne offices. In addition to the Business Services Consultant, the Business Services team is comprised of local staff representing the WIA service provider, Veterans program staff, and local DWD staff who regularly assist employers.

The Business Services team meets regularly to share information and coordinate business contacts with area employers. Members of the Business Services team also participate actively with area Chambers of Commerce, local economic development entities, and employer organizations such as local human resources staff associations to ensure that area businesses are aware of the many valuable services they can access through WorkOne offices.

The WorkOne offices throughout the region provide a variety of services designed to assist employers with job recruitment, job posting, and job matching, including the following:

- Business contacts – Staff make individual contact with businesses to increase awareness of Indiana Career Connect and encourage them to post their job openings through the WorkOne and utilize other available resources.
- Technical assistance to businesses – Staff members advise businesses on how to post jobs and screen applicants using ICC.
- Account representatives – To ensure excellent customer service, large employers and businesses who utilize WorkOne services frequently have a designated WorkOne account representative who is familiar with the individual needs of their business.
- Job Fairs – Organize, develop and participate in local and regional job fairs for multiple businesses.
- Mini Job Fairs – To assist with recruitment, WorkOne offices host smaller job fairs that are targeted primarily to one employer or a small group of employers from the same industry.
- Labor Market Information – WorkOne staff help businesses access information available on DWD's Hoosiers by the Numbers website.
- Office space – WorkOne provides office space and support to employers for recruitment, job fairs, and interviews.
- WorkKeys – Numerous employers in the region rely on WorkKeys test scores to assist with job matching and recruitment.

- **Describe how the WIB/RWB will ensure that veterans' priority of service will be carried out within the local area.**
(Response should not exceed one-half page)

Individuals who have served in active Military, Naval or Air Service, and spouses of Veterans who are discharged under other than dishonorable conditions are eligible to receive Veterans' priority for services. Veterans' priority for services is carried out in the local WorkOne office in a variety of ways. Signs are posted in the offices indicating that veterans will receive priority. Welcome Team staff have been trained to implement veterans' priority by offering veterans and their spouses the opportunity to move to the front if there is a line of customers waiting for services.

Whenever an individual is enrolled in a WorkOne program, he/she receives priority of referral to appropriate staff members who can assist with employment and/or training needs. In addition, these individuals continue to receive priority as they access all services of the WorkOne.

Staff of Veterans programs provide activity reports to the Local WorkOne Managers for inclusion in the quarterly Manager's Report on Services to Veterans. The managers review this information to ensure that Veterans' priority of services is being effectively implemented in the WorkOne offices.

Veterans program staff work to make sure that all staff are aware of the veterans' priority of service requirement and trained on how to properly implement this practice in the WorkOne offices. In addition LVER and DVOP staff routinely monitor office activity to ensure that veterans are receiving priority for all available services.

4) Key Partnerships

- **Complete Key Workforce Investment Board/Regional Workforce Board Partnership Matrix.**

The RWB has directed the WorkOne staff to establish partnerships with a variety of entities that have similar goals and/or common customers with the WorkOne. Completed partnership matrix information for each of the WorkOne offices in the region is included as Attachment 6 to this plan.

- **Attach One-Stop Partners' Memorandum of Understanding (MOU).** *(Must follow guidance contained within DWD Policy 2010-10 available at <http://www.in.gov/dwd/files/2010-10.pdf> - sample MOU provided in policy.)*

Partner MOUs are included as Attachment 9 to this plan.

- **Describe how the WIB/RWB partners with economic development entities within the local area and at the state level.**
(Response should not exceed one-half page)

Local economic development organizations are valuable partners of the WorkOne system since they share the goal of having a skilled workforce available to local employers. The RWB and staff of the WorkOne offices work in coordination with local economic development organizations in a variety of ways. The RWB has an economic development representative on the Board. Other board members also participate actively with economic development organizations located in their communities. These board members provide knowledge and expertise to the RWB by sharing regional economic and workforce goals and concerns with the RWB during planning discussions.

WorkOne staff also work closely with the economic development organizations in their communities. The Regional WorkOne Coordinator and members of the Business Services team have regular contact with economic development officials to coordinate retention and expansion activities, assist with developing new employment opportunities, and assist in developing recruitment and training plans. Staff members frequently provide labor market information and assist economic development staff and businesses to utilize data available through DWD's Hoosiers by the Numbers website and others sources. When economic development officials are working with potential business prospects that may be considering locating within the region, local WorkOne offices routinely provide information on the skills of the workforce, the currently available labor pool, and other information that is key to helping a business decide the best location for its facilities.

5) Budget

- **Attach a copy of the WIB's or RWB's, and its WIA service providers' proposed budgets for Program Year 2012 using PY 2011 allocation information.**

A copy of the RWB budget and the budget of the WIA service provider is included as Attachment 7 to this plan.

- **Describe how the WIB/RWB monitors its annual budget and the budget of its service providers?**

The South Central Region 8 Workforce Board, Inc. monitors its overall annual budget by reviewing planned budget versus actual expenditures on a quarterly basis. This is a regular agenda item for every quarterly board meeting. Adjustments to the budget are made only after discussion and an affirmative vote by a majority of the Board of Directors.

The contracted Fiscal Agent, Crowe Horwath LLP and the contracted Regional Operator, CLJ Associates, LLC review expenditures versus budget through an analysis of monthly accrued expenditure reports and invoices submitted by the service provider, Fiscal Agent, Regional Operator and any other contractors. Expenditures must be reported monthly by these entities in order to receive payment. Invoices and accrued expenditure reports must conform to expectations by the Board, Fiscal Agent and Regional Operator or payment is withheld. Since Region 8 receives one of the smallest allocations in Indiana, budgetary controls are essential to ensure that funds are available to serve our customers. Funding is one of the critical functions of the Board and no funds are expended without prior budgeting and Board approval.

In addition to the budget monitoring, the Board, Regional Operator and Service Provider are subject to an annual audit of these funds. In addition to the audit, the Board monitors the Service Provider and Regional Operator through an annual financial monitoring review conducted by the Fiscal Agent. The audits, monitoring, and monthly review of budget and expenditures result in effective control of the financial operations of the Board.

- **Describe how the WIB/RWB will ensure that administrative spending is kept to a minimum.**

Administrative spending is limited first through the available allocation, and second by the WIA regulations' limited definition of administrative costs. Costs of administration generally include: financial management; procurement; audit; monitoring of administrative functions such as financial management and procurement; personnel management and travel for the administration of the program. Administrative funds are limited to 10% of the allocation. By regulation, the cost of the Fiscal Agent is charged 100% to administration. The costs associated with the maintenance of financial records and audit for both the Regional Operator and the Board are also charged to administration. Many functions performed by the Regional Operator, such as oversight of the case management system, program activity oversight, and coordination of programs are considered program expenses and are charged accordingly through the cost allocation plan.

The narrow definition of what constitutes an administrative cost per the WIA regulations allows some flexibility locally. The Board routinely under expends the WIA administrative allocation, which allows the administrative funding to be reallocated to fill gaps in program funding and enhance services in the WorkOne system.

In addition to controlling the costs associated with the Fiscal Agent and Regional Operator, the Board also controls the overhead costs of the service provider by specifying the percentage of funds that may be expended on overhead, staff, facilities, and travel versus tuition, books, fees, and supportive services.

- **Explain how WIA administrative funds will be utilized, including projected expenditures for the following categories:**
 - **Staffing (Administrative Cost)**
 - **Travel**
 - **Outreach**
 - **Other (describe)**

(Response should not exceed two pages, not included any attached policies)

For projected spending by cost category (Program and Administration) please refer to the RWB budget that is included as an attachment to this plan.

Staffing – Administrative staffing costs in the region consist of the total cost of the Fiscal Agent and a portion of the Regional Operator costs. Please refer to the attached Regional Workforce Board budget.

Travel – The Regional Operator, the Fiscal Agent, and the WorkOne Coordinator are contracted to the Board on a fee for service basis. Travel is included in the monthly fee charged by these entities, and as such, travel is not a budgeted line item for the RWB. The Fiscal Agent contract fees are established competitively on a sliding scale based on accrued expenditures. The Regional Operator fees are also competitively established on a fixed fee basis. The Board does not permit out of state travel by contractors without the prior consent of the Regional Operator. The Board must approve out of state travel by Board members or the Regional Operator in order to charge such travel to the regional budget. In the case of the Service Provider, travel is considered an Overhead line item and is controlled by the limits of Overhead versus Direct Client Cost expenditure.

Outreach – Outreach is a program cost. The only cost of outreach occurs on the Service Provider or WorkOne Coordinator level and both of these contracts are charged completely to the program cost category.

Other – Other administrative expenditures include the cost of audits of the Board and the Regional Operator. These audits are competitively bid as required and vary based on cost per thousand audited. The Board spends less than \$15,000 per year on audits. Legal fees for the Board vary based on usage but have historically been less than \$2,500 per year.

- **Provide any policies/procedures the WIB/RWBs will utilize to approve the following:**
 - **Hiring of staff**
 - **Travel**

Hiring of Staff – The Board has no hired staff. The Regional Operator and Fiscal Agent are both private companies that provide staff support to the Board and both are competitively procured.

Travel – Upon submission of proper receipts and documentation, Board members may be reimbursed for mileage at IRS rates and actual costs incurred such as airfare and meals while attending conferences. The Board has charged the Regional Operator with the responsibility of approving out of state travel by the Service

Provider. Since 2006 only two conferences have been authorized for out of state travel. A copy of the Board's travel policy is included as Attachment 8 to this plan.

The South Central Region 8 Workforce Board, Inc. is frugal with the funding provided by the Department of Workforce Development. The Board contracts for services on a fee basis for Fiscal Agent, Regional Operator, WorkOne Coordinator and audit. The Regional Operator and WorkOne Coordinator contracts are on a fixed fee basis. Adjustments for cost over-runs are not made.

6) Governance and Structure

- **Describe how the WIB/RWB consulted with members of the public, including local elected officials, representatives of business, labor, and economic development prior to the submission of this plan**

(Response should not exceed one-half page)

Prior to the submission of this plan to DWD, a draft of the plan was posted on the RWB website. Members of the RWB which includes representatives of business, education, labor, community based organizations, and economic development were asked to review and comment on the plan. An invitation to comment was also sent via email to local elected officials, and a variety of economic development representatives from throughout the region. Comments and questions received from these individuals and entities were discussed with the RWB at its April 25, 2012 meeting prior to formal approval being granted from the RWB and Chief Local Elected Official for submission of this plan to DWD.

- **Describe the role of the local elected officials in the governance and implementation of WIA programs in the local area/region. (If there have been changes to the Local Elected Official's Agreement and the County Chief Elected Officials' Agreement during PY 2011, attach a copy of the agreement. If there have been no changes to the agreements, indicate how the public may access a copy.)**

(Response should not exceed one-half page, not included attached agreement)

A very important role of the local elected officials is to appoint the members of the South Central Region 8 Workforce Board. It is critical to the success of the RWB that members are knowledgeable about workforce issues throughout the region and will participate actively and share their expertise with the RWB. The local elected officials appoint both the business representatives and the at-large sector representatives to the Regional Workforce Board. The at-large sector representatives include Education, Economic Development, Community Based/Faith Based Organizations and Labor. The Local Elected Officials also select the Region 8 Chief Elected Official.

In Region 8 there are eight counties. The South Central Region 8 Workforce Board consists of eight business representatives and one representative from each of the four at-large sectors. The local elected officials communicate the needs of their communities to their appointees on the Regional Workforce Board who in turn represent those needs to the Board.

Local elected officials from throughout the region are invited to attend all Regional Workforce Board meetings. The local elected officials review and comment on the plan for WIA programs within the region. On behalf of the local elected officials, this plan is signed by Mayor Shawna Girgis of the City of Bedford who serves as the Chief Elected Official for the region.

New Local Elected Officials (Attachment 10) and the County Chief Elected Officials Agreements (Attachment 11) are included with to this document. The public may access a copy of these agreements through the Archives section of the RWB's website at www.southcentral8.org.

- **Identify who the chief elected official for the area is and how liability for misuse of WIA funds is assumed by the local elected officials?**

The Chief Elected Official for Region 8 is Mr. Gene McCracken, President of the Lawrence County Council.

Mr. Gene McCracken, President
Lawrence County Council
1116 16th Street
Bedford, IN 47421
Phone 812-275-4493
Fax 812-279-5998
economic@hpcisp.com

Liability will be shared proportionately by the political subdivision(s) represented by each individual County Chief Elected Officials Executive Council based on population. The political subdivisions represented in Region 8 are: Owen County; Monroe County; City of Bloomington; Town of Ellettsville; Brown County; Greene County; City of Linton; Daviess County; City of Washington; Martin County; Lawrence County; City of Bedford and Orange County.

- **Identify who the fiscal agent or entity responsible for the disbursement of WIA grant funds is in the local area.**

Name: Jackie Zangrilli
Organization: Crowe Horwath, LLP
Address: 3815 River Crossing Parkway, Suite 300
P.O. Box 40977
Indianapolis, IN 46240-0977
Telephone Number: 317-208-2511
Email Address: jacqueline.zangrilli@crowehorwath.com

- **Describe the nomination and selection process used to appoint members to the workforce investment board.**

Sector	Nomination Process
Business	Letters of solicitation sent to each Local Economic Development Corporation and Chamber of Commerce in each county of the Region
Labor	Letters of solicitation sent to each Central Labor Council in the Region
Education	Letters of solicitation sent to each school system in the Region, Career and Technical Education centers and Ivy Tech Bloomington
Community Based/Faith Based, CSBG, and Youth Service Organization	Letters of solicitation sent to over 100 such organizations throughout the Region
Economic Development	Letters of solicitation sent to all local Economic Development Corporations and Chambers of Commerce in the Region
Title V Older Worker	Letters of solicitation were sent to both Title V Older Worker providers in Region 8
WP, UI, Trade and Veterans programs and Adult Ed and Literacy	Nominations supplied by DWD
Vocational Rehabilitation	Letter of solicitation sent to the Director VR Field Operations for Southern Indiana
Housing and Urban Development	Bloomington Housing Authority is the only HUD recipient providing employment and training activities. A nomination was sought from the Housing Authority.

All the nominations were reviewed by the Chief Elected Official. The CEO appointed all board members. Business sectors represented on the Board are from local businesses that reflect hiring opportunities in Region 8.

- **Using available workforce data, describe how business representatives that serve on the WIB are appointed to accurately reflect the employment opportunities (primary industries, business size) and the geographic diversity of the local workforce service area.**

The Chief Elected Official appoints Board members and makes every effort to ensure that business representatives on the board reflect employment opportunities in the Region.

As indicated on Page 4 of this plan, the region's key industries include Government, including Schools and Hospitals; Manufacturing; Health Care and Social Assistance; and Accommodation and Food Service. It has also been further noted that the defense, life science, and agribusiness sectors also play a key role in the Region's economy.

Business representatives that have been appointed to the WIB are from the following industries: Agricultural Manufacturing; Commercial/Ag. Lending; Medical Device Manufacturing; Recreation/Wellness; Banking; Health Care; Hospitals; Hospitality and Tourism; Furniture Manufacturing; Mining/Extraction; Engineering/Manufacturing; Automotive Manufacturing; Construction; Metal Manufacturing; Bio-Pharmaceutical Manufacturing; and Utilities.

Looking at available labor market information for the region and the industries represented on the WIB, it is clear that appointed WIB members represent Region 8's primary industries and employment opportunities. To ensure geographic diversity, all counties in the Region have at least 2 business representatives on the WIB. Since they are larger in population and provide more business opportunities, Monroe and Lawrence Counties each have three business representatives on the Board.

- **If the WIB's Bylaws have been changed throughout PY 2011, attach a copy of the bylaws. If no changes have been made, indicate how the public may obtain a copy of the bylaws.**

The Bylaws have been changed to reflect the transition from a Regional Workforce Board to a WIB. A copy of the revised WIB Bylaws is included as Attachment 12 to this document. The public may access a copy of these bylaws through the Archives section of the Board's website at www.southcentral8.org.

- **Provide a description of the WIB/RWB’s support and administrative staffing**
 - **Complete a chart in Word indicating the compensation of the top five paid individuals employed by the RWB, One Stop Operator, Regional Operator, Fiscal Agent, or WIA Service Providers that utilize WIA local funds.**

Executive Compensation

	Staff Person Name	Salary	Benefits	Bonuses	Total Annual Compensation
1	Shannon Laurent	\$96, 158	-0-	-0-	\$96,158
2	John Corcoran	\$94,792	-0-	-0-	\$94,792
3	Tina Judd	\$92,254	-0-	-0-	\$92.254
4	Robin Branch	\$60,000	\$21,300	-0-	\$81,300
5	Richard Rampley	\$70,242	-0-	-0-	\$70,242

Compensation Notes:

1. CLJ Associates LLC pays no benefits such as health, dental or life insurance; disability; retirement; vacation, sick or holiday pay; FICA and all federal, state and local income tax etc. In lieu of the standard fringe benefit package which often equates to approximately 30% of salary, CLJ partners must pay for these benefits from their salary.
2. Corcoran, Laurent, Judd are Members of CLJ Associates LLC (Regional Operator).
3. CLJ Associates LLC Members salary is net after Overhead, Travel, Supplies and other expenses.
4. CLJ Associates LLC Members are responsible for Self-Employment Tax and any individual contributions to a SIMPLE retirement plan.
5. Rampley is an owner of Rampley Consulting (contracted Region 8 WorkOne Coordinator)
Rampley is self employed and is responsible for all self employment taxes and overhead expenses including travel.
6. Robin Branch is an employee of Vincennes University (Service Provider Director)

The South Central Region 8 Workforce Board, Inc. has no employees.

- **Attach WIB/RWB Organization Chart, and provide a brief description of the key responsibilities of all WIB or Regional Operator staff persons**

The following is a flow chart of the Region 8 governance structure. The key responsibilities of individuals providing staff support to the RWB are as follows:

Regional Operator – CLJ Associates, LLC

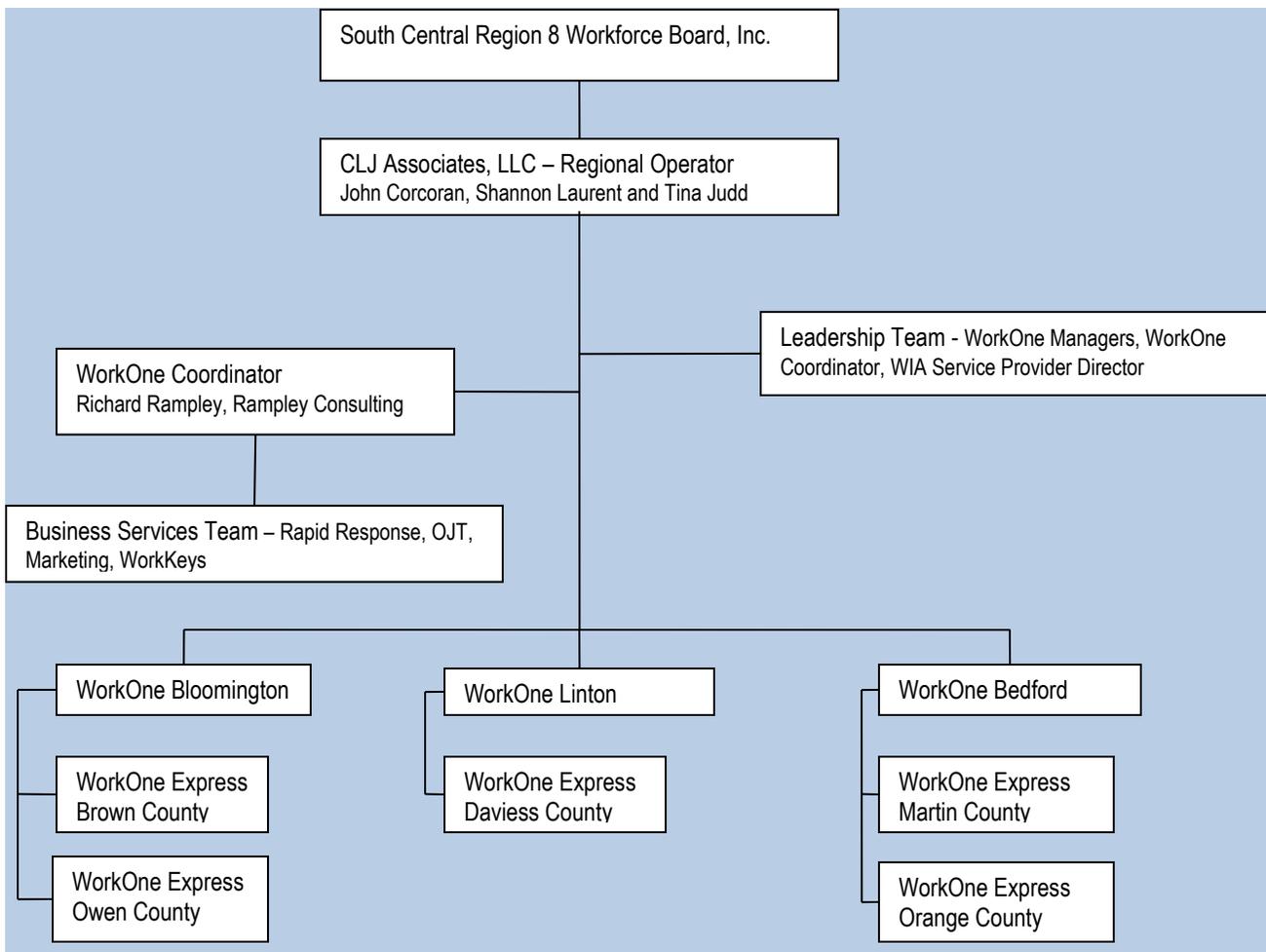
John Corcoran – Board Maintenance, Minutes, Agendas, Regional Elected Official contact, Primary DWD Contact, CLJ Accounting, Procurement, Monitoring, Invoice Approval, EO Officer

Shannon Laurent – WorkOne Operations, Monitoring, Leadership Team Chair, Operations Reports to Board, Primary Youth Program Contact, CLJ Budget, Plan/Grant Writer, Primary Adult Education Liaison

Tina Judd – Data Management, Case Management Elite User, Monitoring, Service Provider Training, Continuous Monitoring of Service Provider Data

WorkOne Coordinator – Rampley Consulting

Richard Rampley – Business Consultant, Leadership for Business Services Team, Coordinates WorkOne Activities, Rapid Response, JOBS, Marketing to Employers



- **Identify who the area's One-Stop Operator (OSO) is and what its roles and responsibilities are, and describe the OSO designation process.**

CLJ Associates, LLC will serve as the Regional Operator and the One-Stop Operator for Region 8. As Regional Operator, CLJ Associates supports the Board in fulfilling its responsibilities and carrying out its duties. Representatives of CLJ Associates will also work in coordination with the WIB's Fiscal Agent to jointly develop regional budgets, prepare grant packages, review invoices for payment, and ensure that the WIB receives sufficient financial reports to effectively oversee the management of the funds that support the WorkOne system.

As One-Stop Operator, CLJ Associates will take responsibility for the day to day management and oversight of the WorkOne Centers and WorkOne Express sites so the Board can focus on its broader role of regional planning and oversight of the workforce system. CLJ Associates will also serve as the connection between the Board and WorkOne clients by keeping the Board members informed of significant accomplishments and challenges faced by customers and service providers.

CLJ Associates will maintain current knowledge of local, state and national workforce development key issues and will keep the Board apprised of any policy changes or planned initiatives that will have an impact upon local workforce development efforts.

CLJ Associates was selected to serve as Regional Operator/One-Stop Operator through a competitive procurement conducted by the Board in October 2011. CLJ was awarded a contract for the period of July 1, 2012 to June 30, 2014 with an optional one year renewal based on performance. The availability of the RFP was advertised in regional newspapers, on the websites of both DWD and the Board, and all current Regional Operators in Indiana were made aware of the opportunity to bid. As a result of this procurement, the Board selected CLJ Associates, LLC as the Regional Operator and the Joint Workforce Investment Board and DWD have given the necessary approvals for this selection. On 5/22/13, the WIB approved the selection of the Regional Operator and agreed to assume the existing contract.

- **Identify what WIA services and activities will be awarded through competitive grants within the local area, and briefly describe the competitive process that was or will be utilized within each competition.**

- **OneStop Operator?**
- **WIA Youth Service Providers?**
- **WIA Adult Service Providers?**
- **WIA Dislocated Worker Providers?**
- **Other?**

(Response should not exceed two pages)

Regional Operator – The Department of Workforce Development has developed a Request for Proposal template and procedure to be used by Regional Workforce Boards in Indiana. Using this RFP format, the Board conducted a competitive procurement for a Regional Operator in October 2011 for the contract period July 1, 2012 to June 30, 2014 with an optional one year renewal based on performance. The availability of the RFP was advertised in regional newspapers and on the DWD and RWB websites, and all current Regional Operators in Indiana were made aware of the opportunity to bid. As a result of this procurement, the Board selected CLJ Associates, LLC as the Regional Operator and the Joint Workforce Investment Board and DWD have given the necessary approvals for this selection. On 5/22/13, the WIB approved the selection of the Regional Operator and agreed to assume the existing contract.

WIA Adult, Dislocated Worker, and Youth Service Provider – The South Central Region 8 Workforce Board, Inc. conducted a competitive procurement for a WIA Adult, Dislocated Worker, and Youth Service Provider in January 2012. The availability of the RFP was emailed to current Regional Operators and other qualified entities, advertised in regional newspapers and in the Indianapolis Star, posted on the DWD and RWB websites, and provided to the National Association of Workforce Development Professionals (NAWDP) for distribution to their members. As a result of this procurement, Vincennes University was awarded the contract for the period July 1, 2012 to June 30, 2014 with an optional one year renewal based on performance. This selection was approved by the JWIB. On 5/22/13, the WIB approved the selection of the Service Provider and agreed to assume the existing contract.

WorkOne Coordinator – The South Central Region 8 Workforce Board, Inc. has competitively solicited for the services of a WorkOne Coordinator on three occasions. In all three instances the contract was awarded to Rampley Consulting. The most recent procurement was conducted in January 2012. Rampley Consulting is responsible for coordinating the WorkOne activities in the Regions' eight counties. The Board maintains a WorkOne office in each of the eight counties of Region 8. The WorkOne Coordinator also acts as the Business Consultant in Region 8. On 5/22/13, the WIB approved the selection of the WorkOne Coordinator and agreed to assume the existing contract.

Other Services – The Board may procure goods and services through its procurement policy. This policy requires the use of competitive procurement processes or in the case of small purchases, quotes or catalog pricing are acceptable.

- **Describe the process the WIB/RWB utilizes to monitor any services/activities it procures, including WIA Service Provider (*Response should not exceed one page*)**

The South Central Region 8 Workforce Board, Inc. contracts with the Regional Operator to conduct programmatic oversight and monitoring of all WorkOne activities in the Region. The Board contracts with the Fiscal Agent, Crowe Horwath to account for funds and monitor the financial management of each contractor. The service provider and other contractors are monitored financially and programmatically at least once per Program Year (July 1 to June 30) by the Regional Operator and the Fiscal Agent. In addition, the Regional Operator provides on-going monitoring by regularly reviewing data entered into the participant tracking system mandated by DWD.

The Regional Operator and Fiscal Agent utilize compliance guides developed specifically for Workforce Investment Act activities. As a result of the annual monitoring, a compliance report is developed and issued to the contractor and the Board by the Fiscal Agent and the Regional Operator. Findings are presented with recommendations for improvement in the report. Contractors are required to take corrective actions in some cases to resolve the monitoring findings. The Board through its Regional Operator maintains a written monitoring policy.

In addition to being monitored by the Regional Operator and Fiscal Agent, the current WIA service provider (Vincennes University) is audited annually by the State Board of Accounts. The Regional Operator and the Board reviews and resolves the Vincennes University audit in accordance with procedures established by DWD.

The Regional Operator financial system is monitored by the Fiscal Agent and audited by the Board selected auditor each year. The Department of Workforce Development conducts annual monitoring of the Regional Operator and the Workforce Board. The audits of the Board, Regional Operator and Service Provider are presented to the Board when completed along with recommendations for improvement if required.

- **How does the WIB/RWB eliminate real or perceived conflict of interest in developing RFPs, scoring proposals, and issuing grant awards?**
(Response should not exceed one-half page)

The Regional Workforce Board does not allow a financially interested individual or entity that appears to be conflicted, or who is a likely bidder, to participate in the drafting of specifications for a solicitation for proposals. If an individual or entity participates in the drafting of proposal specifications, that individual or entity will be precluded from bidding. Individuals with a real or perceived conflict of interest are asked to leave the room when the Board is discussing the award or solicitation of proposals, or the specifications of a future solicitation. If an individual is conflicted either in fact or in appearance, that individual and the entity they represent will be precluded from bidding.

The Board avoids conflicts of interest and the appearance of conflicts through the Code of By-Laws and an annual disclosure of economic interests. If a conflict is discovered, it will be reported to the Board and DWD in accordance with DWD policy 2007-33. When a new Director is appointed to the Board, the Regional Operator provides an orientation and education session which includes the Statement of Economic interests, Code of By-Laws and the avoidance of conflicts of interest and the appearance of conflicts of interest.

7) Program Contact Lists and Signature Page

- **Provide the name and contact information of the WIB/RWB’s primary contact persons for the following:**

WIA Adult and Dislocated Worker Programs	John Corcoran, CLJ Associates, LLC corcoranjfc@msn.com
WIA Youth Programs	Shannon Laurent, CLJ Associates, LLC slaurent@hotmail.com
Adult Education Programs	Shannon Laurent, CLJ Associates, LLC
Fiscal Management	Jackie Zangrilli, Crowe-Horwath LLP jaqueline.zangrilli@crowehorwath.com
Electronic/Information systems	Shannon Laurent, CLJ Associates, LLC
Data Collection/performance	Tina Judd, CLJ Associates, LLC juddtina@yahoo.com
WIA Equal Opportunity Officer	John Corcoran, CLJ Associates, LLC
WIA Program Complaints	Tina Judd, CLJ Associates, LLC

CLJ Associates LLC
2597 West Vernal Pike
Bloomington, IN 47404
Phone: 812-332-4496

Jackie Zangrilli
Crowe Horwath LLP
3815 River Crossing Parkway, Suite 300
P.O. Box 40977
Indianapolis, IN 46240-0977
Phone: 317-208-2511

- **The Local Workforce Investment Plan must be signed and dated by the following (include printed name and title, and contact information):**
 - **Workforce Investment Board/Regional Workforce Board Chairperson**
 - **Chief Elected Official**

A new signature sheet has been included for PY'13.

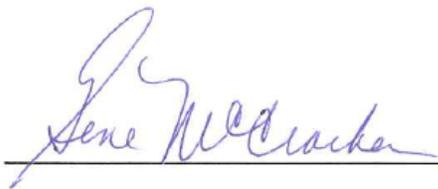
Signature Page



5/22/13

Date

Dee Richards, WIB Chair
South Central Region 8 Workforce Board, Inc.
First Merchants Bank
189 Commercial Drive
P.O. Box 1758
Nashville, IN 47448
812-988-1200
drichards@firstmerchants.com



5/22/13

Date

Mr. Gene McCracken, President
Lawrence County Council
1116 16th Street
Bedford, IN 47421
Phone 812-275-4493
economic@hpcisp.com

Attachments to be included

Note: Attachments 1 and 8 have been revised since the publication of the PY'12 Plan. Attachments 9, 10, 11 and 12 have been added for PY'13 to reflect the transition to a WIB.

Attachment 1 – RWB Demand Occupations List

When viewing the plan electronically, this document is included in the Word file titled Local Plan Attachments 2013 Reg 8 included with this plan.

Attachment 2 – Program Year 2012 WIA Adult and Dislocated Worker Services Matrix

When viewing the plan electronically, this document is included in the Excel file titled Local Plan Attachments 2012 Reg 8 included with this plan.

Attachment 3 – Program Year 2011 WIA Adult and Dislocated Worker Services Matrix - Results

When viewing the plan electronically, this document is included in the Excel file titled Local Plan Attachments 2012 Reg 8 included with this plan.

Attachment 4 – Program Year 2012 WIA Youth Services Matrix

When viewing the plan electronically, this document is included in the Excel file titled Local Plan Attachments 2012 Reg 8 included with this plan.

Attachment 5 – Program Year 2011 WIA Youth Services Matrix - Results

When viewing the plan electronically, this document is included in the Excel file titled Local Plan Attachments 2012 Reg 8 included with this plan.

Attachment 6 – Key RWB Partners Matrix

When viewing the plan electronically, this document is included in the Excel file titled Local Plan 2012 Reg 8 Key RWB Partnership Matrix included with this plan.

Attachment 7 – RWB Budget and Service Provider Budgets

When viewing the plan electronically, this document is included in the Excel file titled Local Plan 2012 Reg 8 Budget Forms included with this plan.

Attachment 8 – WIB Travel Policy

When viewing the plan electronically, this document is included in the Word file titled Local Plan Attachments 2013 Reg 8 included with this plan.

Attachment 9 – One-Stop Partner MOUs

When viewing the plan electronically, this document is included in the PDF file titled Plan attachments 9 to 12.

Attachment 10 – Local Elected Officials Agreement

When viewing the plan electronically, this document is included in the PDF file titled Plan attachments 9 to 12.

Attachment 11 – County Chief Elected Officials Agreement

When viewing the plan electronically, this document is included in the PDF file titled Plan attachments 9 to 12.

Attachment 12 – WIB Bylaws

When viewing the plan electronically, this document is included in the PDF file titled Plan attachments 9 to 12.

PY'13 Addendum to Local Plan

1) Describe how the WIB focuses its strategies and/or services to “targeted” business sectors (i.e. advanced manufacturing, health care, information technology.)

Response should include the following details:

- **Explain the process and information utilized by the WIB to identify the targeted sector(s);**
- **Explain the history (or the foreseen future) of the sector(s) in the local area, and why it is targeted;**
- **Does the WIB oversee any special initiatives or grant programs, such as career pathways development, aimed at providing services to, or partnering with, targeted business sectors?**
- **Does the WIB allocate any specific resources to serving this sector?**
- **Explain how, and if, the WIB provides any priority of training or services to be delivered to the sector(s)**
- **Describe any partnership efforts surrounding the sector(s) in which the WIB participates.**

According to data from the Quarterly Census of Employment and Wages from DWD for the third quarter of 2012, there are 114,068 jobs in Region 8 and the average weekly wage for the region is \$692 per week. Based upon discussions with economic development representatives throughout the region, and a review of labor market information, the WIB has identified four business sectors that are significant to the economy of Region 8: Health Care; Manufacturing; Life Sciences; and Professional, Scientific, and Technical jobs, many of which support NSA Crane. All four of these sectors have historically been important to the regional economy, and they continue to be key industries that provide large numbers of high wage jobs to local workers.

Manufacturing jobs account for 13% (14,758) of the jobs within the region. While the manufacturing sector within the region has not shown significant growth in recent years, it remains critical to the current and future labor force within the region due to the large number of job opportunities it provides. With average weekly wages of \$806, manufacturing jobs also offer workers an opportunity to earn wages that are above-average for the region.

The manufacturing sector within the region is comprised of two distinct types of manufacturing. Companies such as General Electric, Printpak, Berry Plastics, TASUS, GM Powertrain, ModusLink, Pluto Corporation, GPC, Perdue Farms, Paoli Inc., Lehigh Cement, National Gypsum, Hartman USA and numerous other companies provide important advanced manufacturing/processing jobs that produce goods for consumers. Bio-manufacturing companies including Cook Medical, Cook Urological, Cook Pharmica, Baxter Pharmaceuticals, and Boston Scientific provide a variety of jobs related to the production of medical products for the life sciences industry. The number of diverse manufacturing companies located within the region offers workers a wide array of career opportunities within the manufacturing sector.

Health care jobs represent 10% (11,401) of the region’s employment opportunities. In reality, the number of health care jobs is even larger since available labor market information does not include jobs at hospitals in the data for this sector. The health care sector has historically been a source of many good-paying jobs in the region and these occupations will continue to have a significant number of job openings each year according to DWD’s Long Term Occupational Projections through 2018. Numerous employers including IU Health (Bloomington, Bedford, and Paoli), Premier Health, Greene Co. Hospital, Daviess Co. Hospital, Garden Villa, Life Designs, Centerstone, Stonebelt, Brown Co. Health and Living, and various other health care facilities provide much needed career opportunities that pay above average wages of \$762 per week.

The Professional, Scientific, & Technical (PS&T) category includes many of the jobs needed to support NSA Crane and its defense contractors. Since the 1960's Crane has been an important part of the regional economy, and it is estimated that Crane contributes over \$ 2 million per day to Indiana's economy. Providing more than 6,000 jobs in Region 8, NSA Crane and its contractors are key to the economic success of the region and its labor force. The average wage for all PS&T jobs in Region 8 is \$1031 per week, nearly 150% of the average weekly wage for the region. In addition to NSWC Crane and Crane Army Ammunition Activity, defense contractors including SAIC, EG&G, Technology Service Corp., Tri-Star Engineering, STIMULUS Engineering, Envisage, Smithville Digital, and CACI provide numerous career opportunities for local workers.

Although the WIB does not oversee any special grant programs or allocate a specific amount of resources to these sectors, services to these sectors is a priority of the WorkOne system in Region 8.

The WIB directs its Regional Operator to review labor market information annually and identify high wage occupations that are in demand within Region 8. WIA-funded tuition assistance is provided only to customers who are preparing for one of the careers on this demand occupation list. Due to the significance of the targeted business sectors mentioned previously, numerous careers from these sectors are included on the demand occupation list in an effort to assist local employers in these sectors who are seeking qualified applicants.

The WorkOne Business Services Team places increased importance on businesses within these sectors. Staff members make special efforts to contact these employers and provide services including recruitment activities, job fairs, labor market information and any additional services that are of benefit to the employers.

WorkOne staff promotes these companies and their available jobs to qualified job seekers. In addition, priority is given to providing WorkKeys assessments for employers in the targeted sectors. Many of these companies have been identified by the WorkOne system as premier employers, and a specific staff person has been assigned to provide individual assistance to them.

Representatives of the WIB and staff of the WorkOne system participate as appropriate in partnership efforts, job fairs, and economic development activities designed to support these sectors. More information about the WIB's partnerships with specific industry-focused groups is included in Item number 2 below.

2) Describe how the WIB partners with economic development entities or other business or industry-focused groups (i.e. BioCrossroads, Conexus, Project Lead the Way) within the local area.

Response should include the following details:

- **What role does the WIB play with the partnership?**
- **Describe how the WIB partners with any regional economic development entities or partnerships within the local area;**
- **Describe any areas of focus, sector strategies, or outcomes that the WIB and local or regional economic development entities share.**

The WIB in Region 8 seeks to provide broad support to economic development organizations and initiatives throughout the region. Through its oversight of the WorkOne system, the WIB has instructed the Regional Operator and WorkOne staff to develop a Business Services Team to serve area employers and develop a strong partnership between the WorkOne system and local economic development representatives.

The Regional Business Services Team is comprised of staff throughout the region. Many members of this team serve on local economic development committees, task forces or work groups. Each WorkOne Center has developed a relationship with their local economic development organization, and several staff serve on the local economic development board. WorkOne staff regularly share employment information, work on attraction and retention strategies, conduct job fairs and other hiring events, provide information for grant requests, and generally support economic development activities in their communities. A number of WIB members also participate actively in local economic development activities serving as members of various committees and boards.

WIB members, the Regional Operator and WorkOne staff also work to support the activities of several industry-focused groups in the region. Regional partnerships have been developed with a number of these groups including:

Radius Indiana is a regional economic development organization serving eight counties, five of which are located within Region 8. A primary focus of this group is economic development centered around the NSA Crane area and related military, federal employment, and defense contractor opportunities. The Business Services Team and the Regional Operator communicate regularly with Radius leadership to identify joint issues and develop new partnering opportunities.

Area Health Education Careers (AHEC) is a regional Health Care education association focused upon providing increased awareness at all educational levels including elementary, middle, secondary, and post-secondary schools about Health Care career opportunities. Several WorkOne staff serve on the AHEC Board, and information is regularly exchanged to allow WorkOne staff and AHEC members to identify opportunities for coordination.

Bloomington Life Sciences Partnership (BLSP) is a regional partnership that focuses upon retention and expansion of business services for Life Science companies. BLSP is led by the Bloomington Economic Development Corporation (BEDC). A web site is maintained to allow members access to related information. The Regional Business Services Consultant and members of the WorkOne Business Services Team regularly provide job information, assist employers, and participate in joint activities with the BLSP such as job fairs and other promotional events.

Bloomington Tech Partnership (BTP) is a regional partnership focused on development and retention of Information Technology companies. BTP is a connected service of BEDC that has a technology job board. Members of the WorkOne Business Services Team regularly work with the BTP to provide labor market information and to assist with recruitment of potential candidates.

Operation Job Ready Veterans (OJRV) is an organization (formerly known as CLEC) whose mission is to assist all veterans, and especially disabled veterans in gaining employment. Since NSA Crane is located within Region 8, the focus of OJRV is primarily upon helping veterans to secure federal employment or to be hired by a defense contractor. OJRV also seeks to provide priority referrals to veterans for any job postings in the Region. Regular meetings between OJRV and Region 8 WorkOne staff will continue to be conducted to provide a coordinated effort in serving veterans.

Attachment 1

Demand Occupation List

Region 8 Demand Occupation List (Revised 05/22/13)

	Management Occupations	Education/Training
11-9000	Other Management Occupations	Bachelor's or higher degree, plus work experience
	Business and Financial Operations	
13-1000	Business Operations Specialists	Bachelor's degree
13-2011	Accountants and Auditors	Bachelor's degree
	Computer and Mathematical Occupations	
15-1000	Computer Specialists	Associate degree or Bachelor's degree
	Architecture and Engineering Occupations	
17-2000	Engineers	Bachelor's degree
17-3000	Drafters, Engineering and Mapping Technicians	Associate degree
	Life, Physical, and Social Science Occupations	
19-2031	Chemists	Bachelor's degree
19-4000	Life, Physical and Social Science Technicians	Associate degree or Bachelor's degree
	Community and Social Services	
21-1000	Counselors, Social Workers, Other Community and Soc Svc Specialists	Bachelor's degree or Master's degree
	Education, Training, and Library Occupations	
25-2000	Primary, Secondary, and Special Education School Teachers	Bachelor's degree
	Healthcare Practitioners and Technical Occupations	
29-1111	Registered Nurses	Associate degree
29-1124	Radiation Therapist	Associate degree
29-1126	Respiratory Therapists	Associate degree
29-2011	Medical and Clinical Laboratory Technologists	Bachelor's degree
29-2012	Medical and Clinical Laboratory Technicians (Phlebotomists are NOT considered in demand)	Associate degree
29-2021	Dental Hygienists	Associate degree
29-2031	Cardio Vascular Technologists and Technicians	Associate degree
29-2032	Diagnostic Medical Sonographer	Associate degree
29-2034	Radiologic Technologists and Technicians	Associate degree
29-2041	Paramedics (Emergency Medical Technicians are NOT considered in demand)	Postsecondary vocational training
29-2055	Surgical Technologists	Postsecondary vocational training
29-2061	Licensed Practical and Licensed Vocational Nurses	Postsecondary vocational training
29-2071	Medical Records and Health Information Technicians	Associate degree

Healthcare Support Occupations		
31-2011	Occupational Therapist Assistants	Associate degree
31-2021	Physical Therapist Assistants	Associate degree
31-9091	Dental Assistants	Moderate-term on-the-job training
31-9092	Medical Assistants	Moderate-term on-the-job training

Protective Service		
33-2011	Fire Fighters	Long-term on-the-job training
33-3051	Police and Sheriff's Patrol Officers	Long-term on-the-job training

Office and Administrative Support Occupations		
43-3031	Bookkeeping, Accounting, and Auditing Clerks	Moderate-term on-the-job training or Associate degree
43-6011	Executive Secretaries and Administrative Assistants	Work experience in a related occupation
43-6012	Legal Secretaries	Moderate-term on-the-job training or Associate degree
43-6013	Medical Secretaries	Moderate-term on-the-job training or Associate degree

Construction and Extraction Occupations		
47-2031	Carpenters	Long-term on-the-job training
47-2073	Operating Engineers and Other Construction Equipment Operators	Moderate-term on-the-job training
47-2111	Electricians	Long-term on-the-job training
47-2152	Plumbers, Pipefitters, and Steamfitters	Long-term on-the-job training

Installation, Maintenance, and Repair Occupations		
49-3023	Automotive Service Technicians and Mechanics	Postsecondary vocational training
49-3031	Bus, Truck Mechanics, Diesel Engine Specialists	Postsecondary vocational training
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Long-term on-the-job training
49-9041	Industrial Machinery Mechanics	Long-term on-the-job training

Installation, Maintenance, and Repair Occupations		
51-4011	Computer Controlled Machine Tool Operators, Metal and Plastic	Moderate-term on-the-job training
51-4041	Machinists	Long-term on-the-job training
51-4121	Welders, Cutters, Solderers, Brazers	Postsecondary vocational training

Transportation and Material Moving Occupations		
53-3032	Truck Drivers, Heavy and Tractor-Trailer	Moderate-term on-the-job training or postsecondary vocational training
53-3033	Truck Drivers, Light or Delivery Services	Moderate-term on-the-job training

Special Exceptions

ONET Code 31-1012 (Nursing Aides, Orderlies, and Attendants) has been removed from the list as these occupations are no longer considered to be in demand in Region 8. However, a special exception request can be submitted to provide Certified Nursing Assistant (CNA) training to specific clients as long as this decision and been properly justified and documented. Staff should follow the existing CNA exception procedure to request approval to fund CNA training.

PY 2012 Planned Participation Snapshot

	Total Unique Planned Participants	Adult	DW	Co-Enrolled Adult and DW
	12000	12000*	450*	450*
* see note at bottom of page				

PY2012 Planned Participation and Services Detail

Activity	Description	Annual Participation Target			Target	
		Adult	DW	Co-Enrolled Out-of-School Youth	Adult	DW
Orientation Workshop	<ul style="list-style-type: none"> •Frequency: At least 1 time per week in each full service WorkOne office and at least 1 time per month in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. The region will explore providing by video as well. •Objective: Increased awareness of services provided by WorkOne •Anticipated Learning Outcomes: Participants will be aware of all available services and the best way to access them. 	8000	350	25	8000	350
Resume Workshop	<ul style="list-style-type: none"> •Frequency: At least 1 time per month in each full service WorkOne and at least bi-monthly in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge of how to create a resume. •Anticipated Learning Outcomes: How to produce a resume and cover letter, different resume styles, and how to best present key skills in a resume, tips for making a resume more effective. 	1200	120	15	1200	120
Interviewing Workshop	<ul style="list-style-type: none"> •Frequency: At least 1 time per month in each full service WorkOne and at least bi-monthly in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge of how to be successful in a job interview. •Anticipated Learning Outcomes: How to dress for success, answer common interview questions, highlight key skills, and communicate effectively in an interview. 	500	50	5	500	50
Career Interest Workshop	<ul style="list-style-type: none"> •Frequency: At least 1 time per month in each full service WorkOne and at least bi-monthly in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge of available career options. •Anticipated Learning Outcomes: Increased understanding of LMI, skill requirements, and work expectations of various careers. 	600	60	15	600	60

Core Services	Job Search Workshop <ul style="list-style-type: none"> •Frequency: At least 1 time per month in each full service WorkOne and at least bi-monthly in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge of job search techniques. •Anticipated Learning Outcomes: Knowledge of job search techniques, use of Indiana Career Connect, completing paper and online applications, and locating job opportunities. 	600	60	10	600	60
	UI Workshop <ul style="list-style-type: none"> •Frequency: At least 4 times per month in each full service WorkOne office in the region. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge about UI. •Anticipated Learning Outcomes: Learn UI processes and procedures, voucher completion, and job search requirements for UI claimants. 	3200	350	5	3200	350
	Healthy Lifestyles Workshop <ul style="list-style-type: none"> •Frequency: At least 1 time per month in each full service WorkOne and at least quarterly in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge about how to live a healthy life. •Anticipated Learning Outcomes: Better understanding of the importance of nutrition, diet, exercise, and healthy living habits and how these can affect career success and finances. 	120	12	5	120	12
	Digital Literacy Workshop <ul style="list-style-type: none"> •Frequency: At least 1 time per month in each WorkOne office in the region. •Delivery Mechanism: Staff presentation in group or individual setting with hands on access to computer. •Objective: Increased knowledge of basic computer skills. •Anticipated Learning Outcomes: Basic knowledge of computer keyboard and mouse skills, as well as basic use of Word and Excel. 	750	75	10	1500	150
	Financial Literacy Workshop <ul style="list-style-type: none"> •Frequency: At least 1 time per month in each full service WorkOne and at least bi-monthly in WorkOne Express offices. •Delivery Mechanism: Staff presentation in group or individual setting. •Objective: Increased knowledge of basic budgeting and financial management skills. •Anticipated Learning Outcomes: Basic knowledge of how to create and follow a budget, checking and savings accounts, credit cards and mortgages, interest rates, and tips on managing and saving money. 	240	24	15	240	24

	Work Readiness Workshop	<p>•Frequency: At least 1 time per month in each full service WorkOne office and at least bi-monthly in WorkOne Express offices.</p> <p>•Delivery Mechanism: Staff presentation in group or individual setting.</p> <p>•Objective: Increased knowledge of skills needed to be successful at work.</p> <p>•Anticipated Learning Outcomes: Understanding the importance of attendance, punctuality, effort, job performance, attitude, cooperation, communication, honesty, accepting criticism and instruction, interpersonal skills, time and stress management and customer service.</p>	300	30	10	300	30
	Other Workshops	<p>Introduction to Federal Employment</p> <p>•Frequency: At least 1 time per month in each full service WorkOne office.</p> <p>•Delivery Mechanism: Staff presentation in group or individual setting.</p> <p>•Objective: Increased knowledge of federal employment opportunities.</p> <p>•Anticipated Learning Outcomes: Improved understanding to how to apply for federal employment and the procedures and expectations that apply to federal employees.</p>	120	30	5	120	30
	Other Core Services	No other core services have been identified.					
Intensive Services	Case Mgmt	It is anticipated that the number of case managers will be a total of 21.25 FTE in the region. Case managers will fully enroll customers, recommend assessments, establish relationships with customers, provide on-going intensive services and assistance as needed and follow-up services.	3200	320	80	N/A	N/A
	Counseling	It is anticipated that the number of academic and career counselors will be a total of 7 FTE in the region. Academic and Career Counselors will administer and interpret assessments and help clients determine next steps. They will also develop relationships with academic institutions and ABE instructors. Counseling will not routinely be conducted in a group setting, but will be an option when needed such as in the case of large dislocations.	1600	160	50	3200	320
	Prevocational Training	Microsoft Office certification training that leads to a credential will be offered in WorkOne offices throughout the region. The rationale for offering the workshop is based upon the popularity and success of the current digital literacy workshops, and the needs of local employers to hire individuals with computer skills.	20	5	2	20	5
	Intensive-Level Workshops	No intensive level workshops are planned.					
	ITAs	In accordance with local policy, the following restrictions apply: The course of study must be on the state eligible training provider list; the customer must maintain a GPA of at least 2.0 on a 4.0 scale; and the occupation for which training is provided must be on the local demand occupation list. ITA limits are \$4,500 per person per program year, and individual funding limits (including training and supportive assistance combined) are \$5,000 per program year for WIA Adult funds and \$7,000 per program year for WIA Dislocated Worker funds.	375	160	40	375	160

Training	GED Plus	The region offers GED+ certifications in the following career areas: Welding, CDL, CNA, Computer Support Specialist (A+), Administrative Asst. (IC3) and Dental Asst. Individuals attending training must be enrolled in both WIA and Adult Education. Minimum TABE scores have been established for each training, and training must be listed on INTraining.	20	5	5	20	5
	OJT	In accordance with local policy, the following restrictions apply: OJT reimbursement is limited to 40 hours per week; OJT must not exceed 6 months in length, the job must pay at least \$10 per hour; and individual funding limits (including training and supportive assistance combined) are \$5,000 per program year for WIA Adult funds and \$7,000 per program year for WIA Dislocated Worker funds.	5	3	0	5	3
Other Activities or Programs	Supportive Services	In accordance with local policy, the following restrictions apply: customer must be enrolled in staff assisted core, intensive or training level services; must have documentation of financial need; the assistance must not be available from any other program; and individual funding limits (including training and supportive assistance combined) are \$5,000 per program year for WIA Adult funds and \$7,000 per program year for WIA Dislocated Worker funds.	400	100	40	800	200
	Business Services	Business services for employers include technical assistance with Indiana Career Connect, applicant screening and referral, job fairs, labor market information, and WorkKeys assessments. A more detailed description of available business services is contained in the plan narrative. There are approximately 5 full time equivalents spread amongst several staff dedicated to business services.					
	Staff Development	Staff development is conducted in a variety of ways including regular staff meetings with office managers, participation in DWD sponsored trainings, and individual or small group trainings on specific topics conducted by subject matter experts within the region. There will be at least one staff training session conducted each quarter.					
	Other	No other programs are planned.					
	Administrative Activities	WIA Administrative funds will be used to support the costs of the fiscal agent, a portion of the Regional Operator costs, and the RWB costs. After those obligations have been met, the RWB will use the remaining administrative funds to support additional activities designed to benefit WorkOne customers.					
Admin Costs	Totals	Total Core	12000	450	90	16380	1236
	Total Intensive	3200	320	80	3220	325	
	Total Training	400	168	45	400	168	
	Total Other	0	0	0	800	200	
	Grand Totals	11460	450	90	20800	1929	

*NOTE: It is anticipated that a total of 12,000 individuals will be enrolled. Co-enrolled enrollments are counted in each program in which they are enrolled. WIA Adult and Dislocated Worker programs are delivered as part of an integrated service delivery model. Some activities such as TrackOne data entry, workshops, case management, counseling, business services, and staff development are delivered in accordance with partner programs and resources including local DWD staff time.

Case Management will be provided, however, service numbers are listed as N/A since case management is not a "service" that is reported in TrackOne.

PY2011 Adult and Dislocated Worker Participation Overview				
	Total Unique Partipants	Adult	DW	Co-Enrolled Adult and DW
	2138	2082	301	245

PY2011 Annual Participation and Service Detail (Through March 30, 2012)

	Activity	Adult		DW		School Youth		Notes
		Planned (PY2011)	Actual (Through Mar 30, 2012)	Planned (PY2011)	Actual (Through Mar 30, 2012)	Planned (PY2011)	Actual (Through Mar 30, 2012)	
Core Services	Orientation Workshop	10000	4711	800	189	150	18	
	Resume Workshop	1200	683	100	44	50	8	
	Interviewing Workshop	300	357	25	21	20	3	
	Career Interest Workshop	900	305	70	39	50	8	
	Job Search Workshop	600	381	50	46	20	3	
	UI Workshop	4000	2082	1000	91	20	0	
	Healthy Lifestyles Workshop	120	84	10	13	8	1	
	Digital Literacy Workshop	750	487	63	41	50	1	
	Financial Literacy Workshop	240	136	20	15	20	5	
	Work Readiness Workshop	300	86	25	10	20	3	
	Other Workshops (Add additional rows as necessary)	200	216	20	23	0	2	
	Other Core Services (Add additional rows as necessary)							

Intensive Services	Case Mgmt	4000	2068	400	301	200	188	
	Counseling	2000	980	250	158	150	49	
	Prevocational Training	40	0	5	1	0	0	
	Intensive-Level Workshops	500	0	100	0	50	0	
Training	ITAs	750	221	150	62	50	30	
	OJT	25	0	10	5	5	0	
Other Activities	Supportive Services	1000	268	175	50	75	32	
	Other							
Totals	Core	18610	9528	2183	532	408	52	
	Intensive	6540	3048	755	460	400	237	
	Training	775	221	160	67	55	30	
	Other	1000	268	175	50	75	32	
Grand Total		12000	2082	1000	301	200	245	

*NOTE: WIA Adult and Dislocated Worker programs are delivered as part of an integrated service delivery model. Some activities such as TrackOne data entry, workshops, case management, counseling, business services, and staff development are delivered in accordance with partner programs and resources including local DWD staff time. Planned figures for PY'11 were established prior to implementation of the DWD Customer Flow policy.

PY2011 WIA Youth Participation Overview (Through March 30, 2012)

Total Unique Participants	In-School Youth	Out-of-School Youth
188	114	74

PY2011 Annual Participation and Service Detail (Through March 30, 2012)

Program/ Activity	% WIA Youth Funds to be Utilized				Annual Participation (PY2011)				Notes
	In-School		Out-of-School		In-School		Out-of-School		
	Planned (PY2011)	Actual (Through Mar 30, 2012)	Planned (PY2011)	Actual (Through Mar 30, 2012)	Planned (PY2011)	Actual (Through Mar 30, 2012)	Planned (PY2011)	Actual (Through Mar 30, 2012)	
Jobs for America's Graduates (JAG)	7%	6%	0%	0%	35	35	0	0	A total of \$32,464 in WIA Youth funding was spent on JAG.
Employment Programs	17%	See Note	12%	See Note	68	71	47	49	The WIA financial system does not have the capability to track staff time expenditures by activity therefore this figure is not available.
Adult Education Programs	1%	See Note	2%	See Note	10	0	35	14	The WIA financial system does not have the capability to track staff time expenditures by activity therefore this figure is not available.
Scholarships	39%	See Note	0%	See Note	136	99	70	60	A total of \$23,710 (\$14,902 in-school and \$8,808 out of school) has been spent on tuition payments for WIA youth. The WIA financial system does not have the capability to track staff time expenditures by activity therefore the total cost associated with this service is not available.
Workshops	1%	See Note	0%	See Note	73	47	31	11	The WIA financial system does not have the capability to track staff time expenditures by activity therefore this figure is not available.
Other Programs	0%	0%	0%	0%	0	0	0	0	No other programs were planned.

Attachment 6

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with WorkOne Bloomington)

Name of Partner	Description of Partnership	Shared Customers/Interests
Community Alliance of Services for Young Children (CASYS)	<ul style="list-style-type: none"> ▪ CASYS refers individuals in need of employment and or job training to WorkOne for assistance in finding careers and employment opportunities. ▪Work One refers individuals in need of child care to CASYS for enrollment and eligibility determination. ▪CASYS leases space within the WorkOne Center. 	<ul style="list-style-type: none"> ▪Both entities serve Individuals in need of child care in order for the adults to participate in employment, job search or training.
Family Solutions Inc.	<ul style="list-style-type: none"> ▪ Family Solutions refers youth who have aged out of foster care to the WorkOne. ▪ WorkOne provides assistance with employment and training needs. ▪ WorkOne and Family Solutions work together to coordinate services to mutual clients. 	<ul style="list-style-type: none"> ▪ Both entities serve youth who have aged out of foster care.
Monroe County Public Library	<ul style="list-style-type: none"> ▪ MCPL refers individuals to WorkOne for assistance in finding or jobs and training and unemployment information. ▪MCPL provides computer assistance to individuals filing for UI benefits and searching for employment on ICC and promotes Workshops and Seminars provided by WorkOne in the evenings at the Library. ▪WorkOne Management and staff serve on various Advisory Councils and Boards. 	<ul style="list-style-type: none"> ▪Both entities are interested in assisting individuals access workforce development resources in the region to properly complete UI claims, apply for jobs on ICC and participate in Job Search and other workshops. ▪Both entities are also interested in building a skilled workforce to ensure the success of individuals and businesses in the region.
South Central Community Action Program	<ul style="list-style-type: none"> ▪WorkOne provides wage information to SCCAP for client eligibility for Energy Assistance, Weatherization, and Head Start programs. ▪SCCAP refers clients to WorkOne for assistance. ▪Management serves as members of the Guiding Coalition to provide assistance to the CIRCLES initiative to move individuals out of poverty. 	<ul style="list-style-type: none"> ▪Both entities serve low income individuals who need assistance with training and/or obtaining employment.
Bloomington Housing Authority	<ul style="list-style-type: none"> ▪ BHA and Family Self Sufficiency program refers individuals in Public Housing and Section 8 housing to WorkOne for assistance in obtaining jobs, training, and other related services. ▪WorkOne provides on site assistance to individuals for enrollment during Adult Education programs, resume and other job search information and computer assistance for ICC during Job Search programs and seminars. ▪WorkOne Management and staff serves on various BHA Commissions and Boards. 	<ul style="list-style-type: none"> ▪Both entities serve Individuals with low income who need assistance obtaining or retaining employment.

Monroe County Probation Dept.	<ul style="list-style-type: none"> • Probation and Community Corrections refer individuals to WorkOne for employment counseling and assistance in job search, WOTC information and job training opportunities. • WorkOne provides consultative services to Probation and Community Correction staff in managing work search options for their participants. • WorkOne Staff and Management serve on various Probation/Community Corrections Boards and Commissions. 	<ul style="list-style-type: none"> • Both entities are interested in assisting individuals access job and training information and resources to ensure reduced recidivism in the community. • Both entities are also interested in building a skilled workforce to ensure the success of individuals and businesses in the region.
Oasis	<ul style="list-style-type: none"> • Oasis is provided access to space in the WorkOne Center to meet with ex-offenders and assist them in developing a working relationship with WorkOne staff and resources in order to utilize employment and training programs. • WorkOne refers individuals to Oasis for additional counseling and assistance. • WorkOne staff ensures individuals have access to WOTC certifications. 	<ul style="list-style-type: none"> • Both entities serve ex-offenders in their job search and preparation to reenter the workforce through training and employment opportunities.
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> • VR leases space within the WorkOne and is a full partner in the WorkOne and regularly meets with common customers and utilizes Resource Area and other available WorkOne resource to assist clients. • WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
VITAL	<ul style="list-style-type: none"> • Volunteers in Tutoring Adult Learners (VITAL) refers individuals to WorkOne for workforce development related services and coordinates with Adult Education programs in the community. • WorkOne refers individuals at low reading and comprehension levels to VITAL for one on one tutoring. • WorkOne management and staff participates in VITAL events (such as Quiz Bowl) to promote WorkOne services and assist VITAL with fundraising. 	<ul style="list-style-type: none"> • Both entities are interested in assisting low performing readers improve their skills to be more competitive in the labor force. • Both entities are also interested in the building a skilled workforce to ensure the success of businesses in the region.
Hoosier Hills Career Center	<ul style="list-style-type: none"> • WorkOne management serves as Advisory Board members to assist HHCC in determining activities and programs 	<ul style="list-style-type: none"> • Both entities are interested in building a skilled workforce from the emerging students of the Career Center to ensure the success of businesses in the region.
Monroe County Community Schools	<ul style="list-style-type: none"> • ABE program coordination exists between MCCSC and WorkOne to co-enroll individuals and provide employment assistance. • WorkOne participates in special school related events related to workforce development including Career Days, Speaking engagements, special training programs and dropout prevention. • WorkOne Management and staff serve on boards and commissions including the Adult Education Board and the Dropour Prevention Coalition. 	<ul style="list-style-type: none"> • Both entities are interested in assisting businesses in the region to grow and expand in order to create more jobs within the region. • Both entities are also interesting the building a skilled workforce to ensure the success of businesses in the region.
Indiana University Continuing Studies	<ul style="list-style-type: none"> • IU Continuing Studies provides computers, computer desks, server, and printers for the computer lab and conducts college level credit and non-credit courses in the evening. • WorkOne provides space for the computer lab and manages the daily operation of the lab with oversight by IU Continuing Studies and provides basic computer skills and internet based activities during day hours. • WorkOne Management serves on the Continuing Studies Advisory Board. 	<ul style="list-style-type: none"> • Both entities are interested in improving the skill levels of emerging entrants into the labor force and ensuring adults have the requisite skills to compete for employment in the community.

Franklin Initiative	<ul style="list-style-type: none"> ▪ Franklin Initiative promotes WorkOne services and programs through a variety of resources including Graduation Coaches and regular meetings with school officials. ▪ WorkOne conducts Job Fairs, Seminars for participants of the FI Stay in School program and coordinates employment activities with the Graduation Coaches and participating High Schools and participate in the Reality Stores organized by FI. ▪ WorkOne Management serves on the Franklin Initiative Board. 	<ul style="list-style-type: none"> ▪ Both entities serve individuals entering the workforce and focus upon improving the skills of these new entrants so they can complete High School and then successfully compete for jobs and are prepared to enter post secondary training.
Bloomington Economic Development Corp.	<ul style="list-style-type: none"> ▪ BEDC refers businesses to WorkOne for recruitment assistance, training resources, and tax credit information. ▪ Work One provides LMI to BEDC and assists with recruitment, retention, and expansion of business opportunities. ▪ The WorkOne Business Consultant serves on the BEDC Board. 	<ul style="list-style-type: none"> ▪ Both entities are interested in assisting businesses in the region to grow and expand in order to create more jobs within the region. ▪ Both entities are also interested in building a skilled workforce to ensure the success of businesses in the region.
Diversity Works	<ul style="list-style-type: none"> ▪ Diversity Works refers businesses to WorkOne for assistance in finding qualified workers and refers individuals for assistance in obtaining employment and training opportunities. ▪ WorkOne promotes Diversity Works and South Central Business Leaders Network (BLN) within the community and refers interested businesses and accepts individuals and business referred by partner organizations. ▪ WorkOne Management and staff serves on the Diversity Works Steering Committee and the BLN. 	<ul style="list-style-type: none"> ▪ Diversity Works is a community partnership focused upon improving employment opportunities for persons with disabilities through education and awareness. All partner entities (Vocational Rehabilitation, Life Designs, Stonebelt, Centerstone and WorkOne) serve individuals with disabilities who need assistance obtaining or retaining employment.
Experience Works	<ul style="list-style-type: none"> ▪ Experience Works provides in depth assistance to individuals over 55 meeting the requirements of the SCSEP program as they move through subsidized and unsubsidized employment. ▪ WorkOne and Experience Works staff work jointly on many workforce development programs and conduct joint job fairs and workshops. ▪ All applicants to the Experience Works program are enrolled in WorkOne programs. 	<ul style="list-style-type: none"> ▪ Both entities are interested in assisting Older Workers in the region to develop their skills to become competitive in the workforce. ▪ Both entities are focused upon coordinating community service activities to ensure participants can access training opportunities in the region.
Centerstone	<ul style="list-style-type: none"> ▪ WorkOne refers customers to Centerstone for counseling. ▪ Centerstone refers customers to WorkOne for job search assistance. 	<ul style="list-style-type: none"> ▪ Both entities provide assistance to individuals seeking employment.
Transition Resources	<ul style="list-style-type: none"> ▪ WorkOne and Transition Resources exchange referrals and work in coordination to serve mutual customers. ▪ Transition Resources leases space and has staff located at the WorkOne Bloomington. 	<ul style="list-style-type: none"> ▪ Both entities assist migrant and seasonal farm workers with their employment needs.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with WorkOne Bedford)

Name of Partner	Description of Partnership	Shared Customers/Interests
Southern Indiana Center for Independent Living (SICIL)	<ul style="list-style-type: none"> Referral process is in place for referral to be made between the two entities. Regular exchange of information on available services and program SICIL advises WorkOne on access issues 	<ul style="list-style-type: none"> Both entities serve Individuals with disabilities who need assistance obtaining or retaining employment.
Bedford Urban Enterprise Association (BUEA)	<ul style="list-style-type: none"> BUEA refers businesses located in the Enterprise Zone to WorkOne for assistance in finding qualified workers. Work One refers businesses to BUEA for tax credit information. The WorkOne Manager serves on the BUEA Board. 	<ul style="list-style-type: none"> Both entities assist businesses located in the Enterprise Zone and job seekers who are seeking employment with companies located inside the Enterprise Zone.
Hoosier Uplands (HU)	<ul style="list-style-type: none"> WorkOne provides wage information to HU for client eligibility for Energy Assistance, Weatherization, and Head Start programs. HU refers clients to WorkOne for assistance. 	<ul style="list-style-type: none"> Both entities serve low income individuals who need assistance with training and/or obtaining employment.
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> VR staff visit the WorkOne regularly to meet with customers. WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Lawrence County Economic Growth Council (LCEGC)	<ul style="list-style-type: none"> WorkOne provides labor market information to LCEGC to assist with business attraction, expansion and retention. WorkOne staff presents information on available screening and recruitment assistance to prospective businesses. LCEGC and WorkOne work together to organize and conduct job fairs. WorkOne Manager is an ex-officio member of the LCEGC board, and board members from the LCEGC serve as members of the RWB. 	<ul style="list-style-type: none"> Both entities are interested in assisting businesses in the region to grow and expand in order to create more jobs within the region. Both entities are also interesting the building a skilled workforce to ensure the success of businesses in the region.
Mitchell Community Schools	<ul style="list-style-type: none"> WorkOne annually produces a Reality Store for all 8th graders in the school corporation. 	<ul style="list-style-type: none"> Both entities are interested in helping youth to make good career choices.
North Lawrence Community Schools	<ul style="list-style-type: none"> WorkOne annually produces a Reality Store at the Bedford Middle School for all 8th graders in the school corporation. WorkOne presents workshops on resume writing on Career Day at the school. 	<ul style="list-style-type: none"> Both entities are interested in helping youth to make good career choices.
ResCare	<ul style="list-style-type: none"> ResCare refers clients to WorkOne for Indiana Career Connect and employment and training services. ResCare uses the WorkOne conference room for monthly orientations. 	<ul style="list-style-type: none"> Both entities assist low income individuals who receive TANF or Food Stamps with training and/or obtaining employment.
Success and Opportunity at Reading (SOAR)	<ul style="list-style-type: none"> SOAR provides tutoring at the WorkOne office. WorkOne refers customers who need literacy assistance to SOAR. The WorkOne Manager serves on the SOAR Board. 	<ul style="list-style-type: none"> Both entities assist job seekers who need employment and basic skill enhancement.
Vincennes University - Adult Basic Education (ABE)	<ul style="list-style-type: none"> VU conducts ABE classes at the WorkOne for 12 hours per week. WorkOne refers customers to ABE. VU refers students who need assistance with employment and training to WorkOne. 	<ul style="list-style-type: none"> Both entities assist job seekers who need employment and basic skill enhancement.

4C of Southern Indiana	<ul style="list-style-type: none"> • 4C provides CCDF child care services to WorkOne participants and other customers who are employed or in training. • WorkOne refers customers to 4C. 	<ul style="list-style-type: none"> • Both entities assist individual who need child care assistance while they are at work or attending training. CCDF funds help WorkOne clients afford child care which helps to maximize the use of available WIA supportive service funds.
Experience Works	<ul style="list-style-type: none"> • Experience Works provides in depth assistance to individuals over 55 meeting the requirements of the SCSEP program as they move through subsidized and unsubsidized employment. • WorkOne and Experience Works staff work jointly on many workforce development programs and conduct joint job fairs and workshops. • All applicants to the Experience Works program are enrolled in WorkOne programs. • Experience Works leases office space in the WorkOne. 	<ul style="list-style-type: none"> • Both entities are interested in assisting Older Workers in the region to develop their skills to become competitive in the workforce. • Both entities are focused upon coordinating community service activities to ensure participants can access training opportunities in the region.
National Able	<ul style="list-style-type: none"> • WorkOne Express provides space for customers to meet with National Able staff. • National Able accepts referrals from and makes referrals to WorkOne. • WorkOne serves as a host agency for a National Able worker. 	<ul style="list-style-type: none"> • Both entities provide services to low income individuals 55 years and older who are seeking assistance with employment and training needs.
Crane Learning and Employment Center (CLEC)	<ul style="list-style-type: none"> • WorkOne refers veterans CLEC as appropriate. • CLEC refers customers who need assistance with training and job search to WorkOne. • WorkOne and CLEC work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities serve disabled veterans who are recently separated from military service.
Experience Works	<ul style="list-style-type: none"> • Experience Works provides in depth assistance to individuals over 55 meeting the requirements of the SCSEP program as they move through subsidized and unsubsidized employment. • WorkOne and Experience Works staff work jointly on many workforce development programs and conduct joint job fairs and workshops. • All applicants to the Experience Works program are enrolled in WorkOne programs. 	<ul style="list-style-type: none"> • Both entities are interested in assisting Older Workers in the region to develop their skills to become competitive in the workforce. • Both entities are focused upon coordinating community service activities to ensure participants can access training opportunities in the region.
Transition Resources	<ul style="list-style-type: none"> • WorkOne and Transition Resources exchange referrals and work in coordination to serve mutual customers. • Transition Resources visits the WorkOne regularly to meet with customers. 	<ul style="list-style-type: none"> • Both entities assist migrant and seasonal farm workers with their employment needs.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with WorkOne Linton)

Name of Partner	Description of Partnership	Shared Customers/Interests
Linton-Stockton Schools	<ul style="list-style-type: none"> •Staff also assist the school with additional career activities for students as needed. 	<ul style="list-style-type: none"> •Both the schools and WorkOne share the goal of preparing high school students to be successful in meeting their future career goals.
Shakamak Schools	<ul style="list-style-type: none"> •WorkOne staff assist the school by maintaining career information boards at the schools that are updated every 2 weeks. •Staff also assist the school with additional career activities for students as needed. 	<ul style="list-style-type: none"> •Both the schools and WorkOne share the goal of preparing high school students to be successful in meeting their future career goals.
White River Valley Schools	<ul style="list-style-type: none"> •Staff also assist the school with additional career activities for students as needed. 	<ul style="list-style-type: none"> •Both the schools and WorkOne share the goal of preparing high school students to be successful in meeting their future career goals.
AARP	<ul style="list-style-type: none"> • WorkOne Express provides space for customers to meet with AARP staff. • AARP accepts referrals from and makes referrals to WorkOne. • WorkOne serves as a host agency for AARP workers. 	<ul style="list-style-type: none"> • Both entities provide services to low income individuals 55 years and older who are seeking assistance with employment and training needs.
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> •VR staff visit the WorkOne regularly to meet with customers. •WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> •Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Turning Point	<ul style="list-style-type: none"> • WorkOne provides space where ABE classes can be conducted. •WorkOne refers individuals who need ABE or GED services to Turning Point. •Turning Point refers students who need assistance with employment and training to WorkOne. 	<ul style="list-style-type: none"> •Both entities serve individuals who need improved basic skills and/or a GED to be successful at work.
PACE	<ul style="list-style-type: none"> •WorkOne Express provides wage information to customers of PACE to assist with determining eligibility for utility assistance. • WorkOne receives referrals from PACE. •PACE receives referrals from WorkOne. 	<ul style="list-style-type: none"> • Both entities assist low income individuals who need assistance with employment and training.
Four Rivers Rehabilitation Services	<ul style="list-style-type: none"> •Four Rivers uses WorkOne services such as the Information Resource Area, job search, and computer workshops to assist their clients. 	<ul style="list-style-type: none"> •Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Greene Co. Literacy Coalition	<ul style="list-style-type: none"> • WorkOne accepts and receives referrals from Greene Co Literacy Coalition. •Greene Co. Literacy Coalition receives referrals from WorkOne. 	<ul style="list-style-type: none"> •Both entities serve customers who need improved basic skills.
Division of Family Resources	<ul style="list-style-type: none"> •WorkOne refers customers who need TANF and Food Stamp assistance to DFR. • DFR refers customers who need assistance with training and job search to WorkOne. •WorkOne and DFR work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> •Both entities assist low income individuals who need assistance.
Crane Learning and Employment Center (CLEC)	<ul style="list-style-type: none"> • WorkOne refers veterans CLEC as appropriate. • CLEC refers customers who need assistance with training and job search to WorkOne. •WorkOne and CLEC work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> •Both entities serve disabled veterans who are recently separated from military service.
Transition Resources	<ul style="list-style-type: none"> •WorkOne and Transition Resources exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> •Both entities assist migrant and seasonal farm workers with their employment needs.
Greene Co. Economic Development Corp. (GCEDC)	<ul style="list-style-type: none"> • WorkOne staff presents information on available screening and recruitment assistance to prospective businesses. •WorkOne Manager is an ex-officio member of the GCEDC board. 	<ul style="list-style-type: none"> •Both entities assist businesses in the region to grow and expand to increase regional economic development. •Both entities seek to build a skilled workforce to ensure the success of business attraction, expansion, and retention efforts.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with Daviess Co. WorkOne Express)

Name of Partner	Description of Partnership	Shared Customers/Interests
AARP	<ul style="list-style-type: none"> • WorkOne Express provides space for customers to meet with AARP staff. • AARP accepts referrals from and makes referrals to WorkOne. • WorkOne serves as a host agency for a AARP worker. 	<ul style="list-style-type: none"> • Both entities provide services to low income individuals 55 years and older who are seeking assistance with employment and training needs.
PACE	<ul style="list-style-type: none"> • WorkOne Express provides wage information to customers of PACE to assist with determining eligibility for utility assistance. • WorkOne receives referrals from PACE. • PACE receives referrals from WorkOne. 	<ul style="list-style-type: none"> • Both entities assist low income individuals who need assistance with employment and training.
Samaritan Center	<ul style="list-style-type: none"> • WorkOne Express provides wage information to customers of Samaritan Center to assist with determining eligibility for utility assistance. • WorkOne receives referrals from Samaritan Center. • Samaritan Center receives referrals from WorkOne. 	<ul style="list-style-type: none"> • Both entities assist low income individuals who need assistance with employment and training.
Vincennes University - Adult Basic Education (ABE)	<ul style="list-style-type: none"> • WorkOne refers customers to ABE. • VU refers students who need assistance with employment and training to WorkOne. 	<ul style="list-style-type: none"> • Both entities assist job seekers who need employment and basic skill enhancement.
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> • VR staff visit the WorkOne regularly to meet with customers. • WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Four Rivers Rehabilitation Services	<ul style="list-style-type: none"> • Four Rivers uses WorkOne services such as job search and computer workshops to assist their clients. 	<ul style="list-style-type: none"> • Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Transition Resources	<ul style="list-style-type: none"> • WorkOne and Transition Resources exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities assist migrant and seasonal farm workers with their employment needs.
Connections	<ul style="list-style-type: none"> • WorkOne and Connections exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities assist individuals who need community assistance.
Division of Family Resources	<ul style="list-style-type: none"> • WorkOne refers customers who need TANF and Food Stamp assistance to DFR. • DFR refers customers who need assistance with training and job search to WorkOne. • WorkOne and DFR work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities assist low income individuals who need assistance.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with Martin Co. WorkOne Express)

Name of Partner	Description of Partnership	Shared Customers/Interests
Martin County Alliance (MCA)	<ul style="list-style-type: none"> ▪MCA works with the WorkOne to arrange job fairs for area businesses and workers. ▪MCA refers businesses to the WorkOne for labor market information needed to assist with job retention and expansion efforts. 	<ul style="list-style-type: none"> ▪Both entities are interested in assisting businesses in the region to grow and expand in order to create more jobs within the region. ▪Both entities are also interesting the building a skilled workforce to ensure the success of businesses in the region.
Middle Way House (MWH)	<ul style="list-style-type: none"> ▪MWH provides service in the WorkOne office for victims of domestic violence. ▪WorkOne provides employment and training services to clients of MWH. 	<ul style="list-style-type: none"> ▪Both entities serve individuals who need assistance with training and/or obtaining employment.
St. Vincent DePaul Society	<ul style="list-style-type: none"> ▪ St. Vincent DePaul refers customers to WorkOne. ▪WorkOne refers customers to St. Vincent DePaul. ▪St. Vincent DePaul and WorkOne work together to coordinate the availability of supportive services to mutual clients. 	<ul style="list-style-type: none"> ▪Both entities serve low income individuals who need assistance with training and/or obtaining employment.
Vincennes University - Adult Basic Education (ABE)	<ul style="list-style-type: none"> ▪WorkOne refers customers to ABE. ▪VU refers students who need assistance with employment and training to WorkOne. 	<ul style="list-style-type: none"> ▪Both entities assist job seekers who need employment and basic skill enhancement.
4C of Southern Indiana	<ul style="list-style-type: none"> ▪ 4C provides CCDF child care services to WorkOne participants and other customers who are employed or in training. ▪WorkOne refers customers to 4C. 	<ul style="list-style-type: none"> ▪ Both entities assist individual who need child care assistance while they are at work or attending training. CCDF funds help WorkOne clients afford child care which helps to maximize the use of available WIA supportive service funds.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with Orange Co. WorkOne Express)

Name of Partner	Description of Partnership	Shared Customers/Interests
Childhood Connection	<ul style="list-style-type: none"> Childhood Connection refers clients to WorkOne Express for employment and training services. WorkOne Express staff conducts orientations at Childhood Connections to inform clients and staff of services available. 	<ul style="list-style-type: none"> Both entities assist individual who need child care assistance while they are at work or attending training.
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> VR staff visit the WorkOne regularly to meet with customers. WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Hoosier Uplands (HU)	<ul style="list-style-type: none"> WorkOne provides wage information to HU for client eligibility for Energy Assistance, Weatherization, and Head Start programs. HU refers clients to WorkOne for assistance. 	<ul style="list-style-type: none"> Both entities serve low income individuals who need assistance with training and/or obtaining employment.
Orange County Economic Development Partnership	<ul style="list-style-type: none"> WorkOne provides labor market information to OCEDP to assist with business attraction, expansion and reention. WorkOne staff presents information on available screening and recruitment assistance to prospective businesses. OCEDP and WorkOne work together to organize and conduct job fairs. 	<ul style="list-style-type: none"> Both entities are interested in assisting businesses in the region to grow and expand in order to create more jobs within the region. Both entities are also interesting the building a skilled workforce to ensure the success of businesses in the region.
Vincennes University - Adult Basic Education (ABE)	<ul style="list-style-type: none"> WorkOne refers customers to ABE. VU refers students who need assistance with employment and training to WorkOne. 	<ul style="list-style-type: none"> Both entities assist job seekers who need employment and basic skill enhancement.
Experience Works	<ul style="list-style-type: none"> WorkOne Express provides space for customers to meet with Experience Works staff. Experience Works accepts referrals from and makes referrals to WorkOne. WorkOne serves as a host agency for Experience Works workers. 	<ul style="list-style-type: none"> Both entities provide services to low income individuals 55 years and older who are seeking assistance with employment and training needs.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with Owen Co. WorkOne Express)

Name of Partner	Description of Partnership	Shared Customers/Interests
Spencer Owen Schools	<ul style="list-style-type: none"> WorkOne visits the school to talk with students about career preparation and job training assistance. Spencer Owen Schools refers students who need assistance with job skills training and education to WorkOne. 	<ul style="list-style-type: none"> A goal of both entities is to help students transition successfully into post secondary education or employment.
Owen County Learning Network	<ul style="list-style-type: none"> WorkOne refers individuals who need ABE or GED services to Owen Co. Learning Network. Owen County Learning Network refers students who need assistance with employment and training to WorkOne. 	<ul style="list-style-type: none"> Both entities serve individuals who need improved basic skills and/or a GED to be successful at work.
Owen County Library	<ul style="list-style-type: none"> Owen County Library allows WorkOne staff to utilize space to meet with customers. 	<ul style="list-style-type: none"> Both entities seek to assist community residents.
Owen Co. Probation Dept.	<ul style="list-style-type: none"> Probation staff refer individuals who are recently released from jail, on probation, or delinquent on child support to WorkOne for assistance in finding employment. WorkOne and Probation staff work together to serve mutual clients. 	<ul style="list-style-type: none"> Both entities seek to assist individuals with criminal records to gain successful employment and avoid further legal issues.
Owen County Head Start	<ul style="list-style-type: none"> WorkOne refers customers to Head Start for assistance with young children. Head Start refers parents to WorkOne for assistance with employment. 	<ul style="list-style-type: none"> Both entities assist families to become successful.
Community Alliance of Services for Young Children (CASYS)	<ul style="list-style-type: none"> CASYS refers individuals in need of employment and or job training to WorkOne for assistance in finding careers and employment opportunities. Work One refers individuals in need of child care to CASY for enrollment and eligibility determination. CASY meets with clients at the WorkOne. 	<ul style="list-style-type: none"> Both entities serve Individuals in need of child care in order for the adults to participate in employment, job search or training.
Hamilton Center	<ul style="list-style-type: none"> WorkOne refers customers who need mental health counseling to Hamilton Center. Hamilton Center refers customers to WorkOne for help finding employment. 	<ul style="list-style-type: none"> Both entities provide assistance to individuals seeking employment.
Centerstone	<ul style="list-style-type: none"> WorkOne refers customers to Centerstone for counseling. Centerstone refers customers to WorkOne for job search assistance. 	<ul style="list-style-type: none"> Both entities provide assistance to individuals seeking employment.
Division of Family Resources	<ul style="list-style-type: none"> WorkOne refers customers who need TANF and Food Stamp assistance to DFR. DFR refers customers who need assistance with training and job search to WorkOne. WorkOne and DFR work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> Both entities assist low income individuals who need assistance.
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> VR staff visit the WorkOne regularly to meet with customers. WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Community Action Program	<ul style="list-style-type: none"> WorkOne refers individuals who need help with housing and energy assistance and provides wage records to assist with eligibility. CAP refers individuals to WorkOne for job search assistance, and job readiness training. 	<ul style="list-style-type: none"> Both entities serve individuals who need assistance with employment, training, and supportive services.
Experience Works	<ul style="list-style-type: none"> WorkOne Express provides space for customers to meet with Experience Works staff. Experience Works accepts referrals from and makes referrals to WorkOne. WorkOne serves as a host agency for Experience Works workers. 	<ul style="list-style-type: none"> Both entities provide services to low income individuals 55 years and older who are seeking assistance with employment and training needs.

Key Workforce Investment Board/Regional Workforce Board Partnership Matrix

Board Name: South Central Region 8 Workforce Board (Partnerships with Brown Co. WorkOne Express)

Name of Partner	Description of Partnership	Shared Customers/Interests
Vocational Rehabilitation (VR)	<ul style="list-style-type: none"> •VR staff visit the WorkOne regularly to meet with customers. •WorkOne and VR exchange referrals and work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> •Both entities serve individuals with disabilities who need assistance obtaining or retaining employment.
Brown County Career Resource Center	<ul style="list-style-type: none"> • WorkOne is located in the CRC facility. •CRC and WorkOne exchange referrals and work together to serve mutual customers. •CRC offers ABE and other training to WorkOne customers. •WorkOne provides employment and training assistance to CRC students. 	<ul style="list-style-type: none"> • Both entities serve individuals who need assistance improving their skills.
Community Action Program	<ul style="list-style-type: none"> • WorkOne refers individuals who need help with housing and energy assistance. •CAP refers individuals to WorkOne for job search assistance, and job readiness training. 	<ul style="list-style-type: none"> • Both entities serve individuals who need assistance with employment, training, and supportive services.
Brown Co. Probation Dept.	<ul style="list-style-type: none"> • Probation staff refer individuals who are recently released from jail, on probation, or delinquent on child support to WorkOne for assistance in finding employment. • WorkOne and Probation staff work together to serve mutual clients. 	<ul style="list-style-type: none"> • Both entities seek to assist individuals with criminal records to gain successful employment and avoid further legal issues.
Brown Co. Literacy Coalition	<ul style="list-style-type: none"> • WorkOne refers customers who need tutors and help with literacy issues to the Literacy Coalition. • The Literacy Coalition refers customers to WorkOne for job search assistance. 	<ul style="list-style-type: none"> • Both entities serve customers who need assistance with basic skills and employment.
Division of Family Resources	<ul style="list-style-type: none"> •WorkOne refers customers who need TANF and Food Stamp assistance to DFR. • DFR refers customers who need assistance with training and job search to WorkOne. • WorkOne and DFR work in coordination to serve mutual customers. 	<ul style="list-style-type: none"> • Both entities assist low income individuals who need assistance.
Brown County Community Network	<ul style="list-style-type: none"> • WorkOne participates with representatives from various service providers to share information about new and existing programs available and to establish referral processes between agencies. 	<ul style="list-style-type: none"> • All agencies involved in the Community Network serve individuals who need various types of education, training, employment and financial assistance.
Centerstone	<ul style="list-style-type: none"> • WorkOne refers customers to Centerstone for counseling. • Centerstone refers customers to WorkOne for job search assistance. 	<ul style="list-style-type: none"> • Both entities provide assistance to individuals seeking employment.

Attachment 7A Summary Roll-up Region # 8

FY: 2013	WIA Admin (Adult/Dislocated Worker/Youth)		Youth In-School Out-of-School		Other From DWD	TOTAL
Section I: Administration Budget/Expenditures						
Wages & Benefits	\$		28,500.00		700.00	\$ 29,200.00
Fiscal Agent Contract	\$		105,945.00		4,055.00	\$ 110,000.00
Overhead (Rent, Utilities, etc.)	\$		1,350.00			\$ 1,350.00
Other (Contracts, Travel, Supplies, Equip.)	\$		18,162.00			\$ 18,162.00
A. TOTAL Allocated ADMINISTRATION	\$ 44,876.00	\$ 44,976.00	\$ 44,873.00	\$ 19,232.00	\$ 4,755.00	\$ 158,712.00
Section II: Program Budget/Expenditures						
Internal Costs						
Wages & Benefits	\$ 434,686.00	\$ 399,607.00	\$ 395,855.00	\$ 169,652.00	\$ -	\$ 1,399,800.00
Overhead (Rent, Utilities, etc.)	\$ 38,172.00	\$ 34,825.00	\$ 34,407.00	\$ 14,746.00	\$ -	\$ 122,150.00
Other (Contracts, Travel, Supplies, Equip.)	\$ 88,870.00	\$ 62,776.00	\$ 54,327.00	\$ 23,285.00	\$ 42,000.00	\$ 251,258.00
B. TOTAL Internal - Program	\$ 541,728.00	\$ 497,208.00	\$ 484,589.00	\$ 207,683.00	\$ 42,000.00	\$ 1,773,208.00
Contractual - Program Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Client Services	\$ 225,838.00	\$ 204,177.00	\$ 201,099.00	\$ 86,185.00	\$ -	\$ 717,300.00
C. TOTAL PROGRAM Budget/Expenditures	\$ 767,567.00	\$ 701,385.00	\$ 688,688.00	\$ 293,868.00	\$ 42,000.00	\$ 2,490,508.00
D. TOTAL BUDGET/EXPENDITURES	\$ 812,443.00	\$ 746,361.00	\$ 730,561.00	\$ 313,100.00	\$ 46,755.00	\$ 2,649,220.00
Section III: Administration / Program Cost Break-out						
Management (formerly Admin & Prog Mgmt)	\$ 197,840.00	\$ 174,024.00	\$ 165,972.00	\$ 76,389.00	\$ 4,755.00	\$ 618,680.00
Program (formerly Core & Intensive)	\$ 389,064.00	\$ 368,160.00	\$ 363,490.00	\$ 150,326.00	\$ 42,000.00	\$ 1,313,240.00
Direct Client Services	\$ 225,838.00	\$ 204,177.00	\$ 201,099.00	\$ 86,185.00	\$ -	\$ 717,300.00
E. TOTAL	\$ 812,443.00	\$ 746,361.00	\$ 730,561.00	\$ 313,100.00	\$ 46,755.00	\$ 2,649,220.00
Section IV: Projected Revenue						
2012 Allocation	\$ 579,038.00	\$ 599,682.00	\$ 561,399.00	\$ 240,601.00	\$ -	\$ 1,980,720.00
Planned Carry-In	\$ 233,405.00	\$ 146,679.00	\$ 169,162.00	\$ 72,499.00	\$ -	\$ 621,745.00
Other - Specify	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ 46,755.00	\$ 46,755.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Planned Carry-Out to PY13	\$ 19,603.00	\$ 20,301.00	\$ 19,006.00	\$ 8,145.00	\$ -	\$ 67,055.00
Integrated Services Pass-Through	\$ -	\$ -	\$ -	\$ -	\$ 25,572.00	\$ 25,572.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F. TOTAL PROGRAM	\$ 832,046.00	\$ 766,662.00	\$ 749,567.00	\$ 321,245.00	\$ 72,327.00	\$ 2,741,847.00

NOTICE: This tab will be populated based on data entered on the Budget-Expense Workbook. You will not have access to modify this tab.

This section will be used to populate the Administrative/Program Management Cells to the left. All management activities and costs that are not involved in servicing clients. These activities and costs are broken down into three categories: Wages, Facilities and All Other.

Wages: include the wages and benefits paid to employees for the management and oversight of individuals who provide the training and support to participants.

Facilities: Rent/Lease costs of facilities of the WIB/RO staff, utilities and janitorial costs associated with the facility.

All Other: Include all travel, supplies and equipment costs that are not related to servicing clients. An example would be financial audits, travel of fiscal agent or WIB/RO staff unrelated to directly servicing clients.

Management (formerly Admin/Program Mgmt)						
	Adult	Dislocated Worker	Youth In-School Out-of-School	Other From DWD	TOTAL	
Wages	\$ 128,305.00	\$ 111,430.00	\$ 107,652.00	\$ 50,913.00	\$ 700.00	\$ 399,000.00
Facilities	\$ 6,822.00	\$ 5,855.00	\$ 5,034.00	\$ 2,680.00	\$ -	\$ 21,000.00
All Other	\$ 62,413.00	\$ 56,739.00	\$ 52,686.00	\$ 22,787.00	\$ 4,055.00	\$ 198,680.00
	\$ 197,540.00	\$ 174,024.00	\$ 165,972.00	\$ 76,389.00	\$ 4,755.00	\$ 618,680.00

NOTE: The Projected Revenue section is not needed for the expenditure reporting that will be requested quarterly.

NOTE: If any of the cells that are highlighted in purple do not say "Balanced" then summation of the corresponding row and cells above do not equal. EXAMPLE: If states "Do no submit" then [[SUM(C40:G40)+SUM(H31:H39)]]

Attachment 7B WIB/RWB Region # 8

FY: 2013	WIA Admin (Adult/Dislocated Worker/Youth)				Other From DWD	TOTAL
Section I: Administration Budget/Expenditures						
Wages & Benefits	\$			\$ -	\$ -	\$ -
Fiscal Agent Contract	\$		105,945.00	\$ 4,055.00	\$ 110,000.00	
Overhead (Rent, Utilities, etc.)	\$			\$ -	\$ -	
Other (Contracts, Travel, Supplies, Equip.)	\$		14,550.00	\$ -	\$ 14,550.00	
	Adult	Dislocated Worker	Youth In-School	Out-of School	Other From DWD	TOTAL
A. TOTAL Allocated ADMINISTRATION	\$ 35,094.00	\$ 34,845.00	\$ 35,389.00	\$ 15,167.00	\$ 4,055.00	\$ 124,550.00
Section II: Program Budget/Expenditures						
Internal Costs						
Wages & Benefits					\$ -	\$ -
Other (Contracts, Travel, Supplies, Equip.)	\$ 29,900.00	\$ 26,704.00	\$ 18,511.00	\$ 7,935.00	\$ 42,000.00	\$ 125,050.00
B. TOTAL Internal - Program	\$ 29,900.00	\$ 26,704.00	\$ 18,511.00	\$ 7,935.00	\$ 42,000.00	\$ 125,050.00
Contractual - Program Funds					\$ -	\$ -
C. TOTAL PROGRAM Budget/Expenditures	\$ 29,900.00	\$ 26,704.00	\$ 18,511.00	\$ 7,935.00	\$ 42,000.00	\$ 125,050.00
D. TOTAL BUDGET/EXPENDITURES	\$ 64,994.00	\$ 61,549.00	\$ 53,900.00	\$ 23,102.00	\$ 46,055.00	\$ 249,600.00
Section III: Administration / Program Cost Breakout						
Management (formerly Admin & Prog Mgmt)	\$ 52,247.00	\$ 47,313.00	\$ 43,389.00	\$ 18,596.00	\$ 4,055.00	\$ 165,600.00
Program (formerly Core & Intensive)	\$ 12,747.00	\$ 14,236.00	\$ 10,511.00	\$ 4,506.00	\$ 42,000.00	\$ 84,000.00
Direct Client Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E. TOTAL	\$ 64,994.00	\$ 61,549.00	\$ 53,900.00	\$ 23,102.00	\$ 46,055.00	\$ 249,600.00
Section IV: Projected Revenue	Adult	Dislocated Worker	Youth In-School	Out-of School	Other From DWD	TOTAL
2012 Allocation	\$ 64,001.00	\$ 61,872.00	\$ 53,645.00	\$ 22,992.00	\$	\$ 202,510.00
Planned Carry-In	\$ 1,035.00					\$ 1,035.00
Other - Specify					\$ 46,055.00	\$ 46,055.00
Integrated Services					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
F. TOTAL PROGRAM	\$ 65,036.00	\$ 61,872.00	\$ 53,645.00	\$ 22,992.00	\$ 46,055.00	\$ 249,600.00

NOTE: The information entered in this page will populate the Summary Rollup tab. You will not enter any data in that tab. Also, in each of the section of this tab (Budget-Expense) you will only enter the data pertinent to that section.

For example, you will not rollup data from the RO section into the WIB/RWB section or from the Service Provider sections into either the RO or WIB/RWB section(s).

This section will be used to populate the Administrative/Program Management Cells to the left. All management activities and costs that are not involved in servicing clients. These activities and costs are broken down into three categories: Wages, Facilities and All Other.

Wages: Include the wages and benefits paid to employees for the management and oversight of individuals who provide the training and support to participants.

Facilities: Rent/Lease costs of facilities of the WIB/RO staff, utilities and janitorial costs associated with the facility.

All Other: Include all travel, supplies and equipment costs that are not related to servicing clients. An example would be financial audits, travel of fiscal agent or WIB/RO staff unrelated to directly servicing clients.

	Management (formerly Admin/Program Mgmt)					TOTAL
	Adult	Dislocated Worker	Youth In-School	Out-of School	Other From DWD	
Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
All Other	\$ 52,247.00	\$ 47,313.00	\$ 43,389.00	\$ 18,596.00	\$ 4,055.00	\$ 165,600.00
	\$ 52,247.00	\$ 47,313.00	\$ 43,389.00	\$ 18,596.00	\$ 4,055.00	\$ 165,600.00

NOTE: The Projected Revenue section is not needed for the expenditure reporting that will be requested quarterly.

NOTE: If any of the cells that are highlighted in purple do not say "Balanced" then summation of the corresponding row and cells above do not equal. EXAMPLE: If states "Do no submit" then [[SUM(C40:G40)+SUM(H31:H39)]]

Attachment 7C RO / CLJ & Associates						
FY: 2013	WIA Admin (Adult/Dislocated Worker/Youth)		Youth In-School Out-of School		Other From DWD	TOTAL
Section I: Administration Budget/Expenditures						
Wages & Benefits	\$	28,500.00	\$	700.00	\$	29,200.00
Fiscal Agent Contract	\$	-	\$	-	\$	-
Overhead (Rent, Utilities, etc.)	\$	1,350.00	\$	-	\$	1,350.00
Other (Contracts, Travel, Supplies, Equip.)	\$	3,612.00	\$	-	\$	3,612.00
A. TOTAL Allocated ADMINISTRATION	\$ 9,782.00	\$ 10,131.00	\$ 9,484.00	\$ 4,065.00	\$ 700.00	\$ 34,162.00
Section II: Program Budget/Expenditures						
Internal Costs						
Wages & Benefits	\$ 74,502.00	\$ 73,972.00	\$ 75,128.00	\$ 32,198.00	\$	\$ 255,800.00
Overhead (Rent, Utilities, etc.)	\$ 3,539.00	\$ 3,514.00	\$ 3,568.00	\$ 1,529.00	\$	\$ 12,150.00
Other (Contracts, Travel, Supplies, Equip.)	\$ 9,468.00	\$ 9,401.00	\$ 9,547.00	\$ 4,092.00	\$	\$ 32,508.00
B. TOTAL Internal - Program	\$ 87,509.00	\$ 86,887.00	\$ 88,243.00	\$ 37,819.00	\$ -	\$ 300,458.00
Contractual - Program Funds	\$	\$	\$	\$	\$	\$ -
Direct Client Services	\$	\$	\$	\$	\$	\$ -
C. TOTAL PROGRAM Budget/Expenditures	\$ 87,509.00	\$ 86,887.00	\$ 88,243.00	\$ 37,819.00	\$ -	\$ 300,458.00
D. TOTAL BUDGET/EXPENDITURES	\$ 97,291.00	\$ 97,018.00	\$ 97,727.00	\$ 41,884.00	\$ 700.00	\$ 334,620.00
Section III: Administration / Program Cost Break-out						
Management (formerly Admin & Prog Mgmt)	\$ 64,793.00	\$ 64,611.00	\$ 65,083.00	\$ 27,893.00	\$ 700.00	\$ 223,080.00
Program (formerly Core & Intensive)	\$ 32,498.00	\$ 32,407.00	\$ 32,644.00	\$ 13,991.00	\$ -	\$ 111,540.00
Direct Client Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E. TOTAL	\$ 97,291.00	\$ 97,018.00	\$ 97,727.00	\$ 41,884.00	\$ 700.00	\$ 334,620.00
Section IV: Projected Revenue						
2011 Allocation	\$ 97,291.00	\$ 97,018.00	\$ 97,727.00	\$ 41,884.00	\$	\$ 333,920.00
Planned Carry-In	\$	\$	\$	\$	\$	\$ -
Other - Specify	\$	\$	\$	\$	\$	\$ -
Integrated Services	\$	\$	\$	\$	\$ 700.00	\$ 700.00
	\$	\$	\$	\$	\$	\$ -
	\$	\$	\$	\$	\$	\$ -
	\$	\$	\$	\$	\$	\$ -
F. TOTAL PROGRAM	\$ 97,291.00	\$ 97,018.00	\$ 97,727.00	\$ 41,884.00	\$ 700.00	\$ 334,620.00

Balanced

Balanced

Balanced

Do not submit

Balanced

Management (formerly Admin/Program Mgmt)						
	Adult	Dislocated Worker	Youth In-School Out-of School		Other From DWD	TOTAL
Wages	\$ 55,155.00	\$ 55,000.00	\$ 55,402.00	\$ 23,743.00	\$ 700.00	\$ 190,000.00
Facilities	\$ 2,622.00	\$ 2,615.00	\$ 2,634.00	\$ 1,129.00	\$ -	\$ 9,000.00
All Other	\$ 7,016.00	\$ 6,996.00	\$ 7,047.00	\$ 3,021.00	\$ -	\$ 24,080.00
TOTAL	\$ 64,793.00	\$ 64,611.00	\$ 65,083.00	\$ 27,893.00	\$ 700.00	\$ 223,080.00

NOTE: The Projected Revenue section is not needed for the expenditure reporting that will be requested quarterly.

Attachment 7D Service Provider Vincennes University R-8						
FY: 2013	WIA Admin (Adult/Dislocated Worker/Youth)				Other From DWD	TOTAL
Section I: Administration Budget/Expenditures						
Wages & Benefits	\$				\$	\$
Fiscal Agent Contract	\$				\$	\$
Overhead (Rent, Utilities, etc.)	\$				\$	\$
Other (Contracts, Travel, Supplies, Equip.)	\$				\$	\$
	Adult	Dislocated Worker	Youth In-School	Youth Out-of-School	Other From DWD	TOTAL
A. TOTAL Allocated ADMINISTRATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Section II: Program Budget/Expenditures						
Internal Costs						
Wages & Benefits	\$ 360,184.00	\$ 325,635.00	\$ 320,727.00	\$ 137,454.00		\$ 1,144,000.00
Overhead (Rent, Utilities, etc.)	\$ 34,633.00	\$ 31,311.00	\$ 30,839.00	\$ 13,217.00		\$ 110,000.00
Other (Contracts, Travel, Supplies, Equip.)	\$ 29,502.00	\$ 26,671.00	\$ 26,269.00	\$ 11,258.00		\$ 93,700.00
B. TOTAL Internal - Program	\$ 424,319.00	\$ 383,617.00	\$ 377,835.00	\$ 161,929.00	\$ -	\$ 1,347,700.00
Contractual - Program Funds						\$ -
Direct Client Services	\$ 225,839.00	\$ 204,177.00	\$ 201,099.00	\$ 86,185.00		\$ 717,300.00
C. TOTAL PROGRAM Budget/Expenditures	\$ 650,158.00	\$ 587,794.00	\$ 578,934.00	\$ 248,114.00	\$ -	\$ 2,065,000.00
D. TOTAL BUDGET/EXPENDITURES	\$ 650,158.00	\$ 587,794.00	\$ 578,934.00	\$ 248,114.00	\$ -	\$ 2,065,000.00
Section III: Administration / Program Cost Break-out						
Management (formerly Admin & Prog Mgmt)	\$ 80,500.00	\$ 62,100.00	\$ 57,500.00	\$ 29,900.00	\$ -	\$ 230,000.00
Program (formerly Core & Intensive)	\$ 343,819.00	\$ 321,517.00	\$ 320,335.00	\$ 132,029.00	\$ -	\$ 1,117,700.00
Direct Client Services	\$ 225,839.00	\$ 204,177.00	\$ 201,099.00	\$ 86,185.00	\$ -	\$ 717,300.00
E. TOTAL	\$ 650,158.00	\$ 587,794.00	\$ 578,934.00	\$ 248,114.00	\$ -	\$ 2,065,000.00

Balanced
Balanced
Balanced
Balanced
Balanced
Balanced

Management (formerly Admin/Program Mgmt)						
	Adult	Dislocated Worker	Youth In-School	Youth Out-of-School	Other From DWD	TOTAL
Wages	\$ 73,150.00	\$ 56,430.00	\$ 62,250.00	\$ 27,170.00	\$ -	\$ 209,000.00
Facilities	\$ 4,200.00	\$ 3,240.00	\$ 3,000.00	\$ 1,560.00	\$ -	\$ 12,000.00
All Other	\$ 3,150.00	\$ 2,430.00	\$ 2,250.00	\$ 1,170.00	\$ -	\$ 9,000.00
	\$ 80,500.00	\$ 62,100.00	\$ 57,500.00	\$ 29,900.00	\$ -	\$ 230,000.00

Attachment 8

South Central Region 8 Workforce Board, Inc. Travel and Expense Reimbursement Policy

This sets forth the policy and procedures governing Board travel and expense reimbursements.

General

Reimbursements for expenses (other than auto mileage) will only be made upon presentation of documentation of actual amounts and nature of expense. Such documentation includes vendor receipts, invoices or confirmation from vendors.

Only reasonable, allowable, prudent, cost effective and necessary expenses directly related to Workforce Investment Board business will be reimbursed.

Additional requirements and limitations are presented below.

Items included in Lodging

Overnight reimbursable travel requires the approval of the Board Chair or a member of the Executive Committee.

1. The actual cost of a room or accommodations furnished, including all local taxes.
2. In no case will a charge be approved that exceeds the single person occupancy rate.
3. If two claimants share a room, the total room charge cannot be claimed by both people; each person must request a hotel bill be issued in his or her own name.
4. If the expense of the lodging is being paid in total by the claimant but is for lodging for one or more additional persons, a separate bill need not be issued.

Receipts Required

When subsistence is claimed for overnight travel, attach a paid lodging receipt or other paid receipt showing dates, name and address of place of lodging, and a proper acknowledgement of payment signed by a representative of the place of lodging to the claim. Reimbursement for lodging subsistence cannot be approved without acceptable proof of expenditures. The normal credit card ticket is not considered an acceptable receipt for lodging. Cab fares, limousine fares, bus fares, registration fees, parking fees at airport terminals and similar expenses require receipts.

Meals

The actual cost of meals will be reimbursed up to \$50.00 per day. Receipts must be submitted for each meal and only the actual cost of the meal will be reimbursed up to the daily \$50 limit. Alcoholic beverages and entertainment expenses are not reimbursable.

No Reimbursement for Guests or Others

All Board members requesting reimbursement for travel expenses may claim only their own expenses. No reimbursement for expenses for guests will be made.

Authorization of Extraordinary Travel or Expenses

The Board Chair, or a member of the Executive Committee, is responsible for the prior authorization of travel. Extraordinary travel is defined as out of state travel or overnight travel in-state.

Mileage

Mileage reimbursement will be paid at the current IRS rate. This rate includes all expenses for such transportation.

Travel by Air

Travel by air is a reimbursable expense provided that proper evidence of such air travel is attached to the request for reimbursement. Board members are required to travel by coach or tourist rate. Air travel must be approved in advance by the Board Chair or a member of the Executive Committee. All commercial flights should be scheduled based on the lowest possible fare available. Board Members who choose to drive, rather than fly, will have their mileage reimbursed at a cost not more than the cost of airfare.

Car Rental

The cost of renting an automobile may be reimbursed when suitable local transportation is not available or when such rental is more advantageous to the Workforce Investment Board than the use of taxis or other local transportation due to routing or time factors.

Taxi Fare

Taxi fare and the costs of other local public transportation are allowable for official travel when supported by proper receipts.

Toll Roads

Toll charges for travel on toll roads are reimbursed for authorized travel when toll receipts are presented.

Parking Charges

Parking charges are reimbursed for authorized travel when proper receipts are presented.

Registration Fees

Registration fees for attendance at meetings may be paid based upon acceptable documentation.

Reimbursement requests should be sent to:

South Central Region 8 Workforce Board, Inc.
2597 W. Vernal Pike
Bloomington, IN 47404
812-332-4496
info@southcentral8.org

Questions may be directed to the Board Fiscal Agent at:

Jackie Zangrilli
Crowe Horwath LLP
3815 River Crossing Parkway, Suite 300
P.O. Box 40977
Indianapolis, IN 46240-0977
317-208-2511
jacqueline.zangrilli@crowehorwath.com

Attachment 9

Region 8

One-Stop Partner Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

SOUTH CENTRAL REGION 8 WORKFORCE BOARD, Inc.

- I) **Identifying Information** – The following organizations are entering into this Memorandum of Understanding (MOU) with the South Central Region 8 Workforce Board (WIB):

Vocational Rehabilitation (VR), Department of Workforce Development (DWD), National Able Network, AARP Foundation SCSEP, Experience Works, Monroe County Community School Corp. (MCCSC) Adult Education, Turning Point Education Center, Owen County Public Library, Brown County Career Resource Center, Vincennes University (VU) Adult Education, Bloomington Housing Authority (BHA), South Central Community Action Program (SCCAP), Hoosier Uplands, PACE, Vincennes University/South Central Workforce Development Services (VU/SCWDS) and Ivy Tech Community College.

- II) **Provision of Services** – The attached chart identifies the services provided by each partner through the One-Stop delivery system.

The WorkOne Centers in South Central Region 8 currently offers services provided by various partners in each location. Information is available on the services of the remaining partners and referrals are made between the partner agencies and the WorkOne Centers as described in section IV of this MOU.

The partners entering into this MOU agree to continue to work with the WIB to develop new access or improve upon existing access to their services through the One-Stop system. Each partner will work with the WIB and the Regional Operator to analyze the available services and identify areas where access to services through the One-Stop system could be improved. The partners agree to work with the WIB on continuous improvement of the WorkOne Centers and the One-Stop system.

- III) **Operating Expenses for the Local One-Stop System** – The One-Stop system will be funded primarily through Workforce Investment Act funds and funds allocated to the local Department of Workforce Development offices (i.e. Wagner-Peyser, Veterans, Unemployment Compensation, and Trade Adjustment Assistance). As other partners elect to negotiate with the WIB and Regional Operator to locate staff in the WorkOne Centers, financial agreements with these individual partners may be negotiated.

All One-Stop Partners assure that they will work with the WIB and the State to work out funding of operational costs pursuant to federal and state guidelines.

- IV) **Referral of Clients** – All One-Stop Partners agree that a mechanism should be in place that facilitates referrals of individuals between the WorkOne Centers and the One-Stop Partners. The One-Stop Operator will work with each partner to determine a method of referral that will be convenient for the customers as well as feasible for the partner and the One-Stop Operator. Possible methods of referral may include electronic access to

and transmittal of information, personal visits with staff, telephone contact, referral cards, or coordinated orientation sessions where all partner services are explained and representatives are present. The one-stop partners agree to have referral mechanisms established within one year of the MOU.

- V) **Duration** – This will be in effect for two years for the period July 1, 2013 – June 30, 2015.
- VI) **Procedures for Amending** – A partner may submit a written request to the WIB for an amendment to this Memorandum of Understanding at any time. Such amendments will require the signatures of all partners and the WIB indicating agreement with the proposed changes on an amended MOU document.
- VII) **Goals** – A primary objective of the WIB is to increase the success of all partners by establishing a more coordinated system that makes maximum use of all available resources. To help accomplish this objective, the WIB will make a number of efforts to assist the partners to be successful including the following:
- The WIB will promote the One-Stop system and the partners' services in their local communities.
 - The WIB will direct the Regional Operator and the WorkOne Centers to become familiar with the services and goals of the partners and to coordinate and exchange information and referrals that will assist partner agencies in meeting established goals and standards.
 - The WIB will require the Regional Operator and the WorkOne Centers to establish a system of continuous improvement for the access of partner services through the appropriate WorkOne Center.

The One-Stop Partners will also agree to work with the WIB to ensure the WIB's success. To assist the WIB in meeting its goals, the One-Stop Partners will make the following efforts:

- The partners agree to participate in staff cross-training activities designed to enhance the information available to One-Stop customers.
- The partners will promote services available through the WorkOne Centers to employers and other potential customers of the One-Stop.
- The partners will meet with the WIB and/or the Regional Operator as requested to develop strategies for a more coordinated delivery approach between the partners and the One-Stop System.
- The partners will make their services accessible through the One-Stop system.
- The partners will facilitate the referral process between the WorkOne Center and their agencies.

The partners will provide the WIB with information on their resource specific expectations and will keep the WIB apprised of their progress toward meeting these standards.

VIII) Equal Opportunity and Nondiscrimination Obligation

Equal Opportunity Assurances

The parties to this agreement will assure that it will fully comply with the nondiscrimination and equal opportunity provisions of Section 188 of WIA and its implementing regulations at 29 CFR Part 37. These regulations prohibit discrimination because of race, color, religion, sex, national origin, age, disability, or political affiliation or belief in both participation and employment. In the case of participants only, it prohibits discrimination based on citizenship, or his or her participation in any WIA Title 1- financially assisted program or activity.

Discrimination Complaint Procedures

The parties to this agreement will assure those complaints alleging discrimination on any of the above bases will be processed in accordance with 29 CFR Part 37.76 and related sections. The Department of Workforce Development will issue a revision to the complaint procedure policy (DWD Communication 99-20) developed pursuant to this section and approved by the U.S. Department of Labor's Civil Rights Center. The revision will provide detailed instructions on the specific steps to be followed in processing discrimination complaints in the One-Stop delivery systems.

Accessibility and Reasonable Accommodation

Pursuant to 29 CFR Part 37.7 through 37.10, the parties to this agreement will assure that the following is provided in the One-Stop delivery systems:

- a. Facilities and programs are architecturally and programmatically accessible;
- b. Reasonable accommodations for individuals with disabilities;
- c. The method of which costs will be allocated for making reasonable accommodations (i.e. shared or paid by one entity).

Obligation to Provide Notice

The parties to this agreement will provide ongoing and continuing notification that they do not discriminate on any of the prohibited bases in accordance with 29 CFR Parts 37.29 through 37.34 of the implementing regulations for Section 188 of WIA.

IX) One-Stop Partner Signatures

Signature pages will be attached to this agreement signed by authorized representatives of the following entities:

- Vincennes University/South Central Workforce Development Services
- MCCSC Adult Education
- Turning Point Education Center

- Owen County Public Library
- Brown County Career Resource Center
- Vincennes University Adult Education
- South Central Community Action Program
- Hoosier Uplands
- PACE
- Ivy Tech Community College – Bloomington
- Experience Works
- National Able Network
- AARP Foundation SCSEP
- Department of Workforce Development
- Bloomington Housing Authority
- South Central Region 8 Workforce Board, Inc.

Note: Due to a decision made at the state level, Vocational Rehabilitation will negotiate a separate agreement with the WIB.

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Brown County Career Resource Center



David Bartlett
David Bartlett
Director

South Central Region 8 Workforce Board

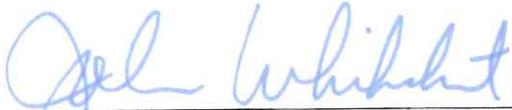


John F. Corcoran
John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Ivy Tech



John Whitehart
Chancellor, Ivy Tech-Bloomington

South Central Region 8 Workforce Board

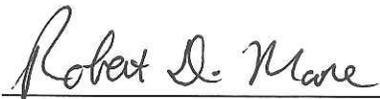


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

MCCSC Adult Education



Rob Moore
Director

South Central Region 8 Workforce Board

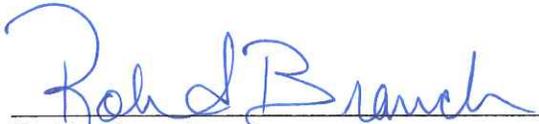


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Vincennes University/SCWDS



Robin Branch

Director of Workforce Services Region 8

South Central Region 8 Workforce Board



John F. Corcoran

South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

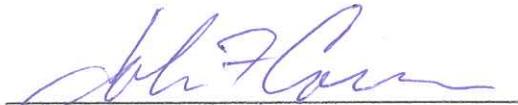
The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Vincennes University-ABE

A handwritten signature in blue ink, reading "Brent Woolwine", written over a horizontal line.

Brent Woolwine
Director, Adult Basic Education and Business & Workforce Assistance

South Central Region 8 Workforce Board

A handwritten signature in blue ink, reading "John F. Corcoran", written over a horizontal line.

John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Bloomington Housing Authority



Jennifer Osterholt
Executive Director

South Central Region 8 Workforce Board

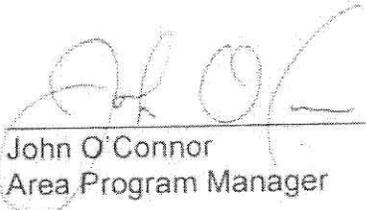


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

National Able Network



John O'Connor
Area Program Manager

South Central Region 8 Workforce Board

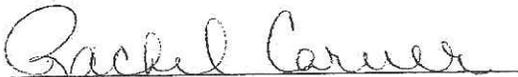


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

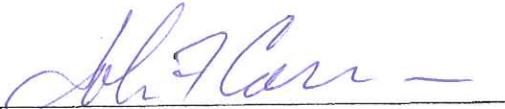
Adult Education Owen County Public Library



Rachel Carver

Director of Adult Education Owen County Public Library

South Central Region 8 Workforce Board



John F. Corcoran

South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Pace Community Action Agency, Inc.



Bertha Proctor
Pace Community Action Agency, Inc., Chief Executive Officer

South Central Region 8 Workforce Board



John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Turning Point Education Center



Nancy Dameron
Director of Adult Education

South Central Region 8 Workforce Board

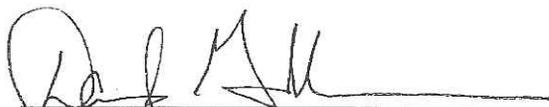


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

AARP Foundation



David Granholm
Project Director

South Central Region 8 Workforce Board

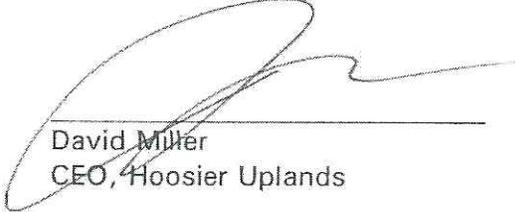


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

Hoosier Uplands



David Miller
CEO, Hoosier Uplands

South Central Region 8 Workforce Board

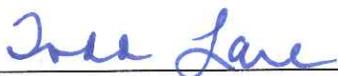


John F. Corcoran
South Central Region 8 Workforce Board Director

**Memorandum of Understanding
South Central Region 8 Workforce Board
Signature Page**

The undersigned agree to enter into this Memorandum of Understanding, for the period July 1, 2013 to June 30, 2015

South Central Community Action Program



Todd Lare
Executive Director SCCAP

South Central Region 8 Workforce Board



John F. Corcoran
South Central Region 8 Workforce Board Director

Attachment 10

Region 8

Local Elected Official Agreement

Greene County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Greene County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Greene County of Region 8, the units of general local government, with populations of 5,000 or greater are:

1. **City of Linton**
2. **Greene County Government**

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Greene County within the Region 8 Workforce Service Area.

Name: Mark E. Hall, Jr.

Title: Greene County Council Board Member

Contact Information: Cell-812-890-5926

Address: 865 N 1300 W, Linton, In 47441

Email g-chall@comcast.net

III. Other Responsibilities

As their schedules permit, all Local Elected Officials are encouraged to attend the regional Workforce Investment Board meetings, and meet with Board members and the Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of the region.

Local Elected Officials may request, individually or collectively, information from the local Workforce Investment Board and may request such information to be delivered in person and/or in writing.

IV. Authority to Act

Each Commissioner signing on behalf of the Board of County Commissioners shall obtain the necessary approvals from the Board to so act. Hence, this Agreement needs to be signed by only one Commissioner from the County and the Executive of each of the designated cities or towns.

By signing this Agreement, the designated County Commissioner, Mayor of each designated city or town (having a population of 5,000 or greater) in a County, as appropriate to that County, approves the selected Elected Official specified in Section II of this Agreement to act on their behalf.

V. Period of Agreement

The period of this Agreement shall be from January 3, 2013 through June 30, 2015.

VI. Amendment

This Agreement may be amended at any time by written request to the designated Elected Official, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the Local Elected Officials.

SIGNATURES:

For Greene County:

For the City of Linton:



Signature

1-15-13

Date

John Wilkes

Date

Mayor, City of Linton

Rick Geans Commissioner

Printed Name, Title

Brown County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Brown County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Brown County of Region 8, the units of general local government, with populations of 5,000 or greater are:

Brown County Government

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Brown County within the Region 8 Workforce Service Area.

Name: JOHN KENNARD

Title: COMMISSIONER PRESIDENT

Contact Information: _____

Address PO BOX 151 NASHVILLE 47448

Phone 812 988 5480

Email KENNARD JB @ BROWN COUNTY - IN . US

III. Other Responsibilities

As their schedules permit, all Local Elected Officials are encouraged to attend the regional Workforce Investment Board meetings, and meet with Board members and the Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of the region.

Local Elected Officials may request, individually or collectively, information from the local Workforce Investment Board and may request such information to be delivered in person and/or in writing.

IV. Authority to Act

Each Commissioner signing on behalf of the Board of County Commissioners shall obtain the necessary approvals from the Board to so act. Hence, this Agreement needs to be signed by only one Commissioner from the County.

By signing this Agreement, the designated County Commissioner approves the selected Elected Official specified in Section II of this Agreement to act on their behalf.

V. Period of Agreement

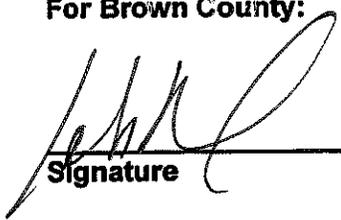
The period of this Agreement shall be from January 3, 2013 through June 30, 2015.

VI. Amendment

This Agreement may be amended at any time by written request to the designated Elected Official, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the Local Elected Officials.

SIGNATURE:

For Brown County:


Signature _____ Date 1/15/13

JOHN KENNARD, Commissioner
Printed Name, Title PRESIDENT

Monroe County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Monroe County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Monroe County of Region 8, the units of general local government, with populations of 5,000 or greater are:

1. **City of Bloomington**
2. **Monroe County Government**
3. **Town of Ellettsville**

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Monroe County within the Region 8 Workforce Service Area.

Name: IRIS KIESLING

Title: COUNTY COMMISSIONER

Contact Information: ikiesling@aol.com cell: 812-325-4348
ikiesling@co.monroe.in.us w: 812-349-2550

Address: 100 West Kirkwood Ave Rm 323

Bloomington IN 47404

Email _____

III. Other Responsibilities

As their schedules permit, all Local Elected Officials are encouraged to attend the regional Workforce Investment Board meetings, and meet with Board members and the Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of the region.

Local Elected Officials may request, individually or collectively, information from the local Workforce Investment Board and may request such information to be delivered in person and/or in writing.

IV. Authority to Act

Each Commissioner signing on behalf of the Board of County Commissioners shall obtain the necessary approvals from the Board to so act. Hence, this Agreement needs to be signed by only one Commissioner from the County and the Executive of each of the designated cities or towns.

By signing this Agreement, the designated County Commissioner, Mayor of each designated city or town (having a population of 5,000 or greater) in a County, as appropriate to that County, approves the selected Elected Official specified in Section II of this Agreement to act on their behalf.

V. Period of Agreement

The period of this Agreement shall be from January 3, 2013 through June 30, 2015.

VI. Amendment

This Agreement may be amended at any time by written request to the designated Elected Official, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the Local Elected Officials.

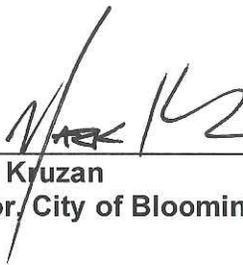
SIGNATURES:

For Monroe County:

Iris Kiesling . 1.18.2013
Signature Date

Iris Kiesling, Pres. Board of Commissioners
Printed Name, Title
Monroe County

For the City of Bloomington:



Mark Krizan
Mayor, City of Bloomington

1.7.13
Date

For the Town of Ellettsville:



Scott Oldham
Town Council President

2-7-13
Date

Daviness County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Daviness County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Daviness County of Region 8, the units of general local government, with populations of 5,000 or greater are:

1. **City of Washington**
2. **Daviness County Government**

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Daviness County within the Region 8 Workforce Service Area.

Name: C. Michael Taylor

Title: Daviness County Commissioner Dist. 3

Contact Information: 812-617-4894

Address: 562 E. 675 N. Washington, IN 47501

Orange County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Orange County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Orange County of Region 8, the units of general local government, with populations of 5,000 or greater are:

Orange County Government

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Orange County within the Region 8 Workforce Service Area.

Name: Thomas A Lamb

Title: County Com

Contact Information: thomas.lamb@oldnational.com 812 653-1210

Address 4444 N C. Rd 350 W Orleans IN 47452

Martin County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Martin County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Martin County of Region 8, the units of general local government, with populations of 5,000 or greater are:

Martin County Government

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Martin County within the Region 8 Workforce Service Area.

Name: PAUL R. George

Title: President, Board of Commissioners

Contact Information: 812-653-2771 cell

Address 20299 George Lane Shoals, IN 47581

Phone _____

Email NA _____

III. Other Responsibilities

As their schedules permit, all Local Elected Officials are encouraged to attend the regional Workforce Investment Board meetings, and meet with Board members and the Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of the region.

Local Elected Officials may request, individually or collectively, information from the local Workforce Investment Board and may request such information to be delivered in person and/or in writing.

IV. Authority to Act

Each Commissioner signing on behalf of the Board of County Commissioners shall obtain the necessary approvals from the Board to so act. Hence, this Agreement needs to be signed by only one Commissioner from the County.

By signing this Agreement, the designated County Commissioner approves the selected Elected Official specified in Section II of this Agreement to act on their behalf.

V. Period of Agreement

The period of this Agreement shall be from January 3, 2013 through June 30, 2015.

VI. Amendment

This Agreement may be amended at any time by written request to the designated Elected Official, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the Local Elected Officials.

SIGNATURE:

For Martin County:



Signature Date



Printed Name, Title

Lawrence County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Lawrence County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Lawrence County of Region 8, the units of general local government, with populations of 5,000 or greater are:

- 1. City of Bedford**
- 2. Lawrence County Government**

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests on the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Lawrence County within the Region 8 Workforce Service Area.

Name: Gene McCracken
Title: Lawrence County Council
Contact Information: Lawrence County Economic Growth Council
1116 16th Street
Bedford, IN 47421
Phone 812-275-4493
economic@hpcisp.com

III. Other Responsibilities

As their schedules permit, all Local Elected Officials are encouraged to attend the regional Workforce Investment Board meetings, and meet with Board members and the Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of the region.

Local Elected Officials may request, individually or collectively, information from the local Workforce Investment Board and may request such information to be delivered in person and/or in writing.

IV. Authority to Act

Each Commissioner signing on behalf of the Board of County Commissioners shall obtain the necessary approvals from the Board to so act. Hence, this Agreement needs to be signed by only one Commissioner from the County and the Executive of each of the designated cities or towns.

By signing this Agreement, the designated County Commissioner, Mayor of each designated city or town (having a population of 5,000 or greater) in a County, as appropriate to that County, approves the selected Elected Official specified in Section II of this Agreement to act on their behalf.

V. Period of Agreement

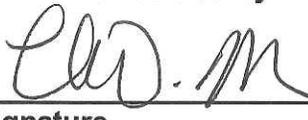
The period of this Agreement shall be from December 19, 2012 through June 30, 2015.

VI. Amendment

This Agreement may be amended at any time by written request to the designated Elected Official, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the Local Elected Officials.

SIGNATURES:

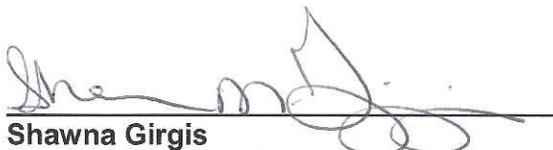
For Lawrence County:



Signature

Christopher May
Printed Name, Title Commissioner

For the City of Bedford:



Shawna Girgis
Mayor, City of Bedford

Owen County Local Elected Officials Agreement Economic Growth Region 8

This agreement is made and entered into by and between the Local Elected Officials (LEOs) in Owen County of Economic Growth Region (EGR) 8 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, and all federal and state statutes, rules, and regulations promulgated hereunder.

A Local Elected Official is defined as "the chief elected executive official of a unit of general local government, or any general purpose political subdivision of a State that has the power to levy taxes and spend funds, as well as general corporate and police powers." In Owen County of Region 8, the units of general local government, with populations of 5,000 or greater are:

Owen County Government

I. Selection of a County Chief Elected Official to Represent the County

The Local Elected Officials together shall select from among them a County Chief Elected Official (CCEO) to represent their interests to the local Region 8 Workforce Investment Board (WIB). The CCEO shall interact with the Local Elected Officials Executive Council and the Chief Elected Official for the Workforce Service Area (WSA) on matters concerning the local Workforce Investment Board. The CCEO will enter into an agreement with other CCEOs on the Executive Council of the local workforce service area on behalf of the County. The CCEO will act as the liaison for the county s/he represents. Nothing in this agreement shall prohibit the CCEO from serving as the Chief Elected Official for the local workforce service area.

II. Duties of the County Chief Elected Official

The Elected Official selected to represent the County is responsible for:

- Entering into a County Chief Elected Officials Agreement with the other CCEOs within the workforce investment service area to establish related responsibilities and actions as it pertains to the Workforce Investment Act (WIA) and the local workforce investment board.
- Providing guidance to the local Workforce Investment Board as a member of the Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Chief Elected Official (CEO) for the EGR 8 Workforce Investment Service Area;

In the event the Elected Official determines the need to utilize a proxy to the Executive Council on his/her behalf, such proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The following individual has been duly selected to serve as the County Chief Elected Official for Owen County within the Region 8 Workforce Service Area.

Name: ANGIE LAWSON

Title: Owen County Council

Contact Information: angie.lawson@owencounty.IN.GOV

Address: 60 S. Main St. Rm 202 Spencer IN. 47460

Attachment 11

Region 8

County Chief Elected Official Agreement

County Chief Elected Officials Agreement Region 8

This agreement is made and entered into by and between the designated County Chief Elected Officials (CCEOs) from the counties of Owen, Monroe, Brown, Greene, Daviess, Martin, Lawrence and Orange comprising Region 8, to set forth the procedures that shall govern the County Chief Elected Officials (CCEOs) and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act (WIA), and all federal and state statutes, rules, and regulations promulgated thereunder. The County Chief Elected Officials Executive Council includes one designated CCEO from each county as set forth in each County Local Elected Official (LEO) Agreement.

I. Duties and Responsibilities of County Chief Elected Officials

The County Chief Elected Official selected by the LEOs of their county to represent the County is responsible for:

- Entering into an Elected officials' Agreement with the Local Elected Officials in Region 8 to establish responsibilities and actions as it pertains to the Workforce Investment Act and the local South Central Region 8 Workforce Board, Inc.;
- Providing guidance to the WIB as a member of the County Chief Elected Officials Executive Council;
- Communicating updates and changes to the Local Elected Officials of the County;
- Selecting a Regional Chief Elected Official (RCEO) for the Region 8 local workforce service area; and
- Establishing an agreement on the designation of financial liability for any misuse of Workforce Investment Act funds granted to Region 8.

In Region 8, financial liability for the misuse of workforce investment funds shall be handled in the following manner:

Liability will be shared proportionately by the political subdivision(s) represented by each individual County Chief Elected Officials Executive Council based on population;

II. Duties and Responsibilities of the Region 8 Chief Elected Official for the Region 8 Workforce Service Area

The Regional Chief Elected Official (RCEO) for the Region 8 workforce service area will be responsible for the following duties, as established in the Workforce Investment Act (WIA) of 1998 and 20 CFR Parts 661,662,663, and 664:

- Serve as, or designate, the grant recipient for WIA funds for Region 8;
- Appoint members to the local Workforce Investment Board (WIB) serving Region 8, following the criteria established by the State and WIA Section 117 (b);
- Cooperate with the local WIB to appoint members to the Youth Council;
- Partner with the local WIB to develop and submit a local plan for WIA activities;
- Approve the budget developed by the local WIB;
- Negotiate local performance measures with the local WIB and the Governor;
- Agree to the selection of the One-Stop-Operator by the local WIB;

- Provide agreement to the local WIB to establish an MOU for the operation of the WorkOne system in the local Area; and
- Consult with the local WIB to conduct oversight of WIA youth programs.

In addition, the RCEO for the workforce service area will be responsible for interacting with the designated County Chief Elected Officials Executive Council on matters concerning the Workforce Investment Board. The RCEO shall be authorized to act as a contact person for all RCEO business and to sign all contracts and grant agreements not requiring the approval of all County Chief Elected Officials. Additionally, the RCEO has the authority to sign all necessary documents representing the actions approved by the County Chief Elected Officials Executive Council.

The following individual has been duly selected to serve as the Regional Chief Elected Official for the Region 8 local workforce service area.

Gene McCracken, President Lawrence County Council
1116 16th Street
Bedford, IN 47421
812-275-4493

III. Designation of the Grant Recipient and Fiscal Agent

The RCEO for the local workforce service area is responsible for serving as, or designating the grant recipient/fiscal agent for WIA funds.

If the RCEO opts to designate another entity, such as the local Workforce Investment Board, to act as the grant recipient and fiscal agent, a majority of the County Chief Elected Officials Executive Council must agree in writing to the designation of the grant recipient/fiscal agent.

It is understood that in cases where an alternative entity is designated as the grant recipient or fiscal agent that the liability for all grant funds remains with the Chief Elected Official, as required by the Workforce Investment Act and further specified in Section I of this agreement.

The Grant Recipient for Region 8 shall be: South Central Region 8 Workforce Board, Inc.

The Fiscal Agent for Region 8 shall be: Crowe Horwath, LLP

IV. Selection of County Chief Elected Officials Executive Council

The County Chief Elected Officials, selected by the Local Elected Officials, will operate as an Executive Council who will serve a two-year term. There is no limit on the number of consecutive or non-consecutive terms a chief Elected Official may serve on the Executive Council.

Any Chief Elected Official may designate, in writing, a proxy to act on his/her behalf at an Executive Council meeting. The proxy shall be an individual that has the ability and/or authority to exercise the authorities granted to the County Chief Elected Official he/she represents.

The Regional Chief Elected Official for the Region 8 workforce service area will be selected by the members of the Executive Council and will serve a two-year term. There is no limit on the number of consecutive or non-consecutive terms the RCEO may serve.

V. Duties of the Executive Council

Duties of the Executive Council include, but are not limited to, the following:

- Provide guidance to the local Workforce Investment Board;
- Communicate updates and changes to the Local Elected official of each county contained within the Region 8 workforce service area;
- Select a Chief Elected Official for the Region 8 workforce service area; and
- Ensure that members of the local Workforce Investment Board are appointed following the criteria established by the State and WIA Section 117(b).

VI. Frequency of Executive Council Meetings

The Executive Council will meet at least twice a year to perform the duties as outlined above. There is no limit to the number of times the Executive Council may meet to address the issues brought to their attention. **A quorum shall be at least 4 CCEOs present at the meeting.**

VII. Other Responsibilities

As their schedules permit, members of the Executive Council are encouraged to attend workforce investment board meetings, and meet with WIB members and the WIB Chairperson for updates on the progress and actions in improving workforce development for the employers and citizens of their community.

Local Elected Officials may request, individually or collectively, information from the Workforce Investment Board and may request such information to be delivered in person and/or in writing.

VIII. Authority to Act

Each County Chief Elected Official signing on behalf of a given county shall obtain the necessary approvals from the Local Elected Officials from their county to so act. Hence, this agreement shall be signed by only one County Chief Elected Official from each county.

IX. Counterparts

This agreement may be executed in separate counterparts, each of which when so executed shall be an original, but all of such counterparts shall together constitute but one of the same instrument.

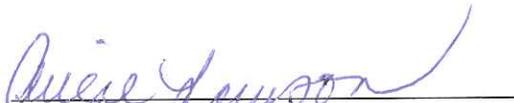
X. Period of Agreement

The period of this agreement shall be from February 27, 2013 through June 30, 2015.

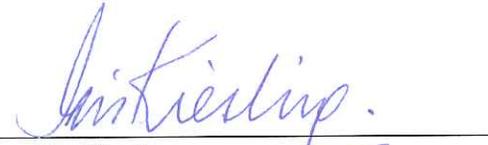
XI. Amendment

This agreement may be amended at any time by written request to the Regional Chief Elected official, who will set up a process of voting on the change. Changes in state or federal legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the Executive Council.

SIGNATURES:



Name: Angie Lawson
Title: Owen County Council
Owen County Chief Elected Official



Name: Iris Kiesling
Title: President, Monroe County Commissioners
Monroe County Chief Elected Official

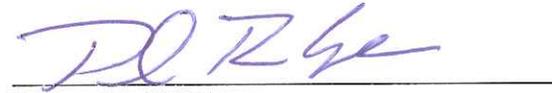


Name: John Kennard
Title: President, Brown County Commissioners
Brown County Chief Elected Official

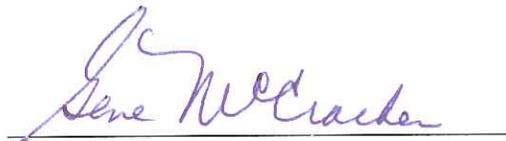


Name: Mark E. Hall, Jr.
Title: Greene County Council Member
Greene County Chief Elected Official

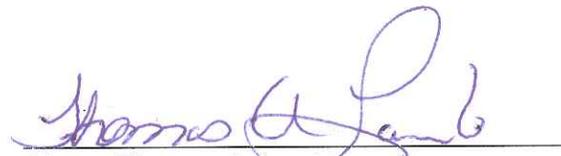
Name: C. Michael Taylor
Title: Daviess County Commissioner
Daviess County Chief Elected Official



Name: Paul R. George
Title: President, Martin County Commissioners
Martin County Chief Elected Official



Name: Gene McCracken
Title: Lawrence County Council Member
Lawrence County Chief Elected Official

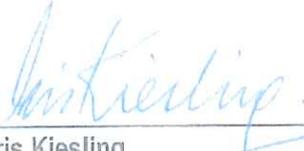


Name: Thomas A. Lamb
Title: Orange County Commissioner
Orange County Chief Elected Official

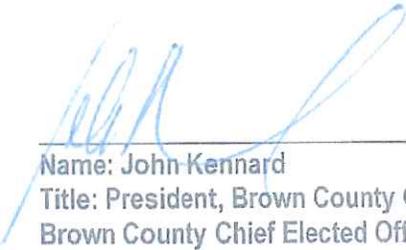
SIGNATURES:



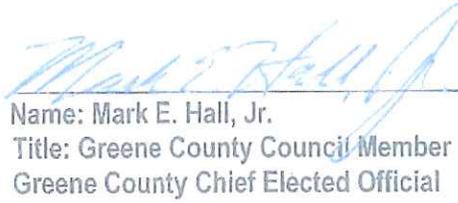
Name: Angie Lawson
Title: Owen County Council
Owen County Chief Elected Official



Name: Iris Kiesling
Title: President, Monroe County Commissioners
Monroe County Chief Elected Official



Name: John Kennard
Title: President, Brown County Commissioners
Brown County Chief Elected Official



Name: Mark E. Hall, Jr.
Title: Greene County Council Member
Greene County Chief Elected Official



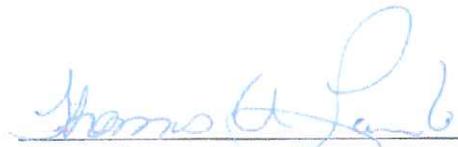
Name: C. Michael Taylor
Title: Daviess County Commissioner
Daviess County Chief Elected Official



Name: Paul R. George
Title: President, Martin County Commissioners
Martin County Chief Elected Official

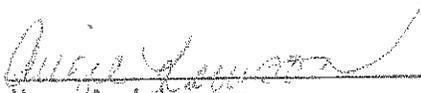


Name: Gene McCracken
Title: Lawrence County Council Member
Lawrence County Chief Elected Official



Name: Thomas A. Lamb
Title: Orange County Commissioner
Orange County Chief Elected Official

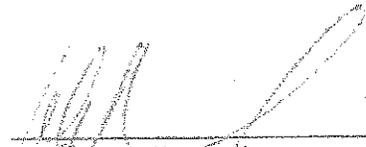
SIGNATURES:



Name: Angie Lawson
Title: Owen County Council
Owen County Chief Elected Official



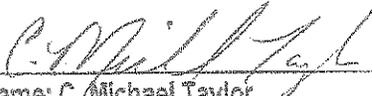
Name: Iris Kiesling
Title: President, Monroe County Commissioners
Monroe County Chief Elected Official



Name: John Kennard
Title: President, Brown County Commissioners
Brown County Chief Elected Official



Name: Mark E. Hall, Jr.
Title: Greene County Council Member
Greene County Chief Elected Official



Name: C. Michael Taylor
Title: Daviess County Commissioner
Daviess County Chief Elected Official



Name: Paul R. George
Title: President, Martin County Commissioners
Martin County Chief Elected Official



Name: Gene McCracken
Title: Lawrence County Council Member
Lawrence County Chief Elected Official



Name: Thomas A. Lamb
Title: Orange County Commissioner
Orange County Chief Elected Official

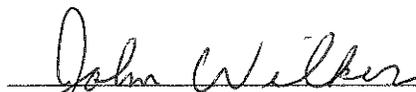
Name: Christopher May
Title: Lawrence County Commissioner

Name: Shawna Girgis
Title: Mayor City of Bedford

Name: Donnie Minnick
Title: President, Owen County Commissioners



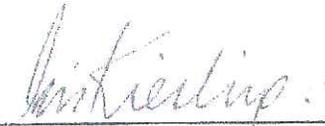
Name: Rick Graves
Title: Greene County Commissioner



Name: John Wilkes
Title: Mayor, City of Linton

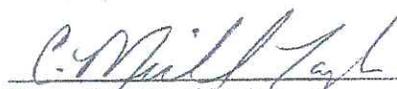
SIGNATURES:

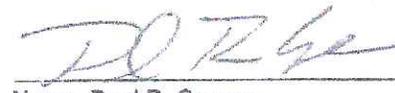

Name: Angie Lawson
Title: Owen County Council
Owen County Chief Elected Official


Name: Iris Kiesling
Title: President, Monroe County Commissioners
Monroe County Chief Elected Official


Name: John Kennard
Title: President, Brown County Commissioners
Brown County Chief Elected Official

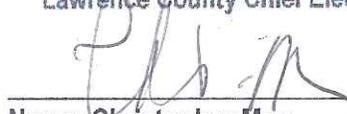

Name: Mark E. Hall, Jr.
Title: Greene County Council Member
Greene County Chief Elected Official

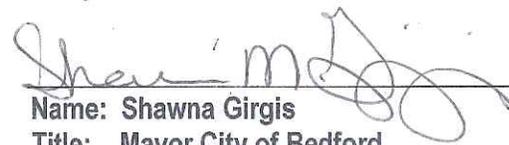

Name: C. Michael Taylor
Title: Daviess County Commissioner
Daviess County Chief Elected Official


Name: Paul R. George
Title: President, Martin County Commissioners
Martin County Chief Elected Official


Name: Gene McCracken
Title: Lawrence County Council Member
Lawrence County Chief Elected Official


Name: Thomas A. Lamb
Title: Orange County Commissioner
Orange County Chief Elected Official


Name: Christopher May
Title: Lawrence County Commissioner

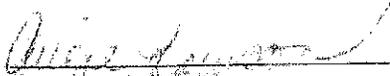

Name: Shawna Girgis
Title: Mayor City of Bedford

Name: Donnie Minnick
Title: President, Owen County Commissioners

Name: Rick Graves
Title: Greene County Commissioner

Name: John Wilkes
Title: Mayor, City of Linton

SIGNATURES:



Name: Angie Lawson
Title: Owen County Council
Owen County Chief Elected Official



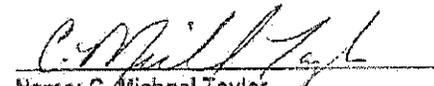
Name: Iris Kiesling
Title: President, Monroe County Commissioners
Monroe County Chief Elected Official



Name: John Kennard
Title: President, Brown County Commissioners
Brown County Chief Elected Official



Name: Mark E. Hall, Jr.
Title: Greene County Council Member
Greene County Chief Elected Official



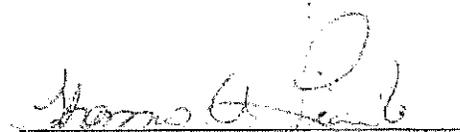
Name: C. Michael Taylor
Title: Daviess County Commissioner
Daviess County Chief Elected Official



Name: Paul R. George
Title: President, Martin County Commissioners
Martin County Chief Elected Official



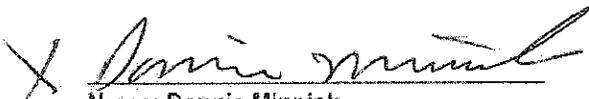
Name: Gene McCracken
Title: Lawrence County Council Member
Lawrence County Chief Elected Official



Name: Thomas A. Lamb
Title: Orange County Commissioner
Orange County Chief Elected Official

Name: Christopher May
Title: Lawrence County Commissioner

Name: Shawna Girgis
Title: Mayor City of Bedford



Name: Donnie Minnick
Title: President, Owen County Commissioners

Name: Rick Graves
Title: Greene County Commissioner

Name: John Wilkes
Title: Mayor, City of Linton

Attachment 12

South Central Region 8 Workforce Board, Inc.

By-Laws

**CODE OF BY-LAWS
OF
SOUTH CENTRAL REGION 8 WORKFORCE BOARD, INC.**

ARTICLE I
NAME

Section 1.1. Name. The name of this Corporation shall be SOUTH CENTRAL REGION 8 WORKFORCE BOARD, INC. (hereinafter referred to as "Corporation").

ARTICLE II
PURPOSES

Section 2.1. Purposes. The Corporation is a public benefit corporation, organized exclusively for the purpose of providing policy guidance for and to review, evaluate and/or monitor the activities of the WorkOne system under the Workforce Investment Act and all other federal, state or local funded programs under the auspices of the regional workforce board, in order to create a workforce system to integrate all public workforce resources in the eight (8) county region into an easily accessible system to benefit Hoosier families and regional economies. The Board will serve as the Workforce Investment Board for Region 8. The goal of the Board shall be to have effective planning, implementation, and oversight of training and employment programs in the Indiana counties of Owen, Monroe, Brown, Greene, Daviess, Martin, Lawrence and Orange. In order to reach this goal, it is necessary for the Board's activities to include the following:

To assist individuals in the Region individually and collectively to learn or upgrade job skills in order to obtain and retain productive employment.

To assist employers with appropriate resources to maintain, upgrade and expand job opportunities.

To research and analyze labor market needs and facilitate the effective use of available education and employment and training resources.

To maximize these services and resources in the area and in the state to facilitate the maximum number of placements of individuals into unsubsidized employment.

To maintain an effective partnership with the local elected officials in the planning, implementation, and evaluation of the Workforce Investment Act and other appropriate legislation.

Said organization is organized exclusively for charitable, religious, educational, or scientific purposes under Section 501(c)(3) of the Internal Revenue Code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributed to members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth hereof.

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501(c)(3) of the Code, or by an organization to which contributions are deductible under Section 170 (c)(2) of the Code.

Upon dissolution of the organization, the officers shall, after paying or making provision for the payment of all the liabilities of the association, dispose of the remaining assets of the organization to such organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes which at the time qualify as exempt organizations under Section 501(c)(3) of the Code.

ARTICLE III MEMBERS

Section 3.1. Members. The Corporation shall not have members.

ARTICLE IV BOARD OF DIRECTORS

Section 4.1. General Powers. The control and management of the affairs of the Corporation shall be vested in its Board of Directors.

Section 4.2. Number and Tenure. The directors appointed from the private sector shall serve a term of three (3) years and the directors appointed from the public sector shall serve a term of two (2) years. A Board member who meets the membership requirements for more than one representative position may be appointed to fulfill the requirements of each position for which the member is qualified. The maximum size of the Board shall be 37 members, unless an increased size is approved by the Board of Directors and the Local Elected Officials.

Each Director shall hold office for the term prescribed above or until his or her successor shall have been designated and qualified. Each Director shall be eligible for re-appointment.

Section 4.3. Appointment of Directors. All appointments and reappointments to the Board shall be approved by the Chief Elected Official. Individuals to be considered for

appointment shall be nominated in accordance with the Workforce Investment Act of 1998 (WIA), and all relevant State laws and policy including the Indiana Strategic Two-Year Plan for Title I of the Workforce Investment Act of 1998 and the Wagner-Peyser Act. Appointments of individuals to serve as Directors will be in accordance with the representation requirements set forth in the Workforce Investment Act and State of Indiana policy.

Section 4.4. Resignation. A Director may resign by delivering written notice to the Board of Directors, the Chairperson, or the secretary of the Corporation. A resignation is effective when delivered unless the notice specifies a later effective date.

Section 4.5. Vacancies. Any vacancy occurring on the Board of Directors caused by removal, resignation, death or other incapacity, or increase in the number of Directors, may be filled through the nomination process specified previously and appointed by the Chief Elected Official. A new Director shall serve until the expiration of the term for which the Director's predecessor was elected.

Section 4.6. Regular Meetings. A regular annual meeting of the Board of Directors shall be the first quarterly meeting held after July 1st each calendar year. The Board of Directors may provide by resolution the time and place, either within or without the State of Indiana, for the holding of additional regular meetings of the Board without other notice than such resolution.

Section 4.7. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the Chairperson. The person or persons authorized to call special meetings of the Board may fix any place, either within or without the State of Indiana, as the place for holding any special meeting called by them, setting forth the purpose of the special meeting.

Section 4.8. Notice of Special Meetings. Notice of any special meeting and the purpose thereof of the Board of Directors shall be given at least two (2) days previously thereto by written notice delivered personally or sent by U.S. mail, postage prepaid; electronic mail (Email) or telegram to each Director at his or her address as shown by the records of the Corporation. Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or these By-Laws.

Section 4.9. Quorum. One-Half of the membership of the Board of Directors shall constitute a quorum. At least one Director constituting the quorum must be an Officer of the Board. However, when there are vacancies occurring in the Board of Directors, one-half of the existing and serving Directors shall constitute a quorum for voting purposes.

Section 4.10. Director Conflicts of Interest.

A. Definitions. For purposes of this Section:

1. a "conflict of interest" exists between the Board and a Director with respect to a contract, transaction, or other matter if the contract, transaction, or other matter is between the Board and
 - a. the Director;
 - b. any corporation, partnership, firm, association, or other entity, employee, or director receiving compensation other than per diem or expenses; or
 - c. any corporation, partnership, firm, association, or other entity, in which the Director is financially interested.
 2. a Director is "financially interested" in a corporation, partnership, firm, association, or other entity if:
 - a. the Director or his/her spouse and/or immediate family member owns any legal or beneficial interest in the corporation, partnership, firm, association, or other entity, whether equity or debt, with a fair market value of greater than five thousand dollars (\$5,000); or
 - b. the Director or his/her spouse and/or immediate family member would directly benefit financially from a contract, transaction, or other matter between the Board and the corporation, partnership, firm, association, or other entity; or
 - c. the Director knows that any of the following family members of the Director receives compensation other than per diem or expenses as an officer, director, partner; or other principal of the corporation, partnership, firm, association, or other entity; (i) spouse, (ii) parent, (iii) child, (iv) sibling, (v) grandparent, (vi) grandchild, (vii) sibling of a spouse, or (viii) spouse of any person listed in section (ii) through (vii); provided, however, that a Director is not financially interested if the legal or beneficial interest described in subsection a. above: (i) consists of securities publicly traded on a national or regional securities exchange and the Director's ownership interest does not exceed five percent (5%) of those securities outstanding, or (ii) is a time or demand deposit in a financial institution or insurance policy.
- B. Disclosure of Conflict of Interest: Any Board Director (voting or non-voting) with a potential or actual conflict of interest must disclose that fact to the Board as soon as the potential conflict is discovered and, to the extent possible, before the agenda for a meeting involving the matter at issue is prepared. If it should be determined at a meeting that a conflict of interest exists, the Director must verbally declare such conflict of

interest, such declaration must be clearly noted in the minutes, and such Director must excuse him/herself from the remainder of the discussion and voting. Each board Director is also responsible for determining whether any potential or actual conflict of interest exists or arise during his/her service on the board. Directors are also responsible for reporting such potential or actual conflict of interest as soon as it is discovered that such a condition exists.

A director shall promptly disclose any actual or potential conflict of interest the member may have with respect to any contract, transaction, or other matter to be considered by the Board, the executive committee, or any other committee or council of the Board. Disclosure shall be made to the Board, the Chairperson, and any committee or council considering the matter. The director shall disclose the actual or potential conflict of interest as soon as it is discovered. A director with a conflict of interest shall not participate in any vote on, or discussion or review of the matter other than to disclose the conflict of interest, and the director shall leave the room when the matter is brought up for discussion or other consideration.

- C. Prohibited Transactions: A director with a conflict of interest regarding any matter is prohibited from discussion and voting in connection with that matter.

Any director (or specific entity represented by that member) who significantly participates in the development of contract specifications or standards is prohibited from receiving any direct financial benefit from any resulting contract.

Any director who significantly participates in a Board discussion or decision relating to specific terms of a contract, the determination of specific standards for performance of a contract, the development of Invitations for Bid (IFB) or Requests for Proposals (RFP) or other such bid processes leading to a contract, or any similar discussions or decisions is prohibited from having any direct financial benefit from any resulting contract. In addition, no corporation, partnership, firm, association, or other entity shall receive the contract if it would create a conflict of interest for the director who significantly participated in the manner described above.

Any director, including One-Stop partners, who significantly participates in the development of contract specifications, is prohibited from bidding on those contracts or supervising staff who are paid from funding awarded under such contracts.

If an actual conflict of interest exists in connection with a contract, transaction, or other matter before the Board and the director subject to that conflict nonetheless knowingly and significantly participates in Board discussions relating to that contract, determinations of specific standards for performance of the contract, development of Invitations for Bid or Requests for Proposal, or similar activities relating to the contract, the contract shall not be awarded to the director or any entity that gave rise to the conflict of interest.

Directors who are also One-Stop partners shall not serve on any committees that deal with oversight of the One-Stop system or allocation of resources that would potentially be allocated to that member's program.

If a contract or purchase is made by the Board involving its own director with a conflict of interest, the Board shall justify the terms and conditions of the contract or purchase. When a contract or purchase is made by the Board involving its own director or an entity with which the director is associated, the Board must establish and document to the reasonable satisfaction of the Department of Workforce Development that the contract or purchase was adequately bid or negotiated and that the terms of the contract or price of the purchase are fair and reasonable to the Board.

- D. Annual Disclosure. Upon becoming a director and thereafter at the first meeting of the Board each fiscal year, each director shall file a written statement of disclosure of economic interests of the director, the director's spouse, and immediate family members including: (1) current positions of employment; (2) current positions as a paid director, officer or agent of or for any corporation, partnership, firm, association, or other entity for which compensation other than per diem or expenses is received; (3) corporations, partnerships, firms, associations, or other entities in which the director is financially interested; (4) for each entity listed under item (1), (2), or (3), a listing of any benefits or services that such entity has provided to the Board for any of its programs for a fee or any benefits or services that the Board has provided to such entity for a fee, within the last five (5) fiscal years; and (5) such additional information as the Board may require. The Board may provide a form to be used in making these statements. All statements filed shall be available for inspection by any person during regular hours at the Board's administrative offices.

Section 4.11. Manner of Acting. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

Section 4.12. Informal Action by Directors. Any action required or permitted to be taken at any meeting of the Board of Directors or of any committee thereof may be taken without a meeting, if prior to such action, a written consent to such action is signed by all members of the Board or of such committee as the case may be, and such written consent is filed with the minutes of proceedings of the Board or committee.

Section 4.13. Power to Appoint Executive Committee. The Board of Directors shall have power to appoint by resolution, adopted by a majority of the entire Board, an executive committee composed of two or more Directors, who, to the extent provided in such resolution, shall have and exercise the authority of the Board of Directors in the management of the business of the Corporation between meetings of the Board.

Section 4.14. Power to Make By-Laws. The Board of Directors shall have the power to make and alter any By-Law or By-Laws.

Section 4.15. Delegation of Powers. For any reason deemed sufficient by the Board of Directors, whether occasioned by absence or otherwise, the Board may delegate all or any of the powers and duties of any officer to any other officer or Director, but no officer or Director shall execute, acknowledge or verify any instrument in more than one capacity.

Section 4.16. Removal of Director or Officer. Any Director may be removed, either with or without cause by the Chief Elected Official. The membership of a Director shall be considered lapsed if a Director misses more than three (3) consecutive regularly scheduled committee, council and/or full Board meetings during the program year of July 1 to June 30. Such lapses shall be reported to the Chief Elected Official for action.

ARTICLE V OFFICERS

Section 5.1. Officers. The officers of the Corporation shall be a Chairperson, Vice Chairperson and Secretary and such other officers as may be deemed desirable by the Board of Directors. The Board of Directors shall designate the officers of the Corporation by election at the Annual Meeting of the Board of Directors.

Section 5.2. Term of Office. Each officer shall hold office for one (1) year or until his or her successor shall have been duly designated and shall have qualified, unless earlier removed by the Board of Directors. All officers and agents can be removed at any time by the affirmative vote of the majority of the members of the Board of Directors. Officers shall be eligible for reappointment no more than two (2) consecutive years.

Section 5.3. Chairperson. The Chairperson shall be the chief executive officer of the Corporation and be a representative of the private sector. He or she shall preside at all meetings of the Board of Directors. Under the Board's direction he or she shall have general supervision over the affairs of the Corporation and over the other officers and shall sign all written contracts. He or she shall sign all written contracts of the Corporation and shall perform all such other duties as are incident to this office.

Section 5.4. The Vice Chairperson. The Vice Chairperson shall perform all duties incumbent upon the Chairperson during the absence or disability of the Chairperson, and perform such other duties as these Bylaws may require or the Board of Directors may prescribe; provided, that if the Board of Directors elects more than one Vice Chairperson, their right to act during the absence or disability of the Chairperson shall be in the order in which their names appear in the resolution, or resolutions electing such Vice Chairperson.

Section 5.5. The Secretary. The Secretary shall attend all meetings of the of the Board of Directors, and shall keep, or cause to be kept in a book provided for the purpose, a true and complete record of the proceedings of such meetings, and shall perform a like duty for all standing committees appointed by the Board of Directors, when required. The Secretary shall: attend to the giving and serving of all notices of the Corporation; contracts and agreements; and perform such other duties as these Bylaws may require, or the Board of Directors may prescribe.

The Board may assign the duties of the Secretary to the staff to the Board or the One-Stop-Operator.

ARTICLE VI COMMITTEES

Section 6.1. Standing and Special Committees. The Chairperson, with the approval of the Board of Directors, appoint such standing or special committees of such size as the Chairperson or Board of Directors may deem necessary to properly carry on the activities and effect the purposes of the Corporation. Such committees shall perform as the Chairperson or the Board of Directors may direct.

- A. Youth Council. The Board, in cooperation with the Chief Elected Official, shall establish the Youth Council, which will be a subgroup of the Board.
- B. Governance of the Youth Council. The Chairperson of the Youth Council shall be a voting Director of the Board. Youth Council members who are not Directors of the Board will be voting members of the Youth Council, but will not have voting rights on the Board.
- C. Quorum - One-Half of the membership of the Youth Council shall constitute a quorum. At least one member of the Council constituting the quorum must be a Director of the Board. However, when there are vacancies occurring on the Youth Council, one-half of the existing and serving Council members shall constitute a quorum for voting purposes.

ARTICLE VII CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 7.1. Contracts. The Board of Directors may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

Section 7.2. Checks, Drafts, and related items. All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

Section 7.3. Deposits. All funds of the Corporation shall be deposited within five (5) working days of receipt to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 7.4. Gifts. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purpose or for any special purpose of the Corporation.

ARTICLE VIII
BOOKS AND RECORDS

Section 8.1. Books and Records. The Corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Board of Directors and committees having any of the authority of the Board of Directors, and shall keep at the principal office a record giving the names and addresses of the members entitled to vote.

ARTICLE IX
FISCAL YEAR

Section 9.1. Fiscal Year. The fiscal year of the Corporation shall begin on July 1 and end on June 30.

ARTICLE X
CORPORATE INDEMNIFICATION

Section 10.1. Indemnification. To the extent not inconsistent with the law of the State of Indiana, every person (and the heirs and personal representatives of such person) who is or was a Director or officer of the Corporation shall be indemnified by the Corporation as provided in the Act.

ARTICLE XI
VOTING

Section 11.1. Votes. Every director shall have the right to vote. No proxy shall be permitted. Voting by U.S. Mail or electronic mail (Email) is authorized as allowed in Robert's Rules of Order Newly Revised. No director shall cast a vote on the provision of services that member (or any organization which that member directly represents) may provide or vote on any matter which would provide direct or indirect financial benefit to that director.

ARTICLE XII
PARLIAMENTARY AUTHORITY

Section 12.1 Rules of Order. The Rules governing the conduct of the Board of Directors shall be as provided by these Bylaws. In the absence of specific provision, Robert's Rules of Order Newly Revised shall govern.

ARTICLE XIII
AMENDMENTS TO BY-LAWS

Section 13.1. Amendments. These By-Laws may be amended by the affirmative vote of a majority of the Board of Directors.

Adopted and approved effective the 23rd day of January, 2013.

SOUTH CENTRAL REGION 8 WORKFORCE BOARD, INC.

By: Dee Richards _____

Chairperson
Board of Directors

Attest:

Eugene K. W. W. W. _____, Vice Chair or Secretary Board of Directors