

**STATE WORKFORCE INNOVATION COUNCIL
EXECUTIVE COMMITTEE
OCTOBER 20, 2011, 10 A.M.
INDIANA GOVERNMENT CENTER SOUTH
INDIANAPOLIS, IN 46204**

Present: Paul Perkins (via phone), Jac Padgett (via phone), Dan Clark, Mark Goldman (via phone), Derek Redelman, Bill Stanczykiewicz

Also Present:

From the Indiana Department of Workforce Development: Dr. Gina DelSanto, Senior Deputy Commissioner for Agency Policy and Education and Training, Jackie Dowd Senior Director of Adult Education, Nate Klinck Director of Policy and Dennis Wimer Deputy Commissioner of Field Operations.

Call to Order and Roll:

State Workforce Innovation Council Chair, Paul Perkins, called the meeting to order at 10 a.m.

Committee Business:

Mr. Perkins addressed the first item on the agenda: Making Draft Meeting Minutes Available to the public. The board discussed posting the minutes and what time frame would be appropriate. Posting draft minutes would be unofficial therefore they do need to be approved by the Executive Committee prior to being available to the public. The members agreed that minutes should be distributed to appropriate bodies within 24-48 hours for review. The appropriate bodies would be the committee in which the minutes are regarding. Once the committee members have received the minutes they will have five days to comment. Then on day five the draft minutes will be posted to the website and clearly marked as "draft" until such time as the committee votes to formally approve them.

The board discussed the next item on the agenda: Defining "Reasonable and Necessary" for WIA-Funded Meetings and Related Expenses. Dr. DelSanto led the discussion explaining that recent monitoring reports of regional fiscal activity indicate that more detailed guidance on appropriate expenditures would benefit both the workforce regional partners and the agency's monitoring unit. Dr. DelSanto directed this issue to Mr. Redelman and suggested that the Performance and Compliance committee address this issue by developing a policy that defines what is reasonable and necessary. Mr. Perkins suggested viewing other state policies and Mr. Padgett suggested referring to State Board of Accounts for guidance. This issue will be addressed to the full SWIC at the next meeting.

The third item on the agenda was addressed by Dr. DelSanto regarding an update on the WorkOne Customer Flow Model. This model was implemented on July 1st. In reviewing the regions' performance using this model, it has come to her attention that there needs to be some consistency with the proper handling of Unemployment Insurance customers. Dr. DelSanto referred this issue to the Educational Review Committee to modify the policy. The change in the policy should include the UI client as well as the WIA client. The members agreed that the UI claimant can benefit from the workforce side of this process. There was some discrepancy regarding the outcome of performance metrics if the process mandated the inclusion of all UI and WIA clients. Dr. DelSanto suggested the Educational Review Committee enhance this policy and work with Mr. Gillespie. The Educational Review Committee will be allowed to appoint a subcommittee to this and present a preliminary report at the next SWIC meeting.

Mr. Gillespie presented information to the board regarding WIA Common Measures. Ms. Manley explained to the board that this was the data that is required by DOL. There was some discussion among the board members regarding the data. Mr. Gillespie stated he is available to work with the members on gathering the data they would like to see. Mr. Redelman requested the numbers of people served be added to the data reports.

Dr. DeSanto ended the meeting deferring the rest of the agenda items to the next meeting, which is scheduled for December 8th.

Adjournment

Mr. Perkins adjourns the meeting at 11:50 am.

DRAFT