

Region 4 Workforce Board Meeting Minutes of November 18, 2020 Location: Conference call Virtual Annual Meeting	NEXT MEETING Wednesday, January 27, 2021 Location: Lafayette - TBD
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Directors Present:

Alicia Hanawalt, chair
Mike Smith, vice-chair
Arden Cramer, treasurer
Steve Snyder, secretary
Mike Barnes
Richard Bradshaw
Spencer Buchanan
Dennis Carson

Elva James
Dean McCurdy
Karen Mellen
Shannon Polmateer
Larry West
Amy Wood

Excused:

Deb Close
Randy Vernon

Staff and Guests Present: *Roger Feldhaus, CEO; Deb Waymire, COO; Mellisa Leaming, Director of Operations; Blake Sempsrott, Financial Coordinator; April Gilman, Manager of Business and Employer Services; Tina Overley-Hilt, Executive Assistant/Financial Assistant; and Paul Jackson, Benton County Local Economic Development Organization.*

Call to Order and Welcome

The November 18, 2020, WDB meeting and Annual Meeting were held via conference call as a result of health concerns related to COVID-19. Attendees were welcomed and the meeting was called to order by Chair, Alicia Hanawalt, at 3:30 p.m. Roll call was taken. A quorum was present.

Consent Agenda

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

Motion:Larry West

Second:Richard Bradshaw

Action:Unanimous approval

New Business

Fiscal

Audit Update

Treasurer, Arden Cramer, provided the finance and audit update to the Board. Huth Thompson, the new audit firm, has begun the audit process. Everything is going smoothly despite the COVID pandemic. A draft report is expected for presentation to the Finance and Executive Committees in December. The final report is expected for presentation to the full Board in January.

Operations

U.S. DOL Rural Healthcare Grant Opportunity

Region 4 is the lead applicant and fiscal agent for a U.S. DOL Rural Healthcare grant in collaboration with eight other regions. The \$40 million funding opportunity will support 15-40 grants ranging from \$500,000 to \$2.5 million. Our Indiana Rural Healthcare H-1B Coalition proposal is for total funding of \$2.5 million to serve 875 individuals. Region 4 was asked to be the lead agent because of our recent experience with and successful administration of H-1B grants. The purpose of the grant program is to: (1) increase the number of individuals training in healthcare occupations that directly impact patient care and; (2) alleviate healthcare workforce shortages by creating sustainable employment and training programs in healthcare occupations serving rural populations. The targeted populations to be served include unemployed and underemployed individuals who are underrepresented, underserved, and disadvantaged. Targeted occupations include Certified Nursing Assistant, Licensed Practical and Licensed Vocational Nurses, Registered Nurses, and other qualified H-1B

occupations in rural communities. The proposal was submitted on November 13. The anticipated effective date is January 15, 2021, if awarded.

Registered Apprenticeship Sponsor

Region 4 has a new role as a registered apprenticeship (RA) sponsor in which we will assist employers in the administration of RA programs. We worked closely with U.S. DOL Office of Apprenticeship to complete the necessary paperwork and processes for a CNC Operator (Milling and Turning) Registered Apprenticeship program. We were certified as a Sponsor, effective October 7, and are working with Caterpillar Large Engine Center to certify eight individuals as Registered CNC Operator Apprentices. There is already an inquiry to assist in establishing a Maintenance RA program. We will also be learning more about U.S. DOL Industry Recognized Apprenticeship Programs (IRAPS).

WorkOne Offices

The rise in COVID cases is affecting the WorkOne offices and staff. We currently have six staff quarantined due to their exposure to individuals who tested positive. We just had one of the Board staff return to work after quarantine.

To keep as many offices open as possible and not risk quarantining all staff in an office, we will revert back to our two-team approach and serve customers by appointment only. One-half of staff will work remotely and the other half will work in the office in two-week rotations. This change will go into effect for the Lafayette, Kokomo, and Logansport offices beginning Monday, November 30. We will temporarily close our Monticello and Peru offices. The changes and how best to access service will be posted on all office doors, the WorkOne West Central website, and on Facebook. Information will also be provided by telephone recordings. This is a process we had in place earlier this year that seemed successful.

Over the past three weeks, the daily average of office visits has been low.

- Lafayette - 21
- Kokomo - 21
- Logansport - 10
- Monticello - 4.5
- Peru - 3.5

We will be able to manage the number of customers needing service with the appointment system. 30-50% of the daily average visits have been by individuals needing unemployment insurance information and access.

PY 20 WIOA Performance

The 1st Quarter PY 20 WIOA performance data is not yet available from DWD.

Board Administration

Elections of Officers

At its October meeting, the Executive Committee, serving as Nominating Committee, created a slate of board officer nominees for the full board's consideration. Those nominated are: Randy Vernon, Chair; Karen Mellen, Vice Chair; Steve Snyder, Secretary; and Arden Cramer, Treasurer. Steve Snyder and Arden Cramer currently hold the offices for which they are being re-nominated. All of the slated nominees have agreed to serve in the offices for which they are being nominated, if elected. The floor was opened for additional nominations.

A motion was made to close nominations for Board officers.

Motion:Larry West

Second:Richard Bradshaw

Action:Unanimous approval

A motion was made to approve the slate of Board officers.

Motion: Steve Snyder
Second: Larry West
Action: Unanimous approval

Larry West and Roger Feldhaus thanked Randy and Karen for stepping up to serve as officers for the next year. Congratulations! to the newly elected and re-elected Region 4 Workforce Board officers: Randy Vernon, Karen Mellen, Steve Snyder, and Arden Cramer. Larry also thanked Alicia Hanawalt and Michael Smith for serving two terms as Chair and Vice Chair, respectively.

WIOA Local Plan Due January 29, 2021

The WIOA Local Plan is the primary vehicle for communicating the Local Board's vision for the local workforce system. WIOA requires Local Boards to develop and submit a comprehensive four-year local plan to the State for approval. The plan must address current and future strategies and efficiencies to advance the continuing modernization of the workforce system and the creation of a customer-centered system. The Local Plan must also support and be consistent with the strategies in the State Strategic Workforce Plan. Region 4 submitted its first WIOA Local Plan in 2016 and amended that Plan in 2018. The Board staff has developed a draft 2020-2024 WIOA Local Plan aligning the region's activities with the State WIOA Plan. Board members have received the draft plan to review until mid-December, after which the draft plan will be posted on the Region 4 Workforce Board website for a 30-day public comment period. The draft plan will also be sent to our partner agencies, stakeholders, Local Elected Officials and Economic Development organizations. The final Region 4 WIOA Local Plan is due to DWD by January 29, 2021.

Annual Meeting

Things to Remember about PY 19

Roger Feldhaus shared his thoughts on the highlights (and lowlights) of Program Year 2019. See the attachment.

Recognize Retiring Board Member & WorkOne West Central Staff Members

Michael Smith, our Board's Vice Chair, is retiring from Steel Parts Manufacturing after 51 years and stepping down as a Region 4 Workforce Board member. Mike was recognized for his 12 years of service as a member of the Board and two terms as Vice Chair of the Board.

The following WorkOne West Central staff were also recognized for their years of service to workforce development: Chris Cohee, Deb Provo, and Mary Sloan.

PY 19 Annual Report Comments

PY 19 Performance Measures and financial information from the Annual Report were shared with the Board and guests. The report will be posted on the Region 4 Workforce Board website: www.region4workforceboard.org. Attached is the Annual Report.

Things to Look Forward to in PY 20

Roger Feldhaus shared his thoughts on what to expect in Program Year 2020. See the attachment.

Everyone was thanked for their attendance and for their ongoing support of the Region 4 Workforce Development System.

The meeting was adjourned at 5:00 PM.

Respectfully submitted,
Tina Overley-Hilt
Executive Assistant

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

Things to Remember about PY 19 (7/1/19—6/30/20)

Annual Meeting (Virtual) 11/18/2020

Q1 (7/1/19—9/30/19)

- New WIOA allocation reduced by \$308k compared to prior year
- WHIN grant becomes a new funding source (\$727k over two years)
- Support given for the Integrated Training & Education Program (ITEP) administered by Ivy Tech-Kokomo in partnership with participating school corporations and employers. (\$130k in R4 WDB's Skill UP! Indiana grant funding was made available.)
- TAP staff member, Brooklyn Burton, was named one of the Top 10 under 40 Young Professionals by Tippy Connect
- Indiana's first Regional Workforce Professionals Retreat was held in Indianapolis. WDB members and staff members from throughout Indiana participated in this day-long event.
- The Board received a WIOA Performance Support Grant (\$185k ask) to help offset the reduced new WIOA PY 19 allocation. Thank you, DWD.
- The Board received a NextLevel Jobs Workforce Ready Grant (\$145k ask) to support co-enrolled Adult Ed and WorkOne participants in training leading to CDL-A or CNA certification
- WIOA Partner MOUs and IFAs were completed
- Mike Barnes, Amy Wood, Karen Mellen, and Spencer Buchanan joined the Board
- Chris Waymire retired after 35+ years' service with TAP

Q2 (10/1/19—12/31/19)

- RTW Grant ends, 10/31/19, after five years
- New State Performance Metrics negotiated: *Engagement Rate* (# engaged/# un- and under-employed); *Job Connectedness Rate* (# employed 1st qtr. after exit/# receiving svc.); and *Wage Change* (avg. change in median wage customers were earning prior to receiving svc. compared to median wage received two qtrs. after exit)
- Dean McCurdy joins the Board
- Numerous state-level meetings with DWD, Conexus, INWBA, and GWC: Engage or Expire!
- Board's Strategic Plan updated
- Contemplated applying (with other regions and through DWD) for an Opioid Recovery Grant. No go due to insufficient data to support a competitive-enough application. Important that we consider when another such opportunity presents itself.
- Support given Lewis Cass Polytechnic Academy for laser cutter and Plasma CNC equipment (\$37K in Skill Up! Indiana Grant funds)
- Deb Waymire spoke at SIA's New Technical Training Center grand opening
- WIOA State Plan introduced for comment
- Annual Dinner Meeting deemed a success

Q3 (1/1/20—3/31/20)

- TAP staff consider affordability of WorkOne sites on the basis of service levels and REACH activity—ending of RTW, APG waning, low WorkKeys activity
- Support given to GLCA for production line and fundamental skills simulation equipment in partnership with LSC, Conexus, and VU. \$61k funded via WIOA Performance Support Grant
- Brooklyn Burton resigns to accept a position at Ivy Tech-Lafayette as Workforce Alignment Consultant
- Adult Ed Service Providers' Grant applications (\$1.8M available for Region 4)
- Exploring opportunities for serving Latinx workers through MSSC Certified Production Technician training and certification. Promising Practice: GOAL (Growing Opportunities in America for Latinos) a program piloted by LIFT and JFF.

Q4 (4/1/20—6/30/20)

- WorkOne staff are assisting customers via email and telephone during office closure and are designing virtual workshops
- Offices may reopen by May 11th. Extensive cleaning has taken place and protective equipment has been ordered.
- Services are being delivered by appointment or virtually. Only a limited number of customers are allowed in lobbies/waiting areas.
- Pandemic effect changes our minds regarding closing the Lafayette REACH office and requesting an extension of APG
- Assistance provided GM with outreach and recruitment of workers to manufacture ventilators
- After much uncertainty surrounding funding levels, the Board finds \$6.8M for budgeting for Region 4 activities in PY 20—an increase of \$500k over PY 19
- Received COVID-related grants:
 - Disaster Recovery—humanitarian assistance (\$131k to Food Finders and L'port Memorial Hospital)
 - Employment Recovery--\$400k for training 50 individuals
 - NextLevel Jobs Grants—assist in enrolling 140 individuals in Workforce Ready program (\$247k for short-term training/certification) and assist employers in enrolling and training new and incumbent workers (\$1.25M in Region 4)
- Offices open by appointment. JAG programs are moving forward—some in person, some virtual

Other (7/1/20—Present)

- Executive Council (County Chief Elected Officials) to meet soon
- H-1B Rural Healthcare Grant application submitted
- Registered Apprenticeship Sponsor designation
- APG extension approved through 12/31/22
- WorkOne traffic is increasing

Things to Look Forward to in PY 20 (7/1/20—6/30/21)

Annual Meeting (Virtual) 11/18/2020

General/National

- Caveat: All speculation depends on at least two things—1) distribution of vaccine and 2) how we as a nation balance public health with economic health
- Manufacturing was the main driver in unemployment; now it's entertainment (hospitality and tourism)—especially in Indiana
- Also among the sectors most hurt were Education, Personal Services, Business Services, and Retail
- Good news: LOW Consumer Price Index; LOW interest rates; REASONABLE spending growth; NO current indication of recession
- Caution: long term trend for inflation is UP
- Be aware: Job loss has been different for brown and black workers 9.5% vs. 7.5%
- Future stimulus would seem to be most beneficial if targeted for those on the margins, e.g., entertainment industry (hospitality and tourism)
- We can expect a divided federal government to continue

Local/Regional

- Expect unemployment rate to increase in Howard County due to GM/Ventec shutdown
- We can expect unemployment to be back to 2019 levels by the end of 2021
- We don't have enough data yet to forecast the future demand for retraining, but we assume that it will significantly increase
- The trend for online shopping will continue to increase
- The trend for working from home is not clear
- There is a pent-up demand for social interaction
- We will continue to gauge how job seeker customers prefer to interact with us—virtually, in person, or a combination of the two
- We will continue to develop opportunities for those on the margins of the workforce: racial and cultural minorities, English language learners, returning veterans, ex-offenders, those recovering from drug use disorders, etc.
- We will continue to engage with the K-12 community, directly with high schoolers, and indirectly with younger elementary and middle schoolers
- Training for careers in manufacturing will remain a priority, but we will be pivoting toward more investment in healthcare occupational training