

NORTHWEST INDIANA WORKFORCE BOARD MINUTES
Center of Workforce Innovations
July 28, 2016

Present:

Adam Collins, George Douglas, Kris Emaus, Ric Frataccia, Clausell Harding, Keith Kirkpatrick, Karen Kopka, Mary Lewis, Kristine Lukowski, Gary Miller, Karen Gary Olund, Bob Schaefer, Ben Scheiner,

Proxies:

Frank Cardello, Thomas Coley, Kim DeQuis, Rich Gamblin, Joe Medellin, Barb Sacha,

Absent:

Debi Baughman, Jim Clarida, Rayanna Henderson, Amy Marsh, Dan Murchek, Arlene Pearson, Chris Smith, Judy Stanton

Staff:

Crissy Dooley, Barb Grimsgard, Robyn Minton, Tammy Stump, Linda Woloshansky, Jennifer Zatarski

Prior to the start of the meeting the Northwest Indiana Workforce Board welcomed state recognized, award-winning in-school and out-of-school JAG staff, and presented them with awards for their work.

CALL TO ORDER

George Douglas welcomed and thanked everyone for attending the meeting.

1. CONSENT AGENDA

George presented the consent agenda which included the minutes of the last meeting, financials, and performance information.

Motion: A motion was made by Bob Schaefer and seconded by Adam Collins to approve the consent agenda. **The motion passed.**

Linda Woloshansky introduced Stefan Barkow who presented information on Region One's unemployment rate versus others around the state. This research is to identify and explore potential factors related to NWI's chronically higher unemployment rates. This is an ongoing project and the purpose of this presentation is to inform the Board of our progress and seek input for further investigation.

Board Members express the desire to learn more about a number of items which will be considered for the next board meeting as additional research is conducted.

The State of the Workforce Report is scheduled to be released this coming fall, however until further information can be obtained to solve the ongoing unemployment question, it will be postponed until spring of 2017.

2. REPORTS

Youth Employment Council

Projects like youth summer employment, the employer poster, the My First Job article series in The Times, and the Work Ethic program continue. At the last Council meeting, Jim Clarida explained to the attendees his experience as an employer with the Work Ethic certificate. Keith Kirkpatrick reminded the Board that the Work Ethic program has been an effort since 2002. With cooperation from the SLYCE students attending the Council meetings, it was decided that they would communicate to their schools

about summer employment and opportunities. They will also survey English classes at 10th grade and ask about who as well as what opportunities they have encountered.

Works Council

An alternative work ethic program, P.R.I.D.E. is gaining leverage in the state. It is from Andrew Mellon in Region 10 and has received approval from Governor Pence and may soon become a standard throughout Indiana. As shown in the Youth Employment Council's report, Northwest Indiana has had the current program since 2002 and has been adopted by many schools throughout the region. Kris Emaus stated that she would like the NWIWB to participate in a letter to the Governor requesting that we may be able to continue our work and like the PRIDE program, obtain the Governor's signature on our certificates. At the next board meeting, there will be a presentation on the work ethics strategy and the crosswalk of standards between the PRIDE program and what is occurring in our region.

Motion: A motion was made by Gary Olund and seconded by Kristine Lukowski to join in signing a letter to the Governor with the Works Council to request his support and signature on Region One's Work Ethic certificate. **The motion passed.**

The Works Council will receive a Work & Learn planning grant for \$39,000. This grant will be used to explore work and learn opportunities in our region, research and define the expectations for work and learn opportunities, and create a greater interest in these programs. One area of focus will be for Liberal Art students. This differs from our previous awareness efforts in CTE. This grant will result in an asset map, a white paper, and seven completed work based learning experiences in the next year. This program will also allow for eight more facility tours.

Sector Strategies

Manufacturing Consortium: As part of the sector strategy effort, a Manufacturing Consortium was begun to find out what employers in this sector need. At the initial creation of the consortium, the Department of Workforce Development announced a Skill-UP! grant which the Consortium received. The consortium is building momentum, supporting the Skill-UP grant, and will promote awareness efforts with Manufacturing Day's goal of 10,000 student impressions. September 20th is the next meeting. CWI, on behalf of the NWIWB, is partnering with Purdue on additional manufacturing grant applications.

Rise to Retail: The NWIWB secured a competitive grant from a private foundation. Although the name of the grant provider cannot be released yet, we have begun work. We have secured a project manager, a marketing person, and through an RFP, a training provider. Training will include customer service, advanced sales, loss prevention, Apex, and retail management training. Southlake Mall, owned by Starwood Retail Partners has partnered with us for this effort. With their help, we will be creating a training lab on their property with no rent. The first training will start on August 15, 2016 with a pre-seeded workshop to make sure participants understand the needs and requirements of the program. October will have the first hiring event. Recruitment is being done in the mall. The purpose of the grant is to create a retail career pathway, and although we are making headway, we are finding out that this work has not been done before. So in addition to the grant efforts, we are educating the retail management.

The national press release will be done September 7th with our press release and conference that week.

Education Meetings: READY NWI held a regional meeting for Educators at Purdue Northwest this morning with good results. 8 out of 9 of our local colleges and universities attended.

3. OLD BUSINESS

Nomination of Officers

The Nomination Committee decided that they would reach out to the current officers to see if they would like to continue serving for another year. All said yes, however, the Board Member who served as the Secretary is no longer on the Board. The Committee reached out to Gary Olund to see if he would serve as Secretary; he agreed.

On behalf of the Nomination Committee, Ric Frataccia submitted the following for consideration and approval:

- George Douglas, Chair
- Mary Lewis, Vice Chair
- Frank Cardello, Treasurer
- Gary Olund, Secretary

Motion: A motion was made by Kris Emaus and seconded by Bob Schaefer to approve the nominations as presented. **The motion passed.**

George Douglas thanked Ric Frataccia, Bob Schaefer, Adam Collins and Joe Medellin for their efforts.

Mr. Douglas stated that there was one more piece of business to be completed regarding the RFP. He requested the authority to negotiate and sign the contract on behalf of the Board.

Motion: A motion was made by Gary Miller and seconded by Ric Frataccia to give George Douglas the authority to negotiate and sign the RFP's resulting contract on behalf of the Board. **The motion passed.**

4. NEW BUSINESS

Approval of Allocation & Related Budget

The Budget and allocation was presented to the Board. The spending percentages are the same as in the RFP and contract. The NEG grant is for work experiences for customers who are long term unemployed and a dislocated worker. Ten percent of the allocation is budgeted for carry-in.

Motion: A motion was made by Keith Kirkpatrick and seconded by Gary Miller to approve the allocations and budget as presented. **The motion passed.**

Monitoring & Audit

George Douglas and Linda Woloshansky provided a quick summary of the Monitoring and Audit as well as the process that occurred.

Motion: A motion was made by Gary Olund and seconded by Mary Lewis to accept and approve the Monitoring and Audit as presented. **The motion passed.**

Conflict of Interest Statement

Mr. Douglas asked that each member complete and return their Conflict of Interest Statements to Crissy Dooley prior to leaving the meeting.

Resignation

Rayanna Henderson has retired and therefore resigned from the Board.

Motion: A motion was made by Gary Miller and seconded by Gary Olund to accept Rayanna Henderson's resignation. **The motion passed.**

Clausell Harding received the Outstanding Administrator Award from the Indiana Association of Adult and Continuing Educators at the annual conference on April 28, 2016.

5. DATES TO REMEMBER

The next Board meeting is September 22, 2016 from 2-4pm Central time.

6. ADJOURN

The meeting adjourned.

Gary Olund, Secretary

Crissy E. Dooley, Recording Secretary