

**Minutes**  
**Grow Southwest Indiana Workforce Board**  
8:30 a.m. CDT, December 6, 2019  
Vincennes University – Ft Branch Campus  
Gibson County

**WDB Members Present:**

Makenzie Coulter	Sue Habig	Lori Williams	Amy O'Dell
Stephanie Norrick	Brittney Kirwer	Drew Gerth	Chris Thorsen
Darin Lander	Jon Keck	Michelle Schaefer	Rhonda Broerman
Eric Ahlbrand	Felipe Quirino	Theo Boots	Heather Watts
Ryan McRoberts	Kyla Dowell	Sara Worstell	Jason Nord (via telephone)

**Others Present:**

Dave Shatkowski	Bonnie Rheinhardt	Kim Stevenson	Jody Robinson
Allie Johnston	Bud Koehler		

**WDB Staff Present:**

Kay Johnson	Angie Sheppard	Dana Gustafson	Mary Hamilton	Linda Jones
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The meeting was called to order by Chair Makenzie Coulter at 8:34 a.m. Central Time.

**Additional Agenda Items: None**

Bonnie Rheinhardt with WNIN gave an overview of the programming provided by the local PBS television and radio stations that includes educational children programming, local topics, local news and documentaries.

**WDB Consent Agenda**

The Board reviewed the consent agenda items with no concerns.

*Eric Ahlbrand motioned to approve all items in the consent agenda including:*

- *WDB Minutes –October 25, 2019*
- *Executive Committee Minutes – October 18, 2019*
- *Finance Committee PY 19 Financial Reports –October 2019*
- *Operations Committee Reports & Minutes – October 2019*
- *Business Services Committee Minutes – October 2019*
- *Youth Committee Minutes & Reports – October 2019*
- *HR Committee Minutes – October 2019*
- *WDB Staff Reports – October 2019*

*Sue Habig seconded. Motion passed.*

**WDB-2019-13**

**Old Business**

**Cost Savings:** Mackenzie Coulter reported Vincennes University has approved a temporary move of the Jasper WorkOne to an office accommodating two staff plus use of a computer lab nearby until the current bookstore space is available. The lease agreement will be for utilities only.

*Jon Keck motioned to move the Jasper WorkOne to the VU-Jasper campus. Theo Boots seconded. Motion passed.*

**WDB-2019-14**

**New Business**

**One-Stop Operator/Service Provider RFP:** Makenzie Coulter reported the One Stop Operator/Service Provider contract ends June 30, 2020 and a Request for Proposal must be issued. The timeline requires a January issue date.

*Sue Habig motioned to approve the One-Stop Operator/Service Provider Request for Proposal timeline. Lori Williams seconded. Jon Keck ask to be recused from the vote. Motion passed.*

**WDB-2019-15**

**March Committee Meetings:** Sara Worstell reported during the last Request for Proposal process, March committee meetings were cancelled to allow bidders to present their proposal to the Executive Committee.

*Amy O'Dell motioned to cancel March 20, 2020 committee meetings to allow time for bidders to present their proposals. Stephanie Norrick seconded. Motion passed.*

**WDB-2019-16**

Sara Worstell stated all WDB members may attend to hear the presentations.

**DWD Update:** Dave Shatkowski, DWD Communications Direction attending for Bob Birge, stated Bud Koehler, Local Veterans Representative, was recognized by the Governor along with others in the state for their long-term service. Bud was asked to stand to be recognized by the Board for his 37 years of service.

Dave Shatkowski reported that Adult Education town hall meetings to discuss the grant competition process are being held across the state and Evansville's was December 4.

Dave Shatkowki also reported the WorkOne staff portal launched in November, the website has an updated policy area, and work-based learning will be expanding in the coming year.

Kyla Dowell recognized Marina Minter, currently working for IVY TECH and formerly with JobWorks, for her work on the state Skillful Career Coaching program and Darin Lander gave a Community Foundation update.

*Lori Williams motioned to adjourn at 9:27 a.m. Central Time. Stephanie Norrick seconded. Motion passed*

**WDB-2019-17**

  
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Jason Nord, Workforce Development Board Secretary

1/24/2020  
Date