



### Agenda

Board Meeting

June 25, 2010

Jennings County Education Training Center  
1200 W. O & M Avenue, North Vernon, IN

10:00 am

- I. Welcome, Roll Call & Introduction
- II. Discussion/Approval of Prior Meeting's Minutes
- III. Recommendation for Service Provider services – Bart Brown, RO
- IV. Approval of Sole Source Contract for Fiscal Agent Services to Crowe Horwath
- V. 2010/2011 PY Budget Approval
- VI. Financials - Doug Jones, Crowe Horwath
- VII. RO/Service Provider Report
  - On the Job Training (OJT) Grant from DWD
  - Grant to hire additional Trade Adjustment Assistance (TAA) temporary employees
  - WorkOne Operations Update
- VIII. EcO15/DIDI
- IX. Committee Reports
  - Youth Committee
    - YHCC - Youth Work Experiences
    - Request for Jobs for America's Graduates (JAG) class in Madison Consolidated HS
- X. Other Business
  - Committee Assignments
  - Discussion of frequency of Board meetings
  - Next Board Meeting: July 16, 2010
  - End of Meeting Resolution
- XI. Adjournment

**Minutes of Meeting  
Of the Indiana Region 9  
Workforce Board**

**North Vernon WorkOne Express  
1200 West O & M Avenue  
North Vernon, IN  
June 25, 2010**

**I. Welcome and Introductions**

The meeting was called to order at 10:04 am by Chairwoman Patti Yount.

**Board Members present:**

Patti Yount  
Beth Blasdel  
Scott Hubbard  
Katie Jenner  
Rick Bryant  
John Burnett  
Peter Chu  
Chip Orben  
Gary Gombita  
Marty Hon  
Gart Norman

**Board Members absent:**

Ron Timms  
Jackie Hill  
Tom Linkel

**Board Staff Present:**

Bart Brown  
Mark Bryson  
Doug Jones  
Carla Crowe  
Amy Lay  
Connie Berry  
Michele Bowman  
Lori Montgomery

Quorum Present

After calling the meeting to order, Chairwoman Yount welcomed the guests who included: Gary Leavell, Regional Coordinator; Mayor Gary Herbert of Greensburg, Mayor Tim Armstrong of Madison, and Lisa Wheeler of Greensburg WorkOne.

**II. Discussion / Approval of Prior Meeting's Minutes**

The minutes from the May 14, 2010 meeting were reviewed. Vice Chair Blasdel noted a few revisions, correcting all, motions made by Vice Chair Blasdel to Director Hill. Chairwoman

Yount entertained a motion to approve the revised minutes. Vice Chair Blasdel motioned to accept the revised minutes as written. Director Orben seconded the motion. The minutes were approved unanimously.

### **III. Recommendation for Service Provider – Bart Brown, RO**

Bart Brown explained that he assigned a team of Doug Jones, Carla Crowe, Mark Bryson, Connie Berry, and Amy Lay to review and score the Service Provider proposals. Mr. Brown discussed how strong the proposals were and how hard it was for his team to pick a clear winner. Because it was so close, the team gave it back to Mr. Brown to make the decision. After taking into account what he knew, and talking to Board members and local officials, Mr. Brown was pleased to recommend to the Board that we retain RVR for two years, with a one year option. Chairwoman Yount asked for a motion to approve REACH's recommendation to enter into contract negotiations with RVR for a two year contract with one year option for renewal for Service Provider services. Director Hubbard motioned to approve the recommendation. Director Orben seconded the motion. Hearing no discussion, Chairwoman Yount stated they would do a roll call vote as requested by Director Hon and made a motion to approve the resolution 2010-7. Chairwoman Yount did a roll call vote: Director Hubbard voted yes, Director Gombita voted yes, Director Orben voted yes, Director Burnett voted yes, Director Jenner voted yes, Chairwoman Yount voted yes, Vice Chair Blasdel voted yes, Director Chu voted yes, Director Bryant voted yes, and Director Hon voted a strong no, expressing that he means no disrespect to his fellow board members or to REACH, Inc. Chairwoman Yount approved motion and thanked Mr. Brown and his team. Chairwoman Yount also thanked Steve Corona from JobWorks for their assistance in our region.

### **IV. Approval of Sole Source Contract for Fiscal Agent Services to Crowe Horwath.**

Mr. Brown asked the Board to approve his recommendation of having a Sole Source Contract with Crowe Horwath. Mr. Brown explained The State has a requirement that any contract over \$100,000 with only one bid needs approval. Chairwoman Yount asked Mr. Brown to give a short history of why this is the Boards contract now. He explained that Crowe was contracted with the State of Indiana to provide Fiscal Agent services to various regional Workforce Boards. Each board had the option to select Crowe and have all of the liability rest with the State, or the board could have their own Fiscal Agent where all of the liability would rest with that region. The State decided not to renew the contract and told each Workforce Board they had to select their own Fiscal Agent. The Board gave the option to Mr. Brown on acting as their Fiscal Agent or contracting an independent agent. Mr. Brown expressed to the Board his preference of using a contracted company. He explained the actual financial liability is still on the Governor, but the Board will contract with a Fiscal Agent who will carry liability insurance to cover all transactions that the Board undertakes. Chairwoman Yount stated the Board feels it is better to retain a fiscal agent and if we keep the lines clear between everyone, it should set us up for a good system and process. Chairwoman Yount entertained a motion for 2010-6 Resolution to obtain Crowe Horwath as our Fiscal Agent. Director Bryant made a motion to approve Resolution 2010-6 and Director Burnett seconded the motion. Motion carried.

### **V. 2010/2011 Program Year Budget Approval**

Mr. Jones explained that the funding allocations were confirmed and the budget presented to the Board is within the requirements of the various money sources we have or anticipate having for the year. Mr. Brown stated we were told by DWD that our operating revenue was going up 45% and he is pleased to announce that this budget is fully funded with not one dime of carry-in from the previous year. Our revenues actually exceed our expenditures. Mr. Brown discussed that the first major change is in his budget. He asked the Board to allow him to fund two manager positions in our Columbus and Madison WorkOnes. Mr. Brown explained this is an effort to help these offices which have been besieged by unemployment insurance and trade adjustment claims. One of our current managers is retiring in December and our other office manager will be handling the TAA issue for the entire region. That in itself is an increase of over \$120,000 with salary, benefits and travel. The state is being very generous and has offered to pay half of the salary and benefits for the managers. Mr. Brown also requested IT support money to be moved from the Board's budget into his budget. He would like someone on staff who can address all of the IT needs. Mr. Brown also stated that he will be requesting money to upgrade all of the computers in the WorkOnes that are five to seven years old. Mr. Brown discussed the first page of the expenses and asked for the Board to approve \$300,000 for adult dislocated worker services and \$100,000 for Youth support services, direct client services. Mr. Brown stated that the increase in Regional Operations is because the Board would like to take over the leases for the full service WorkOnes, therefore giving the Board the expenditures. Instead of the State paying for that it is being transferred over to the Board. Mr. Brown stated the TrackOne and audit expenditures are basically the same. For our Youth, Mr. Brown requested the Board to fund a JAG class in the region that would pay for the salary and benefits of a JAG specialist in the classroom. Michele Bowman recommended Madison Consolidated High School. Mr. Brown wanted to make it clear that we did not take into account the assistant principal of Madison Consolidated High School's position with the Board. Mr. Brown also stated that Ec015 has graciously offered to fund the Dream It Do It Campaign marketing expenses, so the Board will see a decrease in the expenditures for that. The Board will continue to pay the stipend for the High School Champions of \$2,000 a piece. The materials and contract of Jim Battin will be absorbed by Ec015. Also in the budget is \$250,000 for OJT which stands for On the Job Training. We received a grant from the state which allows us to offer on the job training to our companies in Region 9. Our goal is to put OJT in every county and we will work closely with our EDCs in the region to get that done. We have also put \$25,000 in our budget for continuation in helping Domestic Violence Centers. Chairwoman Yount stated that the money isn't just for Jennings County, but to hopefully open it up to more counties. Mr. Brown then explained that we have \$6,205.00 that has not been allocated to anything. However, we do expect carry-in which will be discretionary money that the Board can decide how to use. Director Bryant questioned what the carry-over money would be. Doug Jones explained we have \$215,000 in unbudgeted funds with a portion going to Jumpstart and CAAs. He expects to have approximately \$150,000 carry-over. Chairwoman Yount stressed importance on The Board staying within the allocations and not relying on the carry-over. Chairwoman Yount entertained a motion to approve Resolution 2010-5. Director Hon made a motion to accept Resolution 2010-5. Director Bryant seconded the motion. Motion approved.

## **VI. Financials - Doug Jones, Crowe Horwath**

Mr. Jones discussed financial reports and stated we are well above the 70% requirement. We had \$215,000 of unbudgeted expenditures with a portion carrying over and expiring. Mr. Jones stated we are looking good this year compared to a quarter ago. Mr. Brown added that next month's financials will possibly be late, and final numbers might not be seen until the August meeting. Chairwoman Yount entertained a motion to approve the financial report. Director Orben made a motion to accept. Director Burnett seconded the motion. Motion approved.

## **VII. RO/Service Provider Report**

Mr. Brown introduced Kathy Clayton to the Board. Ms. Clayton praised Ec015 for doing a great job for manufacturing in our sector. She also commended the Board's leadership and vision. Ms. Clayton considers this region a leader in the nation to advance manufacturing jobs in our region. She discussed a secondary system being in place that will lead to post-secondary for our kids coming up through High School and for dislocated workers. Ms. Clayton thanked Mr. Brown, Mr. Battin and everyone at Ec015.

TAA Grant - Mr. Brown announced the State granted us money to assist with TAA. Mr. Brown asked Nancy Davisson of DWD to provide the Board with details. Ms. Davisson explained there will be 92 employees that can be hired within 12 regions which includes Marion county WIB. She further explained 6 coordinators will be hired to conduct business within 2 regions as well as being responsible for staff training, TAA and technical advice. Once the coordinators are trained they will approve regional division training plans from employees which will maximize getting swift approval for every person's training plan.

Work Ones Operation Update – Mr. Brown announced our Seymour office is two to three months away from being moved. They are working on locating WorkOne at the Clearinghouse. in downtown Madison in the Fall season of 2011. Mayor Armstrong stated that the City of Madison will pay \$150,000 upfront to get construction plans started. Chairwoman Yount expressed the Board's appreciation for his support in the relocation of our office. Mr. Brown talked about ABE funds for our region stating we are in great shape. ABE money is mostly funded federally through WIA Title Two, but the State is going to provide WIA Title One money. Mr. Brown stated this money will help us in trying to get ABE classes in all of our WorkOnes.

Chairwoman Yount discussed congresses vote on not extending UI benefits. Vice Chair Blasdel would like to get packets together for WorkOnes that helps direct people where they need to go and who they need to speak with. Chairwoman Yount wants to make sure our WorkOne employees stay alert and to be security-wise in each office for safety.

## **VIII. EcO15/DIDI**

Jim Battin stated funding wise we are moving material dollars to EcO15 and have asked Stephanie Weber to take responsibility of Dream It Do It. Mr. Battin stated our region has the most career awareness program in the country which has increased by 40% in 2 years.

## **IX. Committee Reports**

Youth Committee – Michele Bowman stated YHCC has been rolling for 8 weeks. The first wave will receive certificates this week. The state wants an additional 28 YHCC employees to start working. They have 41 interviews set up to fill Jackson County positions. Ms. Bowman also mentioned they are teaming up with Human Services to provide workshops to all of our Brown, Jackson and Versailles State Parks. At the end of completing these two hour workshops they will receive a \$50 savings bond. Chairwoman Yount stated this is a direct response from the mayors and county commissioners who signed petitions requesting the youth program expand outside the parks to assist in our city and county governments. Chairwoman Yount also stated a lot of times you don't get to see the result of that effort and I think this is tremendous to look at where these youth are going to get experience. This was another total partnership between our Board and elected officials of thinking outside of the box and expanding that.

## **X. Other Business**

Chairwoman Yount discussed the State initiating the policy that a chair serve two years and step down. She supports this and thinks it is a good thing to get a new perspective. This being her last meeting as Chair, she will continue to serve on The Board as the Jennings County Representative. Chairwoman Yount also commended everyone in the room for being part of our success. Mr. Brown and Vice Chair Blasdel presented a plaque to Chairwoman Yount in appreciation for her service to The Board. Chairwoman Yount turned her Chair position over to Vice Chair Blasdel.

Committee Assignments – Chairwoman Blasdel announced committees.

Youth Committee: Katy Jenner, Rick Bryant, Jackie Hill, and Carla Enzinger.

Economic Development Committee: Chip Orben, Jackie Hill, Gary Norman, and Ron Timms. Scott Hubbard will be an alternate.

Education and IT Project Committee: John Burnett, Peter Chu, Patti Yount, and Katie Jenner.

Performance Measurement Committee: Scott Hubbard, Marty Hon and Beth Blasdel

Grant Committee: No one as of yet.

Chairwoman Blasdel discussed a meeting with Jane Oates, Deputy Labor Director that she and Mr. Brown attended. The question of reauthorization came up. The biggest thing you can do is talk to your legislatures to support reauthorization. She further went on to say the Career Expo in Greensburg was very poorly attended. Mr. Brown and Chairwoman Blasdel were able to

speaking with State Senator Jean Leising, and they expect to meet with her soon to talk with her. Chairwoman Blasdel also spoke with Ivy Tech President Tom Snyder about the hospitality and tourism and urged him to work on capacity in our region.

Frequency of Board Meetings – Chairwoman Blasdel stated we will continue to hold monthly meetings until we are comfortable with all of the changes. We will change it to the third Friday of the month and we have our meetings every other month in the Versailles area with the other months, traveling as we are doing.

Next Board Meeting - The next board meeting will be July 16<sup>th</sup> at Belterra.

Chairwoman Blasdel requested a motion to accept and ratify all actions of the Board and its members that have occurred since the last meeting. Director Burnett motioned to accept these actions. Director Yount seconded the motion. Motion carried.

## **XI. Adjournment**

Chairwoman Blasdel requested a motion to adjourn the meeting. Director Burnett motioned for adjournment, Director Yount seconded the motion. Motion carried. Meeting adjourned at 11:14.