

**Region 4 Workforce Board  
Executive Committee  
Meeting Minutes  
Wednesday, October 24, 2018**

**Meeting Time:** 8:00 a.m.  
**Method:** Go To Meeting Conference Call.

**Committee Member Participants:** Alicia Hanawalt, Chair; Michael Smith, Vice Chair; Arden Cramer, Treasurer; and Steve Snyder, Secretary.  
**WDB Staff:** Roger Feldhaus, Executive Director; Deb Waymire, Chief Operations Officer; and Tina Overley-Hilt, Executive Assistant

## **Executive Committee**

### ***Welcome & Introduction***

Alicia Hanawalt, Chair, welcomed everyone and called the meeting to order at 8:05 a.m.

### **Operations**

Deb Waymire presented the Operations report.

#### ***New Grant- WIOA Performance Support Grant***

Department of Workforce Development announced the recipients of the statewide \$1.5 million WIOA Performance Support Grant. Region 4 was awarded \$200,000. Our proposal was similar to the Skill UP 3 grant—continuing vestibule training as new employers hire individuals and provide training that simulates the work individuals would be doing for the employer. The grant will support the training and a portion of the wages during the training period. We will also pursue an opportunity for implementing a “sustainable workforce” model. In this model, a “resource navigator” would work on behalf of the employer by helping new employees find solutions to overcome barriers that might cause them to leave employment. Barriers may include child care, transportation, and financial issues. The grant will end June 30, 2019.

#### ***Annual Dinner Annual Report Concept***

The theme of the 2017-2018 Annual Report for presentation at the Annual Dinner on November 14, 2018 will be *Engagement*—the Board’s role as an intermediary working closely with employer, education, and other partners. The information presented will highlight our engagement with partners, WIOA and other grant performance measures, individual participant success stories, and community impact. Financial information by functions and funding source will also be shared, as well as comments from Roger and Larry.

#### ***Skillful Initiative***

The Skillful Initiative is part of the Markle Foundation Skillful State Network that has been implemented statewide in Colorado. Governor Holcomb announced that Indiana will be the next Skillful State. Four regions in Indiana will help pilot the initiative. Skillful looks to help employers recruit based on skills rather than education and work experience. WorkOne case managers will adopt the approach as a career coach and receive professional development training on how to talk in terms of skills instead of education and experience. We will also help employers rework job descriptions to emphasize skills which increase the number of applicants. A PowerPoint about the Skillful Initiative will be sent to the committee members.

#### ***National Science Foundation and Catapult Grant Opportunities***

Region 4 is involved with Purdue in a grant opportunity with the National Science Foundation (NSF). NSF is sponsoring research and evaluation projects that focus on the impact of informal STEM education, specifically how it relates to careers in advanced manufacturing. The concept will be to follow the experiences of students, beginning with Coder Dojo in elementary school, transitioning to Lego League in middle school and robotics in

high school, and measuring how these type of activities impact students' thoughts about advanced manufacturing careers.

We continue to work with Conexus Indiana, Ascend Indiana, Purdue Polytechnic, and others on the Catapult project proposal that would replicate and scale-up the RAMP models (traditional and onboarding) developed in Region 4 in other Indiana regions that have a strong automotive manufacturing presence.

### **Administration**

#### ***Audit Submission and Acceptance***

TAP's Single Audit for the fiscal year ending 6/30/2018 was submitted and accepted by the Federal Audit Clearinghouse.

#### ***Work Based Learning Tour***

Representatives of Indiana's Office of Work-Based Learning and Apprenticeship visited Region 4 on October 16<sup>th</sup>. Board members Alicia Hanawalt and Steve Snyder attended the session in Lafayette and Michelle Simmons attended the session in Kokomo. The initiative was to inform employers, educators and community leaders of the resources available for interested employers. About 30 employers and other stakeholders attended these two sessions.

#### ***Region 4 Workforce Board Annual Dinner Speaker(s)***

Commissioner Fred Payne will be the guest speaker at the Region 4 Workforce Board Annual Dinner. An invitation to share the speaking time was extended to Indiana Secretary for Career Connections and Talent, Blair Milo.

#### ***Secretary Milo's Logansport Visit***

Logansport Mayor Kitchell has reached out Secretary Milo to visit Logansport/Cass County. There are no set plans yet. The Board will want to be sure to support the visit, potentially on October 8<sup>th</sup>.

#### ***Region 4 Workforce Board Annual Dinner***

The Region 4 Workforce Board Annual Dinner is scheduled for Wednesday, November 14, 2018. The event will be held at Bel Air Events in Kokomo. The Board meeting will be held in a partitioned part of the room prior to the dinner. Invitations have been sent to area state legislators and candidates, local elected officials, economic development representatives, education and training institution representatives, and employer partners. There has been a slow response thus far, so a follow-up invitation will be sent as a reminder to register.

#### ***Fiscal Update***

The Revenue and Expense Report for the period ending August 31, 2018 was included in the meeting packet. The report includes income by funding source and expenditure by line item. We are on track for the first quarter of PY 18. There will be an addition to the budget showing \$200,000 of new funding for the WIOA Performance Support Grant.

#### ***DWD Monitoring Report***

The report from DWD's Regulatory Oversight & Compliance Monitoring Team was received. The monitoring was conducted during the week of September 10<sup>th</sup>. There were no administrative or fiscal management, programmatic, or EO or nondiscrimination compliance findings. In administrative and fiscal management, there were no issues or concerns. In programmatic, there were three concerns, for which the corrections have already been made. Some noteworthy and best practices cited included the WorkOne magazine listing of services and partners; the sharing of performance metrics with WorkOne staff and customers; new technology, such as Engage by Cell and our partner referral/appointment system; and our newly implemented Out-of-School Youth program, #I Work, which connects older youth with employability skill workshops and internship

opportunities. Two concerns in EO or nondiscrimination were immediately addressed. No further response is needed. The Monitoring Report will be sent out to the Executive Committee.

***Adjournment***

The motion to adjourn the Executive Committee adjourned at 8:42 a.m.

**Motion:** Steve Snyder

**Second:** Arden Cramer

**Action:** Unanimous approval