

**One-Stop Operator Oversight (OSOO) Committee**  
**May 23, 2019**  
**Meeting Minutes**

Members Present:	Michelle Simmons-chair	Steve Snyder	
Excused:	Randy Vernon		
Staff Present:	Deb Waymire	Mellisa Leaming	Tina Overley-Hilt
Guests	Terri Simons		

**Welcome**

Michelle Simmons called the meeting to order at 1:00 PM and welcomed those in attendance. A quorum was present to approve the OSOO meeting minutes from March 20, 2019.

A motion was made to approve the OSOO meeting minutes from March 20, 2019 as presented.

**Motion:** Steve Snyder

**Second:** Michelle Simmons

**Action:** Unanimous approval

**New Business**

***WIOA Budget***

The Executive team is still reviewing the WIOA funding budget for PY 19. Based on the expenditures of the service provider, there will be more carry-in dollars than anticipate. The 13% more carry-in will off-set some of the 14% budget cut in WIOA funds. The Ready to Work grant which supports some of the infrastructure costs will end October 31, 2019. The Executive team is looking at scenarios but the reductions do not look as significant as first thought.

***WIOA PY 18 Performance Measures ending March 31, 2019***

Deb Waymire presented the PY 18 WIOA performance data (handout) for the period ending March 31, 2019. Region 4 met or exceeded all performance measures for adult, dislocated worker, and youth. Also shown is the number of participants served relevant to the allocations received in Region 4

***DOL Monitoring Review***

USDOL conducted a monitoring of the WIOA Adult program from March 25-29, 2019. Policy, Process, Procedural review of WIOA – including the Infrastructure agreement and MOU w/ core partners were reviewed. Region 4 was cited for 6 finding.

1. The process and policy put in place by DWD for MOUs with WIOA partners did not meet all the criteria.
2. Didn't feel we were compliant with TANF partners
3. Didn't feel we were compliant with customer orientation
4. Didn't feel staff provided sufficient justification why a participant needed training service
5. Unclear in files that other resources were sought prior to providing training funds
6. Unclear in files that other resources were sought prior to providing supportive services.

DWD will work with Region 4 on responses to the finding.

***WHIN***

A formal announcement for the WHIN Regional Cultivation Fund grant will be on June 3, 2019. Our proposal is to advance the next generation for manufacturing competitiveness by expanding the Coder DoJos, Robotics Camps, Design & Make School Laboratories, and Manufacturing Week activities throughout the 10-county WHIN region. It is a collaboration with Greater Lafayette Commerce, Purdue University, Ivy Tech Community College, IN-MaC, Indiana Technology Corridor, industry partners, and K-12 schools. Funds would be retroactive to May 1<sup>st</sup>.

***ITEP***

Kokomo Ivy Tech ITEP (Integrated Technology Education Program) received a Youth Career Connect grant from the DOL. It is a dual credit program allowing junior and senior students to also earn credit towards an associate degree in technology and education. The grant is ending. Region 4 would like to support the ITEP grant using Skill UP 3

funds. A modification request has been submitted to DWD to use a portion of the Skill Up 3 grant for the ITEP program.

### ***OSOO Meeting Schedule for PY19-July 2019-June 2020***

The One Stop Operator Oversight Committee meeting schedule for the Program Year 2019-July 2019-June 2020 was provided to the committee. Meeting dates are the 4th Wednesday of the month following the WDB Meeting.

### ***Partner Fair***

The One Stop partner held the first Region 4 One Stop Partner Training Fair and Networking event. Terri Simons provided a summary of the event. 51 partners participated in Lafayette and 42 attended in Kokomo. Each partner gave a 10 minute presentation with a question and answer time during the networking portion of the event. The goal of the event was to help staff learn what services are provided by the partner. A resource guide is being developed. Staff found the partner fair helpful, it provided useful information for their jobs, and they learn new information. Region 4 One Stop Partners will continue to provide staff development opportunities to create a customer-focused one-stop delivery system.

### ***Tippecanoe Building Trades Summer Camp***

June 4<sup>th</sup> is the kick off of the first Tippecanoe Building Trades Summer Camp. The flyer for the camp will be sent out to committee members; and shared with WorkOne staff and JAG specialist.

### **Old Business**

#### ***Region 4 Strategic Plan***

A status update of the goals, objectives and strategies of the Region 4 PY18 Strategic Plan was reviewed with the committee. Michelle asked about the progress of the potential board candidates identified from Kirby Risk, FCA and MPI.

### **Adjournment**

**Motion to adjourn: Steve Snyder**

**Second: Michelle Simmons**

**Approved: unanimously**

Meeting adjourned at 1:45 PM

Respectfully submitted,  
Tina Overley-Hilt  
Executive Assistant  
Region 4 Workforce Board