

Minutes
Grow Southwest Indiana Workforce Board
8:30 a.m. CDT, June 25, 2021
Zoom Meeting

WDB Members Present:

Makenzie Coulter	Michelle Schaefer	Darin Lander	Bob Birge
Heather Watts	Theo Boots	Terry Marsh	Jon Keck
Lawrence Taylor	Sara Worstell	Amy O'Dell	David St. Clair
Brittney Kirwer	Chris Pfaff	Elaine Graber	Ryan McRoberts
Stephanie Norrick			

Others Present:

Lauren Markley	Nancy Schroering	Jody Robinson	Tara Barney
B J Watts	Lauren Bell	Rebecca Griffiths	Michael Thomas
Bryan Norman	Jennifer Montgomery		

Staff Present:

Kay Johnson	Mary Hamilton	Angie Sheppard	Linda Jones
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Roll Call: Quorum of 17 WDB members present.

Additional Agenda Items: None

Consent Agenda:

WDB Minutes: Makenzie Coulter asked for comments or questions on the WDB May 21, 2021 meeting minutes.

Executive Committee: Makenzie Coulter reported the committee received and reviewed committees' reports and items later-on the agenda.

Finance Committee: Lawrence Taylor reported the Committee reviewed the PY 20 financial reports through May 31, 2021 noting additional funding for JAG and Next Level Jobs making the total \$5,692,760. Planned carryover is \$555,192. Grants ending June 30 were reviewed and discussed and the PY21 preliminary budget that includes the WIOA allocation and carry in based on estimated expenses through June 30, 2021.

Operations Committee: Michelle Schaefer reported the committee reviewed reports, discussed placements and knowing this year's goal of 725 placement will not be met current activities indicate increased numbers are in the future. More individuals are going to be seeking job search assistance due to changes in unemployment. Currently the total active clients are 750 and is expected to be increasing.

Business Services Committee: Brittney Kirwer reported an overall successful in-person Job Fair in Evansville. The Business Seminar "Workplace Finance Wellness" was well attended considering it is vacation season. Activity is increasing with apprenticeship programs and Next Level Jobs program is going to start up again.

Youth Committee: The committee meeting was cancelled due to scheduling conflicts.

Fund Development Committee: Theo Boots reported the Vision, Mission and Values will be discussed under new business. The \$5,000 award from the Community Foundation for Barrier Buster was presented this week. Applications of \$20,000 for digital outreach and \$19,305 for Barrier Busting have been submitted.

Staff Report: Sara Worstell reported 21 graduated from the 4T program. Three are going on to the AMT program, six employed at Toyota and the remaining pursuing degrees. We were invited to participate in Indiana 15 Regional Planning Commission which includes our Eastern counties. The Perry Central/Commodore Manufacturing registered apprenticeship program is approved. Working with Community One's Neighborhood Navigator project providing a workforce presence first at Tepee Park.

WDB Consent Agenda: The Board reviewed the consent agenda items with no concerns.

Amy O'Dell motioned to approve all items in the consent agenda including:

- *WDB Minutes – May 21, 2021*
- *Executive Committee Minutes – May 18, 2021*
- *Finance Committee Minutes – May 14, 2021 and Financial Reports – May 31, 2021*
- *Operations Committee Minutes – May 14, 2021 and Reports – May 31, 2021*
- *Business Services Committee Minutes – May 14, 2021*
- *Youth Committee – Cancelled*
- *Fund Development Committee Minutes – May 26, 2021*
- *WDB Staff Report*

Lawrence Taylor seconded. Motion passed.

WDB 2020-33

New Business:

Case Statement & Mission, Values, Goals: Following a discussion of the mission statement wording “high-wage in-demand jobs” and how the words could be interpreted by various audiences, the Board agreed to have the Fund Development Committee consider different wording to describe self-sufficiency or ensure household security.

Branding RFP: Makenzie Coulter reviewed the Request for Proposal for website, logo, brand packing and social media services. The requested services will move forward the fund development plan. Theo Boots added the time schedule should allow review of proposals and recommendations to the Board in August.

Jon Keck motioned to approve the Branding RFP. Brittney Kirwer seconded. Motion passed.

WDB 2020-34

National Association of Workforce Development: Makenzie Coulter explained having membership in the National Association of Workforce Boards provides a means to develop new ideas and learn what other boards are doing. Sara Worstell reported membership cost is \$2,100 and is based on a percentage of budget.

Lawrence Taylor motioned to approve membership with the National Association of Workforce Boards. Chris Psaff seconded. Motion passed.

WDB 2020-35

PY21 Budget: Lauren Markley reviewed the PY21 Preliminary Budget stating estimated carry over to PY22 is \$600,000. Planned carryover is necessary because partial funding is received in July and the remaining is received in October. Total estimated funding is \$2,554,476 and expenses \$1,582,067 leaving \$295,862 estimated unobligated.

Brittney Kirwer motioned to approve the preliminary PY21 budget as presented. Ryan McRoberts seconded. Motion passed. *WDB 2020-36*

DWD Update: Bob Birge's update included information about the UI lawsuit filed against the State of Indiana, funding availability from FSSA for daycare and employers hiring 5 or more youth under 18 are responsible for work permits. The media interest now is the number of fraud and appeals cases which are difficult to report accurately now. Individuals may file for unemployment if the date is prior to June 19, 2021.

Old Business: None

Public Comment: None

Amy O'Dell motioned to adjourn at 9:26 am Central Time. Theo Boots seconded. Motion passed. *WDB 2020-37*

Jason Nord
Jason Nord, Workforce Development Board Secretary

August 31, 2021
Date