

**NEBRASKA WORKFORCE INVESTMENT BOARD**  
**Executive Committee**  
Minutes

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Nebraska Department of Labor  
Room 311  
550 South 16<sup>th</sup> Street  
Lincoln, NE 68508  
April 12, 2013  
9:30 a.m.

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**Agenda Item #1 – Meeting Called to Order**

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The meeting of the Nebraska Workforce Investment Board (NWIB) Executive Committee was called to order on April 12, 2013 at approximately 9:30 a.m. by Mr. Gayle McClure, Chair. Chair McClure was unable to attend in person but conducted the meeting by phone. Since Mr. McClure’s attendance is not in person and this is a public meeting, he will not count in the quorum and he cannot vote.

**Agenda Item #2 – Roll Call**

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**Members present: (9)**

Roger Breed	Gayle McClure
Bruce Cutright	Mark Moravec
Michael Geary	Don Nordell
Catherine D. Lang	Michelle Olson
Ken Mass	

**Members absent: (2)**

Dennis Baack	Mathew “Bud” Fleischer
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**Nebraska Department of Labor Staff:**

Mary Findlay	Kelley McKay
Jan Fox	Joan Modrell
Nancy Leonard	Tom Ukinski
Jason Mauseth	

**Other Guests:**

Shirley Carlson	Patricia “Sue” Hartwell
Vicki Leech	Carol Swigart

**Agenda Item #3 – Notice of Publication**

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Nancy Leonard, recorder for the Nebraska Workforce Investment Board, stated that notice of a public meeting was both posted and advertised in accordance with the Public Meetings Law. Notices were marked as exhibits and made part of the formal record of the meeting.

#### **Agenda Item #4 – Approval of Meeting Minutes**

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Ken Mass made a motion to approve the minutes of the December 7, 2012 meeting of the Nebraska Workforce Investment Board Executive Committee. Michael Geary seconded the motion. A vote was taken and the motion carried unanimously with no abstentions.

Chair McClure stated that dates, agenda, minutes and handouts for the Executive Committee as well as the full board and the Performance Committee can be found on the website at [www.dol.nebraska.gov](http://www.dol.nebraska.gov) under the heading of “Workforce Investment Act.”

#### **Agenda Item #5 – Old Business**

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##### a) Performance Committee Update

Bruce Cutright, Chair of the Performance Committee, gave an update on the last Performance Committee Meeting that was held on February 13, 2013. He feels the ad hoc members, who are not official members of the State board but are representatives from the different local areas, have contributed to the value of the Performance Committee meetings.

The Committee discussed who should be notified of Performance Committees meetings. This Committee is not a decision making body and is not subject to open meetings law. Legal has been asked to give their opinion.

Bruce Cutright said the Committee reviewed youth performance and best practices. The State has struggled with the youth performance measures. The best practices of the local areas were reviewed and action is being taken.

The Performance Committee talked about program dashboards. Joan Modrell gave copies of the performance measures for second quarter performance to the Committee. The Performance Committee looked at planning data. There is an issue on the methodology the Dislocated Worker Allocation formula of whether we should use short-term or long-term projections. The Performance Committee’s recommendation to the Executive Committee would be to adopt short-term projections under the “declining industry” criteria (20% of the formula). In the past long-term projections were used. However, for PY 2013 allocation distribution, using long-term projections would result in Greater Nebraska receiving all of the funds based on a layoff of 18 people. It may be an anomaly in the data or a trend; regardless, this issue needs to be addressed.

The draft policy on the American Job Center brand was also reviewed. The Performance Committee will meet again on May 15, 2013.

Joan reviewed the WIA Performance (2<sup>nd</sup> Quarter Comparison) handouts for the State, Greater Lincoln, Greater Nebraska and Greater Omaha with the Committee. The statewide report is the only report submitted to the Feds. The other reports are used to review the local areas. Joan shared the dashboard *Youth Planned vs. Actual*. She discussed the WIA Common Measures reports – Statewide, Greater Lincoln, Greater Nebraska and Greater Omaha.

Ken Mass asked if there is a reason Greater Nebraska fell below 92%, Greater Lincoln is only 33%, and Greater Omaha is at 57% for Placement in Employment. Joan said there are usually specific reasons. She deferred this question to the local areas. The Commissioner also asked why Greater Nebraska has 0% for Literacy and Numeracy.

Jason Mauseth, Greater Nebraska, said enrollments were shut down because of a funding issue so it affected three quarters of new enrollments. Greater Nebraska couldn’t do any literacy

numeracy for enrollment of youth. They need to put more emphasis on serving clients with basic skills deficiencies and action steps are being taken to improve the literacy numeracy numbers. Greater Nebraska will continue doing monthly trainings for the youth specialists. Kelley McKay spoke on Entered Employment. Part of the success they are seeing in Entered Employment is more intense on follow-up services.

Vicki Leech, Greater Lincoln, said the reason the percentage is so low for Placement is unemployment for youth is at an all-time high. Greater Lincoln has started monthly meetings with staff at the American Job Center. They have contracts with Southeast Community College for the literacy numeracy GED portion. Staff at first thought their focus was just on GED literacy and didn't realize as youth got their GED and they exited those youth, they were going to be in the Placement performance measure. The Commissioner said the WIA Common Measures chart has the statement, "To be considered eligible for receiving an incentive award, local areas must have a cumulative average of 82% of the core performance level per Program Area." This is not on the other three charts. Is it 82%? Joan said it's 90%. This is for all nine measures. The Commissioner would like this added to all of the charts. For the State to receive federal incentive, what are the criteria? Joan said the State must meet 100% in the aggregate in each category for Adult, Youth and Dislocated Worker and in no one measure can we fall below 90%.

#### **Agenda Item #6 – New Business**

##### a) Greater Lincoln Plan Modification

Joan Modrell, Executive Director of the Office of Employment and Training, shared a request from the Greater Lincoln Workforce Investment Area for a modification to their Local Area Strategic Plan. They submitted a request for \$87,500 of Rapid Response money to serve Dislocated Workers. QBE Insurance Company is planning to lay off 113 people. A Rapid Response was done at QBE Insurance Company. Joan reviewed a Rapid Response Worker survey that was done with this employer.

Ken Mass asked who contacts the employees at the companies. Joan said usually the way a Rapid Response works is we hear about the layoff/closure at about the same time employees do. We contact the employer or the employer contacts us. We then schedule with the employer—hoping to do a Rapid Response prior to employees leaving conducting them onsite. At the Rapid Response, employees are introduced to a variety of services that are available through Department of Labor, credit counseling, community colleges, etc. If a Rapid Response is not done onsite, we get a list of the employees and their addresses and then employee assistance materials are sent.

The State has reviewed Greater Lincoln's request for \$87,500 to assist with Dislocated Workers. The Committee then reviewed the plan modification which is required from the local area when they receive funds for Committee approval.

Catherine D. Lang made a motion to approve a request from the Greater Lincoln Workforce Investment Area for a modification to their Local Area Strategic Plan. Bruce Cutright seconded the motion.

Discussion: Don Nordell asked if the \$87,500 were additional funds. Joan said yes. She explained how this modification works. This money is out of the Rapid Response set aside funds at the State level. This money would be in addition to Greater Lincoln's formula allocated funds.

Roll call vote follows:

**FOR:** Eight

(8)

Breed	Mass
Cutright	Moravec
Geary	Nordell
Lang	Olson

**AGAINST:** None

(0)

**ABSTAINING:** None

(0)

**NON-VOTING:** One

(1)

McClure

**ABSENT:** Two

(2)

Baack	Fleischer
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## **MOTION CARRIED**

### b) Revised DLW Allocation Criteria

The Labor Market Information Division at the Department of Labor has completed the 2013 WIA Program Planning Data materials which are posted online and can be found at [www.dol.nebraska.gov](http://www.dol.nebraska.gov) / Workforce Investment Act / Manuals, Plans, Reports. When LMI staff looked at the data, they came across an abnormality. Jan Fox, Program Coordinator, Office of Employment and Training, will explain. Jan Fox asked the Committee to refer to Page 5 of the 6. b) Handout. The funding is allocated based on a specific formula for each of the funding streams. There are three funding streams: Adult, Dislocated Worker and Youth. Each has its own formula by which funds are distributed and each formula has criteria applied as a percentage to each of the local areas. Page 5 shows the allocation for the Dislocated Worker portion and the five criteria into which the Dislocated Workers funds are split. The yellow column on Page 5 is the one we are talking about, the declining industries portion. The weight that is assigned to Declining Industries is 20% of the 100% of the Dislocated Worker funds. The abnormality occurred because historically LMI has used long-term projections when coming up with just this one factor. Page 6 shows PY 2012 and what happened with declining industries. When LMI ran data for PY 2013, they discovered based on using long-term projections and because there have been less declining industries, only 18 jobs were lost. This would have meant the Greater Nebraska area would get 100% of this 20% of Dislocated Worker funds. This was brought to the Performance Committee for their review. When LMI used a short-term method for projections, it is split more equally among the three local areas. The Performance Committee discussed and decided for PY 2013 and going forward, the short-term method would be used for the declining industries portion of the Dislocated Worker funds.

Bruce Cutright made a motion to accept the short-term projections method from now until the next required projection is done prior to July of 2014. Michael Geary seconded the motion.

Roll call vote follows:

**FOR:** Eight

(8)

Breed	Mass
Cutright	Moravec
Geary	Nordell
Lang	Olson

**AGAINST:** None

(0)

**ABSTAINING:** None

(0)

**NON-VOTING:** One

(1)

McClure

**ABSENT:** Two

(2)

Baack	Fleischer
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**MOTION CARRIED**

c) Federal Funding Update

A lot has been happening on the federal level as far as efforts to balance the national budget. Joan Modrell, Executive Director of Employment and Training, gave a federal funding update on how it is affecting Department of Labor programs. She reviewed and explained the document *PY 2012 and PY 2013 Proposed WIA Allotments Comparison* with the Committee. We have been trying to plan forward and get information out to the Committee. At this point, this is a snapshot of what we think will happen. There is nothing final from the National Office. Michael Geary asked if this snapshot took into consideration returning military people to the U.S. Joan said this would show up in unemployment insurance. At the local level and the state level for WIB and sequestration, funds recapture will happen in the first 90 days base funding amount.

**Agenda Item #7 – Next Meetings**

The next Executive Committee Meeting is scheduled for December 13, 2013.

The next Performance Committee Meeting is scheduled for May 15, 2013.

The next NWIB Meeting is scheduled for June 14, 2013.

Chair McClure shared that Liz Mazzotta had served eight years on the State Board. She also served on the Executive Committee, the Performance Committee and the Strategic Planning Committee. He thought the Executive Committee should send a letter of thanks to her for all her time and efforts. A letter was routed for members to sign.

The Commissioner of Labor shared with the Committee information about the Hire Our Heroes events that have been held across the State. We have concluded our eighth event. There is new

information coming from the U.S. Chamber of Commerce that highlights where the jobs in the US are located and where individuals may want to look. We need to get it across that these people should consider Nebraska. The Committee discussed what might be able to be done.

**Agenda Item #8 – Adjournment**

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Mark Moravec made a motion to adjourn the meeting. Bruce Cutright seconded it. A vote was taken. The motion carried unanimously with no abstentions. Meeting was adjourned at 10:46 a.m.

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April 25, 2013