

## AGENDA

### Joint Workforce Investment Board

Wednesday, September 5, 2012

11:30am – 1:30pm Eastern Time

Indiana State Library

History Reference Room, 2<sup>nd</sup> Floor

315 West Ohio Street

Indianapolis, IN 46202

Teleconference: 1 (877) 820-7831 ; Access code: 288161#

**Members Present:** Beth Blasdel, Jeff Byrd, Mark DeFabis, Pam Fox, Paul Green, Natalie Hardin, John Kaufman, Chris Kinnett, Jim Krampen, Jim Lardin, Greg Mahuron, Jennifer Osterholt, Paula Pinkstaff, Marilyn Pitzulo, Patricia Sutton, Brent Tilson, Tom Washburne, Jeff Williams, Dennis Wimer, Russell Winck

**Members Absent:** Linda Bennett, Jim Bossley, Steve Bryant, Jean Crowe, Michael Gooch, Mike Heffner, Chris Leininger, Gene McCracken, Doug Poe, David Reitnauer, Dennis Sterling

**Guests:** Lance Ratliff and Becky Branham, Interlocal Association; Cindy Donnelly and Mary Beth Goldsmith, JobSource; Laura Nichols, Region 5 Regional Workforce Board; John Corcoran, CLJ Associates; Connie Barry, Department of Workforce Development; Carla Crowe, Crowe Horwath; Pete Ruthenburg, Region 11 Regional Workforce Board; Cherona Hajewski, Deaconess Health System; Bart Brown, Reach, Inc.; Nate Klinck, Department of Workforce Development; Jessica Borza, Thomas P. Miller and Associates

Jeff Williams called the meeting to order at 11:50am and recognized a quorum was present. He asked members and guests to introduce themselves.

### Approval of Minutes

Mr. Williams asked members to review the minutes from the May 10, 2012 meeting. He entertained a motion for approval.

Mark DeFabis made the motion to approve the minutes and Jim Krampen seconded; the motion was approved unanimously.
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### Public Comment Period

Beth Blasdel requested to comment during this time. She reported the Region 9 Workforce Board will be transitioning to a WIB on July 1, 2013. For the next ten months, she requested that Regions 8 and 9 have representation on the JWIB Executive Committee. She also commented on contracting with

Thomas P. Miller and Associates for Executive Director services as the firm is also under contract to provide services as Regional Operator for Region 11. She requests that information regarding competitive bidding processes bypass the Executive Director to eliminate any unfair advantages for future bidding. Ms. Blasdel also raised concerns about the effectiveness of the Board and suggested it meet more often to be more effective and proactive. She requested that the Department of Workforce Development stop referring to the Board as the “so-called JWIB.”

There were no additional public comments.

### **Introduction of new staff**

Mr. Williams invited Ms. Houchin to introduce herself and provide an overview of the work plan. Ms. Houchin provided background information about Thomas P. Miller and Associates and emphasized the organization’s focus on aligning workforce development and economic development as well as securing additional funds. She explained the staffing structure and shared that the priorities for work will include: 1) meeting with the Regional Workforce Boards, 2) identifying best practices, 3) providing appropriate technical assistance, 4) ongoing board development and education, and 5) administrative duties.

Mr. Washburne asked to clarify the distinction between Thomas P. Miller and Associates and the Executive Director. Mr. Wimer explained that Thomas P. Miller and Associates is an independent contractor that will provide staffing to the JWIB. This separates any perceived influence DWD has and is cleaner. DWD is still providing funding for the services.

Ms. Blasdel commented that the priorities for work are the right focus areas and this is what the JWIB needs.

### **DWD Report: Overview of State Plan Strategic Framework**

Mr. Williams invited Nate Klinck, Director of Policy for the Department of Workforce Development to provide an overview of the State Plan Strategic Framework. He explained that the State is in its 7<sup>th</sup> year of the current 5-year Strategic Plan and the U.S. Department of Labor requires it to updated every 5 years. Mr. Klinck recognized there is a gubernatorial election that may impact the plan and shared that DWD hopes the new plan can be a bridge to help in the transition.

Mr. Klinck explained there were a number of public forums throughout Indiana to discuss ideas and gather input. The draft of the State Plan is currently available for public comment and Mr. Klinck encouraged members to review and provide feedback.

Mr. Klink then provided an overview of the three main goals and objectives included in the draft. The three goals are to: 1) Identify, align and connect Indiana employers with qualified workers; 2) Ensure Hoosiers understand and achieve occupational goals that advance Indiana’s economy; and 3) Achieve a

cohesive workforce investment system that focuses on delivering high quality services with great efficiency. He also reviewed high-level data included in the plan.

Mr. Washburne asked about the assumptions that are used to determine the funding allocation projections. Mr. Klinck explained the general formula used by the federal government.

## **Action Items**

### **1. Committee/ Council reports**

**Executive Committee** – Mr. Williams reported that the Executive Committee met and discussed the possible transition from Regional Workforce Boards to Workforce Investment Boards that is being considered by the SWIC. The SWIC Executive Committee’s recommendation is for all regions to transition to WIB status, but it is a decision that must be agreed on by the local elected officials.

Dennis Wimer shared that he attended the SWIC Executive Committee meeting and that a similar conversation was held two years ago. He also commented that, if the SWIC recommends that all regions transition, there will continue to be important work for the JWIB to accomplish in the next ten months.

Mr. Williams asked if any of the Regional Workforce Board representatives would like to comment. Mr. Ruthenburg from the Region 11 RWB shared that their Board has discussed the options and also held preliminary conversations with their local elected officials. The Region 11 RWB intends to petition to become a Workforce Investment Board. Mr. Corcoran, representing the Region 8 RWB, shared they are concerned about the fiscal liability issues for local elected officials. Mr. Williams, as a Region 5 RWB member, shared they have a meeting scheduled with their local elected officials to discuss the issue and will most likely recommend the RWB converts to a WIB if only two regions remained.

Ms. Blasdel reported that Mr. Ruthenburg is the Chairman of INWBA which provided assistance with template agreements for local elected officials and similar resources. She shared that a recent analysis showed the Region 9 Workforce Board could save \$200,000 as a Workforce Investment Board through staffing provisions that eliminated duplications and insurance. Mr. Wimer shared that DWD will make these documents available to other regions as well.

Mr. Lardin commented that the JWIB always has and continues to be an added layer of bureaucracy. The JWIB acts in reverse on things like the consent agenda. Mr. Wimer shared that this was another concern that the SWIC Executive Committee discussed.

Mr. Washburne asked who will make the decision technically. Mr. Wimer explained that the Governor will consider the SWIC’s recommendation and will make the decision, but the local elected officials in each region must agree. There will be a public comment phase. The transition will likely align with the next Program Year.

Ms. Houchin will attend the SWIC meeting on September 13, 2012 and provide JWIB members with a summary.

**Youth Council**– Ms. Osterholt reported the Youth Council met prior to the JWIB meeting and discussed strategies for action items. The Council discussed priorities they have for the next few months and specifically talked about grant opportunities that might be available. The Youth Council will meet again in October.

## **2. Region 5 Fiscal Agent contract award**

Mr. Williams called attention to a letter included in the materials from the Region 5 RWB seeking approval to contract with a new fiscal agent. Mr. Williams invited Ms. Nichols from the Region 5 Workforce Board to provide an overview of the procurement and selection process. She shared that there were four bids, but the selection came down to cost. The Region 5 RWB recommends contracting with Interlocal Association. If approved, the contract will be effective October 1, 2012.

Jim Krampen motioned to approve the contract with Interlocal Association for fiscal agent services in Region 5. Mark DeFabis seconded. Jeff Williams abstained. The motion was approved.

## **3. Vocational Rehabilitation Memorandum of Understanding**

### **4. Memorandum of Understanding between the JWIB, DWD, the Native American Center of Indiana, the Migrant and Seasonal Farmworkers**

Mr. Williams stated that the MOUs were on past agendas but had not been voted. Mr. Wimer provided background on the MOUs and added that neither include any financial agreements. They both only outline partnership commitments.

Dennis Wimer made a motion to approve the Vocational Rehabilitation MOU and the MOU between the JWIB, DWD, the Native American Center of Indiana, the Migrant Seasonal Farmworkers. Jeff Byrd seconded. John Kaufman abstained. The motion was approved.

## **Consent Agenda**

- 1. Regional Workforce Board grants (RWB-2-05; RWB-2-08; RWB-2-09 & RWB-2-11)** Regional formula allocations for 1<sup>st</sup> quarter of year for Adult & Dislocated Worker funding, Youth funding is full year's allocation.

- a. Region 5** (\$1,849,092) Adult \$102,288, DW \$319,702 & Youth \$1,427,102
- b. Region 8** (\$965,934) Adult \$45,674, DW \$91,109 & Youth \$829,151
- c. Region 9** (\$830,740) Adult \$48,684, DW \$120,913 & Youth \$661,143
- d. Region 11** (\$1,077,790) adult \$55,299, DW \$133,975, Youth \$888,516

[http://www.in.gov/dwd/files/JWIB/RWB\\_2\\_grants\\_5-8-9-11\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/RWB_2_grants_5-8-9-11_signed.pdf)

2. **Jobs for America's Graduates Career Development grants (JAGCD-2-05, JAGCD-2-08, JAGCD-2-09 & JAGCD-2-11)**

Provides incentive funds dedicated for specific students meeting certain scholastic standards. Award based upon year of schooling and number of participants plus 10% admin funding.

- a. **Region 5** - \$4,400
- b. **Region 8** - \$550
- c. **Region 9** - \$3,850
- d. **Region 11** - \$550

[http://www.in.gov/dwd/files/JWIB/JAGCD\\_2\\_grants-5-8-9-11\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/JAGCD_2_grants-5-8-9-11_signed.pdf)

3. **Criminal Justice Institute grant (CJI-2-11)**

Criminal Justice funding for re-entry programs, ARRA funding. **Region 11** – \$33,511

[http://www.in.gov/dwd/files/JWIB/CJI\\_2\\_11-11\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/CJI_2_11-11_signed.pdf)

4. **Integrated Services** allocating cost sharing between the state and regions for offices and supplies

a. **Region 8: IS-0-08 Amendment #3**

Integrated Service amendment to add \$2,142 for RWB will reimburse IDWD for shared phone expenses.

[http://www.in.gov/dwd/files/JWIB/IS\\_0\\_08\\_A3-8\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/IS_0_08_A3-8_signed.pdf)

b. **Region 9: IS-0-09 Amendment #3**

Integrated Service Amendment to increase IDWD funding to region by \$56,907 and reduce the region's reimbursement to IDWD by \$13,585.

[http://www.in.gov/dwd/files/JWIB/IS\\_0\\_09a3ex.pdf](http://www.in.gov/dwd/files/JWIB/IS_0_09a3ex.pdf)

5. **PIABE grants (PIABE-2-05; PIABE-2-08; PIABE-2-09 & PIABE-011)**

Penalty and Interest (P&I) Special Employment and Training Services Fund grant for Adult Education GED training.

- a. **Region 5:** \$97,244
- b. **Region 8:** \$42,841
- c. **Region 9:** \$63,609
- d. **Region 11:** \$52,935

[http://www.in.gov/dwd/files/JWIB/PIABE\\_2\\_grants\\_5-8-9-11\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/PIABE_2_grants_5-8-9-11_signed.pdf)

6. **National Emergency Grants NEGOJTARRA Amendments** – Extends period of grant to September 30,

12. Region 11 also reduced by \$30,000.

- a. Region 5: [http://www.in.gov/dwd/files/JWIB/NEGOJTARRA\\_0\\_05\\_A1\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/NEGOJTARRA_0_05_A1_signed.pdf)
- b. Region 9: [http://www.in.gov/dwd/files/JWIB/NEGOJTARRA\\_0\\_09\\_A1signed.pdf](http://www.in.gov/dwd/files/JWIB/NEGOJTARRA_0_09_A1signed.pdf)
- c. Region 11: [http://www.in.gov/dwd/files/JWIB/NEGOJTARRA\\_0\\_11\\_A3\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/NEGOJTARRA_0_11_A3_signed.pdf)

7. **Business Consultant 2 grants (BC-2-05, BC-2-08, BC-2-09 & BC-2-11)**

To fund Business Consultant to assist WorkOne Staff in working with local business and economic development officials.

- a. **Region 5:** \$60,000
- b. **Region 8:** \$60,000
- c. **Region 9:** \$60,000
- d. **Region 11:** \$60,000

[http://www.in.gov/dwd/files/JWIB/BC\\_2\\_05-08-09-11\\_signed.pdf](http://www.in.gov/dwd/files/JWIB/BC_2_05-08-09-11_signed.pdf)

Jim Krampen motioned to approve the consent agenda. Pam Fox seconded. The members discussed the Business Consultant grants. Mr. Wimer explained that the Business Consultant grants are a functional item that have been budgeted for by DWD and the regions. Mr. Lardin asked why the Board can't proactively authorize the business consultant grants for October. Mr. Williams explained the process for the consent agenda.

Jim Lardin made another motion to amend the consent agenda to authorize the 2<sup>nd</sup> round of business consultant expenditures in October contingent on the regions' acceptance of those funds. Paula Pinkstaff seconded. The motioned was approved unanimously.

### **Other Business**

Mr. Williams revisited Ms. Blasdel's earlier comments offered during the public comment phase. He encouraged additional members from Region 8 or 9 who are interested in participating on the Executive Committee to contact Ms. Houchin.

There was a discussion of the competitiveness of the selection of the Executive Director. Mr. Wimer shared that there was a comfortable level of separation between the duties of the Executive Director and the Regional Operator in Region 11. Mr. Krampen commented that because all meetings are open to the public, Thomas P. Miller and Associates will not have added influence or additional information in the future.

Mr. Krampen confirmed that Ms. Houchin will keep members apprised of information that comes out of the SWIC meeting.

Jim Lardin motioned to adjourn. Paula Pinkstaff seconded. The motion carried; the meeting was adjourned at 1:40pm.