

State Workforce Innovation Council
September 17, 2009, 10:00AM
Indiana Government Center South, Conference Room B
Indianapolis, Indiana

Present: Randy Borrer, Susan Brooks, Ed Carpenter, Carol D'Amico, Harold Force, Jim Gislason, Mark Goldman, Kay Gordon, Jim Hemmelgarn, Scott Jenkins, Ronald Keeping, Peter Kissinger, Mark Maassel, Linda Madagame, Jim McClelland, Cathy Metcalf, Kent Morgan, Jac Padgett, Paul Perkins, John A. (Jac) Price, Derek Redelman, Sherry Seiwert, Debra Seman, Bill Stanczykiewicz, Teresa Voors and Dennis Wimer.

Also present: From the Indiana Department of Workforce Development: Dr. Gina DelSanto, Senior Deputy Commissioner for Policy and Performance; Scott Sanders, Chief Financial Officer; Dustin Stohler, General Counsel; Mary Johnson Deputy Commissioner Unemployment, Michelle Marshel Deputy Commissioner Communications, Greg Vollmer Deputy Commissioner Field Operations.

Absent: Brian Burton, Senator Bob Deig, Cathy Delgado, Al Huntington, Leroy Jackson, Chip McLean, Ann Murphy, Terry Rodino, Robert Schaefer, Mayor Wayne Seybold, Noah Sodrel, Matt Ubelhor, Senator Brent Waltz, and Beth Washington.

Call to Order and Roll

State Workforce Innovation Council Chair, Paul Perkins, called the meeting to order at 10:15 a.m. Mr. Perkins called the roll of SWIC members and a quorum was present.

I. Introduction of New Members

The SWIC welcomed four new members: **Kent Morgan, Secretary Anne Murphy, Sherry Seiwert and Debra Seman.** Mr. Perkins introduced the four new members to the SWIC and gave a brief introduction and bio for each one.

Mr. Perkins asked Mr. Scott Jenkins, Policy Director in the Governors Office, to speak on the Governors perspective on the State Workforce Innovation Council. Mr. Jenkins stated that the Governor is willing to give any support needed to the SWIC and will provide solid efforts to grow the economy and he is glad to be a part of it.

Dr. DelSanto introduced Doug Martin, Director of Field Systems, who recently joined the Department of Workforce Development.

II. Approval of Minutes:

Mr. Perkins asked if all Board members had reviewed the previous meetings minutes. A motion was made by Jac Price to approve June 9th meeting minutes and Jac Padgett seconded the motion, motion approved. **Minutes—SWIC Meeting—6-9-09**

III. State Board Business:

A. Action Items

1. Discussion of New Committee Structure

Dr. DelSanto announced the new committee structures that have been made **“State Board and BOS/WIB Committees—Recommendation for Restructuring.”** and requested chairs of the new committees give a brief introduction and perspective on what their committee will be working on moving forward.

Derek Redelman spoke as the Chair of the Performance and Compliance Committee. He stated that their primary goal is to ensure that the SWIC complies with the laws and ensure that the SWIC, IPIC, and RWBs fulfill all responsibilities as defined in law and regulations. Their secondary goal is to ensure that the SWIC performs the complete role as Balance of State Workforce Investment Board. Other topics they will be discussing include performance metrics and performance data for Indiana's Workforce System.

Carol D'Amico spoke as the chair of the Education Committee. She stated that this committee's goal is to provide guidance and policy pertaining to intensive services and adult education/training that is provided by the Workforce System throughout the State.

Susan Brooks spoke as the chair of the Employer Development and Marketing Committee. This committee's focus will be on employer outreach, including what services the WorkOnes provide, and ensuring there is a skilled workforce for employers. The topic of the committee's first meeting will be identifying what markets should be targeted by the system.

Dennis Wimer spoke as the chair of the Youth Council and stated that this is the Youth Council is the only committee that is mandated under the Workforce Investment Act. This committee has already held two meetings, one of which was in southwest Indiana. Their topics of discussion have been the requirements for youth contracts, available youth activities, and how to drive youth programs throughout the State.

Scott Sanders, standing in for Robert Schaefer, who is the chair of the Grants Committee, gave a short update. The Grants Committee's main objective is to oversee the granting of workforce investment discretionary and rapid response funds to organizations throughout the State. The Grants Committee will place special emphasis on ensuring that grants are awarded following all federal and state rules.

Mr. Perkins entertained a motion to adopt the new committee structures, Jac Padget motioned for approval and Jac Price seconded the motion, motion approved.

Following approval, Mr. Perkins passed around a sign-up sheet for members to choose the committee they would like to serve on.

2. Changes to the SWIC Bylaws.

Mr. Perkins directed everyone's attention to the changes that were made to the Bylaws. **Proposed Changes to the SWIC Bylaws** He asked all members to review the changes and entertained a motion to approve, Jac Price motioned for approval and Kent Morgan seconded, motion approved.

3. Protocol for On-the-Job Training.

Derek Redelman discussed the On-the-Job Training under WIA overview **OJT Overview**. Mr. Redelman explained that employers need help to maintain goals, grants and training. One of the most promising methods is to provide training that is tied directly to a job where there is a strong commitment from both the employer and trainee. In approving the proposed resolution, the SWIC will provide funds for OJT through discretionary funds. Dr. DeSanto stated that under WIA, an employer can receive up to fifty percent of a trainee's wages for up to six months while the participant is being provided with on-the-job training. This would help employers make employees more valuable and sustain during the learning curve. There are three primary standards in this robust program that should be met: providing individuals with jobs, providing meaningful training, and removing Hoosiers from UI (Unemployment Insurance). The Grants Committee will be charged with the responsibility of developing the criteria and parameters to grant these funds for specific OJT initiatives throughout the State.

Mr. Perkins entertained a motion to approve the Resolution to Set-Aside WIA State Funds for On-the-Job Training Activities. Derek Redelman motioned for approval and Jim Gislason seconded the motion, motion approved. This resolution will establish a **Statewide OJT Fund** to be administered by the Grants Committee. The second resolution addressed was **Encouraging Use of OJT**. This resolution calls for the development of a statewide OJT policy and encourages the RWBs and IPIC to incorporate OJT into their workforce development strategies. Mr. Perkins entertained a motion to approve the Resolution to Develop a Policy Governing On-the-Job Training within the State and to Encourage the Usage of On-the-Job Training Services by Regional Workforce Boards and the Indianapolis Private Industry Council. Derek Redelman motioned for approval and Jim Gislason seconded the motion, motion approved.

B. Presentation and Discussion

Required Training for SWIC Members – Ethics Policy

Dustin Stohler provided a PowerPoint presentation on the requirements of the State's Ethics Policy, and how it pertains to SWIC members as "special state appointees. Mr. Stohler also notified members that they would need to fill out **Conflict of Interest and Financial Disclosure** and return those to the secretary of the SWIC, so the forms could be kept file. He also advised the members to go online and complete the required training.

Following this presentation, three members of the SWIC left the meeting: Pete Kissinger, Mark Maassel, and Teresa Voors. A quorum was still present.

IV. Working Lunch:

A. Brief Updates

- 1. Green Grants**– Nate Klinck gave a brief description of the Green Grant Proposal that is going to be submitted to the USDOL. The main focus will be on providing training to individuals entering employment in emerging green sectors. Grant funds will be requested to provide on-the-job training in Green Manufacturing, and certified training in energy efficient/ which consists of cleaner coal and wind farms.

2. **Performance Award** – Gina gives and updated on the Performance Award stating it will fund two new positions, Employer Development Specialist and Post Secondary Transition Counselor.
3. **Adult Basic Education – Collaboration with Indiana Department of Education.** Carol D’Amico gave a brief update on Adult Basic Education. She stated that capacity needs to be built up to deliver throughout Indiana.

Susan Brooks made an amendment to the Bylaws. She stated that it is not appropriate to have the word ‘programs’ in the By-laws. At her request she moved to strike Section 8 Article 5 of the amended By-laws, she entertained a motion of this request, Jac Price motioned for approval and Jim Gislason seconded the motion, motion approved.

V. **Balance of State Workforce Investment Board Business**

A. **Action Items**

1. There were some outstanding operational agreements for the Youth Service Provider for Regions 2, 5, 6 and 9. At this time these resolution were voted on.

Region 2: **Board Recommendation**

At this time Bill Stanczykiewicz recused himself prior to voting on the **YSP Resolution**. This resolution is to Approve the Establishment of an Operational Agreement for the Provision of Youth Services in Indiana Economic Growth Region 2. Jac Price motioned for approval and Derek Redelman seconded the motion, motion approved.

Region 5: **Board Recommendation**

Paul Perkins entertained a motion to Approve the Resolution the Establishment of an Operational Agreement for the Provision of Youth Services in Indiana Economic Growth Region 5. **YSP Resolution** Jac Price motioned for approval and Kent Morgan seconded the motion, motion approved.

Region 6: **Board Recommendation**

Paul Perkins entertained a motion to the Resolution to Approve the Establishment of an Operational Agreement for the Provision of Youth Services in Indiana Economic Growth Region 6 naming Community Education Coalition as the ‘Youth-Service Provider’. **YSP Resolution—Community Education Coalition**. Jac Price motioned for approval and Jim Gislason seconded the motion, motion approved. Paul Perkins entertained a motion to approve the Resolution to Approve the Establishment of an Operational Agreement for the Provision of Youth Services in Indiana Economic Growth Region 6 naming Executive Technologies as the ‘Youth-Service Provider’. **YSP Resolution—Executive Technologies**. Jac Price motioned for approval and Jim Gislason seconded the motion, motion approved.

Region 9: **Board Recommendation**

Paul Perkins entertained a motion to approve the Resolution to Approve the Establishment of an Operational Agreement for the Provision of Youth Services in Indiana Economic Growth Region 9. **YSP Resolution**

Jac Price motioned for approval and Jim Gislason seconded the motion, motion approved.

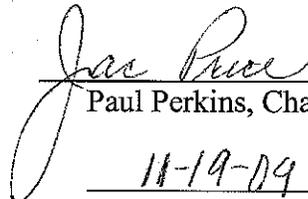
B. Updates

At this time Dr. DelSanto provided brief updates regarding YHCC, Workforce Acceleration Grants, Health Care Grant, and Youth Council.

- **YHCC (Young Hoosier Conservation Corp)** Dr. DelSanto stated that this program was very successful. At the next SWIC meeting, she will have the final budget numbers of the program. As of now there has been a total of \$6.1 million expended.
- **WAG (Workforce Acceleration Grant)** Dr. DelSanto stated that 930 individuals have been enrolled in this program throughout its first month of operation.
- **Health Care Grant** Jackie Dowd stated that they will be involved with nursing careers and with allied health.
- **Youth Council** Dennis Wimer stated that this committee is the only one that is mandated by the SWIC. He stated that this committee has already held their first meeting and have set goals and expectations that will be met.

At this time Paul Perkins opened the floor for public comment, there were none. Mr. Perkins adjourned the meeting at 1:15pm.

STATE WORKFORCE INNOVATION COUNCIL



Paul Perkins, Chairman

11-19-09

Date

ATTEST:



Teresa L. Voors, Commissioner
Indiana Department of Workforce Development