

## **DRAFT**

### **State Workforce Innovation Council**

November 19, 2009, 10:00AM

Indiana Government Center South, Conference Room B

Indianapolis, Indiana

**Present:** Susan Brooks, Ed Carpenter, Cathy Delgado, Jim Dunn, Mark Goldman, Kay Gordon, Jim Hemmelgarn, Leroy Jackson, Scott Jenkins, Ronald Keeping, Peter Kissinger, Mark Maassel, Jim McClelland, Chip McLean, Cathy Metcalf, Kent Morgan, Jac Padgett, Chad Pittman, Doug Poe, John A. (Jac) Price, Derek Redelman, Terry Rodino, Robert Schaefer, Debra Seman, Bill Stanczykiewicz, and Dennis Wimer.

**Also present:** From the Indiana Department of Workforce Development: Dr. Gina DeSanto, Senior Deputy Commissioner for Policy and Performance; Scott Sanders, Chief Financial Officer; Dustin Stohler, General Counsel; Michelle Marshel Deputy Commissioner Communications.

**Absent:** Randy Borrer, Brian Burton, Carol D'Amico, Senator Bob Deig, Harold Force, Jim Gislason, Paul Perkins, Sherry Seiwert, Mayor Wayne Seybold, Matt Ubelhor, Teresa Voors Senator Brent Waltz, and Beth Washington.

#### **Call to Order and Roll**

State Workforce Innovation Council Vice Chair, Jac Price, called the meeting to order at 10:00 a.m. Mr. Price called the roll of SWIC members and a quorum was present.

#### **I. Introduction of New Member, Retirement of Current Member**

The SWIC welcomes one new member, Douglas Poe, who will serve as the 'mandatory partner' for Indian and Native American Affairs. [Biography—Douglas Poe](#)

The SWIC recognizes the resignation of Al Huntington who was a long time member. Jac Price entertains a motion to adopt the resolution recognizing Al Huntington's resignation, Jac Padgett motions for approval and Jim Hemmelgarn seconds the motion, motion approved. [Resolution Recognizing Al Huntington](#)

Dr. DeSanto introduced Chad Pittman who attended as Mitch Roob's proxy.

#### **II. Approval of Minutes:**

Mr. Price asked for the members to review the previous meetings minutes. He entertained a motion to approve the September 17<sup>th</sup> 2009 meeting minutes. Jac Padgett motioned for approval and Derek Redelman seconded the motion. [Minutes—SWIC Meeting—9-17-09](#)

#### **III. State Board Business:**

##### **A. Action Items**

##### **1. Membership Considerations**

Dr. DeSanto discussed membership attendance. Each member is allowed to miss one meeting per calendar year for due cause. Attendance is extremely important to these meetings.

The Ethics Training is required by each member to be completed every two years. At the previous SWIC Executive Committee meeting the members voted off one member who did not complete their training.

At last the SWIC members were asked to complete the Conflict of Interest/Economic Interest Statements. There were a number of members

who still had not completed this; a form was handed out to those who still needed to do so.

## **2. Sub-Committee Guidelines and Changes to the SWIC By-laws**

Dustin Stohler gave an overview of the By-laws that had been reviewed by Department of Workforce Development's legal department.

He directed everyone's attention to section 10 that states committee's can meet via teleconference. Derek Redelman noted that meeting agenda's should be posted at DWD along with meeting site and on the website.

This was added to Section 10, part (a), section 2.

Mr. Sanders suggested amendment to page 6, section 8; part 4 that the amount \$6 Million is irrelevant and can be omitted.

Jac Price entertained a motion to approve the changes to the bylaws, Jac Padgett motioned for approval and Jim Hemmelgarn seconded the motion.

## **Proposed Changes to the SWIC Bylaws**

### **3. Policy for On-the-Job Training**

Dr. DeSanto directed everyone's attention to the On-the-Job Training Policy Parameters handout. [Draft—OJT Policy](#)

She asked all members to take a few minutes and review the document.

Discussion was directed toward the Limitations established by the State.

It was agreed by all members to edit the wording under the first bullet.

- OJT can only be provided for occupations that are considered to be “high wage” or “high demand”, support efforts that attract new businesses and existing ones.
  - Occupations must be included on State list of targeted industries as identified of IEDC – Advanced Manufacturing, Agriculture, Energy, Film, Information Technology, Insurance, Life Sciences, Logistics, and Motor Sports – or regionally-targeted industries as defines by the Regional Workforce Board.

Jac Price entertained a motion for approval on the amendments made to the document; Mark Maassel motioned for approval and Derek Redelman second the motion. Motion approved.

## **B. Discussion Items**

### **1. Strategic Plan**

Dennis Wimer started the discussion of the Strategic Plan. He stated that the Executive members created a vision mission statement with a tag line and four goals at their last meeting. The vision/mission statement reads “Empowering Hoosiers through Challenge and Support to meet today and tomorrow's workforce needs” The tag line is “Empower Hoosier Workers” The four goals are:

1. Deliver optimal high quality and efficiency statewide
2. Ensure Hoosiers understand and achieve occupational goals that advance Indiana's economy
3. Identify, align and connect Indiana employers with qualified workers
4. Achieve a cohesive workforce investment system

Mr. Wimer opened the floor for questions and comments regarding these and stated that the next step is to balance out strategies and create objectives. These will be introduced to the regions and their feedback will be reiterated back to the full SWIC.

## **2. Mid-Year Budget Review**

Randy Gillespie, DWD's Budget Director, handed out a WIA formula funding year to date budget review. This document shows where the WIA funds are allocated for the SWIC. He reviewed this document and informed the SWIC members that any additional information they request may be provided at the next SWIC meeting.

## **3. Alignment of Economic Development and Workforce Development**

DWD is working with Indiana Economic Development Corporation (IEDC) on a plan of alignment. Chad Pittman discussed IEDC's new plan that they have launched. The strategy will involve economic sections for development which will create job profiles for each sector then to identify; design and reform curricula for jobs then enroll learners in appropriate training which will connect graduates with jobs. The Education Committee will be viewing and working with this strategy.

### **III. Working Lunch Updates on Subcommittee's**

Subcommittee reports were given.

Dennis Wimer updated the SWIC on the Youth Committee. He stated they are just getting started in understanding Youth across the state. They had received information from all regions. They held a meeting that morning and seven out of the twelve regions attended the meeting.

Derek Redelman updated the SWIC on the Education Committee in Carol D'Amico's absence. They held their first meeting the day before. They began to review the 800 providers and 8,000 programs that were enrolled. They are collecting basic information and doing background checks to confirm the organization was credited in Indiana.

Scott Sanders updated the SWIC on the Employer Development Committee. They held a meeting via phone and discussed IEDC, what focus the state should have and the role of business consultants. They obtained each regions information on their business consultant.

Derek Redelman stated the Performance and Compliance Committee had not met yet but will be soon.

Jac Padgett stated the Grants Committee will start meeting on a monthly basis but has not met yet.

### **IV. Balance of State Workforce Investment Board Business**

#### **A. Presentations – Workforce Development Activities in Regions 5 and 9**

Bart Brown, Regional Operator for regions 5 and 9, gave a presentation on the workforce development activities in his regions. He handed out a packet for each region that contained their mission, counties, elected officials, organizational chart, service providers, WorkOne locations and services, and information regarding certain programs that they are providing.

Chad Pittman, Jim McClelland, Scott Jenkins, and Dennis Wimer left the meeting and it was noted that a quorum was no longer present.

**B. Discussion and Action Items**

• **Workforce Acceleration Grants**

Dr. DeSanto stated that the end of the first semester enrollment was approaching and the SWIC needed to determine if the program should be modified in anticipation of the spring term. Since there was no longer a quorum present there will be no vote on this. The Executive Committee was still present as there was still a quorum present for that. They entertained a motion to table this subject for the February meeting. Derek Redelman motioned for approval and Susan Brooks seconded the motion, motion approved.

**STATE WORKFORCE INNOVATION COUNCIL**

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Paul Perkins, Chairman

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Date

**ATTEST:**

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Teresa L. Voors, Commissioner  
Indiana Department of Workforce Development