



AGENDA

Workforce Development Board Meeting

Wednesday, June 19, 2024

8:30 am – 10:00 am

Location: Kokomo – WorkOne

700 E. Firmin Street, Suite 150, Kokomo, IN 46903

Time	Topic/Item	Presenter	Documentation	Action Item or Discussion (Action items in bold)
8:30 AM	Call to Order & Introduction	Randy Vernon		
8:35 AM	Consent Agenda <ul style="list-style-type: none"> • WDB Meeting Minutes – 4/17/2024 • Revenue & Expense Report – 4/30/2024 • Committee Reports <ul style="list-style-type: none"> ○ Executive/Finance – 5/22/2024 ○ Youth – 5/14/2024 	Randy Vernon	Electronic Attachments & Board Packet	Approve/Disapprove
8:40 AM	New Business <ul style="list-style-type: none"> • Operations <ul style="list-style-type: none"> ○ RHG and Infrastructure Grant Updates ○ PY 23 Performance – 3rd Quarter ○ PY 24 Performance Negotiation ○ JAG 6 of 6 	Deb Waymire	Handout	Information/Discussion
9:15AM	<ul style="list-style-type: none"> • Board Administration <ul style="list-style-type: none"> ○ Election of Officers ○ Regional Local Plan ○ Board Strategic Plan ○ H.S. Diploma Redesign - Proposed ○ Recognize Kathy Burns Retirement 	Gregg Notestine		Information/Discussion
10:00 AM	Adjournment	Randy Vernon		

Please join the WDB meeting from your computer, tablet or smartphone.

<https://meet.goto.com/948555797>

You can also dial in using your phone.

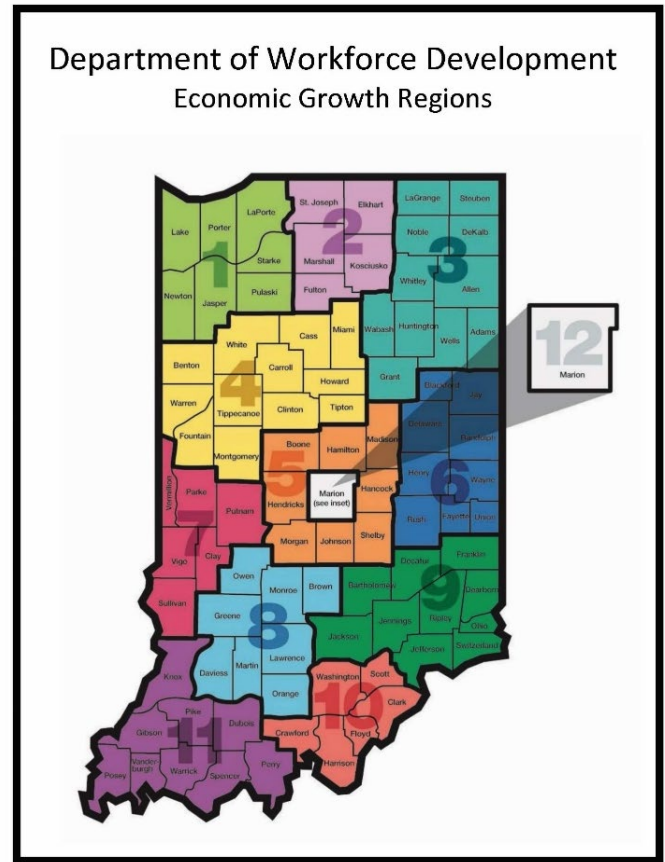
United States: +1 (646) 749-3122

Access Code: 948-555-797

Next WDB Meeting – September 25, 2024 (Annual Event-Luncheon/Deb Waymire Retirement Celebration) - Lafayette

REGION 4 Workforce Development System Acronyms

- (ABE) or (AE) – Adult Basic Education / Adult Education
- (AJC) – American Job Center – WorkOne offices
- (ABA) – Apprenticeship Building America
- (DOL) – US Department of Labor
- (DVOP) – Disabled Veterans Outreach Program
- (DW) – Dislocated Worker
- (DWD) – Indiana Department of Workforce Development
- (EEO) – Equal Employment Opportunity
- (EMSI) – Economic Modeling Specialist International (Lightcast)
- (ETG) – Employment Training Grant
- (ETA) – Employment and Training Administration (US DOL)
- (EV) – Electric Vehicle
- (HSE) – High School Equivalency
- (ICC) – Indiana Career Connect
- (IET) – Integrated Education & Training
- (IFA) – Infrastructure Funding Agreement
- (INWBA) – Indiana Workforce Board Association
- (ISY) – In-School Youth
- (IWT) – Incumbent Worker Training
- (JAG) – Jobs for America's Graduates - An in-school youth program
- (JFH) – Jobs for Hoosiers - reemployment assistance for UI recipients
- (LEDO) – Local Economic Development Officer
- (LMI) – Labor Market Information
- (LVER) – Local Veterans Employment Representative Program
- (MOU) – Memorandum of Understanding
- (NLT) – Next Level Jobs
- (OSY) – Out-of-School Youth
- (OWBLA) – Office of Work-Based Learning and Apprenticeships
- (PSG) – WIOA Performance Support Grant
- (PY) – Program Year
- (REV) – Regional Electric Vehicle Manufacturing Partnership
- (READI) – Regional Economic Acceleration and Development Initiative
- (RFP) – Request for Proposal
- (ROI) – Return on Investment
- (RESEA) – Re-Employment Services and Eligibility Assessment - Unemployment insurance recipients are required to report in-person for services provided at the nearest WorkOne office.
- (REACH) – Regional Employment Assessment Centers for Hiring - A unique feature in Region 4 that offers services to employers.
- (RHG) – Rural Healthcare Grant
- (SNAP) – Supplemental Nutrition Assistance Program (formerly food stamps)
- (STEM) – Science, Technology, Engineering and Math
- (TAA) – Trade Adjustment Assistance - Helps trade-affected workers who have lost their jobs because of increased imports or shifts in production out of the U.S.
- (TANF) – Temporary Assistance for Needy Families
- (TEGL) – Training and Employment Guidance Letter (issued by DOL)
- (TRA) – Trade Re-adjustment Allowance - Income support for TAA participants who are training for a new job & whose unemployment insurance is exhausted.
- (UI) – Unemployment Insurance
- (W/P) – Wagner-Peyser (Employment Service Funding)
- (WIOA) – Workforce Innovation & Opportunity Act
- (WRG) – Workforce Ready Grant



PY'23 WIOA PERFORMANCE MEASURES

ROLLING FOUR QUARTERS

Report Date: 4/1/2023 -3/31/2024

Adult

LWIB	Employment 2Q ¹			Employment 4Q ²			Credential Attainment ²			Median Earnings 2Q ¹			Measurable Skill Gain ³			Participants Served	Participant %	Allocation	Allocation %
	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?				
Region 4	79.9	80.2	Meet	80.3	76.4	Exceed	65.8	73.2	Meet	\$8,142	\$7,377	Exceed	55.4	61	Meet	316	5%	615,827	6%

Dislocated Worker

LWIB	Employment 2Q ¹			Employment 4Q ²			Credential Attainment ²			Median Earnings 2Q ¹			Measurable Skill Gain ³			Participants Served	Participant %	Allocation	Allocation %
	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?				
Region 4	77.5	70.2	Exceed	78.4	70.0	Exceed	76.2	70.8	Exceed	\$9,488	\$7,335	Exceed	82.8	61.0	Exceed	135	5%	\$ 673,096	7%

Youth

LWIB	Employment 2Q ¹			Employment 4Q ²			Credential Attainment ²			Median Earnings 2Q ¹			Measurable Skill Gain ³			Participants Served	Participant %	Allocation	Allocation %
	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?	Actual	Goal	Met?				
Region 4	77.0	78.6	Meet	75.4	79.2	Meet	56.4	73.9	Meet	\$4,651	\$3,681	Exceed	65.9	65.0	Exceed	218	5%	\$ 695,246	6%

¹ 1/1/2022 -12/31/2022

² 7/1/2021 -6/30/2022

³ 1/1/2023 -12/31/2023

Combined Adult and DW participants and allocation

Only factors WIOA funding and only WIOA allocation - not expended dollars

Participants Served	Participant %	Allocation	Allocation %
451	5%	1,288,923	6%

served higher % of participants than allocation %

Dislocated Workers and Adult participants combined

* DW participants may also be included in adult participants

Consent Agenda

Region 4 Workforce Board Meeting Minutes – April 17, 2024 Location: Ivy Tech Community College, Lafayette, IN	NEXT MEETING Wednesday, June 19, 2024 Location: Kokomo, IN - TBD
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Directors Present:

Randy Vernon, Chair
 Matt Lewellen, Vice Chair
 Holly Moore, Treasurer
 Steve Snyder, Secretary
 Spencer Buchanan
 Dennis Carson
 Alicia Hanawalt
 Melissa Harwood

Judy Hasselkus
 Ethan Heicher
 Matt Huston
 Elva James
 Rebecca Jones
 Amy Wood

Excused:

Deb Close
 Donte Wilburn

Guests Present: *Carla Crowe, Crowe, LLC.*

Staff Present: *Gregg Notestine, CEO; Deb Waymire, COO; Mellisa Leaming, Director of Operations; Blake Sempsrott, Controller; and Tina Overley-Hilt, Executive Assistant*

Call to Order and Welcome

On April 17, 2024, the WDB meeting was held at Ivy Tech Community College, Lafayette, IN. The meeting was called to order and attendees were welcomed at 8:30AM by Chair, Randy Vernon. Board members in attendance introduced themselves. A quorum was present.

Consent Agenda

A motion was made to approve the consent agenda items as presented.

Motion: Alicia Hanawalt

Second: Rebecca Jones

Action: Unanimous approval

New Business

Fiscal

PY23 Revenue and Expense Report –3/31/2024

Blake Sempsrott presented the PY 23 Revenue and Expense Report for the period ending 3/31/2024. The goal percentage for this period is 75%. Noteworthy observations were presented to the Board.

Non-WIOA Funding:

- **RESEA** is 93% expended. We were notified we will receive an additional \$170,000.
- **Quest Grant** will help support RESEA staffing.
- **Next Level Jobs** is behind the goal at 28% for this period. Funds are obligated to employers for training reimbursements. We will get closer to the goal percentage as more invoices are received.

Expenses:

- **Communications** is over at 86%.
- **Direct Participant Costs (DWD)**-ABA, JAG, **NLJ**, PS, WRG, RR, Quest. The expenditure below is due to the slow submission of Next Level Jobs invoices for reimbursement.

Total Expense is 62%.

Operations

Update on Department of Labor Grants

- **Rural Healthcare Grant (RHG)** ends January 31, 2025. The intent of the grant was to enroll 875 individuals in training for direct customer care in the health system in rural areas. As of December 31, 2024, 770 individuals have been assessed and 700 individuals are enrolled in training. The grant is tracking well to hit the 875 goal. There are eight other regions across the state participating in the RHG.
- **Apprenticeships Building America Grant (ABA)** - Region 4 is a subrecipient of a Department of Workforce Development grant from the Dept. of Labor. The goal is to enroll 100 individuals. There are 83 enrolled. The grant continues for two years until May 2026.
- **Pathways to Infrastructure Grant** is a five-year grant ending September 2028. Slow to start. Partners for the grant are StarPlus Energy as the employer and Ivy Tech for training. There are 22 individuals who have taken the training for technician level positions. The bulk of the training will be for the hiring of 1400 operators. The goal is to support the training of 800 individuals for the operator position.

Overview of DWD Monitoring

DWD conducted its annual review of WIOA programs, and the report was received. The programs included WIOA Adult, Dislocated Worker, and Youth programs, PY 22 Performance Support Grant, Next Level Jobs Training Grant, Next Level Jobs Workforce Ready Grant, the Migrant and Seasonal Farm Worker program, the Reemployment Services and Eligibility Assessment (RESEA) program, and Equal Opportunity compliance. There were no findings during the review of the programs. Areas of concern included:

- Lack of information in the case notes identifying the participant's barriers, and resolution of the barriers. JobWorks will provide training for new staff and refresher training for current staff to improve case notes.
- Our region only had one staff person implementing the Employer Training Grant. Two additional staff have been trained and assisting with implementation.

The full DWD Monitoring report will be sent to the Board members.

Jobs for America's Graduates (JAG) Expansion

Indiana received \$20 million from TANF to expand the JAG program to 125 new sites, approximately 10 sites per region. Region 4 will meet the goal because of the hard work of the JAG Manager and Service Provider staff. There are seven high school JAG programs currently in Region 4 - Peru, Logansport, McCutcheon, Lafayette, Twin Lakes, Kokomo, and Oakland Academy. The following are sites for the JAG expansion in Region 4.

- Harrison High School for a program for grade 9-10 and a program for grade 11-12
- Oakland Academy adding 9-10 program.
- Benton Central High School for a program for grade 9 through 12.
- Attica High School for a middle school program.
- Northwestern H.S. for a program for grade 9 through 12.
- Rossville H.S. for a program for grade 9 through 12.
- Clinton Prairie for a program for grade 9 through 12.
- Ivy Tech-Kokomo for a college success program.

Individuals interested in a position as a JAG Specialist should have a passion for youth and the proper education to meet school requirements.

Amy Wood, Director of Lafayette Adult Resource Academy (LARA) is interested in exploring the opportunity for a cohort for their 16-18-year-old participants.

Board Administration

Review/Recommendation of the Adult Education Program

Indiana DWD holds an annual grant competition related to Adult Education. WIOA requires that local WDB's be allowed to review the applications to ensure they align with our, the Region's and WIOA's plans and requirements. Per Process policy (and past practice), Randy, as Board Chair, assigned Gregg, Deb, and Melissa to review the grant submissions. Five Adult Education Plans that were submitted were reviewed and approved. DWD uses the recommendations as part of the process to review and make the grant awards.

Amy Wood announced that LARA applied to provide services for the Kokomo area. LARA currently serves Tippecanoe, Carroll, and White counties, and sub-contract with Logansport and Peru.

PY 24 Preliminary Budget Analysis

Earlier, Deb updated the Board on the DOL Grants—All DOL and DWD grants are still being reviewed. WIOA funding is still TBD, and at least one major grant (Rural Healthcare H1-B) will be ending in the 2024 Program Year.

- Staffing—We will see a decrease in staffing needs/costs based on H1-B ending and Deb's and Kathy's impending retirements.
- Mellisa will backfill Deb's role.
- For Kathy and her position, a tag team approach will be used.
 - Gerry Vasquez and Faith Willoughby (JobWorks) and Gregg will backfill Kathy's outreach activities at our customers
 - Tina and Mellisa will primarily handle Kathy's data support activities for our customers using the Lightcast data analysis system.
- Consider a new hire over the next 12-24 months to mentor and support operations and fiscal activities; ideally could ultimately be a replacement for the COO and/or CEO.

CEO Activities

- Visits/Video Calls—Economic Development Agencies, Chambers, Ivy Tech Kokomo and Lafayette, Purdue Research Foundation, Human Resource Managers, Automotive Advisory Council, JobWorks, Indiana Department of Workforce Development (DWD)
- Attended NAWB Forum/On-Line DWD Regional Board Member Training
- Review of Strategic Plans
- Review of Existing Grant Documentation

WDB Meeting Schedule Changes

A handout with the meeting date changes was provided to Board members.

- **Executive/Finance Committee** (moved from April 24)
Wednesday, May 22, 2024 8:00 AM Virtual
- **WDB Meeting** (moved from May 22)
Wednesday, June 19, 2024 8:30 AM Kokomo
- **Executive/Finance Committee**
Wednesday, August 28, 2024 8:00 AM Virtual
- **WDB Meeting – Annual Meeting & Luncheon**
Wednesday, September 25, 2024 8:30 AM Lafayette

Adjournment

A motion was made to adjourn the meeting.

Motion: Steve Snyder

Second: Alicia Hanawalt

Action: Unanimous approval

The meeting was adjourned at 9:25 AM.

Respectfully submitted,

Tina Overley-Hilt

Executive Assistant

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

DRAFT

Region 4 WORKFORCE Board

Program Year 23 Revenue and Expense Report July 1, 2023-June 30, 2024

Total Available to Budget	Approved PY 23 Budget	PY 23 Adjusted Budget	4/30/2024	Actual Percentage	Goal Percentage	PY 22 6/30/2023
<i>*After Next Program Year First Quarter Set Aside Removed (20%)</i>						
Department of Workforce Development Funding						
Workforce Innovation and Opportunity Act						
Administration	199,328	201,888	82,561	41%	83%	391,850
Adult	788,724	788,275	768,749	98%	83%	999,847
Dislocated Worker	373,995	373,813	169,584	45%	83%	326,686
Youth	622,001	681,596	536,837	79%	83%	1,068,279
Sub-total WIOA	\$ 1,984,048	\$ 2,045,572	\$ 1,557,732	66%	83%	\$ 2,786,662
Other Non-WIOA Funding						
Business Consultant	120,000	120,000	108,757	91%	83%	120,000
Rapid Response	-	99,600	78,090	78%	83%	-
JAG State (Jobs for America's Graduates)	529,174	579,925	518,771	89%	83%	433,288
JAG TANF	-	100,000	43,802	44%	83%	-
Pre-ETS(VR)/JAG (Jobs for America's Graduates)	115,200	100,000	59,006	59%	83%	115,806
RESEA (Re-employment Services)	282,997	345,884	336,482	97%	83%	532,333
QUEST	-	176,900	28,620	16%	83%	-
Apprenticeship Building America	305,100	305,137	46,717	15%	83%	2,363
Next level Jobs Employer Training Grant	1,380,340	989,339	302,377	31%	83%	671,828
Workforce Ready Grant	200,000	271,500	170,518	63%	83%	134,064
WIOA Performance Support Grant #3	-	-	-	#DIV/0!	0%	338,211
WIOA Performance Support Grant #4	96,046	96,240	96,240	100%	100%	68,760
Sub-total Other Non-WIOA Funding	\$ 3,028,857	\$ 3,184,525	\$ 1,789,381	59%	85%	\$ 2,416,652
Total DWD Funding	\$ 5,012,905	\$ 5,230,097	\$ 3,347,112	67%	85%	\$ 5,203,315
Other Federal Grant Revenue						
Rural Healthcare (H1-B) Grant	\$ 822,317	\$ 826,645	\$ 520,288	63%	83%	\$ 747,212
Building Pathways to Infrastructure Jobs (H-1B) Grant	\$ -	\$ 148,500	\$ 33,543	23%	60%	\$ -
Total DOL Revenue	\$ 822,317	\$ 975,145	\$ 553,830	67%	83%	\$ 747,212
TAP Revenue						
TAP Unrestricted Funding	-	-	40	0%	0%	15,190
WHIN Funding	-	-	-	0%	0%	36,130
Other Non-grant Revenue	155,050	155,050	63,000	41%	83%	25,200
Total TAP Revenue	\$ 155,050	\$ 155,050	\$ 63,040	41%	83%	\$ 76,520
Total Funding Available to Budget	\$ 5,990,272	\$ 6,360,292	\$ 3,963,983	66%	84%	\$ 6,027,047
Next Program Year Carry-In	\$ 945,242	\$ 3,618,116				
Expense						
Salaries	477,858	477,858	371,480	78%	83%	490,443
Fringe Benefits	156,667	156,667	125,851	80%	83%	155,021
Travel & Staff Development	8,850	8,850	7,463	84%	83%	15,917
Occupancy, including Liability Insurance	83,000	83,000	62,283	75%	83%	71,174
Communications	8,500	8,500	8,195	96%	83%	8,705
Supplies, including Equipment Costs	20,100	20,100	6,672	33%	83%	19,603
Professional Services, including IT costs	291,025	291,025	178,804	61%	83%	199,562
WDB Discretionary	27,057	27,057	11,876	44%	93%	24,395
WorkOne Center Overhead Costs, including Outreach Costs	384,430	384,430	294,328	77%	83%	457,996
Direct Participant Costs (DWD)-WIOA (Adult, Dislocated Worker and Youth)	215,000	225,000	133,740	59%	83%	316,945
Direct Participant Costs (DWD)-ABA, JAG, NLJ, PSG, WRG, RR, QUEST	1,645,052	1,445,961	425,074	29%	83%	965,232
Direct Participant Costs (DOL)-RHG, Infrastructure	581,250	661,250	326,380	49%	83%	558,969
Service Provision-Staffing and Management Costs	1,988,027	2,378,808	2,014,721	85%	83%	2,734,322
Total Expense	\$ 5,886,816	\$ 6,168,506	\$ 3,966,868	67%	84%	\$ 6,018,283
Excess Revenue Over/(Under) Expense	\$ 103,456	\$ 191,786	\$ (2,885)			
Board Discretionary						
Board Meetings	\$ 1,500	\$ 1,500	314	21%	83%	294
Board Travel/Conferences	\$ 9,650	\$ 9,650	-	0%	83%	11,509
INWBA/NAWB Dues	\$ 1,732	\$ 1,732	1,732	100%	100%	2,982
Annual Meeting	\$ 5,000	\$ 5,000	1,655	33%	100%	2,110
Workforce Intelligence Information	\$ 8,175	\$ 8,175	8,175	100%	100%	7,500
Total Board Discretionary	\$ 26,057	\$ 26,057	\$ 11,876	46%	93%	\$ 24,395

**Region 4 Workforce Board
Executive-Finance Committee
Meeting Minutes
Wednesday, May 22, 2024**

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

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

WDB Staff: Gregg Notestine, Executive Director; Mellisa Leaming, Director of Operations; Blake Sempstrott, Controller; and Tina Overley-Hilt, Executive Assistant

Other Attendees: Carla Crowe, Crowe LLC.

Absent: Deb Waymire, Chief Operations Officer

Executive-Finance Committee

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

Finance

PY23 Revenue and Expense Report –4/30/2024

Carla Crowe, Crowe LLC, presented the PY 23 Revenue and Expense Report for the period ending 4/30/2024. Noteworthy observations include the following:

- WIOA funding is 66% expended at \$1,557,732 of the 83% goal. Funds not expended will carry over into PY 24 to support us during the first quarter.
- Non-WIOA funding is at 59% expenditure compared to an overall 85% expenditure goal. Several of the grants expire beyond 6/30/2024.
- USDOL Rural Healthcare ends January 2025.
- USDOL Building Pathways to Infrastructure Job Grant is getting started. Funds were budgeted for anticipated expenses during PY 23. The grant ends September 30, 2028.

The bottom half of the report shows line-item expenditures compared to the straight-line budget for the period.

- *Salaries* – the difference reflects the Board staff change with Roger's retirement,
- *Communications*–expenditure is slightly over the goal percentage. There is no concern since it is not a large dollar amounts and we are under expended in other areas.
- *Direct Participant Costs* are slightly below the goal percentage. Some of those funding streams go beyond 6/20/2023. We do anticipate fully spending those funding streams.

Total Expense is \$3,966,868.

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

Carla Crowe presented the proposed preliminary budget for Program Year 2024 (*July 1, 2024-June 30, 2025*). We have not received the WIOA allocation for PY 24. Once we know our allocations and have confirmed the final carry-in amount, the financials will be updated.

- Salaries and Fringe Benefits decreased due to the staffing changes with the retirement of Roger Feldhaus and the anticipated retirement of Kathy Burns and Deb Waymire. There is a proposed 3% cost of living one time pay-out for the Executive staff effective July 1, 2024. There is an increase for Mellisa Leaming's promotion to Chief Operations Officer and a six-month salary for a possible new hire to backfill the Director of Operations position. There will also be a review of the salary ranges for a possible merit raise in January 2025.

- Staff Development and Travel increased to support CEO outreach to regional chambers and economic development agencies.
- Space costs decreased due to the closing of offices in PY 23.
- Communications slightly increased
- Supplies and Equipment decreased
- Professional services increased to reflect the anticipated audit fee increase.
- WDB Expenses decreased because there are no plans at this time for Board members to attend the NAWB Forum. There will be discussions about planning team building and/or strategic planning in the October or November timeframe. Executive Finance Committee members expressed concern about the decrease.
- WorkOne Overhead Expenses are reduced partially due to closing of brick-and-mortar offices.
- WorkOne Direct Participant Costs – We are currently budgeting WIOA, JAG, and Workforce Ready grant at the same level as PY 23.
- 100% of the Infrastructure Grant funds are obligated to our service provider, JobWorks.

The PY24 Proposed Projected Budget is \$7,845,606; an increase of \$1,612,871 compared to PY23. This is the budget the Executive Staff recommends for the Executive-Finance Committee to approve for the full Board's consideration. The budget will be updated throughout the program year to reflect any significant change including additional revenue.

Note: The preliminary budget presented to the Executive/Finance Committee assumed all granted are fully received and expended in the budgeted plan year. This was a change from the prior practice of budgeting *expected* grant receipts and expenditures for the budgeted plan year with carry-over of remaining grant funds. After internal discussion and analysis, a decision was made to revert to past practice, which will, among other things, provide a better comparison with prior years' expenditures.

Operations

Mellisa Leaming, Director of Operations, presented the Operations update.

Rural Healthcare Grant (RHG) and Infrastructure Grant Progress

RHG Grant is a four-year grant running from February 2021-January 2025. Region 4 is the administrator and fiscal agent with nine sub-recipients across the state. The goal of the grant was to assist individuals with training in the healthcare sector in rural areas. The grant needs to wrap up by December 2024 with participants employed by January 2025 to meet the grant performance measures. We are on target to meet or exceed outcomes set forth in the grant.

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

This is a five-year USDOL *Building Pathways to Infrastructure Jobs Grant- Regional Electrical Vehicle Manufacturing Partnership* to upskill 700 individuals in jobs in the electric vehicle and electric battery sector. It is slow to start because of a new sector, employers, curriculum, and training. It has been challenging to understand what is needed.

USDOL Trade Adjustment Act (TAA) Visit – Kokomo WorkOne

USDOL will monitor the activity of the Trade Adjustment Act (TAA) program in Indiana and visit the Kokomo WorkOne to observe TAA case managers on June 6, 2024. TAA funding allows for re-training of individuals impacted by foreign imports. Congress has not reauthorized the Trade Adjustment Act. The TAA caseload is less and DWD will have to lay off staff. There are only 13 TAA case managers in Indiana and two in Region 4. The goal is to offer staff other positions with the State.

Jobs for America's Graduates (JAG) Expansion

Terri Simons, Regional Operator with JobWorks and Ethan Groff, Region 4 JAG Manager have done a great job recruiting new schools for the JAG Expansion program. There are 10 new schools/programs including an Out-of-School program with Lara and Ivy Tech in Kokomo. Indiana has 91 new schools with a goal of 125 new schools.

Administration

Board Composition & Certification

- ***Board Membership*** – Gregg Notestine reviewed the Board composition changes. Deb Close, CEO, Dukes Memorial Hospital is near retirement and unsure if she will continue to serve on the Board. Steve Snyder has taken a new position with Freitag-Weinhardt, Inc and will represent Business. Shannon Turner, Field Representative with Bricklayers Local 4, will fill the labor member seat vacated by Steve Snyder. Sherri Burnett with Kokomo Vocational Rehab may replace Rebecca Jones. We would like to add one more business representative. Considerations are Lori Azbell or Erin Townsend, Senior HR Mgr. Talent and Development at Haynes International, and a business leader from White County and/or Montgomery County.
- ***Board Officer Slate*** – The slate of officers for Region 4 Workforce Board was approved by the Executive/Finance Committee. The slate of officers is Chairman-Matt Lewellen, Vice-Chair-Steve Snyder, Secretary-Holly Moore and Treasurer-Randy Vernon. The slate will be presented to the Board for a vote at the June 19, 2024, meeting.

Local Plan /Board Strategic Plan Update

- Local Plan: The Executive staff is in the process of updating the Local (State) Plan. The internal target date to complete is August 1, 2024. The Plan will be posted on the Region 4 Workforce Board for public comment for 30 days. Board Members, stakeholders, partners will be asked to review. It is due to DWD by September 30, 2024, but the goal is to submit by August 31, 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. The review of the current Strategic Plan will begin after the completion of the Local (State) Plan. We would like to bring in a consultant to facilitate the discussions. The goal is to complete by calendar year fourth quarter 2024 or first quarter 2025.
 - Send out a summary of the pillars of the Local (State) Plan as a preview of what the Board Strategic Plan may be based on, as well as other materials related to the Region 4 Strategic Plan.

Succession Planning Update

Deb Waymire will retire September 30, 2024. The month will be a transition month as Mellisa Leaming will be promoted to Chief Operations Officer. Kathy Burns is retiring June 30, 2024. Several individuals will be handling Kathy's responsibilities including WorkOne Business Services staff and Executive (TAP) staff.

Adjournment

The Finance/Executive Committee meeting adjourned at 9:20AM.

**Region 4 Workforce Board-Youth Committee
Meeting Minutes
May 14, 2024**

Members	PY 23					
	7/11/2023	9/12/2023	11/14/2023	1/9/2024	3/12/2024	5/14/2024
Steve Snyder, Chair	X	X	Cancelled	X	Cancelled	
Miranda Hutcheson	X	X				X
Lisa Minier	X					
Terri Simons	X	X		X		
Randy Vernon	X	X				
Kara Webb	X	X		X		

Also in attendance: Deb Waymire, Chief Operations Officer; and Mellisa Leaming, Director of Operations.

The Youth Committee meeting was held at Region 4 Workforce Board office and virtually via GoToMeeting conference call.

Call to Order:

Attendees were welcomed and the meeting called to order at 9:00AM by Randy Vernon in absence of Chair, Steve Snyder at 9:00AM. A quorum of the membership was present to conduct business of the committee.

New Business:

Jobs for America’s Graduates (JAG) Expansion – In-school, Alternative School, Out of School Programs

There are seven high school JAG programs currently in Region 4 - Peru, Logansport, McCutcheon, Lafayette, Twin Lakes, Kokomo, and Oakland Academy. The following are sites for the JAG expansion in Region 4 for the 2024-25 school year.

- Harrison High School for a program for grade 9-10 and a program for grade 11-12
- Benton Central High School for a program for grade 9 through 12.
- Northwestern H.S. for a program for grade 9 through 12.
- Oakland Academy adding 9-10 program.
- North Miami H.S. for a program for grade 9 through 12.
- LARA – (Lafayette Adult Resource Academy) a program for 16-24-year-olds
- Ivy Tech-Kokomo for a college success program

JAG staff continue to pursue additional schools for the 2025-26 school year.

General Discussion regarding the following topics ensued.

- New Indiana high school graduation requirements
- Career Savings Accounts
- Development of youth apprenticeships
- Best practice models
- Work-based Learning
- Resources available

Pre-Apprenticeships

There is \$500 for students enrolled in pre-apprenticeships to assist with training costs. The grant opportunity ends in May 2026. It is challenging to move forward with under 18-year-olds. Gerry Vasquez will contract Miranda.

Rural Healthcare Grant

Deb Waymire shared with Miranda how the Rural Healthcare grant can assist with funding for students enrolled with the rural CTE locations. The Rural Healthcare grant ends in January 2025.

WIOA Youth Performance Measures

The WIOA Youth Performance for the period ending December 31, 2023, were share with the Committee. Region 4 met or exceeded all performance measures. Credential Attainment is challenging. The measure should improve as we move forward with only JAG Seniors being co-enrolled.

Action Items: Send the following to Committee Members

- Governor's Workforce Cabinet – Recommendations to Tackle Employers Talent Challenges and Accelerate the State's Economy
- HEA 1002 (2023) – A New Hoosier Education Model
- Intermediary Capacity Building Grant

Adjournment

A motion was made to adjournment.

Motion to adjourn:

Second:

Action: Unanimous approval

The meeting adjourned at 10:30 AM.

Respectfully submitted,
Tina Overley-Hilt

Next Meeting:

Tuesday, July 9, 2024

Location – Lafayette – Region 4 Workforce Board office