

One-Stop Operator Oversight (OSOO) Committee
March 21, 2018
Meeting Minutes

Members Present:	Michelle Simmons-chair	Randy Vernon	Steve Snyder
Members Absent:	Becky Goings		
Staff Present:	Deb Waymire	Mellisa Leaming	Tina Overlay-Hilt

Welcome

Michelle Simmons called to order at 10:20AM and welcomed those in attendance. A quorum of the voting members was in attendance.

A motion was made to approve the agenda.

Motion: Steve Snyder
Second: Randy Vernon
Action: Unanimous approval

A motion was made to approve the November 2017 OSOO Meeting Minutes.

Motion: Randy Vernon
Second: Steve Snyder
Action: Unanimous approval

New Business

Strategic Plan Progress

- ***Business Services Task Force***

Deb Waymire presented an update on the progress of the Region 4 Workforce Board Strategic Plan goals. The objectives to meet the goals were established by the Board. The Executive staff have looked at potential strategies to meet those objectives and key action strategies and results.

Goal 1 – a taskforce was formed consisting of Dick Bradshaw, Board member; and WDB staff Jake Adams and Kathy Burns. The task force developed at least one sub-sector partnership which will hold at least 2 formal meetings in the region over the next 2 months. A sub-sector partnership meeting with advanced manufacturing employers with 100 employees or less met on February 13, 2018 in White County. Another meeting will be held on March 21, 2018 in Carroll and the taskforce will continue to grow the sub-sector partnership.

Another objective is to understand the needs of the sub-sector and compare those needs to the needs of larger employers. The taskforce found that small employers care about similar things such as team fit, interpersonal skills, and work ethics.

Handouts with more detail on the progress were provided to the committee members to review.

The 3rd objective under Goal 1-we will know the employer/employee needs and will create a worker/management harmony. We may not be able to create the harmony but may be able to improve on the harmony. We might be able to create an understanding for example, an employer doesn't know there are transportation issues and may only see an attendance issue. There may be things an employer can do such as set up Uber service or carpooling. If an employer knows there is an issue, there may be things an employer can do to establish more harmony.

It was suggested to use a questionnaire with youth in JAG classes and those attending Youth Summit to find out how an employer makes you aware of an opportunity and other concerns.

Goal 2 – We will align career development/education with current and future employer work skills and work behaviors’ demand. How do we address some of those skill gaps? Increasing the number of schools with work ethic certifications, increase internships and career awareness aligns with both Oversight Committee and Youth Committee to review.

Goal 3 – Support initiatives that provide career opportunities for underutilizing workers that will meet employer work skills demands. There are 5 objectives with draft strategies that were brainstormed by Deb Waymire and Mellisa Learning to provide a starting points for the committee. We will work with post-secondary institutions to engage students to address return to school/college completion services for college stop-outs. Michelle Simmons added that Ivy Tech can pull that data and is working to reengage students and it is good to know there are funds to assist. There is currently a program that addresses re-entry services to recently returned veterans but there could be more. We need to find the right partners to help with returning veterans, ex-offenders and those with disabilities and create a better connection with those partners.

Goal 4 – Collaborate with local partners, business, groups and agencies to leverage resource and opportunities to meet employer work skills and work behaviors.

Deb Waymire recommends bringing in someone who does asset mapping to help identify all the resources.

We will have an activity sheet for each of the Strategic Plan goals to update the committee each time we meet.

Special Grant Progress

Deb Waymire presented an update on Region 4’s special grant activity.

The grants are progressing well in the areas of number of participants, number in training, and number of completers. We are falling short in the area of internships and retention of the hires for the Ready to Work grant but still making good progress. There are 11 staff managing the case load for the RTW and APG special grants. Steve Snyder ask how the average wage goal was set for the grants. A group of employers involved in the grant design helped set the average wage. With Skill Up 3, we are working with Ivy Tech and Kirby Risk training academy to match training received to certifications so the grant can help pay for the training and wages. Other employers who have or want to have training programs may be able to take part in the grant.

The committee also discussed the JAG program and funding for next year. It takes about \$780,000 to operate our current JAG programs. DWD funds we receive is \$626,000. We are using TANF and WIOA In-school youth funds to help support JAG this year. Without TANF funds next year, \$140,000 of WIOA youth funds may be needed to fund the program. In Region 4, there are approximately 300 JAG students. There are 37 internships but we will see an increase in internships during the summer months.

The youth team is working together to increase the number of youth enrolled. It is a challenge to connect with out-of-school youth to best serve them. The youth team met with the Excel Center which serves about 270 students that are deemed out of school youth. The youth team plans to meet with students during lunch periods. We will continue to work with Excel Center, Adult Ed and other youth partners.

RESEA, re-employment services funds for those unemployed 4-weeks or longer is moving along well. Jobs for Hoosiers (JFH) program is yet to start. Trade Adjustment Assistance (TAA) Case Management funds support individuals who lost their job due to foreign import and jobs were moved away.

Deb Waymire will supply a list of acronyms.

WIOA Performance Measures

Deb Waymire presented the PY 17 WIOA Performance Measures for the period 10/1/17-12/31/17. The definitions of the indicators of performance will be sent out to the committee.

Old Business

One-Stop Center Certification

The One-Stop Center Certification team which included Deb Waymire, Mellisa Leaming, Randy Vernon and Steve Snyder visited all WorkOne sites and certified all sites. The report was sent to DWD and nothing more has been heard.

One Stop Operator

JobWorks, One Stop Operator, is responsible for convening all partners together to make sure we are working more closely together and access all resources. A vendor was selected to develop a cross referral appointment system. The system has been developed, training provided and a date will be set to start implementation of the system. Mellisa Leaming has been in charge of the referral system and populated the data for all the partners in the system. For example, a client comes into WorkOne, staff can set up an appointment with Adult Ed or a customer can visits Adult Ed and needs assistance from Voc. Rehab, Adult Ed staff can set the appointment. All partners can cross referral and set appointments. There is a request for a nominal investment of \$50 per year from the participating partners.

PY 18 Meeting Schedule (July 2018-June 2019)

The One Stop Operator Oversight Committee meeting schedule for the Program Year 2018 was provided to the committee. Meeting invites will be sent out for member's calendars.

Adjournment

A motion was made to adjourn meeting. The meeting adjourned at 11:15 AM.

Motion: Steve Snyder

Second: Michelle Simmons

Action: Unanimous approval

Respectfully submitted,
Tina Overley-Hilt
Executive Assistant
Region 4 Workforce Board