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## State Workforce Development Board (SWDB) Meeting

Wednesday, May 20, 2026

10:00 AM - 12:00 PM EST

TEAMS LINK:

<https://teams.microsoft.com/meet/297308593397142?p=S0cVaEF8PuNaw7LOBC>

MADE @ Plainfield, 1610 Reeves Road, Plainfield, IN 46168

1. Welcome and Call to Order (Natalie Carroll, SWDB Chair, 10:00 AM - 10:05 AM)
  2. Acknowledgment of Appointments and Opening Remarks (Kate Shelby, DWD Commissioner, 10:05 AM - 10:15 AM)
  3. Roll Call and Member Introductions (Natalie Carroll, SWDB Chair, 10:15 AM - 10:35 AM)
    - Formal Roll Call
    - Member Self-Introductions and Objectives
    - SWDB Administration: DWD Contacts
  4. Overview of Workforce Innovation and Opportunity Act (WIOA) and the SWDB (Jacob Harkin, SWDB Director, 10:35 AM - 10:55 AM)
    - WIOA Statutory Authority and Core Programs
    - SWDB Roles and Responsibilities
    - WIOA Unified State Plan
- Q&A / BREAK (10:55 AM - 11:00 AM)
5. Governance and Procedural Actions (Jacob Harkin, SWDB Director, 11:00 AM - 11:20 AM)
    - Review and Adoption of Bylaws
    - Open Meetings and Public Transparency Requirements
    - Ethics and Conflicts
  6. Administrative and Operational Items (Jacob Harkin, SWDB Director, 11:20 AM - 11:35 AM)
    - Meeting Schedule (annual calendar)
    - Required Training
    - Travel Reimbursement Procedures
  7. Board Officers and Committees (Natalie Carroll, SWDB Chair, 11:35 AM - 11:55 AM)
    - Committee Structure, Discussion, and Next Steps
  8. Closing Remarks and Adjournment (Natalie Carroll, SWDB Chair, 11:55 AM - 12:00 PM)
    - Optional SWDB Member Tour: WorkOne American Job Center