

**Minutes**  
**Southwest Indiana Workforce Board**  
8:30 a.m. CT, May 17, 2024  
Zoom Meeting

**WDB Members Present:**

Makenzie Coulter	Michelle Schaefer	Amy O'Dell	Chris Pfaff
Peg Boardman	Jon Keck	Marcia Forston	Sue Habig
Jason Nord	Roger Clark	Angela Kirlin	David St. Clair
Sara Worstell	Drew Gerth	Jessica Kiesel-Finney	Shelia Naab
Brittney Kirwer	Darin Lander		

**Others Present:**

Carla Crowe	Nancy Schroering	Jillian Lindauer	Cecilia Carmon
Elisabet Sena-Martin	Brandy Smith	Ron Sandlin	Joe Yochum
Becky Bouchie	Gage Moore	Mary Jo Orłowski	A. Gogel
Hillary Droste			

**Staff Present:**

Kay Johnson	Valerie Schmidt	Angie Sheppard	Jody Robinson
Mary Hamilton	Linda Jones		

**Call to Order:** Makenzie Coulter called the meeting to order at 8:32 a.m. Central Time.

**Call for Additional Agenda Items:** None

**Guest Speaker:** Elisabet Sena-Martin, Immigrant Welcome Center, spoke about Immigrant Welcome and Resource Center coming to Evansville. Elisabet Sena-Martin provided an overview of the goals and approach of the center. Time was provided for questions from people in attendance.

Ron Sandlin, Indiana Department of Education, presented on the Indiana High School Re-design. Ron Sandlin reviewed the new diploma options and how the Department of Education will implement the re-design. Time was provided for questions from people in attendance.

**Consent Agenda:**

**WDB Minutes:**

Makenzie Coulter asked for comments or questions on the WDB April 26, 2024, meeting minutes.

**Executive Committee:** Makenzie Coulter reported the committee approved the minutes, approved the consent agenda which included PY 24 preliminary budget, and discussed other items below.

**Finance Committee:** Carla Crowe referenced the financial reports in the packet and asked for any questions or comments.

**Operations Committee:** Michelle Schaefer reported minutes were approved, reviewed the PY23 performances and metrics, service provider provided an update, reviewed SOPs that will be discussed later in the agenda, reported jobs fairs are going well, all WRG funds have been obligated, and the JAG expansion was discussed.

**Business Services Committee:** Brittany Kirwer reported minutes were approved, discussed the recent job fairs with continued increased participation in Hispanic and Haitian individual, reviewed the upcoming Jobapalooza in Perry County, update on Next Level Jobs was provided, and the One-Stop Operator provided an update on the WorkOne.

**Youth Committee:** Makenzie Coulter reported the committee approved minutes and reviewed reports. JAG expansion was reviewed with middle school JAG programs starting in the fall.

**HR Committee:** Amy O'Dell reported minutes were approved, discussion was held over the new Federal Guidelines for salaried employees, reviewed an increase to the dental insurance and approved to renew the insurance, and reviewed staff salaries.

**WDB Staff Report:** Sara Worstell reported on the JAG expansion. Sara Worstell reported that new JAG programs are planned for Perry Central High School, Princeton Middle School, and Boonville High School. Sara Worstell discussed Evansville Economic Development partnership and Promise Neighborhood Grant.

*Amy O'Dell motioned to approve the WDB Consent Agenda. Sue Habig seconded. Motion passed.*  
**WDB-2023-39**

**New Business:**

**SOP 24-03 Foreign Labor Certifications:** Michelle Schaefer presented SOP 24-03 Foreign Labor Certifications.

*Jason motioned to approve SOP 24-03 Foreign Labor Certifications. Makenzie Coulter seconded. Motion passed.*  
**WDB-2023-40**

**SOP 24-02 Language Accessibility:** Michelle Schaefer presented SOP 24-02 Language Accessibility.

*Jon Keck motioned to approve SOP 24-02 Language Accessibility. Sue Habig seconded. Motion passed.*  
**WDB-2023-41**

**PY 24 Meeting Schedule:** Makenzie Coulter presented the PY 24 meeting schedule for next program year.

*Michelle Schaefer motioned to approve the PY 24 meeting schedule. Shelia Naab seconded. Motion passed.*  
**WDB-2023-42**

**Old Business:**

**WIOA Re-authorization:** Sara Worstell reviewed the WIOA Re-authorization and provided letters for members to put on their company letterhead and forward to Senators Braun and Young. The letters urge the Senate to Strengthen Local Capacity, Promote Flexibility, Improve Operational Efficiencies, and Enhance Data Quality and Infrastructure.

**DWD Update:** Peg Boardman reported that we should receive notification of our PY 24 WIOA allocations next week.

**Public Comment:** None

**Adjournment:**

*Brittany Kirwer motioned to adjourn. Jason Nord seconded. Motion passed. WDB-2023-43*

The meeting was adjourned at 9:45 a.m. CST.

  
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Jason Nord, Workforce Development Board Secretary

June 28, 2024  
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Date

Next Zoom Meeting – June 28, 2024, 8:30 a.m. CT/ 9:30 a.m. ET

VU Gibson Campus, Room 217