



## **NORTHEAST INDIANA REGIONAL WORKFORCE INVESTMENT BOARD (NEIR WIB)**

**DECEMBER 2, 2011**

**9:00 A.M. – 10:30 A.M.**

**ECONOMIC GROWTH CENTER**

**200 E. MAIN STREET**

**FORT WAYNE, IN 46802**

### **MINUTES**

**PRESENT:** Dennis Banks, Doug Bauman, Keith Davis, Elaine Doherty, Larry Gerardot, Jane Gresham, Tim Hartigan, Dave Hunter, Jeff Kellam, Mark Michael, Jerrilee Mosier, John Niederman, Jac Price, John Sampson, Darlene Stanley, and Sandy Widener

**PWS STAFF PRESENT:** Gary Gatman, Karen Green, Anne Meadors, Edmond O'Neal, Kathleen Randolph, Kent Sellers, and Beth Suman

#### **I Call to Order**

Dave Hunter called the meeting to order at 9:00 a.m.; a quorum was present. Dave introduced two new members, Elaine Doherty and Jerrilee Mosier.

#### **II Consent Agenda**

The minutes of the October 7, 2011 meeting were sent in the advance materials for the board meeting. Jane Gresham moved to accept the minutes; Darlene Stanley seconded the motion; the motion carried.

#### **III Financial Report**

Beth Suman presented the budget and summary report for the July 1 - October 31, 2011 timeframe. Thirty-three percent of the program year is complete; expenditures stand at approximately 25 percent. Beth referenced the budget summary report and explained the line item variances. Jac Price moved for approval of the financial report; Keith Davis seconded the motion; the motion carried.

#### **IV Reports**

##### **• Regional Leadership Experience**

Jeff Kellam, John Sampson and Kathleen Randolph attended the regional leadership trip to Metro Denver. The purpose of the trip was to observe Denver's approach to regional collaboration and to discern whether Denver's best practices might be adapted to Northeast Indiana. John Sampson made several key observations, some of which have applicability to our region.

- The Denver Metro area actively uses public and private partnerships; significant funding resources come from private entities. This is the current practice and structure in Northeast Indiana.
- Denver's regional officials hold themselves accountable to a Code of Ethics that prescribes how they will work together to advance the Metro Denver Region. As noted by John, the region "sells the region first, and advances individual communities second. John underscored the significance of this and described ways Northeast Indiana is developing a similar approach. For example, a Code of Ethics was developed and signed by the region 3 LEDOs and economic development partners. Kathleen Randolph signed the code on behalf of the NEIR WIB and Matt Bell signed for the Regional Chamber.

- John described the way in which site selectors and companies maintain a relationship with their initial local point of contact throughout the site selection process, even if the company settles on a site in a different location in the region. Metro Denver has learned that this process lends itself to full transparency, builds trust with site selectors and the companies they represent, and also with elected officials and economic development professionals and partners.
- John and Kathleen noted that Region 3 appears to be ahead of Metro Denver in some areas, specifically in the alignment of the public workforce resources to economic development and talent needs of regional businesses.
- **Operations Reports**
  - Performance Metrics: Gary Gatman reviewed Region 3's performance trends. Gary and Edmond O'Neal are zeroing in on the youth federal performance metrics. Board members were informed of the requirements for youth to meet the WIA performance standards and the inherent challenges in meeting this metric.
  - WorkOne Center Operational Costs: Kathleen referred the Board to *WorkOne Northeast Center Expenditures* document in the board packet. This data will be the basis for strategy development on ways to mitigate anticipated budget reductions while still maintaining a high level of service to customers. Over this program year, an analysis will be conducted on the cost and the value of services delivered in each county WorkOne Career Center. A recommendation will be made to the Board regarding possible closure or relocation of centers with strategies implemented beginning next program year. One member suggested that the smaller centers could be open on a rotating basis; Kathleen explained that this is currently underway and, in fact, has been in operation since 2007. There was another suggestion to work with local governments to help offset the costs of the centers. Keith spoke on the expected federal funding decreases and recommended that the NEIR WIB consider looking for other non-public funding sources similar to the Talent Initiative grant from the Lilly Endowment.

## **V Governance**

- Board Nominations: Two new members were brought before the Chief Elected Official for board appointments: Joe Peters, Site Executive of USSI Ultra the Whitley County Representative and Jay Brown, VP of Sales with Do It Best Corp have been nominated. Jay Brown also serves on the board member of Community Action Agency of NE Indiana, which qualifies him to fulfill a business and WIA partner role on the board. Commissioner Doug Bauman formally appointed both Joe Peters and Jay Brown to the NEIR WIB. Their service on the Board will begin in March, 2012. Doug noted that the DeKalb County representative's seat is still unfilled and Kathleen affirmed that she is working with Mayor Yoder of Auburn to identify a nominee.
- State Commissioners' Conference: The conference took place in Indianapolis; the Regional Partnership hosted a breakfast for Region 3 officials in collaboration with the NEIR WIB and the Regional Chamber. John Sampson spoke to the attendees on regional collaboration and Kathleen had the opportunity to update the elected officials of NEIR WIB's transition to a Workforce Investment Board and the workforce development services being offered in the Northeast Indiana counties. Each county was represented at the breakfast meeting and Doug described it as highly successful.

## **VI Board Chair Remarks**

Dave Hunter reported that the NEIR WIB Executive Committee met just prior to the board meeting to consider a request from Questa Foundation for Education for Kathleen to fill the role of interim Executive Director for Questa while the board searches for a replacement ED. This would be a fee for service agreement, so all costs would be recovered and Kathleen anticipates an investment of approximately four hours per week. Questa and WorkOne established a strong partnership last year through which Questa provides forgivable education loans to WorkOne customers seeking occupational certifications and degrees. In turn, WorkOne provides Individual Training Accounts (ITAs) for eligible Questa customers. The partnership has benefited both agencies and is another hallmark of regional collaboration. This partnership netted national interest and was featured in the *Employment and Education Reporter*, a workforce development trade journal. Jeff Kellam moved to endorse Kathleen's provision of this assistance to Questa as the Questa board conducts a search for an Executive Director. Keith seconded the motion; the motion carried.

Dave reported that he and Jac Price attended the Indiana Association of Workforce Boards (INWBA) meeting where Jac was honored for his service as INWBA Board Chair and Keith for his service as Treasurer.

## **VII Adjourn** The meeting was adjourned at 10:35 a.m.