



AGENDA

Workforce Development Board Meeting

Tuesday, October 1, 2024

9:30 am – 11:25 am

Location: Courtyard by Marriott

150 Farrington Avenue

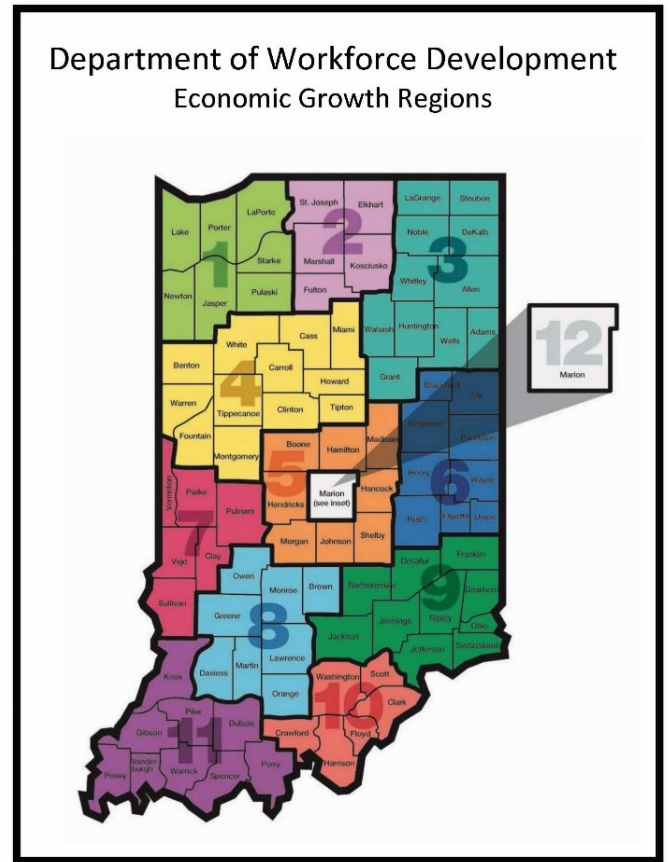
Lafayette, IN 47905

Time	Topic/Item	Presenter	Documentation	Action Item or Discussion (Action items in bold)
9:30 AM	Call to Order & Introduction	Matt Lewellen		
9:35 AM	Consent Agenda <ul style="list-style-type: none"> • WDB Meeting Minutes – 6/19/2024 • Revenue & Expense Report – 6/30/2024 • Committee Reports <ul style="list-style-type: none"> ○ Executive/Finance – 8/28/2024 ○ Youth – 9/10/2024 	Matt Lewellen	Electronic Attachments & Board Packet	Approve/Disapprove
9:35 AM	New Business <ul style="list-style-type: none"> • Fiscal <ul style="list-style-type: none"> ○ PY24 Budget 	Carla Crowe & Blake Sempstrott		Approve/Disapprove
9:50 AM	<ul style="list-style-type: none"> • Operations <ul style="list-style-type: none"> ○ Grant Updates ○ PY 23 Performance ○ PY 24 Performance Negotiation 	Deb Waymire	Handout	Information/Discussion
10:00 AM	<ul style="list-style-type: none"> • Board Administration <ul style="list-style-type: none"> ○ General Board and Staff Update 	Gregg Notestine		Information/Discussion
10:15 AM	<ul style="list-style-type: none"> • Strategic Plan 	Gregg Notestine		
11:25 AM	Adjournment	Matt Lewellen		

**Next WDB Meeting – November 20, 2024 – Kokomo
 Inventrek – Room 2A
 700 E. Firmin Street, Kokomo, IN**

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



Tecumseh Area Partnership, Inc. d/b/a Region 4 Workforce Board
PY24 Projected Budget July 1, 2024 - June 30, 2025

	PY23 Projected Budget	PY24 Projected Budget	Difference (+/-) in PY 23 and PY 24 Budget
Salaries & Fringe Benefits			
Salaries	\$ 477,858	\$ 383,800	\$ (94,058)
Cafeteria Earnings	\$ 93,600	\$ 74,100	\$ (19,500)
FICA/Medicare	\$ 43,717	\$ 35,030	\$ (8,687)
UI Insurance	\$ 570	\$ 570	\$ -
Pension	\$ 17,144	\$ 12,500	\$ (4,644)
Workmen's Compensation	\$ 1,636	\$ 1,700	\$ 64
Total Salaries & Fringe Benefits	\$ 634,525	\$ 507,700	\$ (126,825)
Travel & Staff Development			
In State Travel	\$ 3,650	\$ 11,000	\$ 7,350
Out of State Travel	\$ 2,500	\$ 1,500	\$ (1,000)
Registration Fees	\$ 1,200	\$ 1,000	\$ (200)
Miscellaneous Staff Costs	\$ 1,500	\$ 3,000	\$ 1,500
Total Travel & Staff Development	\$ 8,850	\$ 16,500	\$ 7,650
Space Costs			
Rent	\$ 42,500	\$ 40,725	\$ (1,775)
Utilities	\$ 3,200	\$ 2,830	\$ (370)
Janitorial Services	\$ 4,500	\$ 4,500	\$ -
General Maintenance	\$ 1,000	\$ 1,000	\$ -
Insurance - General Liability	\$ 28,300	\$ 26,650	\$ (1,650)
Misc Space Costs	\$ 3,500	\$ 4,365	\$ 865
Total Occupancy Costs	\$ 83,000	\$ 80,070	\$ (2,930)
Communications			
Telephone	\$ 8,000	\$ 8,400	\$ 400
Postage/Delivery Fees	\$ 500	\$ 500	\$ -
Advertising/Employment Ads Only	\$ -	\$ 1,000	\$ 1,000
Legal Notices	\$ -	\$ -	\$ -
Total Communications Costs	\$ 8,500	\$ 9,900	\$ 1,400
Supplies & Equipment			
Consumable Supplies	\$ 3,000	\$ 1,940	\$ (1,060)
Printing/Copying	\$ -	\$ -	\$ -
Books/Subscriptions	\$ 3,000	\$ 1,700	\$ (1,300)
Equipment Purchase \$99-\$499	\$ 1,100	\$ 1,000	\$ (100)
Computing Devices	\$ 7,500	\$ 7,500	\$ -
Equipment Leases/Rental	\$ 3,000	\$ 3,580	\$ 580
Equipment Maintenance/Repair	\$ 1,000	\$ 1,000	\$ -
Depreciation	\$ -	\$ -	\$ -
Miscellaneous	\$ 1,500	\$ 1,165	\$ (335)
Total Supplies	\$ 20,100	\$ 17,885	\$ (2,215)
Professional Services			
Bank Fees	\$ 575	\$ 575	\$ -
Paylocity Charges	\$ 4,200	\$ 4,200	\$ -
Legal Fees	\$ 1,000	\$ 1,000	\$ -
Audit Fees	\$ 22,000	\$ 26,300	\$ 4,300
Professional Fees	\$ 250,000	\$ 250,000	\$ -
Professional Dues	\$ -	\$ -	\$ -
Membership Dues	\$ 2,500	\$ 2,000	\$ (500)
Total Professional Services	\$ 280,275	\$ 284,075	\$ 3,800

**Tecumseh Area Partnership, Inc. d/b/a Region 4 Workforce Board
PY24 Projected Budget July 1, 2024 - June 30, 2025**

	PY23 Projected Budget	PY24 Projected Budget	Difference (+/-) in PY 23 and PY 24 Budget
IT Costs			\$ -
Internet Service	\$ 1,250	\$ 2,265	\$ 1,015
Website & Email Hosting	\$ 1,500	\$ 1,500	\$ -
Software, Support & Licensing	\$ 2,500	\$ 1,000	\$ (1,500)
IT Managed Services	\$ 4,500	\$ 5,200	\$ 700
Miscellaneous IT Services	\$ 1,000	\$ 1,000	\$ -
Total IT Costs	\$ 10,750	\$ 10,965	\$ 215
WIB Expense			\$ -
WIB Meetings	\$ 1,500	\$ 1,000	\$ (500)
WIB Travel	\$ 6,650	\$ -	\$ (6,650)
WIB INWIBA Dues	\$ 1,732	\$ 3,188	\$ 1,456
WIB Miscellaneous Expense	\$ 1,000	\$ 1,000	\$ -
WIB Board Retreat/Strategic Planning	\$ 3,000	\$ 3,000	\$ -
WIB Annual Meeting	\$ 5,000	\$ 2,500	\$ (2,500)
WIB Workforce Intelligence	\$ 8,175	\$ 8,175	\$ -
Total WIB Expenses	\$ 27,057	\$ 18,863	\$ (8,194)
Total TAP/RWB Expenses	\$ 1,073,057	\$ 945,958	\$ (127,099)
WorkOne Direct Services			\$ -
WorkOne Rent	\$ 195,000	\$ 175,000	\$ (20,000)
WorkOne Utilities	\$ 23,750	\$ 16,000	\$ (7,750)
WorkOne Janitorial Service	\$ 31,500	\$ 31,450	\$ (50)
WorkOne Janitorial Supplies	\$ 1,500	\$ 1,000	\$ (500)
WorkOne General Maintenance	\$ 5,000	\$ 1,000	\$ (4,000)
WorkOne Telephone	\$ 13,300	\$ 14,565	\$ 1,265
WorkOne Internet Service	\$ 6,200	\$ 6,575	\$ 375
WorkOne Postage	\$ -	\$ -	\$ -
WorkOne Supplies	\$ 4,000	\$ 2,260	\$ (1,740)
WorkOne IT Services	\$ 60,000	\$ 60,000	\$ -
WorkOne Equipment Purchase	\$ 2,000	\$ 1,000	\$ (1,000)
WorkOne Computing Devices	\$ 19,798	\$ 20,000	\$ 202
WorkOne Equipment Rental	\$ 7,500	\$ 13,410	\$ 5,910
WorkOne Miscellaneous	\$ 2,500	\$ 1,000	\$ (1,500)
Total WorkOne Overhead Expenses	\$ 372,048	\$ 343,260	\$ (28,788)
WorkOne Outreach Expenses			\$ -
WorkOne Outreach	\$ 10,000	\$ 5,448	\$ (4,552)
Appointment Plus, Engage by Cell	\$ 2,382	\$ 2,382	\$ -
Total WorkOne Outreach Expenses	\$ 12,382	\$ 7,830	\$ (4,552)
Direct Participant Costs-WIOA	\$ 225,000	\$ 270,000	\$ 45,000
Direct Participant Costs-JAG	\$ 20,000	\$ 17,500	\$ (2,500)
Direct Participant Costs-ABA	\$ 235,775	\$ 120,000	\$ (115,775)
Direct Participant Costs-WRG	\$ 244,350	\$ 202,500	\$ (41,850)
Direct Participant Costs-Infrastructure	\$ 80,000	\$ 215,000	\$ 135,000
Direct Participant Costs-QUEST	\$ 145,000	\$ -	\$ (145,000)
Direct Participant Costs-NLJ	\$ 733,836	\$ 1,823,184	\$ 1,089,348
Direct Participant Costs-PSG	\$ 30,000	\$ -	\$ (30,000)
Direct Participant Costs-RR	\$ 37,000	\$ -	\$ (37,000)
Direct Participant Costs-RHG	\$ 675,000	\$ 398,000	\$ (277,000)
Sub-total WorkOne Direct Participant Costs	\$ 1,135,775	\$ 3,046,184	\$ 620,223

**Tecumseh Area Partnership, Inc. d/b/a Region 4 Workforce Board
 PY24 Projected Budget July 1, 2024 - June 30, 2025**

	PY23 Projected Budget	PY24 Projected Budget	Difference (+/-) in PY 23 and PY 24 Budget
Service Provision	\$ 2,335,413	\$ 3,747,813	\$ 1,412,400
Sub-total WorkOne Staffing Costs	\$ 2,335,413	\$ 3,747,813	\$ 1,412,400
Total WorkOne Costs	\$ 3,855,618	\$ 7,145,087	\$ 3,289,469
Projected Carry In Funds	\$ 1,304,059	\$ 2,117,637	\$ 813,578
Total Expenses	\$ 6,232,734	\$ 10,208,682	\$ 3,975,947

PY'23 WIOA ADULT MEASURES

ROLLING FOUR QUARTERS

Report Date: 7/1/2023 - 6/30/2024

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 1	77.9	80.2	Meet	79.7	75.2	Exceed	67.8	65.5	Exceed	\$8,837	\$7,132	Exceed	66.4	61	Exceed	1357	24%	3,712,797	34%
Region 2	80.1	76.9	Exceed	75.6	73.8	Exceed	73.6	67.3	Exceed	\$7,958	\$6,253	Exceed	54.1	61	Meet	642	11%	788,246	7%
Region 3	81.7	81.3	Exceed	79.8	80.1	Meet	56.2	70.0	Meet	\$8,637	\$7,406	Exceed	74.6	60	Exceed	454	8%	875,140	8%
Region 4	78.5	80.2	Meet	79.6	76.4	Exceed	65.7	73.2	Meet	\$7,900	\$7,377	Exceed	46.7	61	Meet	396	7%	615,827	6%
Region 5	84.3	78.3	Exceed	78.2	76.9	Exceed	78.1	72.5	Exceed	\$9,307	\$6,799	Exceed	73.2	61	Exceed	463	8%	819,613	7%
Region 6	69.1	74.5	Meet	69.6	73.0	Meet	64.3	69.3	Meet	\$7,593	\$6,205	Exceed	60.0	61	Meet	335	6%	555,283	5%
Region 7	95.5	83.9	Exceed	88.2	77.6	Exceed	68.6	73.8	Meet	\$8,971	\$6,600	Exceed	68.8	61	Exceed	189	3%	484,558	4%
Region 8	85.0	78.9	Exceed	81.5	78.6	Exceed	78.4	62.5	Exceed	\$8,820	\$6,566	Exceed	60.3	61	Meet	553	10%	480,396	4%
Region 9	91.8	89.5	Exceed	85.1	83.3	Exceed	92.5	70.0	Exceed	\$7,746	\$6,742	Exceed	63.1	61	Exceed	205	4%	381,300	3%
Region 10	82.0	74.4	Exceed	82.3	79.6	Exceed	81.6	71.0	Exceed	\$9,510	\$7,500	Exceed	65.9	61	Exceed	226	4%	366,293	3%
Region 11	78.4	82.5	Meet	80.0	80.6	Meet	81.5	56.7	Exceed	\$7,959	\$6,346	Exceed	76.9	61	Exceed	517	9%	479,978	4%
Region 12	75.0	80.4	Meet	74.3	75.2	Meet	68.6	44.6	Exceed	\$10,196	\$7,264	Exceed	64.3	61	Exceed	350	6%	1,452,559	13%
Statewide	80.1	77.4	Exceed	78.5	76.5	Exceed	73.6	68.0	Exceed	\$8,580	\$6,760	Exceed	64.4	61	Exceed	5687	100%	11,011,990	100%

Combined Adult and DW participants and allocation

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

	Participants Served*	Participant %	Allocation	Allocation %
1	1,613	20%	5,056,142	24%
2	854	11%	1,614,508	8%
3	586	7%	1,831,930	9%
4	522	6%	1,288,923	6%
5	876	11%	2,027,125	10%
6	718	9%	1,084,644	5%
7	253	3%	907,754	4%
8	723	9%	876,427	4%
9	277	3%	763,587	4%
10	373	5%	810,338	4%
11	728	9%	996,532	5%
12	547	7%	3,753,210	18%
	8,070		21,011,120	100%

served higher % of participants than allocation %

Dislocated Workers and Adult participants combined

* DW participants may also be included in adult participants

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 1	80.6	79.1	Exceed	76.4	74.9	Exceed	77.1	62.7	Exceed	\$9,537	\$8,158	Exceed	70.6	61.0	Exceed	256	11%	\$ 1,343,345	13%
Region 2	76.6	75.7	Exceed	80.7	75.9	Exceed	68.0	72.2	Meet	\$9,425	\$7,640	Exceed	58.0	61.0	Meet	212	9%	\$ 826,262	8%
Region 3	77.3	79.9	Meet	81.3	79.9	Exceed	52.5	64.0	Meet	\$9,433	\$7,911	Exceed	89.7	60.0	Exceed	132	6%	\$ 956,790	10%
Region 4	84.6	70.2	Exceed	77.5	70.0	Exceed	85.3	70.8	Exceed	\$8,927	\$7,335	Exceed	87.5	61.0	Exceed	126	5%	\$ 673,096	7%
Region 5	83.5	76.8	Exceed	77.7	81.1	Meet	68.0	72.7	Meet	\$11,697	\$9,506	Exceed	66.0	61.0	Exceed	413	17%	\$ 1,207,512	12%
Region 6	68.1	70.6	Meet	72.0	72.3	Meet	83.3	66.3	Exceed	\$8,314	\$6,855	Exceed	66.7	61.0	Exceed	383	16%	\$ 529,361	5%
Region 7	75.5	77.3	Meet	81.5	82.0	Meet	81.0	71.2	Exceed	\$9,282	\$8,298	Exceed	54.5	61.0	Meet	64	3%	\$ 423,196	4%
Region 8	75.4	72.0	Exceed	78.6	74.2	Exceed	62.5	67.6	Meet	\$9,378	\$7,268	Exceed	61.3	61.0	Exceed	170	7%	\$ 396,031	4%
Region 9	85.2	75.5	Exceed	87.5	71.0	Exceed	81.3	68.0	Exceed	\$8,172	\$7,984	Exceed	56.8	60.0	Meet	72	3%	\$ 382,287	4%
Region 10	74.2	75.6	Meet	73.9	75.2	Meet	78.9	79.4	Meet	\$10,092	\$9,111	Exceed	78.3	61.0	Exceed	147	6%	\$ 444,045	4%
Region 11	78.4	76.7	Exceed	76.1	78.2	Meet	75.6	74.5	Exceed	\$8,547	\$7,221	Exceed	78.4	61.0	Exceed	211	9%	\$ 516,554	5%
Region 12	83.3	76.0	Exceed	73.2	79.6	Meet	65.5	54.2	Exceed	\$11,506	\$8,450	Exceed	47.2	61.0	Meet	197	8%	\$ 2,300,651	23%
Statewide	77.2	74.7	Exceed	76.8	75.6	Exceed	70.3	72.0	Meet	\$9,550	\$8,098	Exceed	67.0	61.0	Exceed	2,383	100%	\$ 9,999,130	100%

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 1	77.3	79.2	Meet	80.9	80.2	Exceed	65.4	64.3	Exceed	\$4,760	\$3,576	Exceed	70.0	65.0	Exceed	1,366	34%	\$ 4,017,711	34%
Region 2	84.0	78.3	Exceed	78.8	77.3	Exceed	61.9	58.2	Exceed	\$6,088	\$3,279	Exceed	53.4	65.0	Meet	665	16%	\$ 860,878	7%
Region 3	82.3	75.0	Exceed	83.7	83.1	Exceed	78.1	77.3	Exceed	\$4,267	\$3,610	Exceed	85.2	65.0	Exceed	468	12%	\$ 955,561	8%
Region 4	79.0	78.6	Exceed	74.8	79.2	Meet	55.7	73.9	Meet	\$5,554	\$3,681	Exceed	85.7	65.0	Exceed	155	4%	\$ 695,246	6%
Region 5	80.8	79.7	Exceed	79.7	77.8	Exceed	74.2	67.3	Exceed	\$5,071	\$3,610	Exceed	68.9	65.0	Exceed	497	12%	\$ 876,803	7%
Region 6	69.0	76.7	Meet	72.4	76.3	Meet	22.2	65.5	No	\$3,443	\$3,308	Exceed	13.9	65.0	No	64	2%	\$ 614,036	5%
Region 7	85.7	80.4	Exceed	81.3	75.5	Exceed	64.0	67.5	Meet	\$6,452	\$3,800	Exceed	72.7	60.0	Exceed	68	2%	\$ 529,462	4%
Region 8	90.6	79.4	Exceed	83.7	79.3	Exceed	68.9	61.6	Exceed	\$5,626	\$4,280	Exceed	61.6	65.0	Meet	102	3%	\$ 543,065	5%
Region 9	81.0	80.9	Exceed	87.7	74.0	Exceed	72.3	68.3	Exceed	\$7,009	\$4,497	Exceed	69.8	60.0	Exceed	90	2%	\$ 408,264	3%
Region 10	80.4	78.4	Exceed	83.3	78.2	Exceed	73.7	66.6	Exceed	\$7,447	\$4,400	Exceed	60.0	65.0	Meet	64	2%	\$ 390,463	3%
Region 11	85.2	85.5	Meet	83.6	82.9	Exceed	69.6	68.7	Exceed	\$5,677	\$3,509	Exceed	82.6	65.0	Exceed	318	8%	\$ 520,543	4%
Region 12	81.3	81.1	Exceed	82.2	75.9	Exceed	85.7	74.6	Exceed	\$4,614	\$3,580	Exceed	50.6	65.0	Meet	211	5%	\$ 1,567,762	13%
Statewide	80.2	78.4	Exceed	80.9	78.6	Exceed	67.9	65.0	Exceed	\$5,119	\$3,341	Exceed	68.5	65.0	Exceed	4,068	100%	\$ 11,979,794	100%

1/1/2022 - 6/30/2023

2/1/2022 - 12/31/2023

3/1/2023 - 6/30/2024

Consent Agenda

Region 4 Workforce Board Meeting Minutes – June 19, 2024 Location: WorkOne Kokomo	NEXT MEETING Wednesday, September 25, 2024 Location: Lafayette, IN
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Directors Present:

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

Judy Hasselkus
 Ethan Heicher
 Matt Huston
 Shannon Turner
 Amy Wood

Excused:

Spenser Buchanan
 Deb Close
 Elva James
 Donte Wilburn

Staff Present: *Gregg Notestine, CEO; Deb Waymire, COO; Mellisa Leaming, Director of Operations; Blake Sempsrott, Controller; Kathy Burns, Lead Business Consultant and Data Analyst; and Tina Overley-Hilt, Executive Assistant*

Call to Order and Welcome

On June 19, 2024, the WDB meeting was held at WorkOne Kokomo in Kokomo, IN. The meeting was called to order and attendees were welcomed at 8:35AM 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: Ethan Heicher

Second: Matt Lewellen

Action: Unanimous approval

New Business

Operations

Update on Rural Healthcare and Infrastructure Grants

- **Rural Healthcare Grant (RHG)** ends January 31, 2025. The grant is progressing well, and we anticipate all goals will be met or exceeded. There is still time to spend all the funds. There are eight other regions across the state participating in the grant working together to achieve the success.
- **Pathways to Infrastructure Grant** is a five-year grant ending September 2028. Slow to start which was to be expected since it is a development track grant but is now moving forward well. The Electric Vehicle Partnership team met. A process is in place to connect with individuals during the interview process for positions with StarPlus Energy. About 30% of the individuals met the criteria of the grant. There are 37 individuals enrolled in the grant. A group of incumbent workers received training in November 2023. There is potential movement across the three partners StarPlus Energy, Stallantis, and Sun Charging stations.

PY 23 Performance - 3rd Quarter ending March 31, 2024

Region 4 is meeting or exceeding all performance measures for Adult, Dislocated Worker and Youth for the 3rd quarter ending March 31, 2024. The measures goals are set for a two-year period. Negotiations for the next two-year period are in the works.

PY 24 Performance Negotiations

Indiana Department of Workforce Development (DWD) negotiates with the U.S. Department of Labor for statewide performance goals. Based on those goals, DWD negotiates with the regions and sets performance goals to achieve statewide performance. For PY 24, goals will be reviewed with a local statistical adjustment model. It is a regression model that looks at the demographics of the region that positively or negatively impact the proposed performance metrics would be. Region 4 will negotiate with DWD what the goals should be. When the program year is over, there will be a lookback and the measures can be adjusted.

JAG 6 for 6 Performance

The Region 4 JAG Program met all the metrics this year. There are six metrics to meet. The metrics are graduation rate, job placement, total in full time jobs pf 30 plus hours, total full-time outcome such as going to post-secondary or employment, further education rate, and connectivity rate. All regions in Indiana met the 6 of 6 performance.

Board Administration

Election of Region 4 Board Officers

The Executive Committee presented the following slate of officers to the Board for approval. The officers will serve a two-year term.

Board Chair	Matt Lewellen
Vice Chair	Steve Snyder
Treasurer	Holly Moore
Secretary	Randy Vernon

A motion was made to approve the slate of officers as presented and the new officers were elected.

Motion: Steve Snyder
Second: Judy Hasselkus
Action: Unanimous Approval

Regional Local Plan

The Local Plan is a compliance requirement of the Workforce Innovation and Opportunity Act (WIOA) to develop a comprehensive four-year workforce plan. The Local Plan describes how Region 4 WDB will deliver services and training to align with federal and state programs. The focus of this Local Plan is diversity and equality. Our goal is to complete the draft plan in early August for the Board to review prior to sharing with stakeholders and partners and posting on the Region 4 Workforce Board website for a 30-day public comment period. It is due by September 30, 2024

Board Strategic Plan

The pillars of the DWD Strategic Plan were reviewed with the Board members and Region 4 2021 Strategic Plan goals were shared. Sessions will be scheduled to go through the previous plan and reassess the Region 4 goals. We are proposing 1 ½ days to get together and brainstorm the direction Region 4 wants to head. A scheduling poll will be sent to select a date. Proposed dates for the first session are October 1, October 10 and October 24, 2024. The tentatively location is the Event Center in Logansport. The day will be from 9:30am to 4:30pm. The schedule will include continental breakfast, a morning session, lunch, and an afternoon session. An additional half day on the day of teh November WDB meeting will be used to finalize the Board Strategic Plan.

High School Diploma Redesign – Proposed

Portions of the Department of Education presentation on the proposed high school curriculum changes were shared with the Board members. Ethan Heicher commented on the responses of the proposed changes from school corporations runs the full spectrum. Topics shared were expanded pathways, themes driving the curriculum changes, diploma trends by the type of diploma, future diplomas offered, and apprenticeships and work-based learning. Some concerns include:

- The elimination of the Academic Honors Diploma which is most often pursued by college bound students.
- The new diplomas will not allow the class time necessary to complete the basics necessary to meet college entrance requirements
- Will employers be able to step-up and meet the internships required to fulfill the work-based-learning (WBL) requirements
- Student roadblocks to fulfilling WBL requirements:
 - Under 18 years of age
 - Transportation to/from employers, especially in rural areas
 - Making internships at colleges, hospital, manufacturing companies meaningful

Recognition – Kathy Burns Retirement

Kathy Burns was recognized for her 25 years of service to workforce development, economic development organizations and Region 4. She plans to travel out west this year and stay busy with her grandchildren.

Adjournment

A motion was made to adjourn the meeting.

Motion: Steve Snyder

Second: Matt Lewellen

Action: Unanimous approval

The meeting was adjourned at 10:00 AM.

Respectfully submitted,
Tina Overley-Hilt
Executive Assistant

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

Region 4 WORKFORCE Board

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

<i>Total Available to Budget</i>	<i>Approved PY 23 Budget</i>	<i>PY 23 Adjusted Budget</i>	<i>6/30/2024</i>	<i>Actual Percentage</i>	<i>Goal Percentage</i>	<i>PY 22 6/30/2023</i>
Department of Workforce Development Funding						
Workforce Innovation and Opportunity Act						
Administration	199,328	201,888	116,097	58%	100%	391,850
Adult	788,724	788,275	894,659	113%	100%	999,847
Dislocated Worker	373,995	373,813	191,852	51%	100%	326,686
Youth	622,001	681,596	597,921	88%	100%	1,068,279
Sub-total WIOA	\$ 1,984,048	\$ 2,045,572	\$ 1,800,529	88%	100%	\$ 2,786,662
Other Non-WIOA Funding						
Business Consultant	120,000	120,000	120,000	100%	100%	120,000
Rapid Response	-	99,600	96,904	97%	100%	-
JAG State (Jobs for America's Graduates)	529,174	579,925	542,811	94%	100%	433,288
JAG TANF	-	200,000	191,242	96%	100%	-
Pre-ETS(VR)/JAG (Jobs for America's Graduates)	115,200	100,000	100,000	100%	100%	115,806
RESEA (Re-employment Services)	282,997	402,465	395,127	98%	100%	532,333
QUEST	-	176,900	60,144	34%	100%	-
Apprenticeship Building America	305,100	305,137	54,896	18%	100%	2,363
Next level Jobs Employer Training Grant	1,380,340	989,339	964,674	98%	100%	671,828
Workforce Ready Grant	200,000	271,500	250,866	92%	100%	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	\$ 3,341,106	\$ 2,872,903	86%	100%	\$ 2,416,652
Total DWD Funding	\$ 5,012,905	\$ 5,386,678	\$ 4,673,432	87%	100%	\$ 5,203,315
Other Federal Grant Revenue						
Rural Healthcare (H1-B) Grant	\$ 822,317	\$ 826,645	\$ 639,351	77%	100%	\$ 747,212
Building Pathways to Infrastructure Jobs (H-1B) Grant	\$ -	\$ 148,500	\$ 43,125	29%	100%	\$ -
Total DOL Revenue	\$ 822,317	\$ 975,145	\$ 682,476	70%	100%	\$ 747,212
TAP Revenue						
TAP Unrestricted Funding	-	-	55	0%	0%	15,190
WHIN Funding	-	-	-	0%	0%	36,130
Other Non-grant Revenue	155,050	155,050	63,000	41%	100%	25,200
Total TAP Revenue	\$ 155,050	\$ 155,050	\$ 63,055	41%	100%	\$ 76,520
Total Funding Available to Budget	\$ 5,990,272	\$ 6,516,873	\$ 5,418,964	83%	100%	\$ 6,027,047
Next Program Year Carry-In	\$ 945,242	\$ 3,618,116				
Expense						
Salaries	477,858	477,858	449,817	94%	100%	490,443
Fringe Benefits	156,667	156,667	153,255	98%	100%	155,021
Travel & Staff Development	8,850	8,850	9,737	110%	100%	15,917
Occupancy, including Liability Insurance	83,000	83,000	70,883	85%	100%	71,174
Communications	8,500	8,500	9,598	113%	100%	8,705
Supplies, including Equipment Costs	20,100	20,100	10,252	51%	100%	19,603
Professional Services, including IT costs	291,025	291,025	198,452	68%	100%	199,562
WDB Discretionary	27,057	27,057	11,910	44%	100%	24,395
WorkOne Center Overhead Costs, including Outreach Costs	384,430	384,430	351,090	91%	100%	457,996
Direct Participant Costs (DWD) - WIOA (Adult, Dislocated Worker and Youth)	215,000	225,000	141,993	63%	100%	316,945
Direct Participant Costs (DWD) - Non-WIOA Funding	1,645,052	1,445,961	1,152,555	80%	100%	965,232
Direct Participant Costs (DOL) - Rural Healthcare and Infrastructure	581,250	661,250	399,624	60%	100%	558,969
Service Provision-Staffing and Management Costs	1,988,027	2,527,442	2,464,463	98%	100%	2,734,322
Total Expense	\$ 5,886,816	\$ 6,317,140	\$ 5,423,627	86%	100%	\$ 6,018,283
Excess Revenue Over/(Under) Expense	\$ 103,456	\$ 199,733	\$ (4,664)			
Board Discretionary						
Board Meetings	\$ 1,500	\$ 1,500	347	23%	100%	294
Board Travel/Conferences	\$ 9,650	\$ 9,650	-	0%	100%	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	\$ 11,910	46%	100%	\$ 24,395

**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 Sempstrott, 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.

**Region 4 Workforce Board-Youth Committee
Meeting Minutes
September 10, 2024**

Members	PY 24					
	7/9/2024	9/10/2024	11/12/2024	1/14/2025	3/11/2025	5/13/2025
Steve Snyder, Chair	Cancelled	X				
Miranda Hutcheson		X				
Lisa Minier						
Terri Simons		X				
Randy Vernon		X				
Kara Webb						

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

The Youth Committee meeting was held virtually via GoToMeeting conference call.

Call to Order:

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

New Business:

Jobs for America's Graduates (JAG) Update

Mellisa Leaming provided an update on JAG and the status of the enrollments at each of the JAG schools. There are 15 JAG schools in Region 4. 415 students are enrolled in JAG, which is doubled over last year because of the expansion of the program. JAG staff will continue to recruit students to reach the goal of 40 students in each JAG class by second semester. We do not expect to add any additional schools. Indiana has only five slots available left. Terri Simons shared the JAG team is fully staffed, and the new JAG Specialist received training during the summer. Kudos to the team's hard work getting the new schools on board.

WIOA Youth Performance Measures

The final PY 23 WIOA Youth Performance for the period ending June 30, 2024, was shared with the Committee. Region 4 exceeded 3 of the 5 performance measures. Employment in the 2nd quarter is above the negotiated goal. Median Earning measure is \$5,554 quite above the goal of \$3681. The Measurable Skill Gain is 20 points above the goal. We will continue to work to improve both Credential Attainment and Employment in the 4th quarter.

Youth Strategic Plan – Goals and Objectives

The PY 21 Youth Strategic Goals, Objectives and Strategies were shared with the Committee. There will be strategic planning on October 1, 2024. This is the opportunity to review the goal, objectives and strategies; and add or make recommendations to the Board of any changes. Please provide any feedback prior to October 1st.

- Boys & Girls Club has seen an increase in teen attendance
- Re-visit the Youth Summit, rebuild with CTE.
- Building Trades Summer Apprenticeship Programs will continue
- Expand pre-apprenticeships aligning with the new high school diploma requirements.
 - Right Steps Child Development Centers
 - IKORCC – Indiana/Kentucky/Ohio Regional Council of Carpenters

The Pre-apprenticeship grant goes until May 2026.

Annual Event and Deb's Retirement Celebration

A reminder was given to Committee members of the upcoming Annual Event and Deb's Retirement Celebration on October 1, 2024. Looking forward to seeing everyone at the day's events.

Committee Member Updates

- **Greater Lafayette Career Academy** enrollment overall is up 34% from last year and anticipates significant growth again next year. Many of the programs offer industry certifications and building in Ivy Tech certifications opening more opportunities for job development for youth. 30 students are involved in capstone experiences where the student is out working and getting paid with community partners in industry. Certifications available for youth are listed on the Greater Lafayette Career Academy website.
- **Work with SK Hynix to build career pathways** -curriculum can be offered but the primary concern is getting 16-17-year-old out into the community. There isn't a current CTE pathway but there are some skill building activities within K-12.

Adjournment

A motion was made to adjournment.

Motion to adjourn: Randy Vernon

Second: Terri Simons

Action: Unanimous approval

The meeting adjourned at 9:30 AM.

Respectfully submitted,
Tina Overley-Hilt

Next Meeting:

Tuesday, November 12, 2024

Location - Lafayette - Region 4 Workforce Board office