

**Minutes
Grow Southwest Indiana Workforce Board
Meeting**

8:00 a.m. CDT, June 24, 2016
Oakland City University
Gibson County

WDB Members Present:

Sue Habig	Jim Heck	Josh Bowman	Bob Stemple
Mike Szakaly	Chris Harlow	Jennifer Wigginton	Makenzie Coulter
Stephanie Norrick	Jon Keck	Bill Nonte	Todd Mosby
Phil Seger	Michelle Schaefer		

Others Present:

Nancy Schroering, JobWorks Bill Lawrence, DWD Carla Crowe, Crowe Horwath
Jerry Parkinson, Sen Donnelly's Office

WDB Staff Present:

Kay Johnson	Mary Hamilton	Sara Huelsman	Angie Sheppard
Breasha Pruitt	Linda Jones		

The meeting was called to order by Chair Sue Habig at 8:05 a.m. Central Time. There was not a quorum.

Additional Agenda Items:

None.

Sue Habig mentioned the Dubois County Teacher Bootcamp final presentations were held on June 23, 2016 at Vincennes University-Jasper Campus. Kimball Electronics is creating a video to share at the August meeting.

Consent Agenda

WDB Meeting Minutes – May 27, 2016:

The Board reviewed the WDB meeting minutes from May 27, 2016 with no concerns.

Executive Committee:

Sue Habig mentioned the committee reviewed the minutes, reports, and all discussion items.

Finance Committee:

Carla Crowe gave an overview of the year-to-date financials noting \$46,000 of additional funds were received for JAG and the Teacher Bootcamps totaling \$5,300,000 for PY15. The current benchmark is at 92% with one month to go for the fiscal year. The overall WIOA expenditure rate is 78% with In-School Youth at 35% and Out-of-School Youth at 65%. JAG TANF and Rapid Response funds were just started skewing the expenditure rate.

Operations Committee:

Josh Bowman mentioned the committee reviewed the metrics noting the foot traffic continues to be down and is contributing the change to Unemployment Insurance leaving the offices. Placements are down, but better than last May. JobWorks has two open positions; quality assurance and employment training advisor. DOL will be auditing the adult WIOA files, customer flow and training connections the in July.

Business Services Committee:

Rochelle McDonald mentioned the committee discussed the OJT program, Rapid Response with Lewis Bakery, Alcoa Skills Summit, Work Ethic Certification portal and the Salute to Suits initiative.

Youth Committee:

Bob Stemple mentioned the committee is continuing to research and develop a mentor program for the out-of-school youth going through the work experience program. Committee members will be observing the WEX bootcamp sessions to better understand the program and researching training options for mentors.

HR Committee:

Chris Harlow mentioned the committee reviewed and approved the employee handbook and finalized the verbiage for the additional paid-time-off benefit.

Outreach Committee:

Todd Mosby mentioned the committee finalized the board proposal and is beginning to look at data tracking to get a benchmark for the outreach programs.

Sue Habig and Jim Heck met with Commissioner Braun, Dennis Wimer, Josh Richardson and Bill Nonte to discuss the funding cuts for the region and the Commissioners vision. The Commissioner wants to use more technology and virtual assistance. Jim and Sue did ask for help with the youth funds to transition to the new 75 OSY / 25 ISY parameters. The Commissioner stated there are additional funds available to help serve businesses.

WDB Staff Report (May 2016):

Jim Heck highlighted the Alcoa TAA/Skills Summit, three Skill UP grants, and expanding the Tour of Opportunity events.

New Business

Outreach Proposal:

Todd Mosby explained the Outreach Proposal mentioning several advertising professionals worked together to develop a message to rebrand the WorkOne Southwest offices. The partners in television, radio and newspapers will run public service announcements for free. The proposed budget of \$20,000 will include television production and geo targeting for social media. The board reviewed the proposal with no concerns. The proposal will be reviewed again at the August meeting due to no quorum.

PY16 Budget:

The PY16 Budget will be reviewed at the August meeting due to no quorum.

Grant Writer Contract:

Sue Habig mentioned the Economic Development Coalition of Southwest Indiana was awarded the Grant Writer contract.

Public Comment:

None

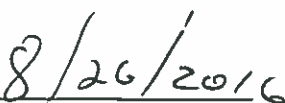
Adjournment:

Meeting was adjourned by consensus at 8:50 a.m. Central Time.

The next meeting will be held on Friday, August 26, 2016 at Vincennes University-Ft Branch Campus at 8:30am CT / 9:30am ET.



Frank Yuda, Workforce Development Board Secretary



Date