



AGENDA

Workforce Development Board Meeting

Tuesday, October 1, 2024

9:30 am – 11:25 am

Location: Courtyard by Marriott

150 Farrington Avenue

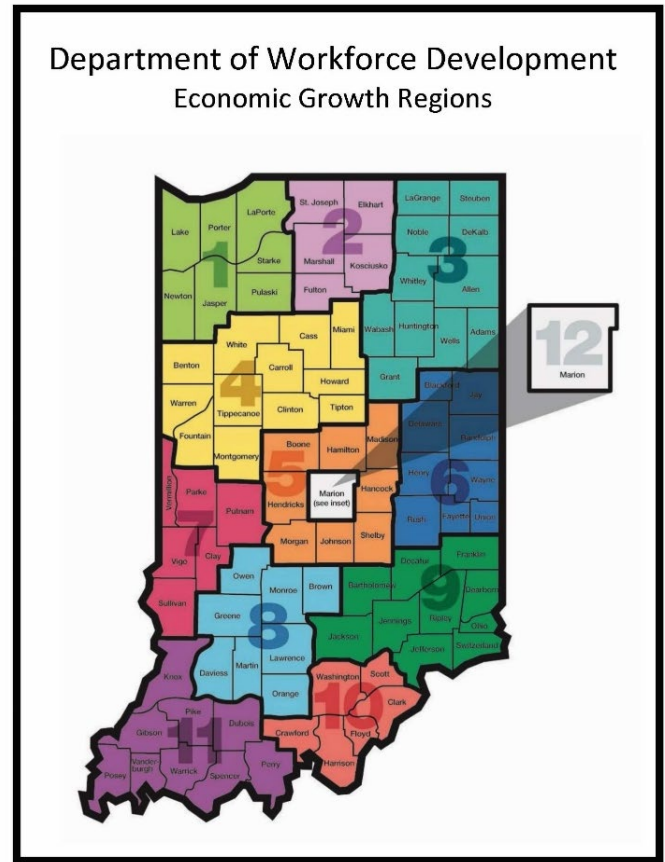
Lafayette, IN 47905

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



Region 4 Workforce Board Meeting Minutes – October 1, 2024 Location: Courtyard by Marriott, Lafayette, IN	NEXT MEETING Wednesday, November 20, 2024 Location: Inventrek, Kokomo, IN
---	--

Directors Present:

Matt Lewellen, Chair
 Steve Snyder, Vice Chair
 Holly Moore, Treasurer
 Randy Vernon, Secretary
 Sheri Burnett
 Melissa Harwood
 Judy Hasselkus
 Matt Huston

Erin Townsend
 Shannon Turner
 Amy Wood

Excused:

Dennis Carson
 Spenser Buchanan
 Alicia Hanawalt
 Ethan Heicher
 Elva James
 Donte Wilburn

Others 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 October 1, 2024, the WDB meeting was held at Courtyard by Marriott. The meeting was called to order and attendees were welcomed at 9:35AM by Chair, Matt Lewellen. The 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: Amy Wood

Second: Melissa Harwood

Action: Unanimous approval

New Business

Fiscal

PY 24 WDB Budget

Carla Crowe, Crowe LLP, and Blake Sempsrott, Controller, presented the PY 24 (July 1, 2024-June 30, 2025) WDB Budget compared to PY 23 Budget for discussion and approval.

- Salaries and Fringe Benefits decreased from PY 23 in comparison to the project budget for PY 24 due to the staffing changes with the retirement of Kathy Burns and Deb Waymire. There is a 3% one-time cost of living increase for staff. The Board staff will review staffing levels and salaries to ensure the organization is competitive.
- Staff Development and Travel increased to support CEO outreach to regional chambers and economic development agencies.
- Occupancy costs decreased due to the closing of office spaces in PY 23. Discussions are occurring about a temporary tenant in the Lafayette WorkOne office space.
- Communications slightly increased.
- Supplies and Equipment decreased in subscriptions, equipment purchases, and miscellaneous.
- Professional services increased by \$3,800 for audit services.
- There is a small change in IT costs.

- WIB Expenses decreased because there are no plans at this time for Board members to attend the NAWB Forum.
- WorkOne Overhead Expenses are reduced by \$28, 788 due to closing of brick-and-mortar offices in PY 23.
- WorkOne Direct Participant Costs increase of \$620,000 because of Next Level Jobs funding and Infrastructure.

The PY24 Proposed Projected Budget is \$10,208,682; an increase of \$3,975,947 compared to PY23. All the proposed expenses are fully funded by the existing funding streams. It is a balanced budget.

A motion was made to approve the PY 24 Budget as presented.

Motion: Steve Snyder

Second: Randy Vernon

Action: Unanimous Approval

Operations

U.S. Department of Labor (USDOL) Grant Updates

- **Rural Healthcare Grant (RHG)** is a four-year grant that ends January 31, 2025. The grant was designed to build skills and increase employment in the healthcare industry in occupations that provide direct patient care in rural counties. Region 4 partnered with eight other regions across the to implement the grant. We anticipate exceeding all performance metrics which is not only great for increasing healthcare employment in our rural counties but for positioning the Board for other Federal Grants opportunities.
 - The Grantee Quarterly Performance Scorecard as of June 30, 2024, was shared with the Board. The most recent data as of September 17th was also shared.

Participants Served	1011
Participants Enrolled	899
Participants Completed	695
Participants Completed AND received credential	585
Total # of Unemployed/Underemployed	NA
Total # of Incumbent Worker Participants	NA
- **Pathways to Infrastructure Grant** is a five-year grant ending September 2028 to support the Renewable Energy sector specifically round the electric vehicle (EV) battery and EV industry. The grant employer partners are the newly formed joint ventures:
 - StarPlus Energy (SPE) is an EV Battery company who plans to hire several hundred operators and technicians.
 - SunCharge is a solar charging station company who will need trained solar electricians
 - And, Stellantis, the EV and EDM (electric drive module) production

This is a new sector and industry for Region 4 and across the country. The path has not been a straight upward projection, and our grant implementation has mirrored the challenges each employer partner has faced.

The grant's major partner in terms of hiring projects, StarPlus Energy hiring and training timeline has been pushed back from original projections. The training curriculum development has changed as the company works on the best training solutions to meet their needs. A very valuable and substantial Department of Energy (DOE) loan

opportunity has become available, but it comes with restrictions that may impact the use of our Federal grant. In part, the language of the applications states:

"For purposes of making a determination under DOE loan additional Federal funding includes any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government, or any agency or instrumentality thereof, other than the proceeds of a loan approved under this Part, that is, or is expected to be made available with respect to, the project for which the loan is sought."

A separate meeting with StarPlus Energy was held to further discuss the potential for grant modification to support training more incumbent workers than stated in the grant proposal. Key to this modification or other modifications will be the receipt of a formal decision by DOE that our DOL grant does not impact the DOE loan. Once this is determined, the details can be decided on how best to meet the grant outcomes.

PY 23 WIOA Performance - ending June 30, 2024

Region 4 is meeting or exceeding all WIOA performance measures for Adult, Dislocated Worker and Youth for the period ending June 30, 2024. A few areas of concern that we are looking at and working to improve are:

- **Adult Measurable Skills Gain** - The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment.
- **Youth Credential Attainment Rate** - The percentage of those participants enrolled in an education or training program (excluding those in on-the-job training (OJT) and customized training) who attain a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program. A participant who has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent only if the participant is employed or is enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program

PY 24 Performance Negotiations

Indiana Department of Workforce Development (DWD) negotiates with the U.S. Department of Labor (DOL) for statewide performance goals. Based on those goals, DWD negotiates with the regions and sets performance goals to achieve statewide performance. The Region 4 PY 24-25 Adult goals are the same as the goals DWD negotiated with DOL. For Dislocated Worker, the goals are the same as the goals DWD negotiated with DOL, but Region 4 increased the goal for Credential Attainment. The Youth goals are the same as DWD in Credential Attainment and Median Earning in the 2nd quarter. Employment in the 2nd quarter and Employment in the 4th quarter goals remain the same as the PY23 goals which are below the DWD negotiated goal. In PY25, the goals increase to the DWD negotiated goal with DOL. Deb Waymire explained demographics of the customers coming into the WorkOne and services provided information is collected by staff and entered the Indiana data system, Indiana Career Connect. The WIOA Performance definitions will be sent to the Board members.

Board Administration

General Board and Staff Update

Gregg Notestine, CEO, provided a brief overview of Region 4 Workforce Board, the Board staff, grants and funding, and WorkOne Centers. The Local Plan was submitted to DWD. The Board Strategic planning is in progress. We are developing a list of tactics and discussing what metrics to use to measure progress before reporting to the Board. Region 4 overarching goals are 1.) improve the skills of underutilized and incumbent workers, 2.) realign/focus the skills and behaviors of the current workforce, 3.) realign/focus the skills and behaviors of the emerging/future workforce, 4.) develop partnerships to leverage resources, 5.) develop new funding sources, 6.) publicize and grow workforce participation, 7.) Plan for Board and Board staff turnover/succession. Some of the tactics are:

- Expand Outreach efforts
- Evaluate using WorkOne personnel to support work-based learning initiative in the new high school curriculum
- Reinstate Youth Summit
- Evaluate the Navigator concept for underserved communities.
- Consolidate WorkOne/TAP offices with another entity
- Improve Engagement with the Board
- Increasing Employer Engagement

Adjournment

A motion was made to adjourn the meeting.

Motion: Shannon Turner

Second: Steve Snyder

Action: Unanimous approval

The meeting was adjourned at 10:00 AM.

Respectfully submitted,
Tina Overley-Hilt
Executive Assistant

Randy Vernon, Secretary
Tecumseh Area Partnership, Inc.
d/b/a Region 4 Workforce Board