

Minutes
Southwest Indiana Workforce Board
8:30 a.m. CDT, August 26, 2022
Zoom Meeting

WDB Members Present:

Makenzie Coulter	Amy O'Dell	David St. Clair	Elaine Graber
Michelle Schaefer	Angela Kirlin	Jason Nord	Drew Gerth
Bill Bryant	Noah Shelton	Marcia Forston	Brittney Kirwer
Heather Watts	Jon Keck	Sara Worstell	Terry Marsh

Others Present:

Carla Crowe	Allie Johnston	Kim Stevenson	Jody Robinson
Tom Donahue	Nancy Schroering		

Staff Present

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

Call to Order:

Makenzie Coulter called the meeting to order at 8:33 a.m. CT.

Roll Call: Quorum of 16 members

Additional Agenda Items: None

Consent Agenda:

WDB Minutes: Makenzie Coulter asked for comments or questions on the WDB June 24, 2022 meeting minutes.

Executive Committee: Makenzie Coulter reported the committee approved the minutes, received committees' reports, reviewed the strategic plan, and discussed items later in the agenda.

Finance Committee: Carla Crowe reported the Committee reviewed the PY 21 financial reports through June 30, 2022. Carla Crowe reported the year ended with total budget \$8,288,159 with planned carry-out to PY22 of \$356,005. The total unobligated is \$422,267. The total expenditures through June 30, 2022, are \$4,904,350. The Committee reviewed the PY 22 financial reports through July 31, 2022. The new year begins with total budget \$5,190,121 with planned carry-out to PY23 of \$313,442 which is 20% of the WIOA allocation. The total unobligated is \$337,973. The total expenditures through July 31, 2022, are \$284,372. WIOA expenditures compared to budget are 7% with 8% benchmark. Also approved the Local Plan Budget.

Operations Committee: Michelle Schaeffer reported the new year is getting off to a good start. Staff are

attending resource fairs to increase foot traffic. Sara Worstell and Kay Johnson ae visiting Navigators' sites. The Committee approved the Local Plan amendments, selected the Adult and Dislocated Worker of the year and approved the SOPs included on the agenda.

Business Services Committee: Brittney Kirwer reported the Committee selected ABBP, a plastics company, as the Business of the Year. Employer Training Grants are to be open in September but will have less funding and will require a more competitive process. Three job fairs were held.

Youth Committee: Makenzie Coulter reported the Committee approved the amendments to the Local Plan. Three new JAG Specialist begin the year. Jody Robinson is receiving a National Award with more information to come. Neighborhood Navigator conversation continues to increase youth participation.

Fund Development Committee: Sara Worstell reported the Fund Development Committee did not meet but she will be meeting with Darin Lander and Jessica Simpson to discuss the next steps in the Fund Development Plan

Staff Report: Sara Worstell reported the date for the Next Level Jobs portal is to open in September. A statewide County Commissioners Conference is being planned. INWBA, the 12 WDBs, has contracted with Stephanie Wells, consultant, to improve relations with legislators to help them see WDBs as the workforce experts. Work continues with BMV to help facilitate individuals having difficulty getting license or State identifications.

Jason Nord motioned to approve all items in the consent agenda including:

- *WDB Minutes June 24, 2022*
- *Executive Committee June Minutes*
- *Finance Committee June Minutes and June and July Financial Reports*
- *Operations Committee Minutes and Reports*
- *Business Services Committee June Minutes*
- *Youth Committee June Minutes and Reports*
- *Fund Development – no meeting*
- *WDB Staff Report*

Brittney Kirwer seconded. Motion passed.

WDB 2022-01

New Business:

Audit and Tax Request for Proposal:

Makenzie Coulter the Request for Proposal Audit and Tax services has been released.

Local Plan: Makenzie Coulter reported all Committee's received sections of the Local Plan amendment to review and approve. She asked for any questions or comments before requesting to approve.

Jason Nord motioned to approve the WDB's Local Plan Amendments. Drew Gerth seconded. Motion passed.

WDB 2022-02

Business and Clients of the Year Award: Makenzie Coulter gave a summary of Angel Garza's nomination for Youth Client of the Year. Michelle Schaefer gave a summary of Daniel Jenkins' nomination for Dislocated Worker of the Year and Donny Fields Adult Client of the Year. Brittney Kirwer gave an

overview of ABBP LLC nomination for Business of the Year. ABBP uses several WorkOne services but most outstanding was their willingness to work with harder to place job seekers.

Jon Keck *motioned to recognize ABBP, Daniel Jenkins, Donny Fields and Angel Garza as Business and Clients of the Year. Heather Watts seconded. Motion passed* **WDB 2022-03**

SOP 19-03 MOU and Shared Infrastructure Cost: Michelle Schaefer reported the change includes a revised template and reminder of the appeals process.

Brittney Kirwer *motioned to approve SOP 19-03 MOU and Infrastructure Costs. Michelle Schaefer seconded. Motion passed.* **WDB 2022-04**

SOP 19-04 Local WDB and CEO Policy Change 2 and Template Change 1: Michelle Schaefer reported the change includes an updated Local WDB membership template and WDB certification criteria. New WDB members are required to attend DWD orientation to insure funding to the Region.

Jason Nord *motioned to approve SOP 19-04 Local WDB and CEO Policy Change 2 and Template Change 1. Terry Marsh seconded. Motion passed.* **WDB 2022-05**

DWD Updates: Noah Shelton reported David Adams will be the new DWD Commissioner beginning September 19, 2022. No updates from Mike Barnes at this time. An update in the UI system to be completed in October will improve efficiency for claimants and staff.

Old Business:

NAPE PIPE Update : Sara Worstell reported the local Technical and Adult Education Directors met. A meeting with school Superintendents is scheduled for September 14, 2022, at the Gibson County Fair Grounds at 11:30 a.m. CT. Lunch at noon. NAPE will take care of the registration.

Performance Support Grant and Strategic Plan process: Makenzie Coulter reported we did not receive funding for the listening session. Funding was received for a part-time Employment Specialist in Posey County and a part-time Employment Specialist in Pike County

Makenzie reminded members September 23, 2022, is our Annual Breakfast Meeting which is extra special because of the client recognitions. The breakfast meeting is in Jasper, Indiana at the Thyen-Clark Cultural Center beginning at 8:00 a.m. CST/9:00 a.m. EST.

Public Comment: None

Adjournment:

Brittney Kirwer *motioned to adjourn at 9:17a.m. Central Time. Michelle Schaefer seconded. Motion passed.* **WDB-2022-06**


Jason Nord, Workforce Development Board Secretary

December 20, 2022
Date