

Minutes
Southwest Indiana Workforce Board

8:30 a.m. CT, December 6, 2024
VU Fort Branch Campus

WDB Members Present:

Amy O'Dell	Bill Dyer	Brittney Kirwer	Daniela Vidal
Darin Lander	Drew Gerth	Heather Watts	Jason Nord
Jessica Kiesel-Finney	Marcia Forston	Michelle Schaefer	Misty Wolford
Peg Boardman	Sara Worstell	Stephanie Norrick	Sue Habig

Others Present:

Nancy Schroering	Carla Crowe	Andrew Bradley	Brena Goff
Allie St. Germain	Cecilia Carman		

Staff Present:

Jody Robinson	Angie Sheppard	Kay Johnson	Mary Hamilton
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Call to Order: Sue Habig called the meeting to order at 8:30 a.m. Central Time.

Guest Speaker: Andrew Bradley from Prosperity Indiana spoke on Generational Poverty in Indiana and counties within our workforce board region.

Additional Agenda Items: None

Consent Agenda:

WDB Minutes:

Sue Habig asked for comments or questions on the WDB October 25, 2024, meeting minutes. No questions or concerns reported.

Executive Committee: Sue Habig reported the committee approved the minutes and the consent agenda. Sue Habig reported Executive Committee approved health insurance renewal for staff.

Finance Committee: Heather Watts reported that the committee reviewed the finance reports, discussed the extension of RESEA funds, and the audit being conducted in November 2024.

Operations Committee: Amy O'Dell reported that committee reviewed referrals and employment services, discussed the neighborhood navigator program, and reviewed an SOP that will be discussed in New Business.

Business Services Committee: Brittney Kirwer reported that the committee approved minutes, the business team has served 77 business, there were three apprenticeships and one pre-apprenticeship started, staff has allocated funds for Next Level Jobs: Employer Training Grant, the ABA grant is moving slowly, business seminars in the third quarter will be conducted by DOL, and job fairs are going well.

Youth Committee: Sara Worstell reported committee discussed JAG field trips and college visits, discussed the upcoming JAG regional CDC in February, and a new out-of-school staff member that was a former JAG student.

HR Committee: Amy O'Dell reported that a discussion was held over health insurance renewal and the current federal guidelines on employee time.

Fund Development: Darin Lander reported that there will be an update in Old Business.

WDB Staff Report: Sara Worstell reported on that staff presented at the TSMA Manufacturing Summit, staff has been participating in awareness events, the Dream Center Navigator has increased foot traffic, staff will be working at Youth Build on resume and interview workshops, staff met with Big Brothers/Big Sisters to discuss employment engagement with youth, and staff has applied for a Toyota grant.

Jason Nord motioned to approve the WDB Consent Agenda. Daniela Vidal seconded. Motion passed.

WDB-2024-14

New Business:

SOP 24-07 Cost Allocation Plans: Carla Crowe reviewed SOP 24-07 Cost Allocation Plans and how it will be used in the future. No questions or concerns were reported at this time.

Amy O'Dell motioned to approve SOP 24-07 Cost Allocation Plans. Heather Watts seconded. Motion passed.

WDB-2024-15

Indiana Workforce Alliance State House Day: Sara Worstell reported on the Indiana Workforce Alliance's State House Day on February 13, 2024. Sue Habig reported that a flyer was provided in the agenda packet with a QR code to register for the event.

JAG Career Development Conference: Sara Worstell notified members of the upcoming JAG Regional Career Development Conference on February 7, 2024, at the Southern Indiana Career and Technical Center. Sara Worstell requested members to sign up to be a judge at the event.

Old Business:

Menu of Services: Darin Lander reported that the committee will need to look at revising the timeline. Darin Lander reported that once the menu of services is completed it will sent to Executive Committee for review and then to the board. Darin Lander also requested for more members to participate in on the committee.

DWD Update: Peg Boardman reported that Sub RESEA meetings will be suspended started on December 27, 2024 and the DWD is looking at upcoming changes to the RESEA services.


Public Comment: Sara Worstell notified the board that we have been awarded the Platinum Award Courier-Press Community Choice Awards and the official announcement will be December 8, 2024.

Adjournment:

Michelle Schaefer motioned to adjourn. Drew Gerth seconded. Motion passed.

WDB-2024-16

The meeting was adjourned at 9:10 a.m. CST.



Jason Nord, Workforce Development Board Secretary

January 24, 2025

Date

Next WDB Meeting

January 24, 2024, 8:30 a.m. CT/ 9:30 a.m. ET

Zoom Meeting