

**Minutes**  
**Grow Southwest Indiana Workforce Board**  
8:30 a.m. CDT, January 24, 2020  
Vincennes University – Ft Branch Campus  
Gibson County

**WDB Members Present:**

Makenzie Coulter	Jason Nord	Drew Gerth	Chris Thorsen
Jon Keck	Michelle Schaefer	Bob Birge	Ellen Horan
Heather Watts	Sara Worstell	Lauren Kern	Marcia Forston
David St. Clair	Terry Marsh		

**Others Present:**

Rebecca Griffiths	Nancy Schroering	Jody Robinson	Allie Johnston
BJ Watts	Jennifer Montgomery	Lauren Bell	

**WDB Staff Present:**

Kay Johnson	Angie Sheppard	Dana Gustafson	Mary Hamilton
Linda Jones			

The meeting was called to order by Chair Makenzie Coulter at 8:33 a.m. Central Time and welcomed new member Terry Marsh with Gibson County Coal.

Makenzie Coulter stated Ellen Horan is moving to Texas and expressed the WDB's appreciation for her service and dedication.

**Additional Agenda Items: None**

Derek Grubbs', Superintendent with Indiana Department of Correction, spoke about transition for youth re-entering their communities from being incarcerated in one the three Indiana facilities.

**WDB Consent Agenda**

The Board reviewed the consent agenda items with no concerns.

*Ellen Horan motioned to approve all items in the consent agenda including:*

- *WDB Minutes – December 6, 2019*
- *Executive Committee Minutes – November 15, 2019*
- *Finance Committee PY 19 Financial Reports – November 15, 2019*
- *Operations Committee Reports & Minutes – November 15, 2019*
- *Business Services Committee Minutes – November 15, 2019*
- *Youth Committee Minutes & Reports – November 15, 2019*
- *WDB Staff Reports – November and December 2019*

*Marcia Forston seconded. Motion passed.*

**WDB-2019-18**

**Old Business;**

**Fund Development:** Mackenzie Coulter explained the need to access funding to make up the Region's loses and asked members with expertise in fund development to help make-a-plan. Ellen Horan suggested researching best practices and Bob Birge suggested best practices in other states plus assistance from DWD's grant writer. Marcia Forston stated she would not be available to assist until later in the program year.

**New Business:**

**4 T Manufacturing:** Sara Worstell reported the WDB will receive and disburse funding of Toyota's 4 T Manufacturing work and learn program. Funding of \$250,000 each year for 4 years include the three Gibson County School Corporations. The WDB will receive \$25,000 each year for administering the funds.

**So. INFAME:** The WDB reviewed a Memorandum of Agreement with the Indiana FAME (Federation for Advanced Manufacturing Education) Southern Indiana Chapter (So.INFAME). The WDB will receive 10 percent of funds received for administration. Sara Worstell will be the Treasurer and serve on the Executive Committee.

*Jason Nord motioned to approve the So. INFAME MOA as presented. Ellen Horan seconded. Motion passed.*  
**WDB-2019-19**

**Finance Committee Members:** Lori Williams, Finance Committee Chair, is retiring and her last meeting will be in March. The Committee needs new members and a Chair.

**One-Stop Operator/Service Provider RFP:** Before beginning the One-Stop Operator/Service Provider RFP review and discussion potential bidders Rebecca Griffiths, Nancy Schroering, Jody Robinson and Jon Keck were excused from the meeting room.

*Jason Nord motioned to approve the One-Stop Operator/Service Provider Request for Proposal for immediate release. Michelle Schaefer seconded. Motion passed.*

**WDB-2019-20**

Following the vote potential bidders returned to the meeting.

**INWBA Update:** Sara Worstell reviewed the Indiana Workforce Board Association 2020 Strategic Plan draft which includes clearing up misconceptions, be a collective body, be a presence with the Workforce Cabinet and be considered experts by Legislators.

**TORQ:** Talent Occupation Relationship Quotient is an assessment tool Region 11 used beginning in 2010. Even though DWD will no longer incur the cost of TORQ, Region 11 usage and customer benefit justifies the reduced rate for a 2-year contract of \$9,451.20 per year.

*Michelle Schaefer motioned to approve a 2-year \$9,451.20 per year contract with TORQ. Chris Thorsen seconded. Motion passed.*

**WDB-2019-21**

**DWD Update:** Bob Birge's update included complementing the Region on their great job utilizing WorkKeys and stating the recent JAG competition was very well done.

Bob Birge reported: three new videos include TAA, UI Series and Work Based Learning; February 1 unemployment payments will be direct deposit; Next Level Jobs funds continue to be available and January unemployment rate is 3.2%.

Bob Birge stated a 2020 series is planned to report 20 success stories and asked for Region 11 stories.

*Ellen Horan motioned to adjourn at 9:33 a.m. Central Time. Jason Nord seconded. Motion passed*

**WDB-2019-22**

  
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Jason Nord, Workforce Development Board Secretary

2-28-2020  
Date