

**MINUTES FOR MAY 21, 2014
PERFORMANCE COMMITTEE
NEBRASKA WORKFORCE INVESTMENT BOARD
550 S. 16TH STREET, LINCOLN, NE**

Joan Modrell, Executive Director of the Office of Employment and Training, called the meeting to order on May 21, 2014 at approximately 9:36 a.m. Roll call was taken.

Members of the Committee in attendance:

Randy Kissinger*	Catherine Lang	Liz Shotkoski	Terri Ridder
Carol Swigart*	Thomas Warren*	Angela Jones	

Members of the Committee Absent:

Vanessa Brown	Cherisa Price-Wells	Becky Stitt	Clyde Tyndall
---------------	---------------------	-------------	---------------

Members of the Department of Labor Staff in attendance:

Joan Modrell	Stan Odenthal	Rebecca Schademann	Amanda Felton
--------------	---------------	--------------------	---------------

I. Approval of August 14, 2013 Meeting Minutes

Joan Modrell brought the meeting minutes from August 14, 2013 to the Committee's attention. It was moved and seconded to approve the minutes of the August 14, 2013 Performance Committee meeting. Motion carried.

Ms. Modrell reminded the members present that all Board information and meeting materials are available for public view at the website www.dol.nebraska.gov under the heading of "Workforce Investment Act."

II. Local Area Plan Review

Joan Modrell informed the Committee that the Local Area Plans had last been reviewed in 2012. All three local areas were given the opportunity to either modify their current two year plan or to submit an entirely new plan. All three areas chose to submit new plans. Ms. Modrell then directed the attention to Stan Odenthal for his summary of the staff findings regarding the local area plans.

Stan Odenthal, Policy Program Coordinator with the Office of Employment and Training, began with a timeline of the various steps in the process thus far. In early January of 2014 the office staff sent out instructions to each of the three local areas. The new plans would be for a three year period ending on June 30, 2017. This will align the end of the Local Area Plan terms with the State's Workforce Investment Plan. After sending the instructions, on January 27, 2014, the office asked all three areas to notify Joan Modrell if they were opting to revise their current plans or to create new plans. All three areas indicated that they would be submitting a new plan, with similar foundations as past plans.

*Indicates members who attended via conference call

On March 14, 2014, website access was made available to two members from each local area to allow them to upload their documents. A deadline of April 7, 2014 was issued for all submissions. On May 5, 2014, all documents were returned to each local area along with the staff remarks and recommendations. Copies of the plans and staff comments were also forwarded to the Committee members at that time. This brought us up to date with the current meeting. The goal of the meeting was to allow the Committee members to discuss whether or not to recommend the Local Area Plans to the full Nebraska Workforce Investment Board (NWIB) for approval at the June 20, 2014 meeting. The NWIB will then make their recommendation for final approval to the Governor regarding each of the Local Area Plans.

Each of the local areas has until June 2, 2014 to submit corrections and additional information requested by the staff. Mr. Odenthal then proceeded to review each of the items that the local areas were working on to correct. All of the corrections found were relatively minor items. Mr. Odenthal informed the Committee that the Allocation Planning information for the next program year was not available until May, after the local areas had submitted the plans. All three areas will need to revise and include the updated information in their plans. Mr. Odenthal then walked the Committee through the checklists for each local area.

Joan Modrell informed the Committee that significant changes to the Local Area Plans have not occurred since 2000 when the Workforce Investment Act was enacted. Ms. Modrell expressed her excitement to see the local areas expand their vision to include economic development and job training efforts into the plan.

Terri Ridder, expressed concern regarding the checklist item referencing changes experienced since 1998 for Greater Omaha. Stan Odenthal explained that the Greater Omaha area had experienced change, but did not discuss the changes that had been made since that time period. In order to correct this, the plan would need to be revised to include this information.

Liz Shotkoski, inquired if any of the local areas had expressed any concern with the local plans or what was required of them. Mr. Odenthal responded saying that in his communication with the three areas, none of them had indicated any problems with revising their plans in accordance with the staff recommendations.

Joan Modrell entertained a motion regarding the Greater Lincoln Local Area Plan. It was moved to recommend approval of the Greater Lincoln Local Plan contingent on the completion of the documentation requested by the Department of Labor Staff. The motion was seconded and no further discussion ensued. The motion carried by majority vote.

Joan Modrell entertained a motion regarding the Greater Nebraska Local Area Plan. It was moved to recommend approval of the Greater Nebraska Local Plan contingent on the completion of the documentation requested by the Department of Labor Staff. The motion was seconded without further discussion. Motion carried.

Joan Modrell entertained a motion regarding the Greater Omaha Local Area Plan. It was moved and seconded to recommend approval of the Greater Nebraska Local Plan contingent on the completion of the documentation requested by the Department of Labor Staff. Motion carried.

*Indicates members who attended via conference call

III. Local Workforce Investment Board Re-Certification

Joan Modrell reminded the Committee of the procedure regarding recertification of the Boards. It is required by Federal law that the Governor recertifies the local Boards every two years. Ms. Modrell gave the floor to Stan Odenthal for more information regarding this process.

Mr. Odenthal alerted the Committee that the recertification will be active through June 30, 2016. A deadline of April 18, 2014 was issued for submissions. All three local areas submitted their certification on time. Mr. Odenthal walked the Committee through the checklist for each local area and summarized the documentation that was still required.

Let it be stated for the record that Chair, Becky Stitt*, entered the meeting at 9:58 a.m.

Mr. Odenthal brought attention to the issue of Greater Nebraska's Board and the lack of private sector individuals serving. At the time of submission only fourteen (14) out of thirty-three (33) members were from the private sector. A percentage of fifty-one (51%) or more is required for each Board. Randy Kissinger addressed the issue saying that seven (7) new nominations were awaiting approval from the CEOB with several others pending.

Catherine Lang questioned if the Greater Nebraska Board had gone through the process of making sure that mandated partners were as lean as possible. Mr. Kissinger confirmed this and stated that their goal was to ensure the 51% was reached before incurring any multiplicity of mandated partners. Ms. Lang also asked for verification of when this would need to be completed in order to be submitted to the Governor. Ms. Modrell confirmed that the members would need to be officially appointed by the CEOB prior to the June 20, 2014 Workforce Investment Board meeting. Mr. Kissinger indicated that this would not be a problem.

Stan Odenthal continued to review the checklists for the various areas. Mr. Odenthal identified that Greater Omaha was the only local area to properly identify the optimum policymaking and hiring authority of its Board members. Ms. Lang inquired if it would be possible to share this information provided by Greater Omaha to the other local areas as an example for what needs to be provided. Liz Shotkoski indicated that she also felt that this would be helpful. Mr. Odenthal responded saying that the information would be made available to the other areas.

Chair, Becky Stitt, entertained a motion regarding the recertification of the Greater Lincoln Workforce Investment Board. It was moved and seconded to recommend approval of the recertification of the Greater Lincoln Workforce Investment Board contingent on the submission of the documentation requested by the Department of Labor staff. No further discussion ensued. Motion carried.

The Chair then entertained a motion regarding the recertification of the Greater Nebraska Workforce Investment Board. It was moved to recommend approval of the recertification of the Greater Nebraska Workforce Investment Board contingent on the submission of the documentation requested by the Department of Labor staff. The motion was seconded and no further discussion ensued. Motion carried.

*Indicates members who attended via conference call

The Chair then entertained a motion regarding the re-certification of the Greater Omaha Workforce Investment Board. It was moved and seconded to recommend approval of the recertification of the Greater Omaha Workforce Investment Board. Motion carried.

IV. Workforce Investment Act Program Dashboards

Chair Stitt invited Joan Modrell to discuss the WIA performance. Ms. Modrell directed the members to the spreadsheet listing the common measures statewide. It was explained that if our office meets the aggregate score of 100% in each area (Adult, Dislocated Worker, and Youth) then the state is eligible for federal incentive funds. Catherine Lang clarified that the state would be eligible for funds only as long as Adult Basic Education and Carl Perkins meet their performance criteria as well. We have not attained the appropriate scores for the last three years, but have the potential to do so this year.

Catherine Lang brought up the issue of how fourth quarter statistics could affect the cumulative percentages. If the fourth quarter numbers are lower than the current cumulative average, then it could skew the entire percentage. Ms. Modrell agreed that this is a concern. She explained that the local area has a better idea of what is happening in the local areas vs. the Performance committee who only sees the information after the fact. Ms. Modrell went on to discuss the importance to communication with the local areas to get an idea of where the numbers are headed.

Fourth quarter performance will be reported by August 15, 2014. It was also noted that on May 15, 2014, the United States Department of Labor (USDOL) released a guidance letter indicating that states needed to renegotiate the state performance numbers. Proposals are due by May 30, 2014. The hope is to keep the numbers the same as PY2014. We will have to go into full renegotiations for PY2015 due to the addition of adult and youth credential measures. Additional information will follow regarding these measures. The local areas were sent notification that they could negotiate any of their standards. A deadline for submission was issued for May 23, 2014.

Catherine Lang addressed the potential situation of the USDOL instructing that changes are necessary. Discussion ensued regarding the potential number changes that would be requested. Randy Kissinger asked if the statistics for graduation and GED rates from the local areas would be available. Ms. Lang indicated that the information could be attained. There is the potential that those numbers could be used to assist in defending our current numbers regarding the youth measure. Terri Ridder then inquired about the weight that the unemployment rates would have on the negotiation. Discussion ensued regarding if those numbers could assist in negotiations.

Another piece of information brought to the Committee members by Catherine Lang, was the effort between the Department of Labor and the Department of Economic Development to perform labor availability studies. These studies would help inform the community about the labor force that is available in the various areas. This could help companies looking to expand learn where a labor force would be available.

The next area where studies will be focused will be known as the "Metro." The Metro will encompass nearly the entire eastern third of Nebraska. The Lincoln and Omaha Chamber of

*Indicates members who attended via conference call

Commerce will partner in the study. For Lincoln specifically, the American Society of Training and Staff Development has agreed to partner with our offices to perform skill assessment studies. This pilot study will allow our offices to have a vision of where the labor markets are and what skills are lacking in those labor markets. Discussion continued regarding the process to allow these studies to move forward.

V. Upcoming Meetings

Chair Stitt reminded the Committee of the upcoming meetings. On June 20, 2014, the Nebraska Workforce Investment Board meeting will take place. The next Performance Committee meeting will be on August 20, 2014. No objection was raised to these dates.

VI. Adjournment

A motion to adjourn was made and seconded. A voice vote was taken and the motion carried unanimously. The meeting was adjourned at 10:43 a.m.

AF

May 22, 2014

DRAFT

*Indicates members who attended via conference call