

**Minutes**  
**Grow Southwest Indiana Workforce Board**  
**Meeting**

8:00 a.m. CDT, June 22, 2018  
Oakland City University  
Gibson County

**WDB Members Present:**

|               |                  |                   |                    |
|---------------|------------------|-------------------|--------------------|
| Josh Bowman   | Makenzie Coulter | Frank Yuda        | Jim Heck           |
| Sue Habig     | Amy O'Dell       | Bill Nonte        | Brittney Kirwer    |
| Eric Ahlbrand | Ellen Horan      | Jason Nord        | Jennifer Wigginton |
| Jon Keck      | Marcia Forston   | Michelle Schaefer | Mike Szakaly       |
| Ron Hagy      | Theo Boots       | Tim Martin        |                    |

**Others Present:**

|                         |                               |                              |
|-------------------------|-------------------------------|------------------------------|
| Fred Payne, Indiana DWD | Dorothy Pergola, Gilda's Club | Melanie Atwood, Gilda's Club |
| Jody Robinson, JobWorks | Brandon Burns, Bethel Manor   | Nancy Schroering, JobWorks   |
| Jordan Baer, HIRE       |                               |                              |

**WDB Staff Present:**

Linda Jones    Kay Johnson    Dana Gustafson    Sara Worstell    Mary Hamilton    Angie Sheppard

The meeting was called to order by Chair Josh Bowman at 8:08 a.m. Central Time.

Josh Bowman mentioned Frank Yuda, Jennifer Wigginton and Paula Pinkstaff are retiring from the Board effective June 30, 2018 and thanked them for their service on the board and thanked Commissioner Payne for attending the meeting.

**Additional Agenda Items:** None

**Speakers:**

**Fred Payne, Commissioner, Indiana Department of Workforce Development** explained his vision to promote three characteristics for workforce hygiene sustainability; 1) Engagement of educators, business and community, 2) Training and education to match jobs, and 3) Constant review of processes put in place and course correction where needed. Commissioner Payne mentioned the need for diversified funding streams and the accountability and transparency of the workforce development system through the Governors' Workforce Cabinet.

**Dorothy Pergola of the Gilda's Club** gave an overview of "When Cancer Comes to Work" and the resources available from support groups, social connections, education and tools to health and wellness.

**WDB Consent Agenda**

Josh Bowman asked for comments or concerns regarding the consent agenda items. No comments or concerns.

*Ron Hagy motioned to approve all items in the consent agenda including:*

- *WDB LEO Breakfast Meeting Minutes – April 27, 2018*
- *Executive Committee Minutes – April 20 & May 11, 2018*
- *Finance Committee Minutes – April 20 & May 11, 2018 & PY17 Financial Reports – May 2018*
- *Operations Committee Minutes & Reports – April 20 & May 11, 2018*
- *Business Services Committee Minutes – April 20 & May 11, 2018*
- *Youth Committee Minutes & Reports – April 20, April 30 & May 11, 2018*
- *HR Committee Minutes – October 19, 2017 & April 19, 2018*
- *WDB Staff Reports – April & May 2018*

*Tim Martin seconded. Motion passed.*

**WDB-2017-37**

**Old Business**

**Cost Saving Initiatives:** Josh Bowman mentioned the Executive Committee has been discussing cost saving options due to the reduction in funds. The Board discussed the possibility of closing the Mt. Vernon, Boonville and Rockport express offices.

*Sue Habig motioned to approve that Jim Heck enter into discussions with the Local Elected Officials of Warrick, Posey and Spencer counties to discuss the other options or closing of their express offices. Makenzie Coulter seconded. Motion passed.*  
**WDB-2017-38**

**New Business**

**PY18 Budget:** Frank Yuda gave an overview of the PY18 budget noting the allocations with the estimated PY17 carry-in will be at \$2,328,111 with additional estimated funds of \$1,264,715, totaling \$3,592,826.

*Jon Keck motioned to approve the PY18 budget as presented. Sue Habig seconded. Motion passed.*  
**WDB-2017-39**

**WIOA Performance Metrics:** The Board reviewed the WIOA Performance Metrics for January 1 – March 31, 2018 noting one goal was not met for Adult services. The Operations Committee will review the data.

**WDB Secretary:** Frank Yuda, WDB Secretary is retiring from the Board. Josh Bowman accepted nominations for a new WDB Secretary. Sue Habig was nominated.

*Frank Yuda motioned to approve Sue Habig as the new WDB Secretary. Jennifer Wigginton seconded. Motion passed.*  
**WDB-2017-40**

**SOP 18-05 Educational Functioning Levels:** Josh Bowman gave an overview of SOP 18-05 for the TABE testing. The Board reviewed the SOP with no concerns.

*Tim Martin motioned to approve SOP 18-05 Educational Functioning Levels as presented. Ron Hagy seconded. Motion passed.*  
**WDB-2017-41**

**Participant Drug Screening:** Josh Bowman explained the participant drug screening using a 5-panel screen, which does not meet most employer standards. The Board discussed the drug screening policy.

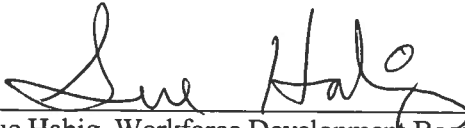
*Mike Szakaly motion to discontinue the participant drug screening. Jason Nord seconded. Motion passed.*  
**WDB-2017-42**

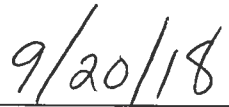
**Bill Nonte** mentioned he will be leaving Indiana Department of Workforce Development and therefore resigning from the WDB Board. A new DWD representative will be determined.

**Public Comment:**  
None.

Adjournment:

*Jennifer Wigginton motioned to adjourn the meeting at 9:04 a.m. Central Time. Ron Hagy seconded. Motion passed.*  
**WDB-2017-43**

  
Sue Habig, Workforce Development Board Secretary

  
Date