

Quarterly Meeting Minutes
South Central Region 8 Workforce Board, Inc.
Zoom Meeting
February 24, 2021 – Noon to 1:30pm

Board Members Present: Brenda Reetz, Scott Baker, Kenneth McKee, Terry Pittman, Brian Shockney, Elizabeth Green, Scott Adams, Jennifer Pearl, Adam Gross, Michelle Ellis, Jeff Pipkin, Michael Stieglitz, Teresa Hudson

Others Present: Rob King, Shannon Laurent, Randy Wells, Carla Crowe, Lauren Markley, David Tucker, Susan Neal, Sandy Friedman, Phillip Dart, Robin Branch, Alex Crowley, Christopher Emge

Board Members Absent: Jason Flinn, Trent Todd, Steve Johnson, Marvin Wagler, Mitch Holland

Call to Order

Brenda Reetz called the meeting to order at Noon. Rob King welcomed Board members and a quorum of the Board was confirmed as present. David Tucker, Vice President of Workforce Development Services at Vincennes University (VU), thanked the Workforce Board for the opportunity for VU to serve Region 8 as Staff to the Board, One-Stop Operator and Service Provider for Region 8.

Approval of Minutes

Scott Adams moved to accept the minutes of the 10/28/2020 meeting of the South Central Region 8 Workforce Board, Inc. Jeff Pipkin seconded the motion. All voted in favor and the minutes were approved.

Financial Reports

Lauren Markley with Crowe LLP, the Board's Fiscal Agent, distributed and presented the financial report for the period ending January 31, 2021. Lauren noted that 51% of the Total Annual Budget was expended through January 31, 2021. Lauren reviewed adjustments to the Budget and Expenditures. Funds added to the budget included the following:

- JAG-Strada (\$56,250)
- Apprenticeship State Expansion funds (\$11,000)
- Workforce Ready Grant – Rapid Recovery (\$599,500)
- Lilly Endowment Grant (\$62,000)
- Infrastructure Agreement (\$19,864)

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

1) **Lily Endowment Grant** funding in the amount of \$62,000 to support the JAG program at Owen Valley High School. \$57,000 to be awarded to VU.

- 2) **Registered Apprenticeships OWBLA** funding in the amount of \$100,000 to support Registered Apprenticeships within the region as part of the Apprenticeship State Expansion (ASE) Grant. \$95,000 to be awarded to VU.
- 3) **JAG-Strada (HHCC)** Funding up to \$62,500 to support the JAG program through Hoosier Hills Career Center. \$56,250 to be awarded to VU.
- 4) **IFA Contract** Funding up to \$19,864.13 as part of negotiated funding MOU with DWD and Partner Agencies (One-Stop Partners). This amount is owed to Vincennes University.
- 5) **Business Consultant Additional** Funds in the amount of \$60,000 to be awarded to VU (2nd installment for a total of \$120,000).
- 6) **Pre-ETS** Funding (Amount to be Determined) – Funds set aside for provision of services to students with disabilities who are eligible or potentially eligible for Vocational Rehabilitation services. Region 8 should receive up to \$150,000 to be awarded to VU.
- 7) **RR-COVID Additional** Funding up to \$25,000 to be awarded to VU as part of Rapid Recovery allocation.
- 8) **WRG Additional** Funding up to \$54,500 to be awarded to VU.

Michael Stieglitz moved to approve the financial report and budget, and contract award amounts to VU for the eight (8) items listed above. Brian Shockney seconded the motion. Elizabeth Green abstained from the vote, all other Board members voted in favor and the motion was approved.

Board member, Jennifer Pearl, inquired as to whether or not there were any mechanisms in place to “red flag” any grant funds that may be deemed as critical or in jeopardy of not being spent down appropriately. Shannon Laurent, One-Stop Operator, explained that the Fiscal Agent continuously monitors expenditures of grant funds and includes them as part of the financial report presented at Board meetings. Additionally, the Fiscal Agent works closely with the Board Director and One-Stop Operator on a monthly basis to identify any potential spending gaps or issues. Any items found to cause a potential issue are addressed appropriately so as to avoid problems with properly drawing down and expending funds properly.

Regional Workforce Audit Results

Carla Crowe provided the Board with the most recent Region 8 Workforce Board Audit results. There were no financial statement or federal award issues or findings for the Program Periods ending June 30, 2019 and June 30, 2020.

Adam Gross moved to approve the Workforce Board Audit Results for the periods ending June 30, 2019 and June 30, 2020. Scott Adams seconded the motion. All other Board members voted in favor and the motion was approved.

Executive Committee Meeting Summary

Rob King informed the Board there was an Executive Committee meeting held on December 17, 2020 to discuss and approve the following items: 1) Contract Amounts to be awarded to Service Provider (VU) for the following: Lily Endowment Grant; ASE Grant; JAG-Strada; Region 8 IFA; Business Consultant Additional Funds; JAG-TANF; and Pre-ETS, 2) Regional 4-Year Plan Review for approval/public comments posting, and 3) Demand Occupation Listing.

Local Workforce Four-Year Plan

Rob King informed the Board that the Local Workforce Four-Year Plan was submitted to DWD for official review on January 28, 2021. DWD has 90-days to review and return for additional edits/additions and anticipates a final review by the Governor's Workforce Cabinet (GWC) in April of 2021. Region 8's key points of focus included: 1) Co-Location of Partner Agencies such as Adult Education and VR, 2) Co-Enrollments when applicable, 3) Cross-Training and Referral Systems, 4) WorkOne Presence in every County served, and 5) Technological Delivery of programs and services.

Registered Apprenticeships Update

Rob King provided the Board with an update on Registered Apprenticeships (ASE). Region 8, in partnership with the Office of Work Based Learning and Apprenticeship (OWBLA), received \$100,000 in initial funding to develop and implement Registered Apprenticeships in South Central Indiana. The Board initially identified the following sectors as potential areas to utilize Registered Apprenticeships: Life Sciences, IT, Advanced Manufacturing and Healthcare. With the initial Apprenticeship funding, Region 8 identified the Life Sciences Sector, Bio-Manufacturing Industry as an "in-need" partner. Specifically, Bio-Manufacturing Technicians are in high demand for several Life Sciences companies and number more than 400 openings throughout the area. Partnering with the Hoosier Hills Career Center (HHCC), the City of Bloomington and Ivy Tech Bloomington, Region 8 will deliver a Bio-Manufacturing Apprenticeship consisting of OJL and Related Training Instruction. Employers partnering include Baxter International, Boston Scientific, Catalent and Cook Medical. Rollout of this program is scheduled for March of 2021. In addition, Region 8 is also developing a CCMA Registered Apprenticeship and plans to have this program in place by Spring or early Summer 2021.

WIOA One-Stop Job Center Certifications (Region 8)

Rob King provided information about the upcoming Job Center certifications. Title I of WIOA requires each Region to officially certify its regional Comprehensive and Affiliate WorkOne Centers every three (3) years. The Workforce Board is responsible for conducting these certifications. Each One-Stop Center must be certified to be designated as a One-Stop Center to receive funding. The certification of One-Stop Centers is essential in setting a minimum level of

quality and consistency of services in the Workforce System across the region and State. Certification teams have been established and the schedule for these certifications have been scheduled. Each Board member has received an invitation to participate in these interviews. The certification team consists of myself, Service Provider Operations Director, Phillip Dart, and VU staff member consultant, Mr. Richard Rampley, One Board member is also required at minimum for each certification. These meetings will begin taking place next week and will be concluded by Friday, March 5th. Thanks to everyone for responding and we appreciate those Board members that will be participating in the interviews. Our surveys will be due to DWD for review on or before March 31, 2021.

WorkOne Report

The WorkOne report was distributed to the Board for review. Susan Neal highlighted the report. Susan provided updates on regional WorkOne office operations, RESEA, National Dislocated Worker Employment Recovery Grant (DW-ERG), UI Data, Performance Highlights, TAA, JAG Program, Rapid Response and Business Services activities, and Next Level Jobs Data. A copy of the complete WorkOne Region 8 Report is available on the South Central Region 8 Workforce Board's website at www.southcentral8.org.

Workforce Board Meeting Dates (2020-2021)

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

- June 23, 2021 (via Zoom)

Other Business – Public Comments

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

The meeting adjourned at 1:20PM

Prepared By: Rob King