

COMBINED FINANCE/EXECUTIVE COMMITTEE MEETING AGENDA

APRIL 26, 2023

8:00 AM-9:00 AM

GOTOMEETING 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, Deb Close.

Expected Executive Committee Participants: Randy Vernon, Steve Snyder, Deb Close

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

Call In Information:

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

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Access Code: 832-323-493

Time	Finance / Executive Committee Topic	Presenter	Action
8:00 AM	Call to Order	Randy Vernon	
8:05 AM	Fiscal <ul style="list-style-type: none"> • PY 22 Revenue & Expense Report (ending 3/31/2023) 	Carla Crowe Blake Sempsrott	Information
8:20 AM	Operations <ul style="list-style-type: none"> • Infrastructure Grant opportunity • ABA Grant Update 	Deb Waymire	
8:30 AM	Administration <ul style="list-style-type: none"> • WDB Nominations for Board Election at May meeting • Filling Board Vacant Positions-Update • Chief County Elected Officials Agreement • NAWB Experience • WDB Retreat and Strategic Planning • WDB Annual Event for 2023 and 2024 	Roger Feldhaus	
9:00 AM	Adjourn	Randy Vernon	Action

**Region 4 Workforce Board
Finance - Executive Committee
Meeting Minutes
Wednesday, April 26, 2023**

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

Committee Member Participants: Randy Vernon, Chair; and Steve Snyder, Secretary
Absent: Deb Close; Treasurer
WDB Staff: Roger Feldhaus, Executive Director; Deb Waymire, Chief Operations Officer; Blake Sempsrott, Controller; and Tina Overley-Hilt, Executive Assistant.
Other Attendees: Carla Crowe, Project Manager, Crowe LLP.

Finance-Executive Committee

Randy Vernon, Executive Committee Chair, called the Finance-Executive Committee meeting to order at 8:05 AM.

Finance

PY22 Revenue and Expense Report – 3/31/2023

Carla Crowe, Crowe, LLP, presented the PY 22 Revenue and Expense Report for the period ending 3/31/2023.

As of March 31st, Region 4 has received just over \$4.1 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)

There are spending rate concerns for WIOA Adult funds. We want to protect the 20% carry-in for the first quarter of PY 23. We have flexibility to move funds between Adult and Dislocated Worker funding streams. There have been discussions with the Service Provider and a plan is in place to go forward.

Other Non-WIOA Formula-Allocated Funding

- *Business Consultant* is 91% expended with three months left in the PY 22 Program year.

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 \$4.1 million. There are some line-items that are over 100% compared to budget.

Board Discretionary

Over \$24,000 has been expended Board Discretionary funds and is slightly above the 100% budgeted.

Operations

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

Infrastructure Grant Opportunity

Region 4 is exploring the new USDOL Infrastructure Grant opportunity and may submit a proposal for the Development Track of the Infrastructure grant. The goal of the Development Track is to continue building on regional partnerships and foster a worker-center sector training program in an infrastructure related sector. Region 4 is considering the renewable energy sector in connection with the electric vehicle battery plant joint venture between Stellantis and Samsung SDI and the broadband sector to support our rural counties. The grant is a \$500,00 to \$2 million, five-year grant for the period from October 2023 through September 2028. The proposal is due July 7, 2023.

Apprenticeship Building America (ABA) Grant Update

Region 4 is a subgrantee of \$307, 500 of the Apprenticeship Building America Grant DWD grant award received from USDOL. The ABA grant is effective from July 1, 2022, until May 2026. Region 4 will support 100 apprenticeship programs and forty-three pre-apprenticeship programs. Gerry Vasquez, Region 4 Apprenticeship Coordinator is doing an outstanding job connecting with companies and trades in preparation for this grant. There was a delay in receiving the contract. Deb Waymire does not believe Region 4 will have any issues meeting the goals of the grant and we will have funds spent and in progress to within a 12-month period. We will keep the Committee and Board posted as the grant moves forward.

Administration

Roger Feldhaus, Executive Director, presented an Administration update.

WDB Nominations for Board Election at May Meeting

The election of officers will be at the WDB meeting on May 24, 2023. We will reach out to members interested in serving in the following roles: Chair, Vice Chair, Treasurer, and Secretary. The position as Chair of the WDB must be a business representative.

Filling Board Vacant Positions-Update

There is a need for new Board members to fill the vacancies in the business category. A possible new member is Jody Hamilton from Tipmont REMC to present the broadband sector. Another sector needing representation is the financial sector.

Chief County Elected Officials Agreement

WIOA requires that Chief Elected Officials in the Local Workforce Development area (LWDA) have an agreement to determine financial liability for the misuse of WIOA funds. The agreement is signed by one chief elected official from each county. In Region 4, seven county commissioners and five mayors will be asked to sign the agreement. Region 4 Chief Elected Official Mayor Tony Roswarski is reviewing the agreement and the email to be sent to the mayors and commissioners.

NAWB Forum Experience

Board staff and members attended the National Association of Workforce Boards (NAWB) Forum 2023 in Washington, D.C. It is important to get Board members' comments about their experience during the May 24th WDB meeting. Deb Waymire shared from conversations with Board members attending the conference that the Forum was valuable and provided a perspective on what a WDB does. It was healthy for the Board staff attending to hear what is happening in workforce development across the county. Steve Snyder added it was eye opening to see the urgency that is upon workforce boards across the county with the push for apprenticeship programs and the reinvestment in the workforce.

WDB Retreat and Strategic Planning

The idea to schedule a WDB Retreat and Strategic Planning session will be presented at the May 24, 2023, meeting. Randy Vernon recommended limiting the session to one day, possibly in late July and using a facilitator. We will reach out to Tara Bradley and other WDBs for ideas for a facilitator. A poll will be taken for possible dates. Deb Waymire shared that the Board members who attended the NAWB Forum chatted about having time together in both formal and casual settings to talk about what is important to the Board members would be valuable.

WDB Annual Event for 2023 and 2024

The Committee was asked for feedback on the Annual Event for 2023. A luncheon event is preferred rather than another evening commitment of individuals.

A larger Annual Event in partnership with other organizations, local elected officials, and a guest speaker is being considered for 2024. The program may include speakers and panel discussion on broadband and electric vehicle battery facilities in Region 4.

Adjournment

Motion to adjourn: Steve Snyder

Second: Randy Vernon

The Finance/Executive Committee meeting adjourned at 8:50 a.m.