



AGENDA

Workforce Development Board Meeting

Wednesday, March 22, 2023

8:30 am – 10:30 am

**Location: Kokomo - Inventrek
700 E. Firmin Street, Room 2 A
Kokomo, Indiana**

And Virtually-GoTo Meeting, link below

Time	Topic/Item	Presenter	Documentation	Action Item or Discussion (Action items in bold)
8:30 AM	Call to Order & Introduction	Randy Vernon		
8:35 AM	Consent Agenda <ul style="list-style-type: none"> • WDB Meeting Minutes – 1/25/2023 • Revenue & Expense Report – 2/28/2023 	Randy Vernon	Electronic Attachments & Board Packet	Approve/Disapprove
8:40 AM	New Business <ul style="list-style-type: none"> • Operations <ul style="list-style-type: none"> ○ DWD Monitoring ○ Apprenticeship Building America (ABA) Grant ○ WIOA Performance ○ JAG Career Development Conference-Regional and State Results 	Deb Waymire		Information/Discussion
9:45 AM	<ul style="list-style-type: none"> • Board Administration <ul style="list-style-type: none"> ○ Board Membership – Karen Mellen recognition ○ Financial Services Agreement with Crowe LLP is in place and going well as of 2/1/2023 ○ Succession Discussion-Establish Committee ○ NAWB Forum 2023 	Roger Feldhaus		Information/Discussion
10:30 AM	Adjournment	Randy Vernon		

Please join the WDB meeting from your computer, tablet or smartphone.

<https://meet.goto.com/948555797>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 948-555-797

Next Meeting: Wednesday, May 24, 2023

Location: Lafayette - TBD

OR Virtual-GoToMeeting

Region 4 Workforce Board Meeting Minutes of March 22, 2023 Location: Virtual GoToMeeting	NEXT MEETING Wednesday, May 24, 2023 Location: Lafayette-TBD
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Directors Present:

Randy Vernon, chair	Matt Lewellen
Karen Mellen, vice-chair	Holly Moore
Deb Close, treasurer	Katie Rounds
Alicia Hanawalt	
Elva James	
Rebecca Jones	

Excused:

Steve Snyder, secretary
Spencer Buchanan
Dennis Carson
Ethan Heicher
Amy Wood

Other Attendees: *Brad Schelle, CPA, Engagement Partner, Crowe LLP; and Carla Crowe, Project Manager, Crowe LLP.*

Staff Present: *Roger Feldhaus, CEO; Deb Waymire, COO; Mellisa Leaming, Director of Operations; Blake Sempsrott, Controller; Kathy Burns, Lead Business Consultant and Data Analyst; and Tina Overley-Hilt, Executive Assistant*

Call to Order and Welcome

The March 22, 2023, the WDB meeting was held virtually via GoToMeeting conference call. The meeting was called to order and attendees were welcomed at 8:30AM by Chair, Randy Vernon. Roll call was taken. A quorum was present.

Consent Agenda

A motion was made to approve the consent agenda items as presented.

Motion: Karen Mellen

Second: Matt Lewellen

Action: Unanimous approval

New Business

Operations

DWD Monitoring

DWD conducted its annual review of WIOA programs during the week of February 20-23, 2023. The programs included WIOA Adult, Dislocated Worker, and Youth. The monitoring team also reviewed Migrant Seasonal Farm Worker, Reemployment Services and Eligibility Assessment (RESEA), Performance Support Grants, and Equal Opportunity. The team met with Board staff, spent time with the staff in the WorkOne offices, and talked with participants and employers in Region 4. No formal final review documents have been received yet. In the exit conference the DWD review team had no issues to present at that time. The final report will be provided to the Board when it becomes available.

Jobs for America’s Graduates (JAG) Career Development Conference (CDC) Regional and State Results

The JAG CDC Conference was held on February 8, 2023, for the first time in person since the beginning of the pandemic. JAG students came together for career development and employability skill competition. All JAG students attended the regional conference and participated in a job fair, worked on their career pathways, and toured Ivy Tech - Lafayette. First place individuals advanced to the State CDC on Friday, March 17, 2023, at the State House. At the regional CDC, the schools are ranked based on the way each ranked in the

event competition. Kokomo H.S. placed first as the Outstanding School, McCutcheon H.S. was second, followed by Peru H.S., Twin Lakes H.S. and Oakland.

Roger Feldhaus and Blake Sempsrott had the difficult challenge to judge the Outstanding Senior competition and felt any one of the four candidates could have been first place. A first place winner was chosen, but all participants in the Outstanding Senior competition were awarded Honorable Mentions. Region 4's Outstanding Senior placed third at the State CDC competition. There were five individuals or groups that competed at the State CDC. All five were awarded third place in their respective events. Everyone felt the students did a great job.

Apprenticeship Building America (ABA) Grant

Indiana Department of Workforce Development was awarded a four-year Apprenticeship Building America (ABA) grant for \$3.9 million from the U.S. Department of Labor. Region 4 is one of the 11 subrecipient regions receiving funding from the grant but does not yet have the contract. Region 4 will receive \$307,500 for the grant period of July 1, 2022-June 30, 2026. The grant will expand and support USDOL Registered Apprenticeship programs and assist with a goal of 100 apprenticeships and 38 pre-apprenticeship programs in Region 4. Gerry Vasquez was hired as the Apprenticeship Coordinator and is reaching out to companies for pre-apprenticeship and apprenticeships. Holly Moore is interested in apprenticeships for Syndicate Sales and will contact Gerry.

PY 22 WIOA Performance – 2nd Quarter (7/1/2022-12/31/22)

The Region 4 WIOA PY 22 Performance Measures for the 2nd quarter ending December 31, 2022, were presented by Deb Waymire. Region 4 is meeting or exceeding all performance metrics for Adult, Dislocated Worker, and Youth performance. We served 612 adult and dislocated worker participants, which was 7% of the total adult/dislocated worker participants across the State, using 6% of the funding. 352 youth were served, which was 9% of total youth served, using 5% of the funding. Good job! done by our service provider, JobWorks, and all WorkOne staff in helping individuals attain our mutual goals with the funding available.

Board Administration

Matt Lewellen, President, Steinberger Construction, shared about his experience and involvement with the Creating Entrepreneurial Opportunities (CEO) program for high school seniors sponsored by Greater Kokomo Economic Development Alliance (GKEDA). The CEO program partners with the local business community to create project-based experiences for students by providing funding, expertise, meeting space, business tours, and one-on-one mentoring.

Board Membership – Karen Mellen recognition

Karen Mellen, Region 4 Workforce Board Vice Chair, is stepping down. She was recognized for her contribution and service to the Board. Karen is going out on her own to do Personal Growth and Leadership Development for companies looking to develop recently promoted leaders or upskill their current leaders on topics such as communication, leadership skills, team building, or being inclusive. Karen will also work with individuals who want help with Personal Growth. Individuals could include someone who left the workforce and is looking to reenter, someone who wants to make a career change, or someone who wants to upskill in order to become more promotable. If you know anyone interested in personal growth, Karen can be reached at Karenmellen@risingphoenixleadership.net or 317-459-6378.

We will certainly miss Karen and are actively reaching out to potential Board members who represent Business with the gifts and talents she epitomizes.

Financial Services Agreement with Crowe LLP Update

Carla Crowe, Project Manager, and Brad Schelle, Engagement Partner, Crowe LLP, introduced themselves. Crowe provides financial services to six other Indiana workforce boards and was selected to provide financial services to Region 4 as of February 1, 2023. The agreement will extend through the current program year

with contract extension options for two additional years. Crowe looks forward to working with Region 4. Blake shared his relief to have the additional assistance and to be able to better satisfy our internal control requirements. Carla brings a wealth of knowledge. We are happy to have the partnership with Crowe.

Succession Discussion-Establish a committee

As follow-up from the WDB meeting on January 25, 2023, seven Board members volunteered to serve on the committee: Randy Vernon, Rebecca Jones, Holly Moore, Matt Lewellen, Ethan Heicher, Alicia Hanawalt, and Amy Wood. An ad hoc committee of Randy Vernon, Alicia Hanawalt, Holly Moore, and Matt Lewellen will be established. An initial meeting will be held following the Executive/Finance Committee meeting on April 26, 2023. A meeting invite will be sent. A common theme around the board and staff succession issue has been our desire to identify and preserve the traits and characteristics that have made TAP successful, while embracing new ideas and approaches to regional workforce development that will contribute to even greater success in the future. Randy Vernon pointed out that this is a great start to a topic in need of attention.

National Association of Workforce Boards - Forum 2023

The National Association of Workforce Boards (NAWB) Forum 2023 will be held Saturday, March 25, through Tuesday, March 28, 2023, at the Washington Hilton in Washington, D.C. Board members attending will be Steve Snyder, Matt Lewellen, Holly Moore, and Rebecca Jones. Board staff will include Deb Waymire, Blake Sempsrott, and Tina Overley-Hilt. Plans are all set and everyone is looking forward to the experience.

Adjournment

The meeting was adjourned at 9:25AM

Motion: Matt Lewellen

Second: Alicia Hanawalt

Action: Unanimous approval by all members present

Respectfully submitted,
Tina Overley-Hilt
Executive Assistant

Stephen Snyder, Secretary
Tecumseh Area Partnership, Inc.
d/b/a Region 4 Workforce Board