

NORTHWEST INDIANA WORKFORCE BOARD MINUTES
Center of Workforce Innovations
September 28, 2017

Present:

Mike Barnes, Debi Baughman, Frank Cardello, Jim Clarida, Ric Frataccia, Rich Gamblin, Clausell Harding, Keith Kirkpatrick, Karen Kopka, Mary Lewis, Kristine Lukowski, Gary Miller, Dan Murchek, Gary Olund, Ben Scheiner, Brenda Walters

Proxies:

Adam Collins, Kim DeQuis, George Douglas, Kris Emaus, Joe Medellin, Barb Sacha

Absent:

Thomas Coley, Arlene Pearson, Chris Smith

Staff:

Sandra Alvarez, Crissy Dooley, Robyn Minton, Tammy Stump, Linda Woloshansky, Jennifer Zatarski

Guests:

Keith Hall, Kathy Jaworski, Carl Ridle

Board quiz.

CALL TO ORDER

Mary Lewis thanked Frank Cardello for being the Quiz Master and welcomed everyone to the meeting.

1. CONSENT AGENDA

Mary Lewis asked if there were any updates or comments regarding the consent agenda.

Motion: A motion was made by Frank Cardello and seconded by Karen Kopka to approve the consent agenda. **The motion passed.**

Robyn Minton discussed key performance indicators with the group.

2. NEW BUSINESS

Member Resignation

Dr. Thomas Coley's assigned area has been changed by Ivy Tech, so he no longer represents any portion of Region 1. He has asked the board to accept his resignation but also expressed his appreciation of the work we accomplished together during his time on the board.

Motion: A motion was made by Gary Miller seconded by Frank Cardello accept the resignation of Dr. Thomas Coley. **The motion passed.**

R. Luis Gonzales from Ivy Tech in Lake County has agreed to serve on the Board and has been nominated by Dr. Sue Ellspermann. The Chief Elected Officials will review and appoint Gonzalez if approved.

Definition of Dislocated Worker Modification

Linda Woloshansky examined the definition of dislocated worker and expressed that the Board should consider extending the definition to include people impacted by natural disasters. Expanding the definition of unlikely to return to include people affected by the hurricanes who are relocating to the Northwest Indiana region would allow them to come in for immediate service rather than being stalled by the process. With the full Board's approval, it will go to DWD.

Motion: A motion was made by Dan Murchek seconded by Ric Frataccia approve the extended definition of dislocated worker. **The motion passed.**

One Stop Center Certification Committee

Per state published guidelines the NWIWB has must appoint a team of three or more individuals to conduct the one stop certification review. One of the three individuals appointed to serve on the certification team must be a local board member, and every site has to be visited. Our region has nine centers. One comprehensive site has to be certified by the end of December 2017. All other sites have to be done by March of 2018. Robyn Minton, who serves as One-Stop Operator, will provide training on how to proceed to get the members to get started. The large comprehensive centers may take two hours. Affiliate sites may take one hour.

When the certification committee has been selected the local WDB shall notify the chief elected official of the certification team selection.

Jim Clarida, Dan Murchek, Ric Frataccia, Kristine Lukowski, and George Douglas all volunteered to serve on the committee. Jim Clarida agreed to serve as chair.

Motion: A motion was made by Gary Olund seconded by Keith Kirkpatrick to appoint the volunteer committee members. **The motion passed.**

3. OLD BUSINESS

State of the Workforce Action Items

The state of the workforce report has been valuable to the work of the board. New to the report this year was the list of action items. The Executive Committee agreed that the workforce board should either work on the action items or work with partners to accomplish the goals. With consensus of the workforce board Linda Woloshansky reviewed each action item and the correlating key indicators.

Linda reviewed the action items and the indicators of progress and asked if the board members would like to add any other measures or suggest additional sources of data.

Action item #1 – Increase the number of high school and college students who are engaged in work-based learning experiences such as internships and summer jobs. Suggestions included calling schools, Ric Frataccia would like internships included as a graduation requirement for both high school and post-secondary. Ben Scheiner suggested that we could research the percentage of graduates that have work experience.

Action Item #2 – Increase the number of current workers who obtain new post-high school credentials, and engage employers in identifying career ladders to reward skills attainment. Suggestions included engagement of SHRM to have them work with groups to obtain the information. SHRM groups at colleges can also have the students work on this. CTE centers may have this information.

Action Item #3 – Increase the number of regional employers who commit to specific levels of engagement with our k-12 schools, colleges, adult education, and training centers to address skill needs. Suggestions included the addition of the Chambers workgroup/discussion, gathering lists of employers that visit the schools, and to ask JAG and Junior Achievement for employer lists. DWD is creating an online program that would allow for employers to connect with schools, next year this program should be available.

Action Item #4 – Ensure that all graduating high school seniors have a specific next step defined for the attainment of further credentials, and that follow-up occurs to determine results with modifications of plans as needed. Discussion included how schools require students to have a plan upon graduation. These plans are often easier for students when they are going to a 2 or 4-year school. The process becomes more difficult for students that will be entering an apprenticeship program. Pull the JAG data regarding the College Success Program. Measure how many kids know what their options are after graduation.

Action Item #5 – Expand successful programs that prepare minority and first-generation college students for on-time degree attainment, including an emphasis on a wide array of counseling services to address academic and non-academic barriers for at-risk students as they enter and advance in college. Post-Secondary schools track this data; reach out to the schools.

Action Item #6 – Convene employers in multiple sectors to develop cross-sector training and education programs for IT and customer service to support all industry sectors.

Action Item #7 Create an inventory of skills needed to fill the jobs of today and tomorrow. Mike Barnes added that DWD is working with employers that represent about 700,000 jobs in the state to get this information. Linda Woloshansky would like this data but also requested that the data collected include the Chicagoland area as well. Forecasting the needed job skills is also critical to this mission. The group also identified that using a 3rd party to develop the inventory may be needed depending on DWD information.

4. PRESIDENT & STAFF REPORTS

Workforce Alignment with Economic Development

Regarding manufacturing, the first Skill Up grant and its process is almost over. We are now looking to Skill Up 3 as we continue to review the additional ways to serve manufacturers. For the retail sector training, the training facility at Southlake Mall is still being utilized as the grant work was approved for another year. For healthcare the second sector meeting took place. The next healthcare meeting is in October. For TDL we continue to work with CONEXUS and are supported by a business partnership grant to meet the shortage of CDL truck drivers. For construction and trades, we are a part of an awareness event that will be taking place in all the schools in November.

One Stop Operator

Jennifer Zatarski and Robyn Minton gathered the required MOUs. Nineteen MOUs have been signed and turned into DWD. However, two are missing from national groups. Moving forward, Jennifer Zatarski and Robyn Minton are required to meet with partners to obtain their expenses and will learn about their funding to ensure that all costs are being charged appropriately. October is the next one stop partner meeting. In addition to the MOUs, the group is working to find a better partner referral strategy.

Next Level Jobs Program

Mike Barnes explained that the Next Level Jobs program is available to individuals and employers. This program provides free training for in-demand jobs in advanced manufacturing, building & construction, health & life sciences, IT and business services, and transportation and logistics. Employers can also

take advantage of the Employer Training Grant program for reimbursement up to \$2,500 for each new employee that is trained, hired, and retained for six months. There is a \$25,000 cap.

5. COMMITTEE/COUNCIL REPORTS

Youth Employment Council

Twenty-six schools are involved in various youth programs, and thirteen are working on the work ethics grant. Approximately one hundred and fifty work ethic certificates were issued last year. This group of schools is working to perfect the program. The Council is taking on a few research projects including what percentage of kids are currently working and how many want to work. These polls will be taken at the high school level.

Closing Notes

Keith Kirkpatrick referenced an article in The TIMES that focused on a statement made by the Indiana Manufacturing Association. Discussion included the misrepresentation of the funding dollars, and the desire of the association to allow employers to access the funds for workforce development directly.

Ben Scheiner reported that two locations of Wastebuilt have become their own company named Galfab and are now employee owned.

The next meeting is November 16, 2017.

6. ADJOURN

The meeting adjourned.

Gary Olund, Secretary

Crissy E. Dooley, Recording Secretary