



INDIANA
WORKFORCE
DEVELOPMENT
AND ITS **WorkOne** CENTERS

**State Workforce Innovation Council
Educational Review Committee**
Indiana Government Center South Building
Conference Room - 130
June 21, 2012
8:30 – 9:45 a.m.

8:30 Welcome and Introductions

- SWIC State Business
 - Review of May 2012 Minutes
 - Career & Technical Education (CTE) Post-Secondary Local Applications
 - Adult Education Grant Continuation and EL/Civics Report
 - Customer Flow Policy Update
 - IN Training Report; Provider and Program Review

- Public Comment

9:45 Upcoming Meeting Dates and Next Steps

**STATE WORKFORCE INNOVATION COUNCIL (SWIC)
EDUCATIONAL REVIEW COMMITTEE (ERC)**

May 17, 2012
8:30 – 9:45 a.m.

Indiana Government Center South
Conference Room 130
Indianapolis, IN

Present: Dan Clark, James Dunn, Sandy Hartz, Leroy Jackson Jr., and Rebecca Nickoli

Conference Call: Debra Williams

Absent: Teresa Lubbers, Dennis Redelman, and Dennis Rohrs

Also Present: From the Indiana Department of Workforce Development (DWD): DWD Commissioner Scott Sanders, Jaclyn Dowd, Marie Mackintosh, Monica Markovich, Brenda Johnson, Amanda Brewer, and Donna Lovelady

The meeting was called to order by Dan Clark, at 8:35 a.m. A quorum was present to conduct committee business.

Jaclyn Dowd introduced the new DWD Commissioner, Scott B. Sanders, who briefly shared his vision of DWD and the work of this committee.

The March 15, 2012 meeting minutes were presented for approval. Motion to approve the minutes as presented was made by Leroy Jackson; seconded by James Dunn. All were in favor and the motion was approved.

INTRAINING

Brenda Johnson presented four training programs for review by this committee: Soldering Certification Training (Ivy Tech Fort Wayne-ITFW), AutoCAD Certified Associate (ITFW), Quality Improvement Associate Training (ITFW), and Microsoft Web Developer/Web Applications Developer trainings (Ivy Tech Indianapolis). DWD staff noted that these four programs did not meet the approval policy which states the programs must lead to the skills and knowledge for **entrance** into the occupational field. Marie Mackintosh referred the committee to the *Subsequent Eligibility for Title IV Training Programs* handout, which includes the Approval Criteria Guidelines.

No questions were raised. A motion to deny the four training programs was made by James Dunn; seconded by Leroy Jackson. All were in favor of the motion, with one abstention*; motion was approved.

Ms. Johnson next presented the Provider Site Visit reports for three entities: Educate Beyond All Barriers, Emergency Services Education Center, and Hire Learning Career Development Academy. (It was noted that Hire Learning wishes to add a satellite site in Gary, Indiana.)

Discussion

Rebecca Nickoli asked if the approval of the providers gave them permission to submit training programs. Ms. Johnson acknowledged that this was correct.

Rebecca Nickoli moved that the committee approve Educate Beyond All Barriers, Emergency Services Education Center, and Hire Learning Career Development Academy as training providers; Leroy Jackson seconded the motion. All were in favor and the motion was approved.

Ms. Johnson provided the committee with the INTraining monthly activity report. There were no questions.

SUBSEQUENT ELIGIBILITY (for Title IV Training Programs)

Marie Mackintosh reviewed subsequent eligibility. She shared the challenges of the process for WIA approved training programs: limited student data match with the Commission on Higher Education (CHE) and concern that the completion rates for subsequently eligible programs would greatly reduce the number of providers on the list. A summary of findings was distributed showing only 18% of the approved public university programs had student data at CHE and that only 13% of these programs would meet the current policy on completion rates. Ms. Mackintosh also spoke about the inability to determine credible performance metrics based on only 18% of the programs.

DWD requested that the committee waive the completion rate criteria on subsequent eligibility for three months. Sandy Hartz moved to allow said waiver. Leroy Jackson seconded the motion. All were in favor and the motion was approved.

CUSTOMER FLOW POLICY

Monica Markovich summarized the changes made to the Customer Flow Policy (CFP). This committee is being asked to review the full policy and vote on it at the June ERC meeting.

The changes to the CFP include:

- Clarification of requirement of TABE testing to align with Adult Education
 - o Removal of specific COMPASS and AccuPlacer scores with the replacement of more general language that explains the intention
- Replacement of KeyTrain with Worldwide Interactive Network (WIN) as the locator for WorkKeys
 - o Addition of the use of WIN as the WorkKeys remedial tool for customers who do not want or need to attend Adult Education for remediation for WorkKeys
- Individual Training Accounts (ITAs) limited to non-remedial and non-developmental courses
- Language to allow WIA funds to be used for Prior Learning Assessments

STATE PLAN

Jaclyn Dowd spoke briefly about the various state plans that are due soon, including the WIA Title I plan. Ms. Dowd shared the 2012-2013 Adult Education performance targets for Indiana. (Performance targets are dictated by the United States Department of Education.)

The committee will be voting at the June meeting on the Career & Technical Education Local Plans.

Discussion of services for low-level learners and adults with undiagnosed learning disabilities reminded all of the need for regional consortia to forge partnerships with literacy organizations. DWD is applying for a Disability Learners grant from the United States Department of Labor for the adult learners. Participation in this grant will require the regions to demonstrate willingness and ability to provide specialized services.

The meeting was adjourned at 9:45 a.m.

Summary of Changes to the Customer Flow Policy

- Preamble that states more explicitly both the purpose of a WorkOne and the overall vision for the customer flow model
- Attachment developed that emphasizes offering UI services to customers
- Informational Interview section that states more explicitly what is expected in an informational interview and potential next steps
- References to “case managers” and “academic and career counselors” changed to references to staff responsibilities of “case managing” and “academic and career counseling”
- Clarification of requirement of TABE testing to align with Adult Education
 - o Addition of Language subject area (already had to test in Math and Reading)
 - o Clarification of definition of “full battery” to “full length assessment”
 - o Addition of allowing the use of TABE Survey after July 1, 2012
 - o Removal of specific COMPASS and AccuPlacer scores with the replacement of more general language that explains the intention
- Replacement of KeyTrain with Worldwide Interactive Network (WIN) as the locator for WorkKeys
 - o Addition of the use of WIN as the WorkKeys remedial tool for customers who do not want or need to attend Adult Education for remediation for WorkKeys
- Clarification and addition of requirements for Trade Adjustment Assistance customers including the requirements of the ACP
- Clarification of level of education students should have to receive counseling services (8th grade or above *must* receive counseling; less than 8th grade *may* receive counseling).
- Individual Training Accounts (ITAs) limited to non-remedial and non-developmental courses
- Language to allow WIA funds to be used for Prior Learning Assessments
- Post Exit Follow-Up Requirements

IN Training Program: Monthly Activity Report

DATE:	4/1/12	%	5/1/12	%	6/1/12	%	Running Total 12/1/10 - 6/1/12		Previous Year 12-1-10 to 12-1-11	
Local Workforce Investment Boards										
Programs Decided	104		30		41		2110		1769	
Approved	71	68%	24	80%	20	49%	1642	78%	1584	90%
Automatically Eligible	49	69%	3	13%	7	35%	1279	78%	1311	83%
Audited and Approved	22	31%	21	88%	13	65%	363	22%	273	17%
Denied	31	30%	3	10%	14	34%	287	14%	185	10%
Deleted	2	2%	3	10%	7	17%	181	9%		
Pending	6		8		6		23		70	
Joint Workforce Investment Board										
Programs Decided	35		15		9		1018		882	
Approved	7	20%	14	93%	3	33%	782	77%	782	89%
Automatically Eligible	0	0%	7	50%	2	67%	621	79%	651	83%
Audited and Approved	7	100%	7	50%	1	33%	161	21%	131	17%
Denied	26	74%	1	7%	4	44%	148	15%	100	11%
Deleted	2	6%	0	0%	2	22%	88	9%		
Pending	10		1		2		29		35	
All Programs/All WIBS										
Programs Decided	139		45		50		3128		2651	
Approved	78	56%	38	84%	23	46%	2424	77%	2366	89%
Automatically Eligible	49	63%	10	26%	9	39%	1900	78%	1962	83%
Audited and Approved	29	37%	28	74%	14	61%	524	22%	404	17%
Denied	57	41.0%	4	8.9%	18	36.0%	435	13.9%	285	10.8%
Deleted	4	2.9%	3	6.7%	9	18.0%	269	8.6%		
Pending	16		9		8		52		105	

Pending at end
of May--52

Time period: May 2
through June 1, 2012

* Irregularities may be due to deletions. Programs are deleted for the following reasons: duplicates; no longer offered; per request of submitter.