

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

8:30 a.m. CDT, August 25, 2017  
VU-Ft Branch Campus  
Gibson County

**WDB Members Present:**

Amy O'Dell	Josh Bowman	Frank Yuda	Jim Heck
Lori Williams	Sue Habig	Phil Seger	Jon Keck
Bill Nonte	Jennifer Wigginton	Eric Ahlbrand	Ron Hagy
Michelle Schaefer	Theo Boots	Ellen Horan	Chris Harlow
Jennifer Wigginton			

**Others Present:**

Jordan Baer, DWD	Matt Schwartz, VU	Molly Harris, Vectren	Nancy Schroering, JobWorks
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**WDB Staff Present:**

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

The meeting was called to order by Chair Amy O'Dell at 8:32 a.m. Central Time.

**Additional Agenda Items:**

None.

**Speaker: Dr. David Smith and Susan Phelps, Evansville Vanderburgh School Corporation**

Dr. David Smith and Susan Phelps presented on the effects of adverse childhood experiences (ACEs) and stress behavior affecting the brain development and normal learning capabilities ultimately effecting the skilled workforce.

Amy O'Dell welcomed Eric Ahlbrand to the Board. Eric has been a voting member on the Finance Committee.

**WDB Consent Agenda**

**WDB Meeting Minutes (June 23, 2017):**

The Board reviewed the meeting minutes from June 23, 2017 with no concerns.

**Executive Committee:**

Amy O'Dell mentioned the committee approved the minutes and agenda items.

**Finance Committee:**

Lori Williams gave an overview of the final PY16 financial budget of \$5,552,719 with final expenses of \$4,280,609. The committee reviewed the PY17 financials with a budget of \$4,299,977 including the PY16 carry-over, with \$200,516 unobligated.

**Operations Committee:**

Josh Bowman mentioned the committee has a couple new members. The committee reviewed the minutes and reports and selected the adult and dislocated worker client of the year. The main discussion was on setting performance metrics at 900 placements region-wide, allowing the service provider to set case manager goals appropriately depending on the foot traffic in each office.

**Business Services Committee:**

Sue Habig mentioned the committee reviewed the minutes and set the business services metrics, including the work ethic certification. The committee discussed the employer satisfaction surveys, selected the business of the year and discussed the business services pilot program. Phil Seger updated the group regarding discrepancy on a job posting within Indiana Career Connect. WorkOne Southwest noticed the discrepancy and contacted Phil immediately to correct

the issue.

**Youth Committee:**

Jim Heck mentioned the committee reviewed the reports noting the In-School youth are on target to hit 5 of 5 performance metrics and there was an influx of out-of-school youth. Jennifer Wigginton has been working with the youth case managers to standardize the WEX bootcamp curriculum. The committee selected the youth client of the year.

**Outreach Committee:**

Jim Heck mentioned the committee discussed the state procured media agency and submitted a budget request to the Executive committee.

**WDB Staff Report:**

Jim Heck highlighted the Doing Business with Crane event, relocating offices, and completed the Teacher Bootcamp debrief sessions.

*Jennifer Wigginton motioned to approve all items in the consent agenda including:*

*-WDB Meeting Minutes – June 23, 2017*

*-Executive Committee Minutes – June 2017*

*-Finance Committee Minutes, PY16 & PY17 Financial Reports – June/July 2017*

*-Operations Committee Minutes & Reports – June 2017*

*-Youth Committee Minutes & Reports – June 2017*

*-Outreach Committee Minutes – June 2017*

*-WDB Staff Reports – June/July 2017*

*Ron Hagy seconded. Motion passed.*

**WDB-2017-01**

**Old Business**

**Cost Savings Update:**

Jim Heck mentioned all offices slated for relocation have been moved. Knox county office is still in process, but will be completed by August 31.

**Infrastructure Negotiations with the State:**

Jim Heck mentioned all information has been submitted to the State for the infrastructure agreement, but we have not received an official approval. Jim commended Carla Crowe and Linda Jones for their hard work on the negotiations.

**New Business**

**Business & Clients of the Year:**

Amy O'Dell mentioned the committee reviewed all the nominations for the Business and Clients of the Year. The committees recommended Sandra Jones – Adult, Bill Wiscaver – Dislocated Worker, Allen Travis – Youth Clients of the Year and EEMSCO (Evansville Electric and Mechanical Services Co) for Business of the Year.

*Phil Seger motioned to approve the following;*

*Sandra Jones – Adult Client of the Year*

*Bill Wiscaver – Dislocated Worker Client of the Year*

*Allen Travis – Youth Client of the Year*

*EEMSCO – Business of the Year*

*Sue Habig seconded. Motion passed.*

**WDB-2017-02**

**PY17 Goals from DWD:**

Jim Heck mentioned the committees approved the performance metrics from DWD. The board members have received a copy for their files.

**NAWB Membership:**

The Board discussion the National Association of Workforce Boards (NAWB) membership.

*Eric Ahlbrand motioned to approve the National Association of Workforce Boards membership. Ron Hagy seconded. Motion passed.*

**WDB-2017-03**

**SOP 17-04 Training Provider Eligibility:**

Josh Bowman gave an overview of SOP 17-04 Training Provider Eligibility. The policy has been updated to conform with WIOA requirements.

*Jon Keck motioned to approve SOP 17-04 Training Provider Eligibility as presented. Sue Habig seconded. Motion passed.*

**WDB-2017-04**

**IT Service Agreement:**

Jim Heck gave an overview of the current IT structure and discussions moving toward an all-inclusive IT service with Nomad Technology.

*Jennifer Wigginton motioned to approve the all-inclusive IT service with Nomad Technology. Eric Ahlbrand seconded. Motion passed.*

**WDB-2017-05**

**Promise Zone:**

Jim Heck mentioned the Promise Zone designation in Evansville. Promise Zone has received federal grants and is seeking a partnership for their job development committee. The next meeting is scheduled for September 7, 2017 at 1:00pm CT at Innovation Pointe.

**Skill Up 3:**

Jim Heck mentioned the regional grants submitted for Skill Up – Round 3. The regional leadership group has partnered with the Southwest Indiana Chamber to align workforce and education with a more data-driven system. The State will be presenting regional data and requesting input. The meeting date and time will be announced soon.

**Ability Matters Update:**

Ron Hagy gave an update on Ability Matters mentioning the partnership with University of Evansville for lodging and the 10-16-week training program to teach advance manufacturing and food service skills to individuals with disabilities.

**IndianaCareerReady.com:**

Sara Worstell gave a preview of the new IndianaCareerReady.com website. DWD has recently released the site for a soft launch. Some items are still under construction.

**DWD Update:**

Bill Nonte mentioned the NextLevelJobs.org for access to employer training and workforce training grants, Indiana Career Explorer pilot in sixteen schools, and Commissioner Braun's retirement as of August 30.

**Public Comment:**

None.

Adjournment:

*Phil Seger motioned to adjourn the meeting at 10:04 a.m. Central Time. Sue Habig seconded. Motion passed.*

**WDB-2017-06**

  
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Frank Yuda, Workforce Development Board Secretary

  
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Date