

**Pam Lancaster**

**CEOB Chair**

**Lisa Wilson
GNWDB Chair**

# Meeting Minutes – Greater Nebraska

Joint Greater Nebraska Workforce Development &

Chief Elected Officials Board

**Thursday, May 23th, 2019**

**LOCATION** – Lied Lodge & Conference Center

2700 Sylvan Road, Nebraska City, NE

**DURATION** 10:00 pm to 2:30 pm (CST)

CALL TO ORDER:

GNWDB Chair, Lisa Wilson called the meeting of the Greater Nebraska Greater Nebraska Workforce Development Board to order at approximately 10:00 pm. on Thursday, May 23rd, 2019.

CEOB Chair Pamela Lancaster called the meeting of the Greater Nebraska Chief Elected Officials Board’s Executive Committee to order at approximately 10:00 pm. on Thursday, May 23rd, 2019.

ROLL CALL:

Staff Assistant, Lori Neukirch individually called the roll for the GNWDB and CEOB. A quorum was established for each board.

**GNWDB Members Present (15):**

Elaine Anderson

Cliff Barley

Wayne Brozek

Ann Chambers

Matt Gotschall

Gary Kelly

Greta Kickland

Roy Lamb II

Charlene Lant

Dan Mauk

Denise Pfeifer

Jill Smith

Stacey Weaver

Lisa Wilson

Stan Zimbelman

**Members Absent (3):**

Erin Brandyberry

Alicia Fries

Kim Schumacher

**CEOB Members Present (5):**

Bryan Bequette

Hal Haeker

Joe Hewgley

Pamela Lancaster

William Stewart

**Members Absent (3):**

Stanley Clouse

John Fagot

Christian Ohl

**Nebraska Department of Labor (NDOL) Staff in Attendance (4):**

Stan Odenthal, Director of Employment and Training

Kelsey Miller, Workforce Services Administrator, Office of Employment and Training

Ashley Mathers, Program Coordinator, Office of Employment and Training

Lori Neukirch, Administrative Assistant

**Guest (19):**

Dawn Carrillo, Nebraska Department of Labor

Pat Comfort, Nebraska Department of Labor

Bernie Hansen, Nebraska Department of Labor

Josh Hanson, Nebraska Department of Labor

Randy Kissinger, Nebraska Department of Labor

Lisa Laws, Nebraska Department of Labor

Becky Maggart, Nebraska Department of Labor

Susan Nickerson, Nebraska Department of Economic Development

Karen Stohs, Nebraska Department of Labor

Mary Kay Versen, UNCC Adult Education

Erin Heckeroth-Brown, ResCare

Jody Studzrear, Protus

Jan Norluder-Jean, GLWDB

Gary Targolf, GLWDB

Jody Easter, Nebraska Department of Labor

Kayla Stege, Nebraska Department of Labor

Emily Meyer, Nebraska Department of Labor

Allison Hatch, Nebraska Department of Economic Development

Erin Porterfield, ResCare

NOTICE OF PUBLICATION:

Lori Neukirch announced thatadequate legal notice of this meeting was posted in the Grand Island Independent, Beatrice Daily, and the Scottsbluff Star-Herald. 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 the legal counsel or administrative staff.

APPROVAL OF MINUTES:

Lisa Wilson motioned to approve the minutes for the January 24th, 2019 of the Joint Greater Nebraska Workforce Development & Chief Elected Officials Board Meeting Minutes*. They can be found on page 5 of booklet. Matt Gotschall made the motion and Gary Kelly seconded. All members present voted by a voice vote to approve the motion, which carried unanimously.*

Pamela Lancaster motioned to approve the minutes for the January 24th, 2019 of the joint Greater Nebraska Workforce Development & Chief Elected Officials Board Meeting Minutes which can be found on page 5 of booklet. Joe Hewgley *made the motion and William Stewart seconded. All members present voted by a voice vote to approve the motion, which carried unanimously.*

ANNOUNCEMENTS:

Kelsey said no longer can provide a working lunch for the board meetings. Will provide time to take lunch if the meetings are at noon. Are looking for sponsors to host the lunches in the future if anyone knows of a business who would like to sponsor let her know. Stan Zimbelman is a board member who works for Kearney Works. Has worked for the NDOL prior for 26 years is retiring in June. Wanted to thank him for his services.

NEW BUSINESS:

**Administrative Entity**

Ashley Mathers provided an update on Labor Market Information. In January unemployment rates by county are on page 13. Statewide unemployment rate is holding steady at 2.8%. Business Openings and Expansions are listed on pages 14-17. November to February, Nebraska had 58 business openings or expansions. On pages 18-20 areas of substantial unemployment are listed. NE qualified four areas of substantial unemployment for 2019, Douglas-Sarpy, Lancaster, Hall and Scottsbluff. ASUs assist in determining funding allocations for WIOA. To qualify as an area must meet three requirements.

1. Must have a 12-month average unemployment rate of at least 6.5%
2. Have a contiguous geography. (NE ASUs are determined at the census tract level)
3. Must have a population of at least 10,000

Elaine asked for examples on how the businesses were tracked. Ashley said are recorded by managers to labor markets. If not informed of them, then all may not be included. If hear of any in area please report them to administration or local managers.

**Performance**

Ashley directed the board to the screen or pamphlet have in booklet for Quarter 3 performance.

Quarter 2 performance exceed all goals for the Adult and DLW programs except the credential rate. Youth programs exceeded Employment, Education or Training Placement Rate and Credential Rate. Since booklet was created received Quarter 3 performance. The credential rate has increased dramatically from quarter 2 to 3. Adult and DLWs are exceeding all goals except quarter four employment rate that is both only off a percent or less. Youth are exceeding all goals.

During the last meeting discussed credential attainment rate being low. It was an area of concern during a federal audit. Provided training to staff to ensure this data was being entered correctly and based off of the most recent results. Believe inaccurate data entry was the cause. Plan to provide more in depth training to truly understand performance and the impact it holds and how to enter it correctly. Can see measurable skills gains percentages are low but don’t have a set performance measure in place to measure gains but will soon. The feds are tracking the data to set goals and believe with training these numbers will increase.

**State Monitor Review**

Lisa Wilson introduced Valentina Obafunwa from the NDED to update the boards on Sector Strategies.

Currently there are 5 partnerships. 3 manufacturing partnership & 2 healthcare partnerships. Workforce is a big issue and challenge in the state. All partnerships address workforce issues in region. They work better with schools & community colleges.

SE Region/Greater Lincoln (Healthcare Partnership) includes CHI, Tabitha, St. Elizabeth – Showed video put together last year on how to come together and figure out how to make sure the wonderful healthcare facilities are properly staffed with type of individuals that want to take care of yourselves and family members. Working together can help achieve goal than individually. Leader of Bryan health committed to provide health care for generations to come. Tabitha is a leader in community. Investing now will make jobs easier for the future. All facing the same issues. Includes Seward, Beatrice and outside Lincoln. Couple of items the group is working one: 1) Care Coordination Group committee - to help patients once they leave hospital that need further care and connect them to long term care facilities. Currently the system is disjointed. The partnership are wanting to purchase software or a subscription service for long term providers can keep track of how many beds they have available to provide patients with the correct information. 2) Another area focusing on is a Talent & Recruitment committee – to connect better with schools and provide internships. Surveys showed that the biggest need is CNA’s so a documentation was created to provide students or anyone that are looking for a job the career path and what steps need to take and the education to go from a CNA from an RN.

Omaha Area (Healthcare) – Latest meeting was in September and plan to reconvene at the end of the month.

Central Region (Manufacturing Partnership) – Lisa’s part of – Have 3 committees within – for schools, transportation & training.

NE Region (Manufacturing) – Norfolk, Columbus region – Have 3 committees to improve the image of Manufacturing, Talent Pipeline and Infrastructure.

SE Region (Manufacturing) Encompass S.E. NE, Hebron parts of IA & KS – the focus is on marketing manufacturing careers. How to change the image of manufacturing. The group is utilizing Southeast Community College video conference system in various cities throughout the region to reduce drive times for members.

Valentina spoke about the new industry partnership grant –for business partnerships to request funds to excel and propel there initiative for current and new partnership is in works and will discuss further at the next meeting. She asked if there were any questions -

Stacy Weaver asked – If there was a Sign on date if one of things considering is similar to when a student signs up for athletics. A manufacturing council, Nemac used and was a success other regions are doing the same. Example what the southeast partnership is doing.

Lisa Wilson introduced Laura Hart for the next item of business on Business Outreach.

Laura Hart from the NDED is on field staff team connecting businesses with workforce solutions. New primary business startups and expansion projects were 28. Moved and closed projects were 38. Business retention expansion visits were 69. Goal was 250 ends in February 1st and have exceeded it at 267. Field staff community development visits were to 66 different communities. 11 different counties were visited. 33 unique contacts initiated strictly for workforce visits where they were called and had issues, 18 were businesses. For example, a business from Beaver city contacted Ashley and Laura directed them to the North Platte office where some workers were needed. The team is looking forward to reaching more rural areas.

Lisa Wilson introduced Susan Nickerson for the next item of business is the Customer Satisfaction Surveys.

Completed second round of customer satisfaction surveys for participants. Results can be found on pages 51-58 in booklet. Survey results are from the last 3 months, September through November. 1200 fewer participants than last time 28.5 fewer responded. First survey yielded 5.98% and this survey 16.2% response. Was in range per the experts. Response rate was a lot higher and happy with results. Will be sending customer service surveys twice a year and employers once a year. Added 2 questions to survey. Did participant come in to file for unemployment and use no other services if said yes was out of results with a thank-you. Other question was which location accessed services. Can sort by sight other than region like first survey. Results done by region added locations together and present them. So can compare the surveys. Questions about surveys on pages 51-57 rating of services, job search ne works by region results. Average rating by region help with resume and cover letter by region, help with job application, help with finding veterans services, Labor market info, help with job interviews, unemployment insurance benefits, help with testing and assessments, help with finding information on training opportunities, overall how satisfied or dissatisfied were with employment services provided, how professional or not staff at AJC were, How accessible or not staff at AJC were, How likely would recommend our services to others. How did hear about jobseeker services. Feel like are on a roll. No assumptions based on 2 survey trends will be doing more surveys and can follow up.

Joe Hewgley stated that one person didn’t have access to internet in North Platte, but there are resources there that could off helped there.

 **Strategic Planning Committee**

Lisa introduced Ashley on the next item of business of Spending Trends.

Turn to 41 in books. Number as of November. 30, 2018 had a total of $1,672,773.52 program funds available. Projected staffing expenses for a 6 month period total is $269,788.31. Current obligation for all programs is $523,170.93 and currently funding 282 participants. Question from the strategic meeting was why Dislocated Worker fund obligations so high, Fast Global who bought out Aarons received $250,000 for On the Job Training. There were 41 done and all successful and employed. Good number and helped a lot of families. Matt Gotschall asked does the government shutdown have any impact on funding. Ashley said received money before shutdown and are not affected at this time.

Lisa introduced Ashley on the next item of business on Returned Funds.

GNWDB must return $595.35 in PY 2016 youth out of school funds because a returned bill and funds expiring before the money was placed back in our account. Returning $4,212.80 in PY 2016 youth out of school work experience funds. With our 75% OSY 25% ISY enrollment requirements makes it hard to expend these funds appropriately and in a timely manner. As discussed in yesterday’s meeting that the state is currently working on a waiver to change enrollment requirements to 50/50. If happens should provide more flexibility in youth enrollments and make it easier to expend all youth funding appropriately. Must return $1576.14 in FY2017 DW funds due to a returned bill and funds expiring before the funds were returned to us. Lisa said returned funds go back to the state to be allocated. Ashley states has 2 years but state has 1 year to recapture money. Money goes to state to be used in the 3 local areas.

**Program Update**

Lisa announced the next item for business is Regional Plan modification update Roy Lamb will address the board on.

The GNWDB in partnership with the CEOB is required to submit and obtain approval for a four-year plan for the planning region and 2 year modification of that plan. The plans support the vision and strategic and operational goals of the state’s plan and modification. The regional plan will include regional labor market and economic conditions affecting implementing the plan. Not limiting changes in the financing available to support WIOA title 1 programs & services. Admin staff will schedule an Executive committee meeting in February 2019 to review the modification. Regional and local plan modifications are due no later than April 1st, 2019 to the state. Will recap what was discussed during the committee meeting in a skype call.

Lisa introduced Roy Lamb to speak on the next item of business the E & T Grant Update.

The Project Manager, Scott Asmus started January 21. He previously was the Registered Apprenticeship Program Coordinator and did an incredible job building apprenticeship programs in NE. He will lead a team of five workforce coordinators that will be located in Kearney, Columbus/Norfolk, Scottsbluff and 2 in Lincoln Administration. These positions closed in January and interviews began last week. A grant was received for 2.7 million so can do this for a 2 year period. A question was asked what happens after that period Stan has a plan in place. First 2 years focused on apprenticeship. The 5 New positions will be cross trained on. Once funds run out have plan in place to keep them on.

Lisa introduced Roy Lamb to speak on the next agenda item Articles of Incorporation GNWDB Motion.

Proposed by the committee that the GNWDB approve the revised Articles of Incorporation to include the following changes; He highlight the changes listed on pages 43-44 of the booklet. Discussed article 7 thought should be Incurement but was actually correct should be Inurement. Is a legal term.

Lisa Wilson motioned for the GNWDB to approve the revised article of incorporations. Stacy Weaver made the motion and Roy Lamb seconded the motion. All board members present voted by a roll call vote to approve the motion, which carried unanimously. Pam mention CEOB don’t take any action.

Lisa introduced Susan Nickerson to discuss the next agenda item. Senior 50+ Initiative.

She brain stormed at meeting where to find people to fill jobs. Talked to some seniors that want to come back to the workforce part time. Some seniors leave jobs that are physically demanding, have care giving responsibilities, retired early, got bored and looking for another opportunity. Think there’s an opportunity to tap into this group. Called together a group to discuss idea with. Put together some labor marketing materials for brochures and added it to the State Fair volunteer packets and a booth at the senior expo. Next event working on is an expo for 55+ seniors Heartland 50 plus expo in GI on April 4th at Heartland event center. Will be an education program on travel, healthy eating & nutrition, continuing education, ID theft. Will have vender booths. Reached out to retired federal group and retired teacher group for feedback. Discovered a workshop through AARP KS, has seven strategies, 50+ job seekers has been used through the US. Planning on 4 similar workshops and goal is to employee 20 people through it. Also idea came out of joint meeting for a mature worker round table. Randy Kissinger spoke with staff to offer it at a Community college. A number of other things could do will discuss at future meetings. Are adding people to group and will send employers a follow-up survey.

Lisa commented when have the expo should put survey together for employers might ask them if they can partner with the group. Pamela commented that the CEOB members may pick up brochures.

**System Coordination Committee**

**Policy Revision**

Lisa asked Ashley to give an update on the Supportive Service Policy revisions that are on located on Pages 64-70.

Currently have 27 policies in GN one main goal is to streamline and combine a number of policies and cut them by half.

Top 3 policy revisions: Created maximum spending cap for specific services, created more in depth descriptions of services, combined the DLW mass Layoff Policy, Relocation Assistance Policy, and supportive service policy into a single document. A lot of discussion in meeting. When Mass layoff policy was originally wrote board was allowed to define what is but can’t do that now is done federally so had to take out at the state level.

 Stacy will elaborate on the changes. Committee spoke in depth of maximum spending in supportive services. Is on pages 65-70 of booklet. On page 66 there was major discussion on limits with assistance with transportation. Will change some, on auto repair payment cap will change to $800 from $500, transportation limit for participants limit from $2000 to $2500. Mileage reimbursement will reflect on page 68 – #12 changed the wording to eliminate some school supplies.

Lisa is there a motion from the workforce board to approve the revision of the Supportive Service Policy. Gary Kelly made the motion and Wayne Brozek seconded the motion. All board members present voted by a roll call vote to approve the motion, which carried unanimously.

**Program Updates**

 Lisa stated the next agenda item is Snap – Re-employment Pilot Program Update that is found on page 59. Stacey gave an update of what was discussed at the System Coordination committee meeting. Snap is a partnership designed to focus on individuals and families receiving snap who are working, but lack the skills or resources to further their careers and achieve income independence. In Stage 3 of program which will run thru June 30th, 2019. Program expanded to the North Platte office November 5th, 2018. Currently piloting GI, Hastings, Columbus, Norfolk, Scottsbluff and North Platte. Plan to expand to Sidney and Lexington during phase three. A task force was created to partner with TANF.

Lisa announced the next agenda item is Youth Brochure and asked Stacey to give an update on this topic.

There are 2 separate Youth Brochures. They can be found on pages 59-63. One is youth targeted and one is employer targeted. These are available on the dol.nebraska.gov website under area resources. One aspect that needs updated is some of the office locations. Ann Chambers commented that the 100% needs to be corrected. Kelsey said that they are going to check to make sure that is accurate. Lisa asked if the program year is 2017 or 2018? Ashley will check on getting an up to date current statistic.

Lisa noted the next item of business is State Monitor Review. Stacey updated the board on this topic.

Wendy Sieler, State Monitor, completed an Adult and DLW program review on December 21, 2018. Submission of our response was on January 14th, 2019.

Review the findings on page 71-75. Corrections required are on page 74-75. The response is located in the member’s folders to review. On January 17th, the State Monitor sent a Resolution Letter stating the findings were resolved as correction action plan was sufficient to meet standards.

Lisa said the next item of business is American Job Center Certifications. Stacey updated the board on this topic.

The local board is required to assess the effectiveness and to continue to improve local one-stops and every three years has to certify/re-certify at least one. The GI & Beatrice AJC’s were last certified in PY17 and next one due June 1st 2020. Are recertifying GI and goal is to certify the Scottsbluff & Columbus career centers into AJCS.

Are asking for volunteers to serve on the committee. Plan to do all four offices in a two-day period. Committee consists of Lisa Wilson, Susan Nickerson, an Adult Ed Rep, Vocational Rehab rep and a Wagner-Peyser representative. If want to volunteer or know of someone who would like to serve on the committee let Ashley or Kelsey know as soon as possible. Some discussion of a conflict of interest for Ann Chambers to serve and will check into it at this time and now just looking for individuals to help with process. Elaine helped out last time. Lisa said got GI & Beatrice in one day adding 2 more areas will split up more. Ashley will have a much more streamline checklist done. Last time was the 1st time certified and was a learning experience.

Lisa said the next business item is the Equal Opportunity Update and asked Stacy to update the board on it.

Continues to be a hot topic with the committee. At this stage Kelsey decided where we are at was something discussed a while ago since it was a hot button and is on the back burner at this point was decided by committee members to continue and vote to proceed with that change.

Lisa next item up for business is where are we going? During each meeting there’s a discussion where we are going as a board? Stacey will update what was discussed in the system coordination committee meeting. What looking at is creating a youth council. Checking past experiences of what’s been done and worked. Looking at surrounding states to compare to like Kansas. Looking into options. Don’t want to duplicate efforts already being done in GI, Kearney & North Platte. Evaluate structure and what options are. Utilize technology since it’s a broad area. Figure out how would look and what goal would be. That’s the direction considering going.

Lisa asked Roy to update the board on what discussed in the strategic planning meeting. One item discussed Ashley brought up a Youth committee to involve students in group. Still coming up with a scope have a lot of idea for projects. Stan suggested grant writing 101 course. The phone in skype meeting in February will come up with scope and what kind of projects need. Lisa said that needed volunteers for committee.

PUBLIC COMMENT

Lisa the next item of agenda is public comment. Any public comment for the GNWDB? John Fagot brought up about apprenticeships to take a look at bill LB667 and form opinions just introduced has lots of positive aspects. Lisa asked what was it about - John said to strengthen and grant processes for employers and other organization about apprenticeships. Lisa said would be a good thing, personally talk to a lot of employers and Denise said yesterday some of obstacles on employer side for youth is workers comp taking on risk in manufacturing getting money budgeting outside production index so don’t go against productivity levels. Lisa will look at if she can so can write grants to offset concerns. John will talk to senators about.

MEETING DATES:

Lisa announced upcoming meeting for GNWDB & CEOB

May 23, 2019 – Lied Lodge, Nebraska City

October 24, 2019 – Hampton Inn, Kearney

Ashley wanted to get the next meetings scheduled for 2020. Talked about changing the months. Ashley will send out survey about topics, dates & times.

ADJOURNMENT:

Lisa Wilson motioned to adjourn the Greater Nebraska Workforce Development Board Meeting at 3:00 pm. *Roy Lamb II made the motion and Gary Kelly seconded. All Board members present voted by a voice vote to approve the motion, which carried unanimously.*

Pamela Lancaster motioned to adjourn the Chief Elected Officials Board Meeting at 3:00 pm. *William Stewart made the motion and John Fagot seconded. All Board members present voted by a voice vote to approve the motion, which carried unanimously.*