

**Minutes**  
**Southwest Indiana Workforce Board**  
8:30 a.m. CT August 25, 2023  
Zoom Meeting

**WDB Members Present:**

Makenzie Coulter	Heather Watts	Amy O’Dell	Drew Gerth
Jason Nord	Terry Marsh	Angela Kirlin	Jessica Kiesel-Finney
Michelle Schaefer	Ryan McRoberts	Roger Clark	Ashley Willis
Darin Lander	Peg Boardman	Brittney Kirwer	Sara Worstell

<b>Others Present:</b>	Julie Brauser	Rebecca Griffiths	Carla Crowe
	Nancy Schroering	Jody Robinson	Jill Lindauer

<b>Staff Present:</b>			
Valerie Schmidt	Kay Johnson	Angie Sheppard	Jessica Simpson
Mary Hamilton	Whitney Zellers	Linda Jones	

**Call to Order:** Makenzie Coulter called the meeting to order at 9:03 a.m. Central Time.

**Roll Call:** Quorum of 16 members present.

**Call for Additional Agenda Items:** None

**Guest Speaker:** Julie Brauser – CTE Program Manager, IN Gateway Digital Academy  
Julie Brauser’s overview of the Indiana Gateway Digital Academy included in addition to being a Public-School K-12 they are an alternative school. Middle School includes exploring careers to choose a path before High School. Dual credit can be earned, CTE pathways and engage with employers through tours and job shadowing. Face to face prom and graduation.

**Consent Agenda:**

**WDB Minutes:**

Makenzie Coulter asked for comments or questions on the WDB July 14, 2023, meeting minutes.

**Executive Committee:** Makenzie Coulter reported on the committee approved the minutes, received committees’ reports, reviewed the SOPs, and approved the award winners.

**Finance Committee:** Heather Watts reported PY22 year ended with a budget of \$8,183,856 . The preliminary total expenditures through June 30, 2023, were \$4,499,774 to be finalized after audit. Heather Watts reported the PY 23 budget increased \$3,035,981 from the Proposed Budget presented at the June meeting. As of July 2023, the total budget was \$6,655,280. July’s expenditure totaled \$367,569.

**Operations Committee:** Michelle Schaefer reported the year ended with 359 placements, an average wage of \$17.00. PY 23 placement goal is 550. There were 18 placements in July. The United Way grant ended planned to serve 125 and ended serving 204.

Michelle Schaefer reported Adult and Dislocated Worker clients of the year plus Community Partner of the year were selected.

**Business Services Committee:** Brittney Kirwer reported there have been four Rapid Responses and a transportation hiring event. The August WOTC Business Seminar was cancelled but will be rescheduled. International Revolving Door was selected as Business of the Year and the Warrick County Economic Development Department was selected as Business Development Partner of the Year. Kathleen Lapekas will be the next in-person Business Seminar speaker.

**Youth Committee:** Sara Worstell reported Jillian Lindauer is the new JAG Manager. Currently 3 of 6 JAG standards are being met and will change with the schools' start up. The September Annual Meeting will include JAG awards to Jody Robinson for National JAG Manager and Gary Stath for National JAG Specialist plus the schools achieving 6 of 6 standards last year. Youth Client of the Year was selected.

**WDB Staff Report:** Sara Worstell stated the staff report is now designed to be in line with the Strategic Plan three priorities: Awareness, Customer Experience and Diversity of Funds. July's report includes coordinating services with ARC and Goodwill and working with the Vanderburgh Building Commissioner and Metropolitan Development to create a career pathway in Residential Remodeling. Also working with Perry County Child Support Court to make connections with WorkOne staff for employment services. Grant opportunity with United Way and EREP for Economic Development Administration for job readiness in identified areas.

*Jason Nord motioned to approve the WDB Consent Agenda. Ashley Willis seconded. Motion passed.* **WDB-2023-01**

#### **New Business:**

**SOP 20-01 WIOA Title I Adult Priority of Service Revision 2:** Michelle Schaefer reported the policy revision provides priority of service clarification and a new Population Form.

*Britney Kirwer motioned to approve SOP 20-01 Title I Adult Priority of Service Revision 2. Heather Watts seconded. Motion passed.* **WDB-2023-02**

**SOP 23-04 National Dislocated Worker Grants:** Michelle Schaefer reported the policy provides an overview of the requirements and responsibilities for the Disaster Recovery and Employment Recovery Dislocated Worker Grants

*Jessica Kiesel-Finney motioned to approve SOP 23-04 National Dislocated Worker Grants. Ryan McRoberts seconded. Motion passed.* **WDB-2023-03**

**SOP 23-05 Migrant & Seasonal Farm Workers Requirements & Service Provision:** Michelle Schaefer reported the policy provides guidance regarding the mandated requirements for the Monitor Advocate System and provision of services to Migrant and Seasonal Farmworkers.

*Amy O'Dell motioned to approve SOP 23-05 Migrant & Seasonal Farm Workers Requirements & Service Provision. Ryan McRoberts seconded. Motion passed.* **WDB-2023-04**

**Gibson County Office:** Sara Worstell reported IVY Tech is closing their Princeton location so the Princeton WorkOne has moved to HUB 127 at 127 N. Hart Street. Now located on the Square foot traffic has already increased.

**Annual Meeting Awards:** Clients, Business, Business Development Partner, and Partner Organization  
LeAndrea Randall – Adult, Ian LeClere – Dislocated Worker, Brandon Epkins Youth, International Revolving Door – Business, Warrick County Economic Development Department – Business Development and ECHO Housing (Gresham House) – Community Partner.

*Jason Nord motioned to approve the annual award winners. Michelle Schaefer seconded. Motion passed.* **WDB-2023-05**

**Old Business:**

**Strategic Plan:** Makenzie Coulter reviewed the Strategic Plan's Priorities. The next step is the action of each of the priorities. The Board Team will complete the first draft for the Strategic Plan Work Group to review.

**DWD Update:**

Peg Boardman reported the Next Level Jobs timeline should be available at the September 6, 2023, Executive Directors' meeting. Indiana is to receive approximately 100 million dollars of the 42-billion-dollar broadband appropriation to address unserved and underserved. The link for internet speed test can be accessed at: [Broadband Speed Test \(infarmbureau.org\)](https://infarmbureau.org). Individuals are encouraged to conduct speed tests at work and home to give an accurate representation of internet speeds across the State. The Indiana Broadband Office will use this information to build greater access and affordability for broadband for residents.

**Public Comment:** None

**Sara Worstell:** Makenzie Coulter recognized and congratulated Sara Worstell for being selected as one of the Top 20 Woman in Business by the Junior League of Evansville.

**Adjournment:**

*Michelle Schaefer motioned to adjourn. Heather Watts seconded. Motion passed. WDB-2023-06*

The meeting adjourned at 9:20 a.m. CST.

*Jason Nord*  
Jason Nord, Workforce Development Board Secretary

October 27, 2023  
Date

Next Meeting – Annual Meeting September 22, 2023, 8:00 a.m. CT/ 9:00 a.m. ET Breakfast & Networking