**Meeting Minutes – Executive Committee**

Grand Island City Library

211 N Washington St.

Grand Island, NE 68801

10:30a.m. to 12:19 p.m.

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| *February 2, 2017* |  |

**CALL TO ORDER**

Stacey Weaver called the meeting of the Greater Nebraska Workforce Development Board’s Executive Committee to order at 10:30AM on February 2nd, 2017.

**ROLL CALL**

**Present (6):**

Roy Lamb II

Kelsey Miller

Denise Pfeifer

Stacey Weaver

Chris Callihan (arrived at 10:39 a.m.)

Lisa Wilson (arrived at 10:58 a.m.)

**Absent (1):**

Jill Smith

**Staff and Guests (4):** Shannon Grotrian(NDOL), Dylan Wren (NDOL), Randy Kissinger (NDOL) and Wendy Sieler (NDOL)

**NOTICE OF PUBLICATION**

Wendy Sieler read the notice of publication.

**“**Adequate legal notice of this meeting was posted in the Beatrice Daily Sun, Columbus Telegram, Grand Island Independent, Hastings Tribune, Kearney Hub, Norfolk Daily News, North Platte Telegraph, Scottsbluff Star-Herald, and the Sidney Sun-Telegraph. Let the record reflect that the notice was published in accordance with the open meeting law requirement and published in the Greater Nebraska area. A copy of the Nebraska Open Meetings Law is available at this meeting and can be obtained from legal counsel or administrative staff”.

**NEW BUSINESS**

**MOTION\***

Dylan Wren presented Agenda Item 5-a, Motion to Approve the Local and Regional Plan.

Dylan gave a copy of chapters 1-5 of the Local and Regional Plan to each board member. Dylan pointed out that this was only a draft and there were still policies that needed to be complete. Dylan went through each chapter with the members of the board.

**Chapter 1**

Dylan gave some labor market facts. Labor market information is still being collected. Only 9% of state long term unemployment (27 weeks or more) claims are in the Tri Cities region. Twelve percent of the population in the Tri-cities region is under the poverty line. Seventy percent of the work force is being utilized. This data was collected from American Community Society and the U.S census.

\*Chris Callihan joined the meeting at 10:39am.

**Chapter 2**

Chapter 2 is the vision plan and strategies. This has been adapted from the combined state plan. The Tri-Cities group came up with ideas for what could use improvement which included; partners in the system meeting on a routine basis to work on training, gaps in service, integration of business services, coordination and sharing of resources, sharing data with a common intake, etc. Dylan gave board members some time to look through the plan. Roy asked if these goals were similar to ones that have been in place in the past. Dylan said that the goals are in line with the combined state plan but specific to the Tri-Cities area.

Roy asked Randy if it was difficult for different groups to collaborate. Randy said that colocation was the issue. Collaboration and cooperation was never an issue. Roy asked Randy if he thought this plan would help. Randy said that he was not sure. Dylan mentioned the possibility of having someone onsite to help navigate clients through services and even skype meetings. Dylan pointed out that the MOU’s would create a binding agreement with the partners. Stacey pointed out the trouble for people not having access to technology/internet to receive services.

Dylan explained that this plan going to happen right away but it is something for the board to work towards. Roy asked if clients are going to need 24 hour access or just daytime access. He thought that most of the clients would be needing 24 hour access to the internet/services, especially if they are working but underemployed.

**Chapter 3**

Dylan pointed out that that they are not required to do regional planning for communities with a population under 15,000 which would include Sidney, McCook and O’Neil. Dylan said that this is something that should be discussed during this meeting. The board could choose to do regional planning for those smaller communities or eliminate some or all of them from regional planning.

Lisa arrived at 10:58 a.m.

**Regional Strategies**

Dylan explained that it might be helpful to keep the plan a little vague so that there is some flexibility, if needed. These strategies were brought up during the regional planning meetings. Coordination of services, targeting populations with barriers to employment, and cross training staff were issues that were emphasized.

**Sector Initiatives**

Sector information was requested from labor market information. Dylan pointed out that this needed to be expanded on.

One big issue for many clients is not being able to pay for transportation and other supportive services. In most situations, supportive services funds are reimbursed to the client but coming up with the money upfront can be a barrier. Prepaid cards are very difficult to monitor spending, even a gas station card used strictly for gas can be difficult to monitor because miles are not being track.

Chris asked if there is a way to have a voucher system with the DMV. Randy pointed out that there are some third party organizations that will allow the state to reimburse NDOL so that the client does not have to pay anything.

Dylan said that this is something that should be visited in the future to make services better and more convenient for clients.

Dylan mentioned that there is a new supportive service policy under WIOA. NDOL can now pay for basic career services instead of just intensive training services. Helping with resume, job search, etc. This could help get people back to work faster and cost the program less money.

The board needs to come up with a lead local area agreement which would include the Greater Lincoln and Greater Omaha areas. Dylan said that he would like to have these plans line up with the others. Dylan pointed out that Greater Lincoln and Omaha are easy to work with.

Denise suggested taking care of the required regions and then revisiting the others at a later date. Chris made a motion to focus on the the required regions 1,3,6,9 and follow up with areas 2,4,10 in the following. Lisa seconded the motion.

**For (6):**

Chris Callihan

Roy Lamb

Kelsey Miller

Denise Pfeifer

Stacey Weaver

Lisa Wilson

**Against (0):**

**Absent(1):**

Jill Smith

**Motion Carried.**

Dylan stated that service alignment and continuous improvement would be included in the MOU’s. Lisa asked who would be negotiating the MOU’s. Chris and Dan had agreed at a previous meeting to discuss this at a later date. Dylan said that all referrals would continue to be done through NEworks.

**Chapter 4**

The program is heavily advised by the state to issue a RFP for the one stop operator. Dylan asked Randy if he had any thoughts about the one stop operator. Randy said that there hasn’t been any funding tied to the one stop operator in the past. They are required to do MOU’s, meetings, negotiations and private entities haven’t been interested. The law requires that the one stop be competitively bid out. Greater Nebraska did attempt to bid it out through a competitive process.

After the CEOB votes on February 6th, the board will ask the commissioner to continue to provide the program and administrative services.

The MOU section is pending. Dylan pointed out that the program is required to offer the services listed in the plan. Dylan continued to go through chapter 4 of the plan including youth services, adult and dislocated worker eligibility and the Rapid Response timeline. The Individual employment plan is used for adult and dislocated workers. Individual service strategy is used for youth programs. Dylan asked if there were any questions. There were none.

A priority list (for adult participants) needed to be determined by the board. Priorities 1-3 are required. Randy pointed out that this is used when there is limited funding. Randy recommended that his be done by region if there is limited enrollment. The board could expand on the priority list if they choose to. Randy suggested that it be by region. Priorities 1, 2, and 3 are required by law and cannot be changed.

The plan will be posted on the NDOL website and will be available for the public to view and comment on. Dylan continued through sections of the plan including individual training accounts, eligible training providers, customized training, public comment process and requirements.

**Chapter 5**

Dylan emphasized the importance of coordinating goals with outcomes, reaching out to target populations, and spending less on each participant but providing more services.

Dylan brought up things that the Executive Committee could improve on. These topics included board leadership, new membership orientation, enforcing attendance and revisiting bylaws. The board discussed the issue of people having trouble traveling long distance to every meeting. Kelsey brought up the idea of one meeting a year that all members are required to attend. Distance/video conferencing was brought up. Dylan pointed out that if the board wanted to use video conferencing, the public still needs to be able to attend and at a designated spot. Members for instance, would not be able to “attend” meetings from their home computer/phone. There would also need to be a public notice sent out for every designated location.

Members pointed out that there is an issue with members who drive long distances to attend meetings and some who live shorter distances away who do not attend meetings. Stacey and Chris brought up the idea of using college/university class rooms and distance learning technology for meetings.

Dylan presented the High Performance Board requirements which included; program compliance, program performance, MOU’s, sector partnerships and having a registered apprenticeship program. Dan asked if this was a goal. Dylan said that it was something for the board to work toward.

Lisa made a motion to request to instruct staff to work with board and committee members to prepare and publish a draft Local and Regional Plan by February 10, 2017.

**For (6):**

Chris Callihan

Roy Lamb

Kelsey Miller

Denise Pfeifer

Stacey Weaver

Lisa Wilson

**Against (0):**

**Absent(1):**

Jill Smith

**MOTION\***

Stacey made a motion to Issue a new RFP for the One-Stop Operator for the Nebraska Workforce Development Area.

**For (6):**

Chris Callihan

Roy Lamb

Kelsey Miller

Denise Pfeifer

Stacey Weaver

Lisa Wilson

**Against (0):**

**Absent(1):**

Jill Smith

**Motion Carried.**

Dylan presented Agenda Item 5-c, Guiding Principles which was the first part of the plan. He mentioned that this is something that the board will use moving forward.

**MEETING DATES**

May 25, 2017 – GNWDB and CEOB – Location TBD

October 26, 2017 – GNWDB and CEOB – Location TBD

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

Lisa adjourned the meeting of the executive Committee at 12:19p.m. on February 2nd, 2017.