

Minutes
Grow Southwest Indiana Workforce Board
Meeting

8:30 a.m. CDT, January 25, 2019
Vincennes University – Ft Branch Campus
Gibson County

WDB Members Present:

Sue Habig	Jim Heck	Stephanie Norrick	Brittney Kirwer
Eric Ahlbrand	Jason Nord	Drew Gerth	Jon Keck
David St. Clair	Amy O'Dell	Josh Richardson	Tim Martin
Mike Szakaly	Michelle Schaefer	Elaine Graber	Marcia Forston
Ellen Horan	Bob Stemple		

Others Present:

Jody Robinson	Regina Hamman	Nancy Schroering	Rhonda Broerman
Brenda Goff	BJ Watts	Susan Vaughn	

WDB Staff Present:

Linda Jones Kay Johnson Sara Worstell Mary Hamilton Angie Sheppard

The meeting was called to order by Vice Chair Sue Habig at 8:30 a.m. Central Time.

Sue Habig introduced new board members Elaine Graber with Toyota and Josh Richardson with DWD.

Additional Agenda Items: None

WDB Consent Agenda

WDB Minutes: The Board reviewed the meeting minutes from September, October and December 2018.

Finance Committee: Eric Ahlbrand mentioned the committee reviewed the PY18 financials noting a 39% expenditure rate and reviewed the PY17 Audit Draft noting no findings, no concerns. The committee discussed the Southwest Indiana Chamber contract, Evansville office phone system options and INWBA advocacy committee request.

Operations Committee: Stephanie Norrick mentioned the committee approved all minutes and reviewed reports noting traffic and enrollment improvements. The committee discussed SOP 19-02 State Performance Metrics noting attainable goals.

Business Services Committee: Brittney Kirwer mentioned the committee approved all minutes with discussion on the business services survey results and registered apprenticeship programs.

Youth Committee: Bob Stemple mentioned the committee approved all minutes and discussed the youth conference and strategic planning goal - #1 key representatives and committee structure.

WDB Staff Report: Jim Heck highlighted the monitoring, audit preparation, Conexus collaboration, teacher bootcamp promotion presentations, and phone system procurement.

Marcia Forston motioned to approve all items in the consent agenda including:

- *WDB Minutes – September 24, October 26 and December 7, 2018*
- *Executive Committee Minutes – October 19 & November 16, 2018*
- *Finance Committee PY18 Financials Reports & Minutes – October 19 & November 16, 2018*
- *Operations Committee Reports & Minutes – October 19 & November 16, 2018*
- *Business Services Committee Minutes – October 19 & November 16, 2018*
- *Youth Committee Reports & Minutes – August 17, October 19 & November 16, 2018*
- *WDB Staff Reports – November/December 2018*

Michelle Schaefer seconded. Josh Richardson abstained. Motion passed.

WDB-2018-19

Old Business

Evansville Phone System: Jim Heck mentioned the Board was notified by the State that the phone system at the Evansville WorkOne office will no longer be supported and the Board must take over ownership of the phone system. The Board reviewed the phone system options.

Tim Martin motioned to approve Nomad Technology MX-E option with the purchase or lease option to be determined pending the States willingness to pay their portion of a lease or purchase of the phone system. Bob Stemple seconded. Josh Richardson abstained. Motion passed. **WDB-2018-20**

Southwest Indiana Chamber Contract: Sue Habig mentioned the Board approved a six-month contract with the Southwest Indiana Chamber with the expectation of more collaboration outcomes. The Board discussed continuing the contract.

Eric Ahlbrand motioned to approve continuing the Southwest Indiana Chamber contract an additional six-months through June 2019. Tim Martin seconded. Josh Richardson abstained. Motion passed. **WDB-2018-21**

INWBA Advocacy Committee: Jim Heck explained the restructure of INWBA and the advocacy committee funding request of \$1,210 for website and social media development.

Marcia Forston motioned to approve \$1,210 to fund the INWBA advocacy committee website and social media development. Stephanie Norrick seconded. Josh Richardson abstained. Motion passed. **WDB-2018-22**

New Business

Commissioner Payne Letter – Metric Targets: Sue Habig mentioned the Board has received the negotiated metric targets for the region. The Board discussed the new metrics.

SOP 1-02 State Performance Metrics: Stephanie Norrick gave an overview of SOP 19-02 State Performance Metrics noting the Operations Committee reviewed and recommended for approval. The Board reviewed the SOP.

Brittney Kirwer motioned to approve SOP 19-02 State Performance Metrics as presented. Tim Martin seconded. Josh Richardson abstained. Motion passed. **WDB-2018-23**

Service Provider Contract: Sue Habig mentioned JobWorks is the current Service Provider. The Board has the option to extend the contract an additional year or begin a Request for Proposal process to procure a new provider. The Board discussed the service provider options.

Eric Ahlbrand motioned extend the current JobWorks Service Provider contract an additional year. Bob Stemple seconded. Josh Richardson abstained. Motion passed. **WDB-2018-24**

21st Century Talent Network: Jim Heck gave an overview of the 21st Century Talent designation from Secretary Milo's office. WDB staff has been gauging interest in the region with discussions recommending the WDB to be the workforce supporting piece of the proposals.

Public Comment: None.

Sue Habig made the announcement that Jim Heck will be retiring on June 30, 2019. The Executive Committee will oversee the recruitment and hiring process.

Adjournment:

Bob Stemple motioned to adjourn the meeting at 9:39 a.m. Central Time. Drew Gerth seconded. Motion passed. **WDB-2018-25**


Jason Nord, Workforce Development Board Secretary

2-22-19
Date