

**COMBINED FINANCE/EXECUTIVE COMMITTEE MEETING AGENDA**

AUGUST 29, 2023

9:00 AM-10:30 AM

GOTO MEETING CONFERENCE CALL

**Participants: If you have chosen to call in, please do so 5 minutes prior to the start of the meeting.**

**Expected Finance Committee Participants:** Randy Vernon, Matt Lewellen, Holly Moore, Steve Snyder.

**Expected Executive Committee Participants:** Randy Vernon, Matt Lewellen, Holly Moore Steve Snyder

**WDB staff and guests:** Roger Feldhaus, Executive Director; Deb Waymire, COO; Blake Sempsrott, Controller, and Tina Overley-Hilt, Executive Assistant.

**Other Expected Attendees:** Carla Crowe, Project Manager, Crowe LLP.

**Call In Information:**

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/832323493>

United States: +1 (224) 501-3412

- One-touch: <tel:+12245013412,,832323493#>

Access Code: 832-323-493

<b>Time</b>	<b>Finance / Executive Committee Topic</b>	<b>Presenter</b>	<b>Action</b>
9:00 AM	Call to Order	Randy Vernon	
9:05 AM	Fiscal <ul style="list-style-type: none"> <li>• PY 22 Revenue &amp; Expense Report (ending 6/30/2023) Year-end</li> <li>• PY 23 Revenue &amp; Expense Budget</li> </ul>	Carla Crowe Blake Sempsrott Carla Crowe Blake Sempsrott	Information  Approval
9:30 AM	Operations <ul style="list-style-type: none"> <li>• Peru WorkOne Office</li> <li>• DWD WorkKeys RFP -BAFO</li> <li>• WARN Notices-Rapid Response Grant Funding</li> <li>• State Expansion of JAG</li> </ul>	Deb Waymire	
10:00 AM	Administration <ul style="list-style-type: none"> <li>• New Board Member Appointments</li> <li>• Succession Planning Progress</li> <li>• Good Jobs, Great Cities Academy Update</li> <li>• Annual Event</li> </ul>	Roger Feldhaus	
10:30 AM	Adjourn	Randy Vernon	<b>Action</b>

# Region 4 WORKFORCE Board

## Program Year 22 Revenue and Expense Report July 1, 2022-June 30, 2023

<i>Total Available to Budget</i>					
<i>*After Next Program Year First Quarter Set Aside Removed (20%)</i>	<i>PY 22 Budget</i>	<i>6/30/2023</i>	<i>Actual Percentage</i>	<i>Goal Percentage</i>	<i>PY 21 6/30/2022</i>
<b>Department of Workforce Development Funding</b>					
<b>Workforce Innovation and Opportunity Act</b>					
Administration	393,406	394,414	100%	100%	147,114
Adult	836,901	999,396	119%	100%	1,194,105
Dislocated Worker	475,917	326,504	69%	100%	407,017
Youth	1,062,643	1,067,874	100%	100%	588,489
<b>Sub-total WIOA</b>	<b>\$ 2,768,867</b>	<b>\$ 2,788,188</b>	<b>100%</b>	<b>100%</b>	<b>\$ 2,336,725</b>
<b>Other Non-WIOA Funding</b>					
Business Consultant	120,000	120,000	100%	100%	120,000
JAG State (Jobs for America's Graduates)	456,373	434,038	95%	100%	602,873
Pre-ETS(VR)/JAG (Jobs for America's Graduates)	115,200	115,806	101%	100%	89,813
RESEA (Re-employment Services)	350,000	532,870	152%	100%	418,630
Apprenticeship State Expansion	-	-	0%	0%	39,511
Apprenticeship Building America	-	2,400	#DIV/0!	0%	-
Next level Jobs Employer Training Grant	1,300,000	310,826	24%	100%	1,434,505
Special COVID Grant (RR) #2	-	-	0%	0%	97,988
Disaster Recovery COVID	-	-	0%	0%	2,981
Employment Recovery (COVID)	-	-	0%	0%	23,486
Workforce Ready Grant	125,000	134,064	107%	100%	40,936
WIOA Performance Support Grant #3	416,560	338,211	81%	100%	20,880
WIOA Performance Support Grant #4	110,000	68,954	63%	100%	-
<b>Sub-total Other Non-WIOA Funding</b>	<b>\$ 2,993,133</b>	<b>\$ 2,057,170</b>	<b>69%</b>	<b>100%</b>	<b>\$ 2,891,601</b>
<b>Total DWD Funding</b>	<b>\$ 5,762,000</b>	<b>\$ 4,845,358</b>	<b>84%</b>	<b>100%</b>	<b>\$ 5,228,327</b>
<b>Other Federal Grant Revenue</b>					
Rural Healthcare (H1-B) Grant	\$ 624,996	\$ 752,414	120%	100%	\$ 521,896
America's Promise Grant (H1-B) Grant	\$ -	\$ -	0%	0%	\$ 126,354
<b>Total DOL Revenue</b>	<b>\$ 624,996</b>	<b>\$ 752,414</b>	<b>120%</b>	<b>100%</b>	<b>\$ 648,250</b>
<b>TAP Revenue</b>					
TAP Unrestricted Funding	-	15,190	0%	0%	(1,768)
WHIN Funding	-	36,130	100%	100%	176,040
Other Non-grant Revenue	181,000	25,200	14%	100%	34,871
<b>Total TAP Revenue</b>	<b>\$ 181,000</b>	<b>\$ 76,520</b>	<b>42%</b>	<b>100%</b>	<b>\$ 209,143</b>
<b>Total Funding Available to Budget</b>	<b>\$ 6,567,995</b>	<b>\$ 5,674,292</b>	<b>86%</b>	<b>100%</b>	<b>\$ 6,085,720</b>
<b>Next Program Year First Quarter Set Aside</b>	<b>\$ 628,198</b>				
<b>Expense</b>					
Salaries	574,592	490,443	85%	100%	552,601
Fringe Benefits	181,392	155,021	85%	100%	167,414
Travel & Staff Development	8,850	15,917	180%	100%	5,801
Occupancy, including Liability Insurance	75,414	71,174	94%	100%	69,661
Communications/Technology	8,500	8,705	102%	100%	8,960
Supplies, including Equipment Costs	40,100	19,603	49%	100%	13,790
Professional Services, including IT costs	352,718	199,562	57%	100%	177,618
WDB Discretionary	23,382	24,395	104%	100%	6,720
WorkOne Center Overhead Costs, including APG Outreach Costs	444,882	457,009	103%	100%	383,910
Direct Participant Costs-WIOA Adult and Dislocated Worker, Youth	411,470	316,945	77%	100%	339,073
Direct Participant Costs-WIOA Incumbent Worker Set Aside	10,000	-	0%	100%	-
Direct Participant Costs-JAG, NLJ, PSG, WRG	1,438,000	609,791	42%	100%	1,421,107
Direct Participant Costs-RHG	325,000	558,721	172%	100%	434,220
Staffing and Management Costs-WorkOne WIOA	1,403,325	1,525,438	109%	100%	1,203,209
Staffing and Management Costs-JAG, RESEA, PSG, BC, ABA	870,370	1,065,596	122%	100%	1,145,472
Staffing and Management Costs-WorkOne RHG	200,000	147,369	74%	100%	166,425
<b>Total Expense</b>	<b>\$ 6,367,995</b>	<b>\$ 5,665,688</b>	<b>89%</b>	<b>100%</b>	<b>\$ 6,095,980</b>
<b>Excess Revenue Over/(Under) Expense</b>	<b>\$ 200,000</b>	<b>\$ 8,604</b>			
<b>Board Discretionary</b>					
Board Meetings	\$ 1,500	294	20%	100%	107
Board Travel/Conferences	\$ 6,650	11,509	173%	100%	-
INWBA/NAWB Dues	\$ 1,732	2,982	172%	100%	-
Annual Meeting	\$ 6,000	2,110	35%	100%	1,613
Workforce Intelligence Information	\$ 7,500	7,500	100%	100%	5,000
<b>Total Board Discretionary</b>	<b>\$ 23,382</b>	<b>\$ 24,395</b>	<b>104%</b>	<b>100%</b>	<b>\$ 6,720</b>

**Tecumseh Area Partnership, Inc. d/b/a Region 4 Workforce Board  
PY23 Projected Budget July 1, 2023 - June 30, 2024**

	PY22 Projected Budget	PY23 Projected Budget	Difference (+/-) in PY 22 and PY 23 Budget
<b>Salaries &amp; Fringe Benefits</b>			
Salaries	\$ 574,592	\$ 477,858	\$ (96,734)
Cafeteria Earnings	\$ 106,600	\$ 93,600	\$ (13,000)
FICA/Medicare	\$ 52,111	\$ 43,717	\$ (8,394)
UI Insurance	\$ 760	\$ 570	\$ (190)
Pension	\$ 20,436	\$ 17,144	\$ (3,292)
Workmen's Compensation	\$ 1,485	\$ 1,636	\$ 151
<b>Total Salaries &amp; Fringe Benefits</b>	<b>\$ 755,984</b>	<b>\$ 634,525</b>	<b>\$ (121,459)</b>
<b>Travel &amp; Staff Development</b>			
In State Travel	\$ 3,650	\$ 3,650	\$ -
Out of State Travel	\$ 2,500	\$ 2,500	\$ -
Registration Fees	\$ 1,200	\$ 1,200	\$ -
Miscellaneous Staff Costs	\$ 1,500	\$ 1,500	\$ -
<b>Total Travel &amp; Staff Development</b>	<b>\$ 8,850</b>	<b>\$ 8,850</b>	<b>\$ -</b>
<b>Space Costs</b>			
Rent	\$ 42,500	\$ 42,500	\$ -
Utilities	\$ 3,200	\$ 3,200	\$ -
Janitorial Services	\$ 4,500	\$ 4,500	\$ -
General Maintenance	\$ 1,000	\$ 1,000	\$ -
Insurance - General Liability	\$ 20,714	\$ 28,300	\$ 7,586
Misc Space Costs	\$ 3,500	\$ 3,500	\$ -
<b>Total Occupancy Costs</b>	<b>\$ 75,414</b>	<b>\$ 83,000</b>	<b>\$ 7,586</b>
<b>Communications</b>			
Telephone	\$ 8,000	\$ 8,000	\$ -
Postage/Delivery Fees	\$ 500	\$ 500	\$ -
Legal Notices	\$ -	\$ -	\$ -
Advertising/Employment Ads Only	\$ -	\$ -	\$ -
Legal Notices	\$ -	\$ -	\$ -
<b>Total Communications Costs</b>	<b>\$ 8,500</b>	<b>\$ 8,500</b>	<b>\$ -</b>
<b>Supplies &amp; Equipment</b>			
Consumable Supplies	\$ 5,500	\$ 3,000	\$ (2,500)
Printing/Copying	\$ -	\$ -	\$ -
Books/Subscriptions	\$ 3,000	\$ 3,000	\$ -
Equipment Purchase \$99-\$499	\$ 1,100	\$ 1,100	\$ -
Computing Devices	\$ 25,000	\$ 7,500	\$ (17,500)
Equipment Leases/Rental	\$ 3,000	\$ 3,000	\$ -
Equipment Maintenance/Repair	\$ 1,000	\$ 1,000	\$ -
Depreciation	\$ -	\$ -	\$ -
Misc. Supplies	\$ 1,500	\$ 1,500	\$ -
<b>Total Supplies</b>	<b>\$ 40,100</b>	<b>\$ 20,100</b>	<b>\$ (20,000)</b>
<b>Professional Services</b>			
Bank Fees	\$ 575	\$ 575	\$ -
Paylocity Charges	\$ 4,200	\$ 4,200	\$ -
Legal Fees	\$ 1,000	\$ 1,000	\$ -
Audit Fees	\$ 22,000	\$ 22,000	\$ -
Professional Fees	\$ 311,693	\$ 250,000	\$ (61,693)
Professional Dues	\$ -	\$ -	\$ -
Membership Dues	\$ 2,500	\$ 2,500	\$ -
<b>Total Professional Services</b>	<b>\$ 341,968</b>	<b>\$ 280,275</b>	<b>\$ (61,693)</b>
<b>IT Costs</b>			\$ -

**Tecumseh Area Partnership, Inc. d/b/a Region 4 Workforce Board  
PY23 Projected Budget July 1, 2023 - June 30, 2024**

	PY22 Projected Budget	PY23 Projected Budget	Difference (+/-) in PY 22 and PY 23 Budget
Internet Service	\$ 1,250	\$ 1,250	\$ -
Website & Email Hosting	\$ 1,500	\$ 1,500	\$ -
Software, Support & Licensing	\$ 2,500	\$ 2,500	\$ -
IT Managed Services	\$ 4,500	\$ 4,500	\$ -
Miscellaneous IT Services	\$ 1,000	\$ 1,000	\$ -
<b>Total IT Costs</b>	<b>\$ 10,750</b>	<b>\$ 10,750</b>	<b>\$ -</b>
<b>WIB Expense</b>			<b>\$ -</b>
WIB Meetings	\$ 1,500	\$ 1,500	\$ -
WIB Travel	\$ 6,650	\$ 6,650	\$ -
WIB INWIBA Dues	\$ 1,732	\$ 1,732	\$ -
WIB Miscellaneous Expense	\$ 1,000	\$ 1,000	\$ -
WIB Board Retreat	\$ -	\$ 3,000	\$ 3,000
WIB Annual Meeting	\$ 5,000	\$ 5,000	\$ -
WIB Workforce Intelligence	\$ 7,500	\$ 8,175	\$ 675
<b>Total WIB Expenses</b>	<b>\$ 23,382</b>	<b>\$ 27,057</b>	<b>\$ 3,675</b>
<b>Total TAP/RWB Expenses</b>	<b>\$ 1,264,948</b>	<b>\$ 1,073,057</b>	<b>\$ (191,891)</b>
<b>WorkOne Direct Services</b>			<b>\$ -</b>
WorkOne Rent	\$ 200,000	\$ 195,000	\$ (5,000)
WorkOne Utilities	\$ 21,000	\$ 23,750	\$ 2,750
WorkOne Janitorial Service	\$ 31,500	\$ 31,500	\$ -
WorkOne Janitorial Supplies	\$ 2,500	\$ 1,500	\$ (1,000)
WorkOne General Maintenance	\$ 5,000	\$ 5,000	\$ -
WorkOne Telephone	\$ 15,500	\$ 13,300	\$ (2,200)
WorkOne Internet Service	\$ 10,000	\$ 6,200	\$ (3,800)
WorkOne Postage	\$ -	\$ -	\$ -
WorkOne Supplies	\$ 7,500	\$ 4,000	\$ (3,500)
WorkOne IT Services	\$ 60,000	\$ 60,000	\$ -
WorkOne Equipment Purchase	\$ 2,000	\$ 2,000	\$ -
WorkOne Computing Devices	\$ 67,500	\$ 19,798	\$ (47,702)
WorkOne Equipment Rental	\$ 7,500	\$ 7,500	\$ -
WorkOne Miscellaneous	\$ 2,500	\$ 2,500	\$ -
<b>Total WorkOne Overhead Expenses</b>	<b>\$ 432,500</b>	<b>\$ 372,048</b>	<b>\$ (60,452)</b>
<b>WorkOne Outreach Expenses</b>			<b>\$ -</b>
WorkOne Outreach	\$ 10,000	\$ 10,000	\$ -
Appointment Plus, Engage by Cell	\$ 2,382	\$ 2,382	\$ -
<b>Total WorkOne Outreach Expenses</b>	<b>\$ 12,382</b>	<b>\$ 12,382</b>	<b>\$ -</b>
Direct Participant Costs-WIOA	\$ 421,470	\$ 215,000	\$ (206,470)
Direct Participant Costs-ABA	\$ -	\$ 235,775	\$ 235,775
Direct Participant Costs-NLJ	\$ 1,088,000	\$ 1,179,277	\$ 91,277
Direct Participant Costs-JAG	\$ 38,430	\$ 20,000	\$ (18,430)
Direct Participant Costs-PSG	\$ 192,125	\$ 30,000	\$ (162,125)
Direct Participant Costs-WRG	\$ 119,445	\$ 180,000	\$ 60,555
Direct Participant Costs-RHG	\$ 325,000	\$ 581,250	\$ 256,250
<b>Sub-total WorkOne Direct Participant Costs</b>	<b>\$ 2,184,470</b>	<b>\$ 2,441,302</b>	<b>\$ 256,832</b>
Service Provision	\$ 2,473,695	\$ 1,988,027	\$ (485,668)
<b>Sub-total WorkOne Staffing Costs</b>	<b>\$ 2,473,695</b>	<b>\$ 1,988,027</b>	<b>\$ (485,668)</b>
<b>Total WorkOne Costs</b>	<b>\$ 5,103,047</b>	<b>\$ 4,813,759</b>	<b>\$ (289,288)</b>
<b>Projected Carry In Funds</b>	<b>\$ 2,520,597</b>	<b>\$ 945,242</b>	<b>\$ (1,575,355)</b>

**Tecumseh Area Partnership, Inc. d/b/a Region 4 Workforce Board  
PY23 Projected Budget July 1, 2023 - June 30, 2024**

	PY22 Projected Budget	PY23 Projected Budget	Difference (+/-) in PY 22 and PY 23 Budget
<b>Total Expenses</b>	\$ 8,888,592	\$ 6,832,058	\$ (2,056,534)

	Projected Carry-in	PY23 Allocation	Total	Admin	Program	Total	JW/RHC	WDB	Total	Carry-in for PY24	Total	Unobligated
Adult Administration	-	61,583	61,583	61,582.70	-	61,582.70	-	49,266	49,266	12,317	61,583	-
Adult	-	554,244	554,244		554,244.30	554,244.30	306,426	136,969	443,395	110,849	554,244	-
Adult from Dislocated Worker	105,329	-	105,329		105,328.76	105,328.76	59,904	45,424	105,329	-	105,329	-
DW Administration	-	67,310	67,310	67,309.60	-	67,309.60	-	53,848	53,848	13,462	67,310	-
DW Transfer	-	300,000	300,000		300,000.00	300,000.00	144,768	95,232	240,000	60,000	300,000	-
Dislocated Worker	129,365	305,786	435,152		435,151.81	435,151.81	222,454	151,541	373,995	61,157	435,152	-
Youth Administration	40,595	69,525	110,119	110,119.20	-	110,119.20	-	96,214	96,214	13,905	110,119	-
In School Youth	-	312,861	312,861		312,860.70	312,860.70	139,346	110,943	250,289	62,572	312,861	(0.00)
Out of School Youth	121,423	312,861	434,284		434,283.90	434,283.90	200,257	171,455	371,712	62,572	434,284	(0.00)
Business Consultant	-	120,000	120,000		120,000.00	120,000.00	60,000	60,000	120,000	-	120,000	-
RESEA	27,977	318,775	346,752	25,705.05	321,047.30	346,752.35	197,292	85,705	282,997	63,755	346,752	-
JAG	73,174	570,000	643,174	67,769.20	575,405.21	643,174.41	420,000	109,174	529,174	114,000	643,174	-
PSG2204	96,046	-	96,046	9,359.02	86,686.63	96,045.65	86,687	9,359	96,046	-	96,046	0.00
Apprenticeship (ABA)	305,100	-	305,100	15,277.23	289,822.75	305,099.98	292,234	12,866	305,100	-	305,100	(0.00)
Next Level Jobs	1,130,340	250,000	1,380,340	201,062.96	1,179,277.00	1,380,339.96	30,000	1,350,340	1,380,340	-	1,380,340	-
Workforce Ready Grant	-	200,000	200,000	20,000.00	180,000.00	200,000.00	189,484	10,516	200,000	-	200,000	-
Pre-ETS	-	115,200	115,200	-	115,200.00	115,200.00	115,200	-	115,200	-	115,200	-
Rural Healthcare	-	-	-	34,382.51	1,158,587.90	1,192,970.41	204,750	617,567	822,317	370,653	1,192,970	-
WorkKeys	155,050	-	155,050	-	155,050.00	155,050.00	-	155,050	155,050	-	155,050	-
<b>Total</b>	<b>2,184,399</b>	<b>3,558,144</b>	<b>5,742,543</b>	<b>612,567</b>	<b>6,322,946</b>	<b>6,935,514</b>	<b>2,668,802</b>	<b>3,321,470</b>	<b>5,990,272</b>	<b>945,242</b>	<b>6,935,514</b>	<b>(0.01)</b>

103,456

WDB Budget	1,073,057.46	from 1st tab
WorkOne Budget	384,430	from 1st tab
Direct Client Budget	1,760,527	see detail below
	3,218,014	(103,456)

Direct Client Budget Breakdown (TAP Pays):	
NLJ	1,179,277
RHC	581,250
	<u>1,760,527</u>

**Region 4 Workforce Board  
Finance - Executive Committee  
Meeting Minutes  
Wednesday, June 28, 2023**

**Meeting Time:** 8:00 a.m.  
**Method:** Virtual - GoTo Meeting Conference Call.

**Committee Member Participants:** Randy Vernon, Chair; Steve Snyder, Secretary; and Deb Close; Treasurer.

**WDB Staff:** Roger Feldhaus, Executive Director; Deb Waymire, Chief Operations Officer; Blake Sempsrott, Controller.

**Other Attendees:** none

**Absent:** Tina Overley-Hilt, Executive Assistant

### **Finance-Executive Committee**

Randy Vernon, Executive Committee Chair, called the Finance-Executive Committee meeting to order at 8:00 AM.

#### **Finance**

##### ***PY22 Revenue and Expense Report – 5/31/2023***

Blake presented the PY 22 Revenue and Expense Report for the period ending 5/31/2023

As of March 31<sup>st</sup>, Region 4 has received just over \$5 million in total revenue. There are some funding sources that show over budget, but those funding sources are not over-expended.

##### ***WIOA Formula-Allocated Funding (IDWD)***

WIOA funding is trending okay. May have less carry-in for PY23, however.

##### ***Other Non-WIOA Formula-Allocated Funding***

- o *RESEA received an increase in funding*

#### **Expenses**

The bottom half of the report shows line-item expenditures compared to the straight-line budget for the period. Region 4 has expended just over \$5 million. There are some line-items that are over 100% compared to budget.

TAP no longer qualifies for reasonably priced Cyber Security Coverage through our current insurance carrier. Blake is completing research for a new carrier.

##### ***PY23 Revenue and Expense Preliminary Budget***

There was discussion on changing the format of the budget worksheet. The current format is good but needs to add something to show changes in Revenue throughout the year. Blake and Carla will work on the format. The preliminary budget will be presented at the August 23, 2023, meeting for approval and presented to the full Board on September 27, 2023.

#### **Operations**

Deb Waymire, Chief Operations Officer, presented the Operations update.

##### ***USDOL Infrastructure Grant Opportunity***

The Executive staff has been working on a proposal for the Development Track of the USDOL Building Opportunity Pathways for Infrastructure Jobs Grant. Region 4 is working closely with StarPlus

Energy Electric Vehicle Battery Company; Ivy Tech-Kokomo; Stellantis; Suncharge EV Solar Powered Charging Stations; and worker associations/organizations. We are working to build partnerships and to foster a worker-centric focus. The five-year grant of \$500,000--\$2 million is for the period October 2023--September 2028. Our proposal will be for \$2 million with the goal of providing training for 700 individuals. The proposal is due July 7, 2023. There is a total of \$80 million available with 15-25 grants to be awarded.

### ***DWD WorkKeys RFP***

DWD issued an RFP for WorkKeys services. Region 4 has been providing WorkKeys profiling and assessment in Indiana for many years. The award is for one year plus four additional one-year options. We have three profilers in Indiana who work with us on profiles. Employers are starting to seek a pre-hire assessment system to get more qualified individuals. StarPlus Energy is looking at WorkKeys assessments for up to six occupations.

### ***WorkOne Satellite Sites***

There are two WorkOne Centers, one in Lafayette and one in Kokomo. There are satellite sites in Monticello, Logansport, and Peru. As of June 30, 2023, the Monticello WorkOne will be closing because of staff retirement and low traffic. Services there will continue to be available virtually and electronically. We are considering closing the Peru WorkOne site and providing services one day a week at the Ivy Tech-Peru campus. Most of the activity at the Peru WorkOne office has been for unemployment insurance assistance which is available virtually or at another of our offices. Committee members expressed concern about closing too many offices. The Peru WorkOne lease ends November 15, 2023.

### ***Administration***

Roger Feldhaus, Executive Director, presented an Administration update.

### ***Good Jobs, Great Cities Academy***

The city of Kokomo is one of 16 cities chosen to be part of the Good Jobs, Great Cities Academy. The city will work with a cohort led by the National League of Cities and the U.S. Department of Labor to accelerate and launch a workforce plan to build pathways to good jobs. Kokomo is working with community partners that include Ivy Tech-Kokomo, Greater Kokomo Economic Development Alliance, North Central Indiana Regional Planning Council, IU Kokomo, and the Region 4 Workforce Board to build a structured workforce development system. Roger will be traveling to Washington D.C. with representatives of these community partners, led by Kokomo Mayor Tyler Moore, to attend a convening of the Good Jobs, Great Cities Academy during July 10-July 12, 2023.

### ***Board Certification***

Every two years regional workforce boards must be certified that they meet the standards set forth by WIOA.

- *County Chief Elected Officials* – agreements from nine of the 12 County Chief Elected Officials have been received.
- *Board Membership* – There is one business representative vacancy remaining on the Board.
- *Officer Selection* – Board officers were elected during a special session on Tuesday, June 27, 2023

The information will be provided to our Regional Chief Elected Official, Mayor Tony Roswarski, for his approval and signature and then submitted to DWD by July 1, 2023.

### ***Succession Planning***

Succession planning is progressing. The committee has met, and work has been done to develop a plan for a temporary, unplanned short-term absence, a temporary, unplanned long-term absence, and a permanent change for both the Chief Executive Officer and Chief Operations Officer positions.

The plan will be complete for full Board review at the September 27, 2023, WDB Meeting.

Randy Vernon shared that John Laws, Ivy Tech-Lafayette Vice Chancellor for Student Affairs, is retiring.

**Adjournment**

The Finance/Executive Committee meeting adjourned at 9:00 a.m.

DRAFT