

**Region 4 Workforce Board
Executive-Finance Committee
Meeting Minutes
Wednesday, August 28, 2024**

Meeting Time: 8:00 AM
Method: Virtual - GoTo Meeting Conference Call

Committee Member Participants: Matt Lewellen, Chair; Steve Snyder, Vice Chair; Holly Moore, Treasurer; Randy Vernon, Secretary.

WDB Staff: Gregg Notestine, Executive Director; Deb Waymire, Chief Operations Officer; Mellisa Leaming, Director of Operations; Blake Sempsrott, Controller; and Tina Overley-Hilt, Executive Assistant

Other Attendees: Carla Crowe, Crowe LLC.

Executive-Finance Committee

Matt Lewellen, Executive Committee Chair, called the Executive-Finance Committee meeting to order at 8:04 AM.

Finance

PY23 Revenue and Expense Report –6/30/2024

Carla Crowe, Crowe LLC, presented the PY 23 Revenue and Expense Report for the period ending 6/30/2024. Noteworthy observations include the following:

- WIOA funding is 88% expended at \$1,802,278 for the end of the PY 23 Program year.
- Non-WIOA funding is 83% expenditure at \$2,776,772.
- Total DWD Funding is 85% expended at \$4,579,050.
- USDOL Federal Grants for Rural Healthcare and Building Pathways to Infrastructure Job Grant is expended at \$683,351.
- Other TAP Revenue is \$63,050

Total Revenue is \$5,325,456.

The bottom half of the report shows line-item expenditures compared to the straight-line budget for the period includes salaries, fringe benefits, facility and overhead costs, and direct participant costs.

Total Expense is \$5,330,233 for PY 23.

Total Board Discretionary is \$11,910.

PY 24 WIOA Preliminary Budget (July 1, 2024-June 30, 2025)

Carla Crowe presented the proposed budget for Program Year 2024 (*July 1, 2024-June 30, 2025*).

- Salaries and Fringe Benefits decreased due to the staffing changes with the retirement of Roger Feldhaus, Kathy Burns and Deb Waymire. There is a salary budgeted for mid program year for a Director of Operations.
- Staff Development and Travel increased to support CEO outreach to regional chambers and economic development agencies.
- Occupancy costs decreased due to the closing of offices in PY 23.
- Communications slightly increased
- Supplies and Equipment decreased
- Professional services increased by \$3,800.
- IT costs is a small change.
- WIB Expenses decreased because there are no plans at this time for Board members to attend the NAWB Forum.

- WorkOne Overhead Expenses are reduced partially due to closing of brick-and-mortar offices.
- WorkOne Direct Participant Costs increase is due to Next Level Jobs funding and Infrastructure Grant bringing the total Direct Participant Costs to \$3,046,184.

The PY24 Proposed Projected Budget is \$10,208,682; an increase of \$3,975,947 compared to PY23. It is a balanced budget.

PY 24 Budget Comparison to PY 21-PY23

A look back at the last three years was shared with the Committee.

- Over the years, there has been a decrease in WIOA funding.
- JAG and JAG TANF funds increased with the eight additional schools for PY 24.
- The WIOA Performance Support Grants will not continue.

PY 24 funding will be \$8.4M compared to prior years mainly due to Next Level Jobs and JAG expansion. Direct client services and service provisions are the greatest expenses.

A motion was made to recommend the proposed PY 24 Revenue and Expense Budget for approval of the full Board on October 1, 2024.

Motion: Steve Snyder

Second: Randy Vernon

Action: Unanimous approval

Operations

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

Grant Progress Updates

- ***Rural Healthcare Grant (RHG) and Infrastructure Grant Progress***

RHG Grant is a four-year grant ending January 30, 2025. The grant is progressing extremely well, and we anticipate exceeding all performance measures of the grant. The success of the grant is in part due to the performance of the other regions involved in the grant and the experience with partners in the healthcare sector.

- ***Apprenticeships Building America Grant (ABA)***

ABA Grant is moving forward but not as quickly as anticipated. There have been challenges as Registered Apprenticeship training is quite different for employers to consider as well as establishing training providers and accessing necessary forms from RAP sponsors. However, there is plenty of time to be successful as this grant continues until May 2026. Gerry Vasquez, Apprenticeship Coordinator, is working with many companies to establish apprenticeships and pre-apprenticeships.

- ***Pathways to Infrastructure Grant Progress (Grant period 9/30/2023-9/30/2028)***

There are fifty-five participants enrolled in the Building Pathways to Infrastructure Jobs Grant. This grant has also been more challenging than other grants because we are working with a 'start up' company, that is comprised of a new joint venture in a new industry sector, new training and new curriculum. We are seeing a lot of starts and stops in the process but remain positive to accomplish the grant goals by Sept 2028. A big step forward is the recruiting company is working very close with our WorkOne staff as they Interviews for positions with the electric battery facility. These interviews are now conducted at WorkOne Kokomo allowing staff to connect with more potential participants. The grant supports 'new hire' training and also training for incumbent workers.

PY 24 & PY 25 Performance Metrics

Randy Vernon and Steve Snyder assisted Deb Waymire and Mellisa Leaming with the proposal of performance metrics for PY 24 and PY 25. There are fifteen performance metrics. DWD proposed

eleven of the fifteen higher than PY 23. Region 4 proposed thirteen of the fifteen higher than PY 23 and two the same as PY 23 but lower than DWD proposed. A discussion negotiation will be held with DWD. The Committee reviewed the Performance Goal Proposal handout provided.

- Performance Metric Goals comparison grid will be sent to the Committee

WIOA Reauthorization – Discussion-Draft

WIOA funding was authorized in July 2014 and expired in 2020, however funding continues through appropriations. WIOA is being considered for reauthorization. Information from the National Association of Workforce Boards was shared with Committee members of the Senate's comments on content that differed with the House version.

Administration

Local Plan /Board Strategic Plan Update

- Local Plan: The Local Plan has been updated, sent to the Board members and posted on the Region 4 Workforce Board website for public comment and review. The Plan will be posted until September 16th. It is due to DWD by September 30, 2024.
- Region 4 Board Strategic Plan is a plan of goals/objectives and strategies to make sure the region is aligned with the State's Local Plan. Executive staff are reviewing and updating the existing plan. It will be presented to the Board during the October 1st meeting.
 - Support for Operations at the Executive staff level and options available.

High School Curriculum Update

High School Curriculum and diploma continues to evolve. Revisions were requested when universities expressed concern when the curriculum did not meet college entrance requirements. There are three pathways: college, employment, and military. Two diplomas will be offered including Honors and an Honors +.

Annual Event/Retirement Reception Update

Annual Event is scheduled for October 1, 2024, at the Courtyard by Marriott in Lafayette. WDB Meeting and Strategic Planning portion of the day will begin at 9:30AM. The Luncheon will begin at 11:30AM. Two individuals from Purdue University will present on SK hynix, an Indiana win.

Adjournment

The Finance/Executive Committee meeting adjourned at 9:06AM.