

**Meeting Minutes**  
**Southeast Indiana Workforce Investment Board**  
Osgood Town Hall  
147 West Ripley Street  
Osgood IN 47037  
**July 15th, 2014**  
**10:00am – 12:00pm**

**WIB Members present:** Patti Yount, Chip Orben, Scott Hubbard, Dennis Wimer, Mark Cash, Nancy Monroe, Mike Busch, Mark Graver, Amy Gosney, Carla Enzinger, Laura Welborn, Amy Bray, Gary Norman, Debbie Thomason, and Julie Warren.

**Elected Officials Present:** Dearborn Commissioner Art Little

**Other Attendees:** Margo Olson, Kurt Kegerreis, Carla Crowe, Richard Sewell, Michael Ames, Melanie Douglas, and Peggy Dickson.

Chair Yount called the meeting to order at 10:00 am and stated a quorum was present. New Board Members Amy Gosney and Laura Welborn were welcomed and introduced.

**I. Approval of May Meeting Minutes**

Mark Cash made a motion to approve Meeting Minutes, it was seconded by Laura Welborn, and motion passed.
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**II. Executive Committee report**

**Youth Committee**

Mr. Kegerreis provided a Youth Council update. JAG program incentive programs were reviewed. JAG student will be going to National Conference as winner of Scholarship program to be picked from 50 essays. Margo gave quick update on JAG (Jobs for America's Graduates) for new board members. JAG is for juniors and seniors who are at risk of not graduating. We have programs at Madison, Seymour, North Vernon, and Franklin High Schools. Mr. Kegerreis expressed gratitude for the success made in JAG for Region 9.

Chair Yount informed that our region has a challenge due to the requirement that a school must have a minimum of 40 students in the program. Youth Committee is looking to put JAG or something similar in all 33 high schools. Dennis Wimer added JAG funds will be affected by the Workforce Innovations Act. Our challenge is to fund every school in our region by other funding streams. The success and size of JAG gets noticed and makes it easier to fund. Chair Yount mentioned with WIB, EcO15, and Lilly Foundation money our goal is not leave any students with potential to contribute to our region behind and JAG is that program. She encouraged the new board members to get to know those JAG kids and serve on the Youth Committee.

The next Youth Committee meeting will be August 27<sup>th</sup> in North Vernon. If anyone interested in attending please let Mr. Kegerreis know.

**Update on Workforce Innovations and Opportunities Act (WIOA)**

Dennis Wimer discussed possible changes that are coming with the new law and we may need to adjust to meet that representation. Chair Yount mentioned in school funding for programs would be impossible to serve the needs of every student.

### **Update on Career Council**

Mr. Kegerreis emphasized the importance of working together and has contacted regional contacts to gather and work along with the Career Council. Chair Yount encouraged Mr. Kegerreis to work with John Burnett who is already on the Career Council to have a Workforce Education Summit for our region in the fall.

Dennis Wimer stated the Career Council's strategic plan will be put into the state legislature plan that will be debated and voted on. He encouraged board members to communicate well with State legislature about things that will conflict with what is working well in our Region. Our current governor is from this region.

Chair Yount mentioned that Senate Bill 330 and said final payment to performance based training providers would be held until those that are being trained got a job in the field they were being trained on. There was strong support that there needs to be accountability in training programs. We need to sit down with trainers, Career Council, and Legislatures before a bill is passed.

### **III. DWD Update**

Dennis Wimer gave an update on DWD. He said it is important to digest and get ready to implement the Career Council's Strategic plan and new WIOA program to see how it impacts our region in the next 18 months. Indiana was one of ten states eligible to receive incentive because all of our measures met guidelines. This came from working together as a team. There are significant challenges for PY14 in veterans across the state and several other areas to work on with WIB's help. Chair Yount thanked Dennis Wimer for his help and support over the past year. We would not have these success stories without his help.

### **IV. Eco15 Update**

Mike Busch gave the Eco15 update for Robin Hilber. There is progress on the Lumina grant. Counties decided how to spend the money for Adult Education and Career Pathways in high schools. They are working closely with Michigan staff to develop Local College Networks in our communities.

They have a plan in place to replace Kathy Huffman at Eco15 in Madison. Kathy is on Career Council and working at Madison High School.

Initial funding and a match from Lilly will take into the future if we have a very lean budget through 2016. Lumina funding is very broad and minimal and are not for programs so Career Pathways and Adult Education in smaller communities will need to find sustainability options. Jennings County had local support on a local level and some communities will not be sustainable.

Switzerland County and Jennings County have started Workforce in Education programs and need to find additional means of sustained funding starting in 2016. Lilly funding is to get you

started, but do not expect it to continue as Lilly is looking to start EcO15 programs in NE, SW, and NW Indiana.

Mike Busch opened a discussion that WorkINDiana expects certification and transition the client rapidly into a job. Ivy tech Certified Nursing Assistant certification delay was taking some time (especially in the northern part of the state) for the C.N.A. students to be scheduled to take the test for the Dept. of Health. The test has increased in rigor, so the C.N.A. providers have increased their curricula to better prepare students for the certification exam. Ivy Tech in Region 9 has not had anyone take the test yet with the new curriculum. State issues the HSE Diploma. Chair Yount requested Mr. Kegerreis to track these changes.

Mark Graver informed that Ivy Tech's High School Equivalency Testing computer-based testing process is computer based back to the vendor and gets the scores immediately, but has to wait for the State to for the diploma. RVR and WorkOne also need to switch to computer-based instead of paper-based testing. Regions may offer both ways for Adult Education students to take the test.

Mark Graver said Molly Dodge went to foundations for funding to try to help individuals that cannot afford the test. The High School Equivalency Test, administered by McGraw Hill, is called TASC, Test Assessing Secondary Completion, and costs each individual examinee a total of \$90. The cost is the same if the test is paper-based or computer-based. Most counties have funding to buy vouchers for the people and the student goes on to the computer site and types in voucher number to completely cover the cost.

Mike Busch most areas addressed the cost issue to take the test for families. EcO15 program is for everyone to bring their education up to a new level and can go to the next one. Employees can go through Industry sponsored on job training and keep increasing career steps.

Chair Yount requested Mr. Kegerreis to make an assessment of all 10 counties that there is a process in place to assist those who need to take the High School Equivalency test.

Debbie Thomason presented for Beth Pattison. She explained that participants pay \$90.00 for TASC Test whether computer or paper and Re-Test Fee of \$18 per Section. There are 5 sections to the High School Equivalency Test: Reading, Writing, Math, Science, and Social Studies and they only retake the section they did not pass. Beth has a list of all HSE testing sites in Indiana and has a list of testing sites in Region 9.

Gary Norman suggested posting advertisements for the High School Equivalency Test in Food Pantries, Walmart, Township Trustees, and Industry instead of putting advertisements in newspapers that do not get read. Mike Busch mentioned this is getting better due to iGrad and other programs promoting Graduation. Carla Enzinger will give Debbie Thomason information about the test for Ripley County. The Adult Education programs have their own marketing tools and methods to spread the word about the adult education classes and the test. Adult Education does more than prepare people to pass the HSE. They also provide instruction in college and career readiness, and some offer ESL classes.

**V. Financial report/ Approval of the Budget**

Carla Crowe gave financials for May. It is the end of year and by next meeting Crowe will have June PY13 financials ready. May benchmark is at 91% and the Total % used for each Grant is listed down right hand side of 2<sup>nd</sup> page of the handout. WIA funds requirement at least 70% spent and WIA is already there. All funding sources go forward to next year with everything extended to Sept 30, 2014. The Board will not be sending any funds back and anything left over will carry forward to use in PY14.

The Comparison for this year to other years is shown keeping in mind we had less money to spend this year. National Able got off to a slow start with spending for Executive Staff. RVR had open positions that are not filled and are below benchmark. Service Provider and WIB Funds go back into the pot for PY14. Direct client services are slightly less but a lot finalize at the end of program year and will see an increase. Grant funding was almost completely spent. NEG and Dislocated Worker Training funds will carry forward to end of PY15. Board expenses are well below benchmark; however Track One and Audited Tax costs will come in late June. The Last page of the Financial Handout split out budget line items along with definitions.

Mike Busch made a motion to approve financial report, seconded by Vice Chair Orben. Motion passed.

**VI. Business Services Presentation—Michael Ames**

Michael Ames presented a recap of 4 months serving the board as Business Consultant and working with the Business Services Team. He is very enthusiastic and energetic about our projects and services. He has a good understanding of the challenges ahead. He feels like he hit the ground running.

Mike and BST discussed several issues and had a meeting with Steve Mackey about the huge skills gap Manufacturing is dealing with. One of our Nursing student's observed a lot of turnover when her Grandmother was in a nursing home and shows interest in pursuing education in CAN, Hospitality, or another field yet to be determined.

Michael informed that there is a huge need for teaching employability skills. JAG and Youth programs kids often come from broken homes and need to be taught to be successful in their jobs. We need to seek additional training providers to teach employability skills and earned degrees to meet employer's short term and long term needs.

Connections made so far: Met with all work one offices, office staff, BST Team, Chamber Presidents and Economic Development Leaders (Jackson, Bartholomew, Ripley, Decatur, Jennings, Switzerland, Dearborn, and Jefferson), and Education and Eco15 leaders in Region 9. Met with Honda, Cummins, Valeo, Caltherm, Hollywood Casino, Aurora Casket, Metaldyne, Schneck Medical Center, Diversco, Decatur Mold, Batesville Tool and Die, The Beacon, Nipro Glass, Pet Supplies Plus, to name a few.

Success to date: Implemented new BST process flow, increased communication and responsibility to BST team members, Increased BST monthly activity and hiring events Developing new metrics to track our successes, and Made new relationships with business community and re-establishing past relationships.

Chair Yount stressed our focus should be on three career targets: Advanced Manufacturing, Health, and because of the Casinos/Hospitality.

Chair Yount encouraged Michael to gather list of chamber companies and get that out to the region to work with these companies and target areas for our region. Meet with Career and Job Councils and our network team to determine the types of training our employers need and then offer it to our companies.

**VII. Executive Staff Report  
WorkOne Performance**

Mr. Kegerreis reported working on operations and encouraging Service Provider, State, and Able Staff to collaborate and work together. Findings are that State and Service Provider Staff needs encouragement to work together and are reorganizing, reporting, and taking it up a notch. The WIB has done well to get dollars moving. We continue tracking measures and anticipate seeing improvements as we go. Performance results are encouraging thus far. We are giving a lot of time and attention to this.

**Clearinghouse Update**

The Board has expressed the desire to move. Able and State DWD conversations are continuing. Scott Sanders and Dennis Wimer toured the facility and discussed questions and insights Margo Olson provided response. Efforts are being made to get everyone on same page to consider the move. State response is expected soon.

**Greensburg Open House**

Planning for the Full Board Meeting and a tour of the Greensburg Learning Center Open House continues. Invitations will be sent to see new facility and kick start activates there. Providers want to participate. Marketing department will have press releases so everyone can see the work being done there. We are very proud of what is happening in Greensburg. Scott Sanders and Dennis Wimer visited the facility. Mike Busch commented that there were 450 jobs announced last week for Greensburg. Mr. Kegerreis informed that improvements and accessibility updated have been completed.

Chair Yount expressed the desire to keep the next board meeting short to be able to celebrate and tour the facility.

Mr. Kegerreis and Dennis Wimer welcomed new board members and Dennis offered to go talk to them at their place of work.

**VIII. Service Provider Report**

Margo Olson and Krystal Biehle provided a handout and presented a Year in Review report outlining significant accomplishments in WorkINDiana Training to Adult, Dislocated Worker, WorkINDiana, and NEGDWT totaling 164 Clients in training. Details of Jobs for America's Graduates, Business and Community Services, ICC Master Summary Report, and Workforce Investment Act were given. Krystal Biehle gave a separate WIA Youth Annual Report. Celeste Bowman was selected as 1 of 9 outstanding JAG Specialists Award out of 106 in-schools programs in Indiana and will be recognized at the National Conference in Florida. Madison and Seymour achieved National 5 of 5 Standards for the second year and will be recognized at the National Conference.

Margo reported a good nine months and thanked the board being able to participate in the increased services, decreased expenses, and accommodated goals. WorkIndiana met the Board's goal of increasing services, tripled clients, and ranked number two in state Adult Ed Training. Margo Olson reported a good relationship among RVR and Adult Ed providers in 6 counties and encouraged inserting additional providers into the region for additional opportunities. She reported an 83% increase in direct client services with 56 certified. Money has been well spent with face to face contact and ground work that enabled Michael Ames to make progress.

Indiana career connect activities shows 89% increase in number of services to business and BST will build on that in the coming year. This shows we are getting out to business about WorkOne services to produce client achievements and success for adult and youth.

A Summary of PY13 WIA Adult, WIA Dislocated, and Youth in and out of school were presented by program and by office. The summary included Jobs for Hoosiers Operation information thru March. Express Offices served 150 people and are staffed by service provider staff.

Margo Olson thanked Chip Orben for Duke Energy's donation to help Jobs for Americas Graduates program. The Governor and 800 closest friends on motorcycles each with a food item for the food pantry visited the Clearinghouse on July 25<sup>th</sup> to benefit the National Guard. The ride ended at the Madison Bicentennial Park across from Clearinghouse.

The final page of the summary breaks out all services by office and shows the number of people surfing for jobs, benefits, and unemployment information is greater than the number of people who are qualified for benefits. All people benefit from being able to lookup information.

#### **Other Business**

Chair Yount encouraged Business and Industry to contact anyone on the board for questions, and encouraged board members to work with business and industry to supply what they need and partner with them.

#### **Adjourn**

Vice Chair Orben made a motion to adjourn and seconded by Chair Yount. The meeting was adjourned.