

**Minutes**  
**Grow Southwest Indiana Workforce Board**  
8:30 a.m. CDT, January 28, 2022  
Zoom Meeting

**WDB Members Present:**

Makenzie Coulter	Jason Nord	Lawrence Taylor	Drew Gerth
Sue Habig	Sara Worstell	David St. Clair	Amy O'Dell
Michelle Schaefer	Terry Marsh	Angela Kirlin	Brittney Kirwer
Darin Lander	Marsha Forston	Ryan McRoberts	Stephanie Norrick
Theo Boots			

**Others Present:**

Brad Schelle	Allie Johnston	Nancy Schroering	Tom Donahue
Peg Boardman	Tyler Stock		

**Staff Present**

Kay Johnson	Valerie Schmidt	Mary Hamilton	Angie Sheppard
Linda Jones	Whitney Zellers	Jessica Simpson	

**Call to Order:**

Makenzie Coulter called the meeting to order at 8:32 a.m. CT.

**Roll Call:** Quorum of 17 WDB members present.

**Additional Agenda Items:** None

**Guest Speaker:** Tyler Stock, Junior Achievement, gave an update on Talent 2025 workgroup efforts leading to talent and economic choice being the Midwest. Strategies include align resources in the region, gather best practices and increase education attainment.

**Consent Agenda:**

**WDB Minutes:** Makenzie Coulter asked for comments or questions on the WDB December 3, 2021, meeting minutes.

**Executive Committee:** Makenzie Coulter reported the committee received committees' reports and discussed items later in the agenda.

**Finance Committee:** Brad Schelle reviewed the PY 21 financial reports through December 31, 2021. Funding increased \$1,116,897 including JAG, PRETS, WIOA Performance, United Way and SO INFAME. The total budget is \$6,534,874 with planned carryout to PY22 of \$356,005. Obligations increased \$546,921 leaving the total unobligated at \$682,382. Contracts are in process and budget modifications are being completed to allocate the unobligated funds. The

total expenditures through December 31, 2021, are \$1,493,620. Expenditure compared to budget is 23% with 50% benchmark. Total direct client expenditures for period-to-date were \$ 183,173 or 12% of the eligible expenditures. Having no quorum, no action could be taken.

**Operations Committee:** Michelle Schaefer reported the committee approved the minutes, reviewed November and December reports and the SOP amendment under New Business.

**Business Services Committee:** Sue Habig reported Valerie Schmidt introduced new WDB Business Services team members Whitney Zellers and Jessica Simpson. Committee members discussed Job Fairs and targeting residents in the Promise Zone. A northside daycare is proposing holding openings for employers to help hiring employees. Also discussed were possible Quarterly Seminar topics and the Apprenticeship Program.

**Youth Committee:** The youth committee agenda included targeted outreach and census tract information.

**Fund Development Committee:** Discussed in Old Business

**Staff Report:** Sara Worstell reported staff are working with a refugee to navigate employment services. Apprenticeship State Expansion monitoring is complete, and the exit interview will let us know areas we excel and areas needing improvement. The Neighborhood Navigator positions will be in the neighborhoods soon to serve more individuals and to increase engagement. The Barrier Buster Campaign continues to acquire funding to help eliminate barriers to employment.

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

*Brittney Kirwer motioned to approve all items in the consent agenda including:*

- *WDB Minutes December 3, 2021*
- *Executive Committee Minutes*
- *Finance Committee Minutes and Financial Reports*
- *Operations Committee Minutes and Reports*
- *Business Services Committee Minutes*
- *Youth Committee – Minutes and Reports*
- *WDB Staff Report*      *Lawrence Taylor seconded. Motion passed.*

**WDB 2021-15**

**New Business:**

**SOP 21-08 WIOA Adult and Dislocated Worker Eligibility** -Michelle Schaefer reported the purpose of SOP-21-08 is to determine “intervening” or “stopgap” employment on a case-by-case basis at the local level and Region 11 will support the elimination of the look-back period.

*Ryan McRoberts motioned to approve SOP 21-08. Jason Nord seconded. Motion passed. WDB 2021-16*

**DWD Update:** Peg Boardman complemented the Region on how well they are doing and noted the many new initiatives including the apprenticeship program.

**Old Business:**

**WDB Branding:** Darin Lander reviewed the survey results, the logo options and reported the recommended first step to improve name recognition is to drop the word Grow and establish a Doing Business As.

*Michelle Schaefer motioned to remove Grow from the Board’s name for branding and establish a DBA. Lawrence Taylor seconded. Motion passed.*

**WDB 2021-17**

Makenzie Coulter thanked Theo Boots for her service on the Board, her expertise provided with fund development and wished her well. Theo Boots stated it was great serving on the WDB.

**Public Comment:** None

**Adjournment:**

*Brittney Kirwer motioned to adjourn at 9:46 am Central Time. Sue Habig seconded. Motion passed.*  
**WDB 2021-18**

  
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Jason Nord, Workforce Development Board Secretary

2/25/22  
Date