



**AGENDA**

**Workforce Development Board Meeting**

**Wednesday, May 24, 2023**

**8:30 am – 10:30 am**

**Location: Delphi Wabash and Erie Canal Conference Center**

**1030 N. Washington Street, Delphi, IN 46923**

**And Virtually-GoTo Meeting, link below**

<b>Time</b>	<b>Topic/Item</b>	<b>Presenter</b>	<b>Documentation</b>	<b>Action Item or Discussion (Action items in bold)</b>
8:30 AM	<b>Call to Order &amp; Introduction</b>	<b>Randy Vernon</b>		
8:35 AM	<b>Consent Agenda</b> <ul style="list-style-type: none"> <li>• <b>WDB Meeting Minutes – 3/22/2023</b></li> <li>• <b>Revenue &amp; Expense Report – 3/31/2023</b></li> <li>• <b>Committee Reports</b> <ul style="list-style-type: none"> <li>○ Executive/Finance – 4/26/2023</li> <li>○ OSOO Committee – 3/14/2023</li> <li>○ Youth Committee – 3/14/2023</li> </ul> </li> </ul>	<b>Randy Vernon</b>	Electronic Attachments & Board Packet	<b>Approve/Disapprove</b>
8:40 AM	<b>New Business</b> <ul style="list-style-type: none"> <li>• <b>Operations</b> <ul style="list-style-type: none"> <li>○ Apprenticeship Building America (ABA) Grant</li> <li>○ Infrastructure Grant Opportunity</li> <li>○ DWD Monitoring Report</li> </ul> </li> </ul>	<b>Deb Waymire</b>		Information/Discussion
9:45 AM	<ul style="list-style-type: none"> <li>• <b>Board Administration</b> <ul style="list-style-type: none"> <li>○ WDB Board Election of Officers</li> <li>○ New DWD Commissioner Named</li> <li>○ Succession Planning Ad Hoc Committee Update</li> <li>○ NAWB Forum 2023 Experience</li> <li>○ WDB Retreat and Strategic Planning</li> <li>○ WDB Annual Event for 2023 and 2024</li> </ul> </li> </ul>	<b>Roger Feldhaus</b>  <b>Matt Lewellen</b>  <b>NAWB Attendees</b>  <b>Tina Overley-Hilt</b>		Information/Discussion
10:30 AM	<b>Adjournment</b>	<b>Randy Vernon</b>		

**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: September 27, 2023**

**Location: Kokomo, IN**

**OR Virtual-GoToMeeting**

<b>Region 4 Workforce Board</b> <b>Meeting Minutes of May 24, 2023</b> Location: Wabash & Erie Canal Conference Center and Virtual-GoToMeeting	<b>NEXT MEETING</b> Wednesday, September 27, 2023 Location: Kokomo-TBD
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**Directors Present:**

Randy Vernon, chair  
Steve Snyder, Secretary  
Rebecca Jones  
Matt Lewellen  
Holly Moore  
Amy Wood

**Excused:**

Spencer Buchanan  
Dennis Carson  
Deb Close  
Alicia Hanawalt  
Ethan Heicher  
Elva James  
Katie Rounds

**Other Attendees:** Brianna Morse, DWD Director of Youth Initiatives, attended representing Katie Rounds, DWD Chief Workforce Officer.

**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 May 24, 2023, the WDB meeting was held in person at Wabash & Erie Canal Conference Center in Delphi, Indiana, and virtually via GoToMeeting conference call. The meeting was called to order and attendees were welcomed at 8:30AM by Chair, Randy Vernon. Introductions were made.

**Consent Agenda**

A quorum wasn't present to approve the Consent Agenda. The Consent Agenda will be reconsidered at the September meeting.

**New Business**

**Operations**

**Apprenticeship Building America (ABA) Grant**

Region 4 is one of the subrecipients to receive \$307,500 of the state grant from USDOL to expand and support apprenticeships and pre-apprenticeships. A modification was submitted and approved to move a portion of the supportive services funds to increase funding for training. Gerry Vasquez was hired by our Service Provider, JobWorks, to be our Apprenticeship Coordinator and has reached out to companies for pre-apprenticeship and apprenticeships beginning in July and September. Gerry has met to discuss Registered Apprenticeship Programs with Stellantis, IBEW in Kokomo and Lafayette, Chariot Motors, Haynes, and other employers. Gerry can assist employers with the USDOL process to establish apprenticeships. Funds should be well spent prior to the end of the grant period. The grant ends in May 2026.

Contact information for Gerry Vasquez:

Mr. Gerry Vasquez  
Apprenticeship Training Coordinator  
Cell# 915-543-1914  
Desk # 765-450-3058  
[gvasquez@workonewestcentral.org](mailto:gvasquez@workonewestcentral.org)

### **Infrastructure Grant Opportunity**

USDOL recently made a Funding Opportunity Announcement for *Building Pathways to Infrastructure Jobs Grant Program*. Region 4 is considering submitting a proposal for the grant's developmental track option. The grant funding would be for five years from October 2023 through September 2028. The range of funding is \$500K to \$2M. Region 4 is focusing on a new company, StarPlus Energy, and related Electric Vehicle battery manufacturers, to support the training of technicians and operators. A tentative meeting is scheduled for June 1, 2023, with StarPlus Energy and Ivy Tech Kokomo. We are looking for an additional company such as Stellantis for the manufacturing of electric vehicles, soulbrain MI production of electrolytes for lithium-ion batteries, or possibly a battery recycling facility. Steinberger Construction is partnering with Huston Electric to install solar panel charging stations for electric vehicles in Indiana. Region 4 has a good history of obtaining and performing well with USDOL grants.

### **DWD Monitoring Report**

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 programs, the Migrant and Seasonal Farm Worker program, the Reemployment Services and Eligibility Assessment (RESEA) program, Performance Support Grants, and Equal Opportunity compliance. DWD's file review revealed one finding: Participant barriers were either not identified or not addressed in a representative sampling of client files. Case notes lacked information on key factors related to potential barriers. JobWorks will provide training, especially for new staff, and will conduct extra internal monitoring of client records.

There were two noteworthy efforts:

- Region 4's Service Provider, JobWorks, created a wristband promotional item with the WorkOne logo and QR code to increase client's awareness of WorkOne services and to make connecting with the services faster and more efficient.
- Region 4 has recently set a goal to make electronic communications content and the WorkOne West Central website, including the WorkOne Magazine, accessible for individuals with disabilities.

### **Integrated Education and Training (IET) Meeting with Lafayette Adult Resource Academy (LARA)**

Roger Feldhaus and WorkOne Center Managers will meet with Executive Director of LARA and Rob Moore, retired Adult Education Director in the Bloomington area, to talk about the partnership with WorkOne for integrated education training (IET) for LARA students and the community. LARA has been building relationships with companies and now wants to help provide training and certifications needed for the individual to be successful in the workforce.

Board members discussed the childcare barrier in Region 4. It is a community issue and cannot be solved by one group alone. CityBus is looking to add additional substations throughout Lafayette with childcare facilities. Rural communities do not have such amenities, however. USDOL has issued a new childcare grant opportunity. Information on this grant opportunity will be forwarded to Amy Wood at LARA. Economic developers are also talking about this issue. The two READI Grants received in Region 4 (Greater Lafayette and North Central regions) have child care components. We are looking for opportunities to support regional efforts to tackle the lack of quality childcare dilemma—much like what we are doing with regard to the lack of healthcare workers in rural communities.

### **PY 23 WIOA Allocations**

Region 4 received notice of its PY 23 WIOA allocations for July 1, 2023-June 30, 2024. We will receive a decrease as anticipated. The State received an 8% reduction and Region 4 received about a 5% reduction. Youth funding remained like PY 22. Adult and Dislocated Worker funding have suffered the largest reduction. It is more critical now more than ever to pursue federal competitive grants and other State funding to offset the loss of formula-allocated WIOA funds.

## **Board Administration**

### **New DWD Commissioner Named**

Governor Holcomb appointed Richard Paulk as Commissioner of the Department of Workforce Development. Commissioner Paulk was previously the Chief Administrative Officer. Brianna Morse shared her interactions with the new commissioner.

### **WDB Board Election of Officers and Membership**

We are still recruiting members to serve on the Region 4 Workforce Board. A quorum was not present at this meeting. The election of officers will be held at the next best meeting opportunity.

### **Succession Planning Ad Hoc Committee Update**

Matt Lewellen, chair of the Succession Planning Ad Hoc Committee, provided an update. Members of the committee are Matt, Holly Moore, Alicia Hanawalt and Randy Vernon. A timeline is in place. The committee is working on a short-term succession plan for any leave of absence or emergency that may come up and developing a long-term plan. The committee meets monthly. The goal is to have a short-term and long-term plan to present to the Board in August. The message from the Board's perspective to share is: We are working on a plan and there is a short-term action step in place if necessary.

### **National Association of Workforce Boards - Forum 2023 Experience**

The National Association of Workforce Boards (NAWB) Forum 2023 was held in late March in Washington D.C. Board members Steve Snyder, Matt Lewellen, Holly Moore, and Rebecca Jones attended and shared their experience. Deb Waymire, Blake Sempsrott, and Tina Overley-Hilt attended for the Board staff. It was a valuable experience to learn about workforce boards. It was a well-organized event, and a great opportunity to build relationships with others, and connect with Board members and Board staff.

### **WDB Retreat and Strategic Planning**

Board members were asked for feedback about a retreat and strategic planning session to review the current plan for relevancy and modify as needed. Discussion was had about strategic doing vs strategic planning. The current plan is a hybrid of planning and doing. There are goals, objectives and activities and would report to the Board on the movement in a spotlight manner. We may need to bring back the hybrid format since it reflects the status of the goals, objectives, and activities and who's priority each is. It may be critical to be in alignment with the succession planning. Stephanie Wells, INWBA staff person, may be interested in facilitating the strategic session.

Items for consideration:

- One- or two-day session – evening social time for Board members to get acquainted and planning session the following day
- September/October date – a poll will be set up to determine best date
- Include new board members

### **WDB Annual Event for 2023 and 2024**

Board members enjoy the lunch time for the WDB Annual Event for 2023. Board members and Chief Elected Officials will be invited. Planning will begin for November or possibly an earlier date.

Board members were asked to consider partnering with other groups and hosting a larger annual event in September or October of 2024. The event could include speakers or panel discussion on a workforce development topic of interest such as childcare need, electric battery technology, economic development, or other issues. There was positive feedback to host such an event in the future and consider a topic of value for all of Region 4.

### **PY 23 Board Meeting Dates**

The schedule of meeting dates for PY 23 (July 1, 2023—June 30, 2024) was provided to Board members.

**Adjournment**

The meeting was adjourned at 10:30 AM

**Motion:** Rebecca Jones

**Second:** Steve Snyder

**Action:** Unanimous approval by all members present

Respectfully submitted,

Tina Overley-Hilt

Executive Assistant

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