

**Minutes**  
**Southwest Indiana Workforce Board**

8:30 a.m. CT December 1, 2023  
VU Ft. Branch Campus

**WDB Members Present:**

Makenzie Coulter	Jason Nord (via Zoom)	Terry Marsh	Jessica Kiesel-Finney
Darin Lander	Brittney Kirwer	Michell Schaefer	David St. Clair
Daniela Vidal	Amy O'Dell	Drew Gerth	Stephanie Norrick
Peg Boardman	Sara Worstell		

**Others Present:**

Allie St. German	Nancy Schroering	Jody Robinson	Jillan Lindauer
B. J. Watts	Mary Jo Wallin-Orlowski		

**Staff Present:**

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

**Call to Order:** Makenzie Coulter called the meeting to order at 8:35 a.m. Central Time.

**Call for Additional Agenda Items:** None

**Consent Agenda:**

**WDB Minutes:**

Makenzie Coulter asked for comments or questions on the WDB October 27, 2023, meeting minutes.

**Executive Committee:** Makenzie Coulter reported the committee approved the minutes, approved the Consent Agenda, reviewed the DWD Monitoring Report and other items in Old Business.

**Finance Committee:** Terry Marsh reported the Committee reviewed the PY 23 October 31, 2023, financial reports. The total income budget was \$6,490,737, expense budget was \$5,380,426 and planned carry-out \$290,156. Terry Marsh reported Carla Crowe stated there were no concerns.

**Operations Committee:** Michelle Schaefer reported the committee approved minutes and reviewed reports. Discussion included the focus on quality of enrollments to increase placements. The number of partners using the Partner Referral System is increasing.

**Business Services Committee:** Brittney Kirwer reported Vanderburgh's Jobapalooza was a success with 162 attending and a small number attended the Pike mini Jobapalooza. Gibson's will be December 7, 2023. Job Fairs on November 27, 2023, and December 4, 2023. The committee also

discussed topics for a Business Seminar one suggestion being cyber security. Evansville Tour of Opportunity was a success with one hundred eighth graders participating. Still waiting for a DWD update on Next Level Jobs Funding.

**Youth Committee:** Makenzie Coulter reported the committee approved minutes and discussed the higher education HB 1002 Capacity Building Grant where intermediaries meet with eleventh and twelfth graders five at a time for 30 minutes. The WDB will not be pursuing the funding because other agencies are better equipped. The Southern Indiana Education Center is leading the Ascend Accelerator program and SWIN workforce is assisting employer engagement.

**WDB Staff Report:** Sara Worstell reported partner organization visits continue. An Employment Specialist visits the Perry County child support court for potential participants. The individuals who must attend court appointments often need employment to pay the mandated child support. A grant application was submitted to Perry County Community Foundation to support the Perry County Jobapalooza. A WDB proposal for United Way's second round of funding was submitted.

*David St. Clair motioned to approve the WDB Consent Agenda. Jessica Kiesel-Finney seconded. Motion passed.*

**WDB-2023-15**

#### **New Business:**

**Monitoring Report:** Makenzie Coulter reported DWD's annual monitoring revealed no findings but included recommendations such as clarify role of Chief Elected Official in the Local Elected Official Agreement, accessibility at the Princeton WorkOne office and information to add to customer files. The WDB social media presence was reported as Note Worthy Effort.

#### **Old Business:**

**Strategic Plan Update:** Darin Lander reported TAD Dickel is updating the plan for review by the Strategic Planning Committee and WDB's Team next quarter.

**Capacity Building Consultant:** Darin Lander reported each of the four potential vendors were interviewed to get a good understanding of their capacity related to the work desired. Also, familiarity with the work they have completed was taken into consideration when making the recommendation. The recommendation is Slade Consulting based on the best price for the experience,

*Terry Marsh motioned to approve Slade Consulting as the Capacity Building Consultant. Brittney Kirwer seconded. Motion passed.*

**WDB-2023-16**

Darin Lander reviewed a recommended scorecard to use for future vendor selection to ensure fair and equitable consideration.

**DWD Update:** Peg Boardman reported DWD is adding four JAG positions to assist regions when adding innovative programs and subs for Specialists. Makenzie Coulter asked that the DWD staff work with the region's staff to prevent confusion.

**Public Comment:** None

Darin Lander asked for members to join the Fund Development Committee.

**Adjournment:**

*Drew Gerth motioned to adjourn. Michelle Schaefer seconded. Motion passed. WDB-2023-17*

The meeting was adjourned at 9:05 a.m. CST.

  
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Jason Nord, Workforce Development Board Secretary

January 26, 2024

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Date

Next Meeting – January 26, 2024, 8:30 a.m. CT/ 9:30 a.m. ET – Zoom Meeting