

# **January 24, 2019 Meeting**

## Grand Island, Nebraska

Opportunity + Innovation

A proud partner of the  **americanjobcenter**<sup>®</sup> network



# Contents

**Schedule . . . . .2**

**Location Map . . . . .3**

**Board Agenda . . . . .4**

**Board Minutes . . . . .6**

**Agenda Items . . . . .15**

**Committees . . . . .37**

**Announcements . . . . .78**

**Meeting Schedule . . . . .80**

# Schedule

## January 23, 2019

### Strategic Planning Meeting

**LOCATION** College Park at Grand Island, 3180 West U.S. Highway 34, Grand Island

**DURATION** 3:00pm-5:30pm

**ROOM** 206

### System Coordination Meeting

**LOCATION** College Park at Grand Island, 3180 West U.S. Highway 34, Grand Island

**DURATION** 3:00pm-5:30pm

**ROOM** 209/210

### Reception

**LOCATION** Fairfield Inn & Suites, 805 Allen Drive, Grand Island

**DURATION** 5:30pm – 7:00pm

## January 24, 2019

### Breakfast

**LOCATION** Fairfield Inn & Suites, 805 Allen Drive, Grand Island

**DURATION** 8:00-8:50am

### Case New Holland Industrial Tour

**LOCATION** 3445 West Stolley Park Road, Grand Island

**DURATION** 9:00-11:30am.

\*\*\*Wear closed-toe (stepped-toe if you have them) flat shoes.

### Working Lunch

**LOCATION** College Park at Grand Island, 3180 West U.S. Highway 34, Grand Island

**DURATION** 12:00-1:00pm

**ROOM** Extension Room 1

**Speaker** Grand Island Public School

Lunch will be provided by the workforce board during the meeting.

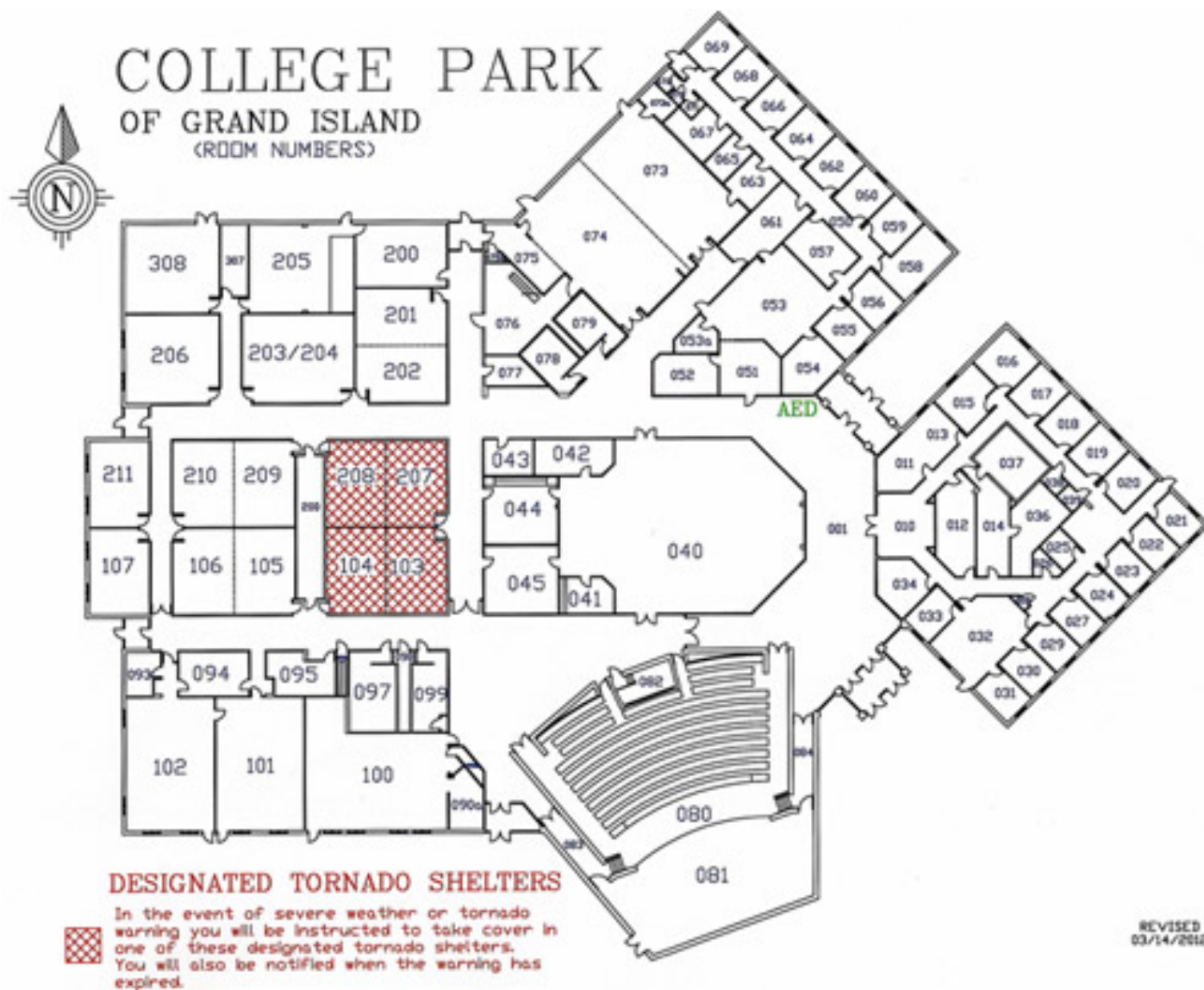
### Workforce Development Board & Chief Elected Official Board

**LOCATION** College Park at Grand Island, 3180 West U.S. Highway 34, Grand Island

**DURATION** 1:00– 2:30pm

**ROOM** Extension Room 1

# College Park Campus Map



# Board Agenda

## CHIEF ELECTED OFFICIALS

## WORKFORCE DEVELOPMENT

\* Requires a motion by GNWDB    \*\* Requires a motion by CEOB    \*\*\* Requires a motion by both boards

- |                           |   |                 |
|---------------------------|---|-----------------|
| 1. Call to Order          |   | Lisa Wilson     |
|                           |   | Pam Lancaster   |
| 2. Roll Call              |   | Lisa Wilson     |
|                           |   | Pam Lancaster   |
| 3. Notice of Publications |   | Lori Neukirch   |
| 4. Approval of Minutes    | A. GNWDB Meeting Minutes 10.18.18*          | Lisa Wilson     |
|                           | B. CEOB Meeting Minutes 10.18.18**          | Pam Lancaster   |
| 5. New Business           | <b>Administrative Entity</b>                | Ashley Mathers  |
|                           | A. Labor Market Information                 |                 |
|                           | B. Performance                              |                 |
|                           | C. Enrollments                              |                 |
|                           | D. Active Participants by County            |                 |
|                           | <b>One-Stop Operator Update</b>             | DED             |
|                           | E. Sector Strategies                        |                 |
|                           | F. Business Outreach                        |                 |
|                           | G. Customer Satisfaction Surveys            |                 |
|                           | <b>Strategic Planning Committee Updates</b> |                 |
|                           | <b>Financial Update</b>                     | Ashley Mathers  |
|                           | H. Spending Trends                          |                 |
|                           | I. Returned Funds                           |                 |
|                           | <b>Program Updates</b>                      | Roy Lamb II     |
|                           | J. Regional Plan Modification Update        |                 |
|                           | K. Economic Transition Grant Update         |                 |
|                           | L. Articles of Incorporation*               |                 |
|                           | M. Senior 50+ Initiative                    | Susan Nickerson |

## System Coordination Committee Updates

### Policy Revision

N. Supportive Service Policy\*

Ashley Mathers

### Program Updates

Stacey Weaver

O. Snap Re-Employment Pilot Program

P. Youth Brochure

Q. State Monitor Review

R. Local Plan Modification Update

S. American Job Center Certifications

T. Equal Opportunity Update

U. Where are we going?

Stacey Weaver, Roy  
Lamb II

6. Public Comment

Lisa Wilson

Pam Lancaster

7. Upcoming Meetings

Lisa Wilson

Pam Lancaster

8. Adjournment\*\*\*

Lisa Wilson

Pam Lancaster

Pam Lancaster  
CEOB Chair

Lisa Wilson  
GNWDB Chair

# Meeting Minutes – Greater Nebraska

## Joint Greater Nebraska Workforce Development & Chief Elected Officials Board

**Thursday, October 18<sup>th</sup>, 2018**

**LOCATION** Holiday Inn Express & Suites  
300 Holiday Frontage Road, North Platte, NE 69101  
Dawson Building – Room 163 (Cedar Room)

**DURATION** 12:45 pm to 2:15 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 12:53 pm. on Thursday, October 18<sup>th</sup>, 2017.

CEOB Chair Pamela Lancaster called the meeting of the Greater Nebraska Chief Elected Officials Board's Executive Committee to order at approximately 12:55 pm. on Thursday, October 18<sup>th</sup>, 2017.

**ROLL CALL:**

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

**GNWDB Members Present (11):**

Wayne Brozek  
Ann Chambers  
Alicia Fries  
Gary Kelly  
Greta Kickland  
Roy Lamb II  
Dan Mauk  
Kim Schumacher  
Stacey Weaver  
Lisa Wilson  
Stan Zimbelman

**Members Absent (6):**

Elaine Andersen  
Erin Brandyberry

Matt Gotschall  
Charlene Lant  
Denise Pfeifer  
Jill Smith

**CEOB Members Present (10):**

Jack Andersen  
Bryan Bequette  
Stanley Clouse  
John Fagot  
Kent Greenwalt  
Hal Haeker  
Joe Hewgley  
Pamela Lancaster  
Hilary Maricle  
William Stewart

**Members Absent (1):**

Christian Ohl

**Nebraska Department of Labor (NDOL) Staff in Attendance (5):**

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  
Libby Elder, Legal Counsel, Nebraska Department of Labor  
Lindsey Sullivan, Administrative Assistant, Office of Employment and Training

**Guest (14):**

John Albin, Nebraska Department of Labor  
Dawn Carrillo, Nebraska Department of Labor  
Linda Black, Nebraska Department of Economic Development  
Bernie Hansen, Nebraska Department of Labor  
Becky Maggart, Nebraska Department of Labor  
Pat Comfort, Nebraska Department of Labor  
Karen Stohs, Nebraska Department of Labor  
Randy Kissinger, Nebraska Department of Labor  
Mary Kay Versen, WNCC  
Erin Heckenoth-Brown, ResCare  
Jennifer Calvin, ResCare  
Jennifer Brandt, ResCare  
Jody Stutzmen, Proteus  
Cecilia Coatney, Veterans Affairs, USDOL

**NOTICE OF PUBLICATION:**

Lindsey Sullivan announced that adequate legal notice of this meeting was posted in the Columbus Telegram, Grand Island Independent, Beatrice Daily News, Hastings Tribune, Kearney

Hub, Norfolk Daily News, North Platte Telegraph, 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 May 24<sup>th</sup>, 2018 of the joint Greater Nebraska Workforce Development & Chief Elected Officials Board Meeting Minutes. *Dan Mauk made the motion and Stacey Weaver seconded with the agreement that on page 6 of the meetings the last name Fries would be added to Alicia. All members present voted by a voice vote to approve the motion, which carried unanimously.*

Pamela Lancaster motioned to approve the minutes for the May 24<sup>th</sup>, 2018 of the joint Greater Nebraska Workforce Development & Chief Elected Officials Board Meeting Minutes. *Hilary Maricle made the motion and Bryan Bequette seconded. All members present voted by a voice vote to approve the motion, which carried unanimously.*

#### ANNOUNCEMENTS:

Lisa Wilson introduced new staff members: Ashley Mathers the Greater Nebraska Program Coordinator and Kelsey Miller the Workforce Services Administrator.

Lisa Wilson updated the boards on recent staff transitions: Dylan Wren accepted a position with KANSASWORKS and will no longer be the Program Coordinator for Greater Nebraska. Wendy Sieler accepted an interim position servicing as the WIOA State Monitor.

Pamela Lancaster welcomed Cliff Barley as the newest member of the GNWDB.

Pamela Lancaster announced this meeting as the last meeting for board CEOB members Jack Anderson, Kent Greenwalt and Hilary Maricle. Pamela Lancaster presented each of the three vacating members of the board with words of acknowledgement and a plaque honoring their years of service.

The boards were directed to page 79 of their meeting booklet for more information highlighted in the announcements portion of the agenda.

#### OLD BUSINESS:

Both boards concurred that there was no old business to be discussed.

#### NEW BUSINESS:

### Labor Market Information

Ashley Mathers provided an update on Labor Market Information. Ashley referred the boards to pages 14 and 15 noting July county and statewide unemployment rates. The current statewide rate is 2.9%, falling lower than that national rate of 3.9%.

Ashely directed the boards to pages 16-19 for Business Openings and Expansions, pages 20-23 Job-to-Job Flows by Educations Level and pages 24-25 Labor Availability Study Highlights, overview of published results from Columbus, Norfolk, Fremont, Omaha, Lincoln and Sidney. Ashley noted points of interest from this page spread such as: that in the first quarter of 2016 Nebraska had a net loss of 363 Nebraska workers to other states, the education with the largest loss was a bachelor's degree or advanced degree netting a loss of 105 workers, and Columbus businesses indicated the most difficulty finding workers, 81.4%, which aligns with the lowest percentage of respondents who were actively job seeking, 25.5%.

### **Performance**

Ashley Mathers directed the boards to page 28, the Greater Nebraska performance for PY17. She noted that Greater Nebraska exceeded all goals for the Adult Program. All goals were exceeded except the credential attainment goal for the DLW and Youth programs.

Ashley directed the boards to page 29, new program enrollments since the start of the New Year by county. 352 participants have been enrolled as of September 15.

Ann Chambers questioned the information on page 28, whether the credential attainment goal was not reached due to data entry error. Ashley answered that entry error was a possibility for the disparity. Training is being scheduled with staff to ensure those credentials are correctly being entered into the system. Stan Odenthal added that all three local areas are struggling to meet this performance number. State staff are looking at their reporting as well as offering technical assistance to staff in all three local areas entering the credentials.

### **Motion to Appoint New Member to GNWDB**

Pamela Lancaster introduced Ashley Mathers to review the nomination form, resume and letter of recommendation for Anita Sutton.

Pamela Lancaster motioned for the Chief Elected Officials Board to approve the appointment of Anita Sutton to the board. *Jack Andersen made the motion and John Fagot seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

### **Motion to Appoint to the Executive Committee**

Pamela Lancaster informed the boards that an additional representative from the general membership was needed to complete the seven member body and ensure a majority of representatives are from business. The representative of One-Stop was noted as vacant.

Pamela Lancaster motioned for the Chief Elected Officials Board to approve the appointment of Anita Sutton to the Greater Nebraska Workforce Development Board Executive Committee. *Stanley Clouse made the motion and Hilary Maricle seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

### **Appointment to the System Coordination Committee**

Pamela Lancaster directed the boards to page 31 of their meeting booklet. To comply with Article V. of the Bylaws, the Chair of the Greater Nebraska Workforce Development Board shall appoint the members to all other committees from the general membership. Pamela Lancaster proposed that the Chair of the Greater Nebraska Workforce Development Board appoint Anita Sutton to the System Coordinator Committee for a three-year term ending May 23, 2021.

Chair Lisa Wilson appointed Anita Sutton to the System Coordination Committee. *The motion carried.*

### **One Stop Operator Update**

Lisa Wilson introduced Linda Black from the Nebraska Department of Economic Development to update the boards on Sector Strategies.

Linda directed the boards to page 35 of their booklet. Linda has been collaborating with Nebraska Department of Labor. Since the inception of this collaboration, through the collection of Business Retention and Expansive surveys Working, 18 Prime businesses have been identified, those businesses that pull in financials from outside of Nebraska. The other Commercial, Retail, Tourism and Services role out of Prime businesses. The collaborative departments are working on connecting with communities and getting them the information they need and finding out what their needs are and the best avenues to provide assistance.

Linda referred the boards to pages 35-40 Next Generation Industry Partnerships. Linda noted that there was a launch occurring in the Columbus/Norfolk area same day in the Manufacturing industry. To date in the southeast area of the state there have been 9 businesses actively engaged with 12 partners, in the central area there have been 21 businesses actively engaged with 10+ partners and in the northeast part of the state 20 businesses and around 14 partners. Linda noted that the southeast area of the state will be working with marketing to develop a plan to better market what we do. Linda noted that ongoing training has been fruitful and provides action steps that will start showing results.

Linda announced that the Wolsley group, the consultants that were hired to facilitate this process is expiring April 30<sup>th</sup>.

The last item update for One Stop Operator was the Customer Service Satisfaction Surveys. Linda directed the board to page 41 of their booklet. Susan Nickerson announced that they had completed their first full round of surveys. Participants were selected as individuals and

businesses that had received staff assisted service via NEworks within a 90 day period. Participants were emailed a survey. Participants were given a 45 day time period to complete the Survey Monkey survey via email or phone. Workforce staff had the additional option of providing a supplementary postcard with a Quick Response (QR) code to increase participation in completing the survey. A combined response rate of 7.35% was logged.

Stan Odenthal offered comment on the end of contract with the Wolsley group. Staff are aware and are meeting with the Department of Economic Development to see what the next best steps are. Stan announced that Linda Black was retiring and congratulated her on her excellent work with the department and as a partner agency.

Joe Hewgley inquired why there was such a disparity between regions for response rate. Linda responded that she did not at this time know why some regions scored higher or lower. She suspected that there may be a filter that is catching these surveys as spam.

Susan Nickerson noted that the group was looking into how they send surveys. Linda Black mentioned that they were additionally having conversations with IT.

Lisa Wilson introduced Stacey Weaver to provide the board with an update on the revised One-Stop System. Stacey directed the board to page 51, suggestions prepared by and comments to improve the workforce system survey. The System Coordination Committee proposed that the Greater Nebraska Workforce Development Board adapt the revised surveys for employers and participants.

Lisa Wilson motioned for the Greater Nebraska Workforce Development board to approve the revised study. *Gary Kelly made the motion and Dan Mauk seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

### **Sidney Labor Study**

Lisa Wilson introduced Anita Sutton, the Sidney Employment Services Manager to provide an update to the boards on the workforce development activities in Sidney, more specifically mitigating the response of the sale of Cabela's to Bass Pro Shop.

Anita spoke of the combined efforts of partnerships to serve the city of Sidney. With the opening of a new office through the Department of Labor new ties were developed to better serve the community such as the offering of Adult Education classes and entrepreneur events and freelance workshops. Anita announced that new businesses are coming into Sidney via Economic Development incentives.

Anita informed the board that an economic plan revision recently approved that will allow them to pursue additional funds that could translate up to an additional. \$3.7 million dollars in incentives for new and transplant companies opening in Sidney.

Pamela Lancaster asked if, overall there was a net gain or a net loss of jobs. Anita answered that Bass Pro Shop and Cabela's have not released that information. Public information, released to the press informs that the loss is over 300 individuals.

Pamela Lancaster asked if there was a net number for Sidney in general. Anita noted that she did not have that information.

Stan Odenthal, Director of Employment & Training, Nebraska Department of Labor informed the board that 4 new positions had been added to the office in Sidney.

### **Strategic Planning Committee**

Lisa Wilson directed the boards to page 53 of their booklet. Lisa updated the board on what was discussed in the Strategic Planning Committee regarding Spending Trends.

#### **Transferring DLW Funds to Adult Program – Motion to Approve Plan Modification**

Pamela Lancaster introduced the next item of business, the Motion to Approve Plan Modification: Transferring DLW Funds to Adult Program. Pamela invited Lisa Wilson to update the boards on this topic. The board was referred to page 48 of their booklet.

Ashley Mathers announced that the Department of Labor has received a Dislocated Worker Grant that will help with co-enrollments, Greater Nebraska will not be spending as much from their title one pool. Currently the pool for Dislocated Worker is low and thus the request for the transfer of the funds. Stacey Weaver noted that the committee did discuss this and was aligned to move forward with the request.

Lisa Wilson stated that in accordance with Section 133(b)(4) of the Workforce Innovation and Opportunity Act, a local board may transfer, if such transfer is approved by the Governor, up to and including 100 percent of the funds allocated to the local area under the Adult or Dislocated Worker programs, between such programs.

Lisa noted that the Strategic Planning Committee proposes that the Greater Nebraska Workforce Development Board and Chief Elected Officials Board transfer the following amount of funds: Transfer \$200,000 of Dislocated Worker funds to the Adult program with all funds coming from FY17/PY18 funds, effective 10/18/18.

Kelsey Miller noted that the chart located on page 48 does not reflect PY19, those funds have not yet been received.

Pamela Lancaster motioned for the Chief Elected Officials Board to approve the Local Plan Modification: Transferring DLW Funds to Adult Program. *John Fagot made the motion and Joe Hewgley seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the Local Plan Modification: Transferring DLW Funds to Adult Program. *Greta Kickland made the motion and Ann Chambers seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

### **Trade and Economic Transition National Dislocated Worker Grant**

Lisa Wilson introduced Stan Odenthal to provide an update on the Trade and Economic Transition National Dislocated Worker Grant (ETNDWG).

Stan provided brief background on the grant process. The grant came out in August with a quick turn-around time for a start time frame of October, 2018. Grantees that were eligible were states, tribes and other non-profit entities. The Department of Labor was awarded the two year grant at just under \$2.7 million. With this grant the Department of Labor will be hiring within Kelsey Miller's division, one program coordinator and 5 workforce coordinator positions. Different than past grants, these positions will be hired as permanent positions. New team members will be working in depth on Apprenticeship training, becoming regional experts in this area of facilitation.

The team will be a compliment to the current Dislocated Worker program and will seek out new and better ways to serve the state. The team hopes to serve 300 people over the course of the 2 year period. One of the new and recent items of accomplishment with regard to Ariens Company in Auburn, is to have offered incentive package along with Economic Development to Fast Global as part of the Dislocated Worker program.

Joe Hewgley asked if the layoff had to be specifically related to technology. Stan answered that it does not as long as the individual can qualify under the original Dislocated Worker Grant.

### **System Coordination Committee**

Lisa Wilson referred the board to page 57 of their booklet and introduced Stacey Weaver to provide the boards with an update of what was discussed at the System Coordination Committee meeting.

### **Policy Revision: Individual Training Account Policy**

Stacey noted that the Workforce Innovation and Opportunity Act mandates that all training services (except for limited exception identified in the Contracting and Training Providers Policy) be provided through the use of ITAs and that eligible individuals shall receive ITAs through the one-stop delivery system. Policy 14, sets criteria for providing Individual Training Accounts (ITAs) and identifying requirements One Stop Operators and Service Providers must adhere to in providing such services to participants in the Adult, Dislocated Worker and Youth Programs.

Stacey announced that Policy 14: Individual Training Accounts has been updated to reflect a change made in applying Pell and other grant or scholarship funds to tuition and fees before WIOA dollars can be applied.

Stan Zimbleman asked if there income requirements mentioned in another policy. Kelsey Miller responded that there was such language addressed in the Eligibility Policy.

Stan Zimbleman asked if we could specify that participants stay in the state of Nebraska in regard to the section on training and support to those individuals whom were willing to commute or relocate. Kelsey Miller noted that that specific language derives from the State policy. Ashley Mathers answered that per the Code of Federal Regulations (CFR) we are required to offer participants consumer choice. Workforce Coordinators promote our state and are focusing on the H3 Careers in their areas.

Stacey Weaver noted that several policy revisions were forthcoming.

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the revised Individual Training Account Policy. *Gary Kelly made the motion and Alicia Fries seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously*

### **Acceptance of State's PY18-19 Performance Levels**

Stacey Weaver directed the board to page 57 of their booklet. Stacey announce that the Nebraska Department of Labor completed negotiations with the US Department of Labor for state performance levels for Program Years 2018 and 2019. All three local boards have accepted the state performance goals as their local goals. The executive committee approved performance levels on September 20, 2018.

### **Supportive Service Limits**

Chair Lisa Wilson invited Stacey Weaver to provide a recap on what was discussed in regard to Supportive Service Limits. Stacey announced that the System Coordination Committee proposed that the Greater Nebraska Workforce Development Board raise the supportive service limit to \$4,000.00, maintaining the \$9,000.00 participant cap to ensure Greater Nebraska could meet their client's needs.

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the Supportive Services Amount. *Wayne Brozek made the motion and Kim Schumacher seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously*

**PUBLIC COMMENT:** Pat Comfort, Regional Manager, Nebraska Department of Labor thanked the vacating board members for their service.

**MEETING DATES:**

January 24, 2019 – GNWDB and CEOB – Case New Holland, Grand Island

May 23, 2019 – GNWDB and CEOB – Lied Lodge, Nebraska City

October 24, 2019 – GNWDB and CEOB – Hampton Inn, Kearney

**ADJOURNMENT:**

Lisa Wilson motioned to adjourn the Greater Nebraska Workforce Development Board Meeting at 2:22 pm. *Roy Lamb II made the motion and Stacey Weaver 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 2.22 pm. *Jack Andersen made the motion and Kent Greenwalt seconded. All Board members present voted by a voice vote to approve the motion, which carried unanimously.*

## Agenda Items

### Agenda Item 5A: Labor Market Information

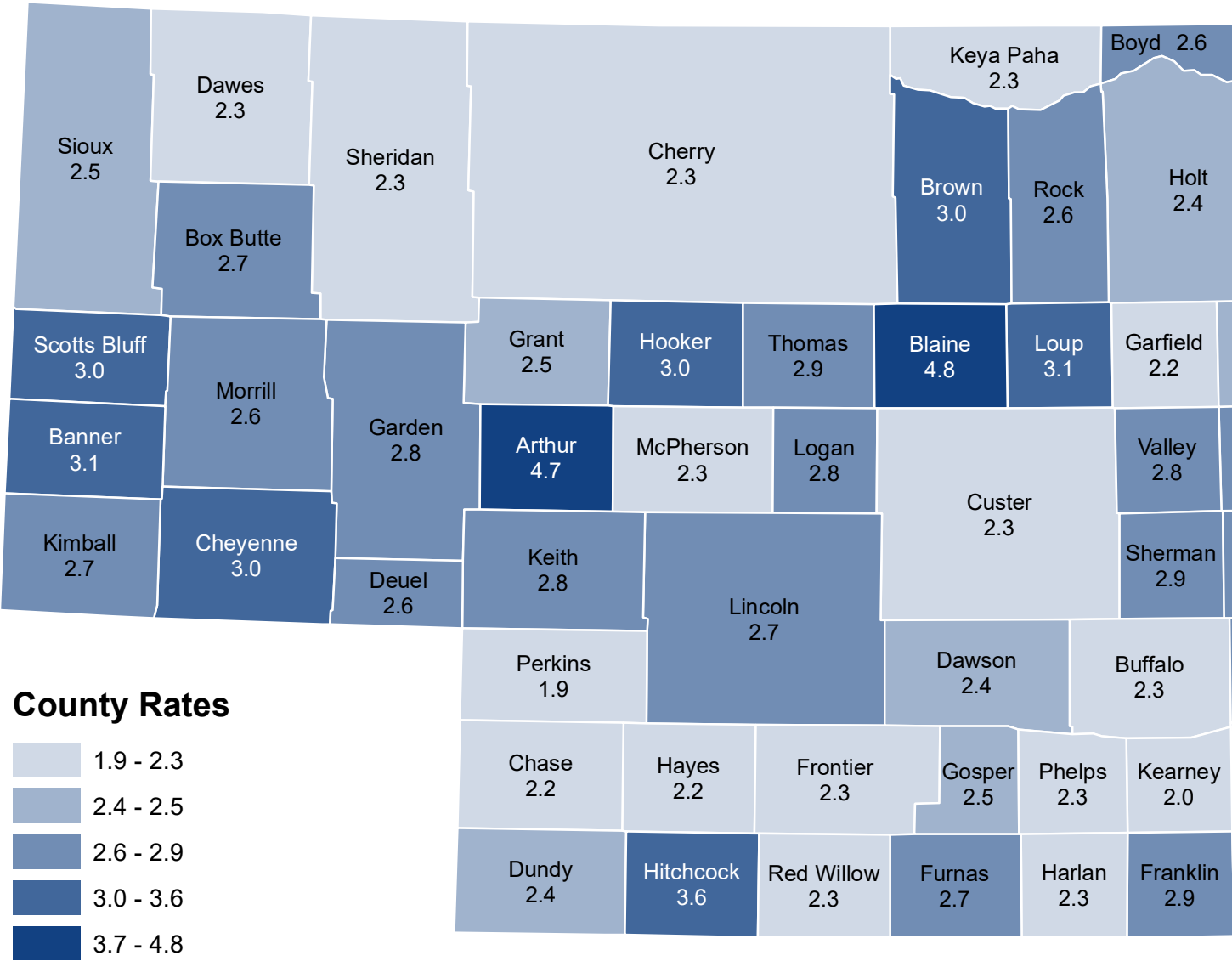
**Background:** To assist the Board with making data-driven decisions, the following labor market information is provided. This data may help to determine future industry needs, potential workforce disruptions, and to ensure the availability of a skilled workforce to drive growth within the state's high-wage, high-skill and high-demand industries and occupations.

# Employment Data | October

Byron Lefler, Research Analyst

## October Unemployment Rates by County

Not seasonally adjusted



## NEBRASKA

October Non-farm Total Employment: 1,039,493

Manufacturing: 102,754

**Nebraska** (smoothed seasonally adjusted)

October Unemployment Rate: 2.8%

Change (OTM): 0.0

Change (OTY): -0.1

### Economic Regions (not seasonally adjusted)

Central: 2.4%

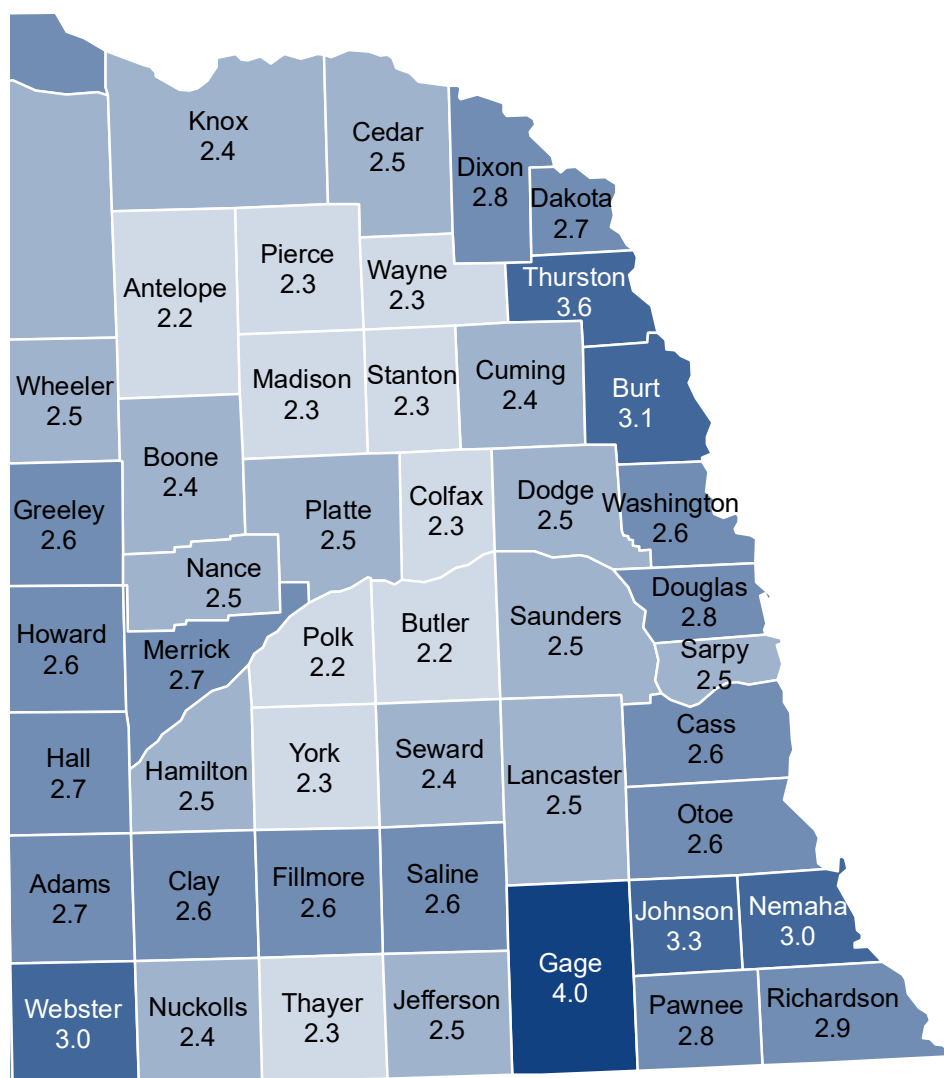
Mid Plains: 2.6%

Northeast: 2.5%

Panhandle: 2.8%

Sandhills: 2.5%

Southeast: 2.9%



## OMAHA MSA

(not seasonally adjusted)

October Unemployment Rate: 2.6%

October Total Non-Farm: 513,296

Manufacturing: 36,086

### Largest OTM Increases (Private)

Trade, Transportation & Utilities: 1,585 (1.7%)

Professional & Business Services: 836 (1.2%)

## LINCOLN MSA

(not seasonally adjusted)

October Unemployment Rate: 2.5%

October Total Non-Farm: 192,976

Manufacturing: 13,308

### Largest OTM Increases (Private)

Education and Health Services: 458 (1.6%)

Professional and Business Services: 244 (1.3%)

## GRAND ISLAND MSA

(not seasonally adjusted)

October Unemployment Rate: 2.7%

October Total Non-Farm: 42,933

Change (OTM): -547 (-1.3%)







Change (OTY): 385 (0.9%)

### Sources:

1. Bureau of Labor Statistics Current Employment Statistics Program
2. Bureau of Labor Statistics Local Area Unemployment Statistics Program

# Openings & Expansions | August

Kermit Spade, Research Analyst

Business Category	Business Name	Location
 <b>Food &amp; Entertainment</b>	Juice Stop (New Location)	Grand Island
	Pizza Ranch (New Location)	Grand Island
	Lot 279 Meat & Spirits	Norfolk
	Jim Beam Coffee (Expansion)	O'Neill
	Flyover Brewery	Scottsbluff
 <b>Healthcare &amp; Fitness</b>	Integrity Dermatology	Lincoln
	Star Herald YMCA (Expansion)	Scottsbluff
 <b>Retail/Sales</b>	Home Haven Furniture and Appliance	Chadron
	The Humble Hive Furniture Store	Louisville
	Northeast Nebraska Tire & Trailer Sales	Norfolk
	Riverside Customs	Norfolk
	Crossroad Designs	Tecumseh
	Dollar General (New Location)	Weeping Water
 <b>Manufacturing</b>	Omaha Box Company (Expansion)	Omaha
 <b>Finance &amp; Insurance</b>	Edward D. Jones	Alliance
	ADI Consulting (Expansion)	Omaha
	Centris Federal Credit Union (New Location)	Omaha
	Charter West Bank (Expansion)	Omaha
 <b>OTHER</b>	The Barn	Clarkson
	Marco (Expansion)	Lincoln
	Men With Dreams	Lincoln
	MERZ Ink (Expansion)	Nebraska City
	360 Clean LLC (Expansion)	Omaha
	Thomas Faux Finishing (Expansion)	Omaha
	Haven House Family Services Center (New Location)	Wayne
	Impulse Studio	York







## Sources:

Lincoln Chamber of Commerce  
 Nebraska Department of Labor  
 Strictly Business Magazine

Openings and expansions listed are a sampling of activity reported for that month. Some activity may have occurred outside the month. If you have an opening or expansion to report, contact us at [LMI\\_NE@nebraska.gov](mailto:LMI_NE@nebraska.gov).

# Openings & Expansions | September

Kermit Spade, Research Analyst

Business Category	Business Name	Location
 <b>Food &amp; Entertainment</b>	Carne's Collective	Blair
	Rock N Joe Coffee Bar	Lincoln
	Vitality Bowls	Omaha
	Runza	Plattsmouth
	AquaPop	Wayne
 <b>Healthcare &amp; Fitness</b>	Ambassador Health	Lincoln
	Edcare	Lincoln
	Fit In The City	Papillion
	Skyn Deep Med Spa, LLC	Papillion
	Jefferson Community Health and Life Plymouth Clinic	Plymouth
 <b>Retail/Sales</b>	Grace Jewelry	Columbus
	Phelps Jewelry and Coins	Norfolk
	Restaurant Depot	La Vista
	Humble Hive Furniture Store	Louisville
	Gordmans	Omaha
	Wal-Mart	Papillion
 <b>Manufacturing</b>	NT Building Supply	Sidney
	Prairie Catalytic	Columbus
	Vitalix	Sidney
 <b>Technology</b>	Glenwood Internet (expansion)	Hebron
 <b>OTHER</b>	Overland Ready Mix (new location)	Strang







## Sources:

Lincoln Chamber of Commerce  
Nebraska Department of Labor

Openings and expansions listed are a sampling of activity reported for that month. Some activity may have occurred outside the month. If you have an opening or expansion to report, contact us at [LMI\\_NE@nebraska.gov](mailto:LMI_NE@nebraska.gov).

# Openings & Expansions | October

Kermit Spade, Research Analyst

Business Category	Business Name	Location
 <b>Food &amp; Entertainment</b>	Holiday Inn Express	Alliance
	Joyride Roller Rink	Norfolk
	North Fork Bread Co.	Norfolk
	Hardee's	North Platte
 <b>Retail/Sales</b>	Sahling Kenworth (Expansion)	Columbus
	Ashley Furniture Home Store	North Platte
	Charm Boutique	North Platte
	Laughing Lamb Fibers	Sidney
	Triple O's Building Supply	Sidney
 <b>Manufacturing</b>	Becton Dickinson (Expansion)	Columbus
	Brehmer Manufacturing (Expansion)	Lyons
	Weiland, Inc. (Expansion)	Norfolk
 <b>Technology</b>	Flywheel	Omaha
	Xpanxion (Expansion)	Sidney
 <b>Real Estate &amp; Rental</b>	Urban Village	Omaha
 <b>OTHER</b>	Vic's Engine Service	Norfolk
	Express Collision	Omaha
	Hugo LLC	Omaha
	Konopik Couriers, LLC (Expansion)	Omaha
	Mr. Move Metro	Omaha

## Sources:

Nebraska Department of Labor

Openings and expansions listed are a sampling of activity reported for that month. Some activity may have occurred outside the month. If you have an opening or expansion to report, contact us at [LMI\\_NE@nebraska.gov](mailto:LMI_NE@nebraska.gov).

# Fast Facts

Jodie Meyer,  
Research Analyst

# #3

Manufacturing is the third-largest industry sector in Nebraska, employing 98,108 workers as of 2017

# 1 in 10

Nebraska workers are employed in this industry

# 2016-2026

Projected sector growth

# +6.9%

# +6,729 jobs



**Chemical  
Manufacturing**

Fastest projected  
subsector growth

# +15.7%

# +811 jobs

# Manufacturing Day

October 5 is Manufacturing Day, held on an annual basis to bring attention to manufacturing and address common misperceptions about the industry. Events are planned across the nation at manufacturing facilities and educational institutions. This month's Fast Facts provides information about the manufacturing sector here in Nebraska.<sup>1</sup>

## Employment in Nebraska Manufacturing Industry by Subsector

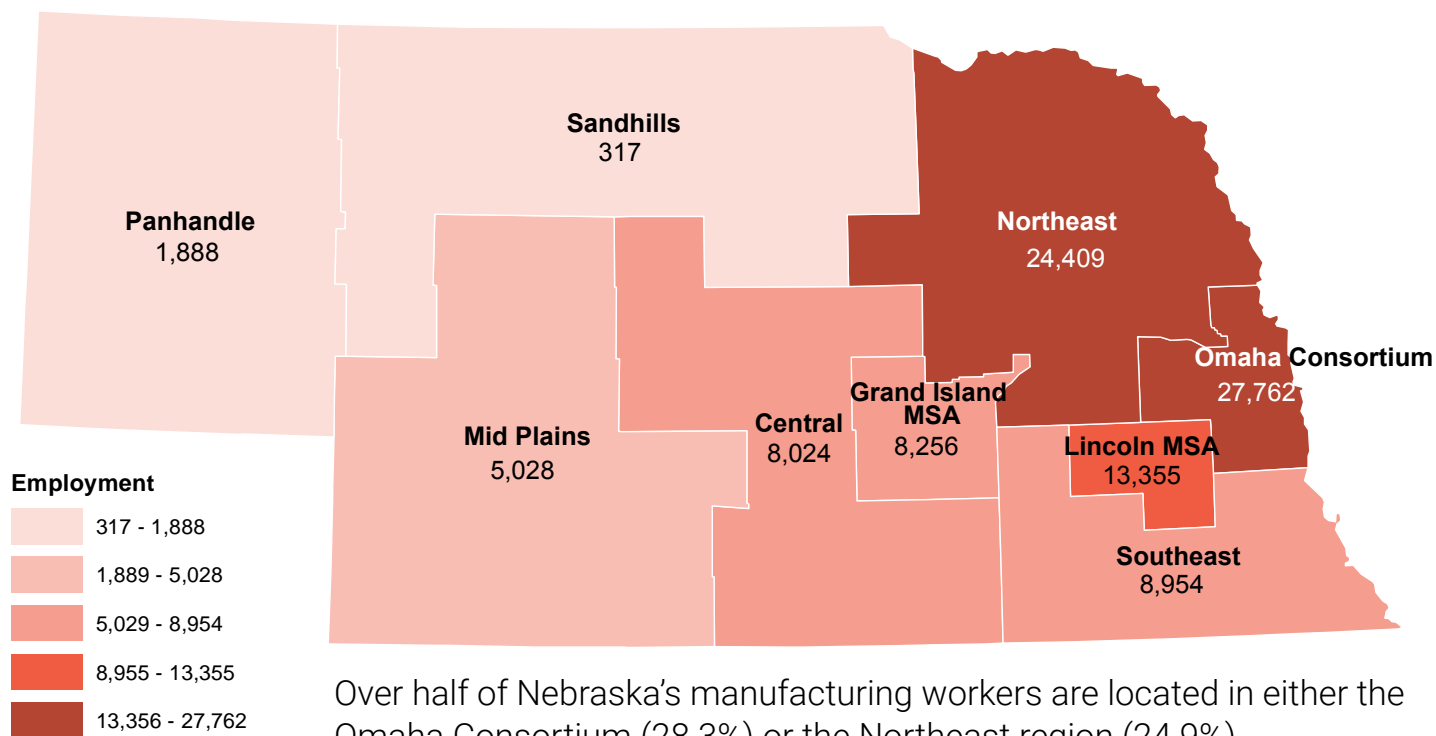
Industry Subsector	% of Industry Total
Food	37.5%
Machinery	9.1%
Transportation Equipment	8.5%
Fabricated Metal Product	8.4%
Plastics & Rubber Product	5.5%
Chemical	5.3%
Miscellaneous	5.1%
Computer & Electronic Product	4.3%
Printing & Related	3.2%
Nonmetallic Mineral Product	3.1%
Wood Product	2.2%
Furniture and Related Product	1.7%
Paper Manufacturing	1.6%
Electrical Equipment and Appliances	1.3%
Primary Metal Manufacturing	1.1%
Beverage & Tobacco Product	1.0%
Balance of Industry	1.1%

## Top 5 Occupations in Nebraska Manufacturing Industry

SOC Title	2016 Estimated Employment	% of Industry Total
Meat, Poultry, and Fish Cutters and Trimmers	9,933	10.2%
Team Assemblers	7,180	7.4%
First-Line Supervisors of Production and Operating Workers	3,837	4.0%
Laborers and Freight, Stock, and Material Movers, Hand	3,408	3.5%
Inspectors, Testers, Sorters, Samplers, and Weighers	3,257	3.4%

Source: Nebraska Department of Labor, Labor Market Information. Long-term Occupation Employment Projections: 2016-2026

## Manufacturing Employment by Region



### Primary Metal Manufacturing

**\$1,452**  
per week (avg.)

**\$75,504**  
annually (avg.)

**#10**

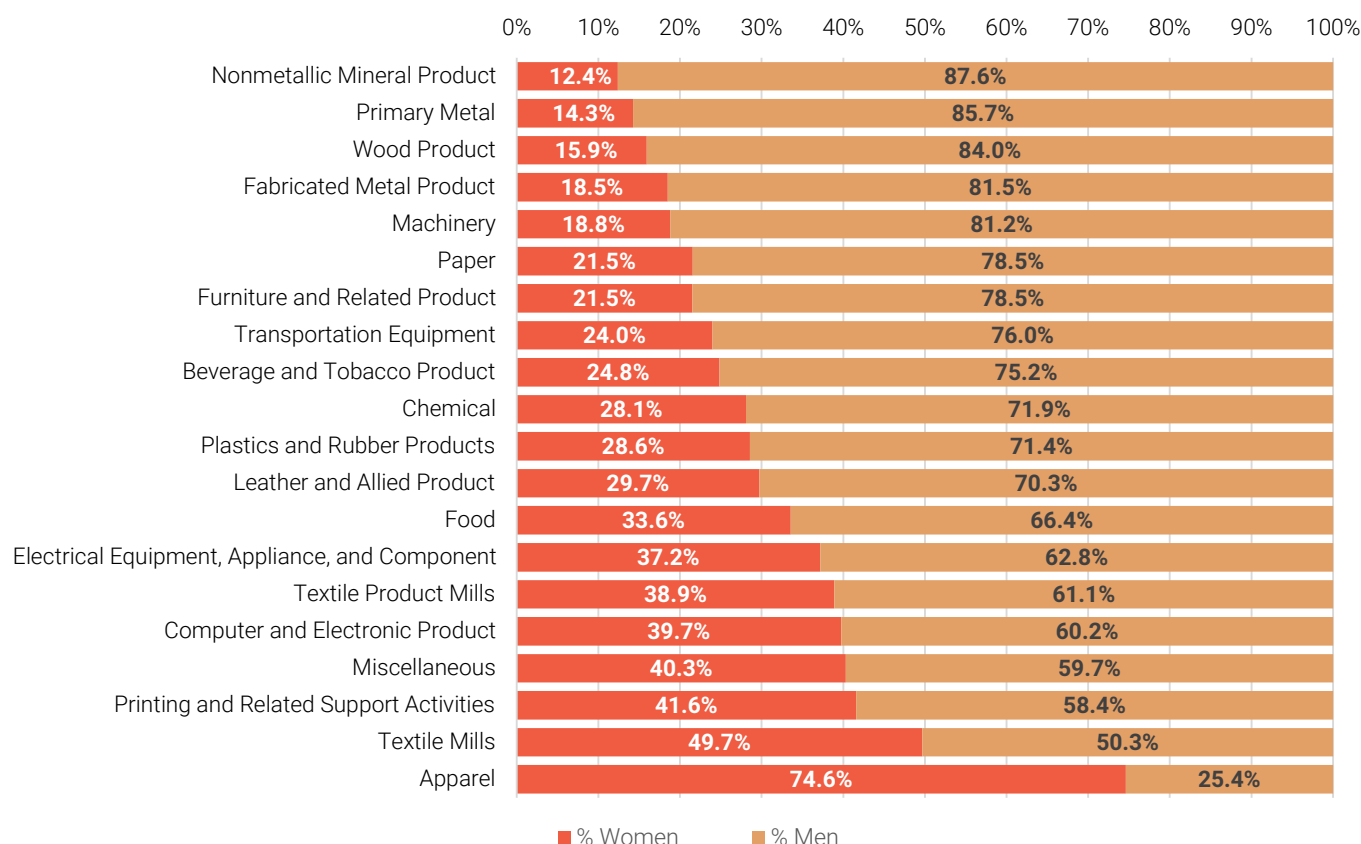
Primary metal manufacturing pays the tenth-highest wages of any industry subsector in Nebraska



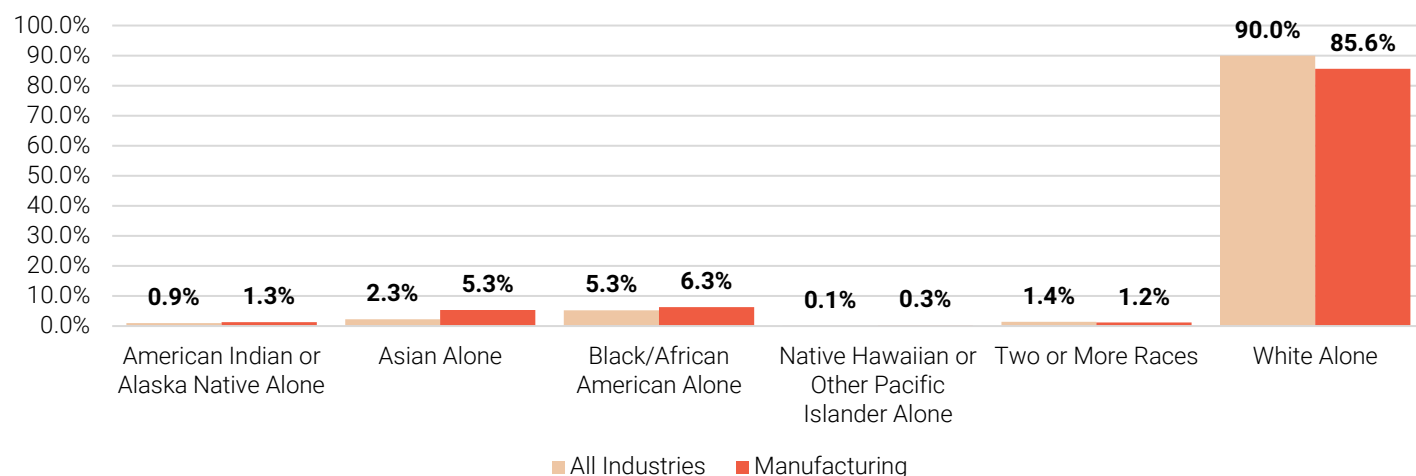
Photo: Pixabay. Erdenbayar.

Primary metal manufacturing pays the highest weekly wages of any manufacturing subsector.

## Employment in Nebraska Manufacturing Industry Subsectors by Gender



## Employment in Nebraska Manufacturing Industry by Race



### Sources:

1. Manufacturing Day. [Online] <https://www.mfgday.com/>.
2. Nebraska Department of Labor, Office of Labor Market Information. Quarterly Census of Employment and Wages. [Online] 2017. [Cited: September 5, 2018.] [networks.nebraska.gov](https://networks.nebraska.gov).
3. Nebraska Department of Labor, Labor Market Information. Long-term Occupation Employment Projections: 2016-2026. Nebraska Statewide. [Online] July 2018. [Cited: September 5, 2018.] <https://networks.nebraska.gov/gsipub/index.asp?docid=440>.
4. United States Census Bureau. Longitudinal-Employer Household Dynamics Program, Quarterly Workforce Indicators. [Online] 2016. [Cited: August 23, 2018.] <https://ledextract.ces.census.gov/static/data.html>.

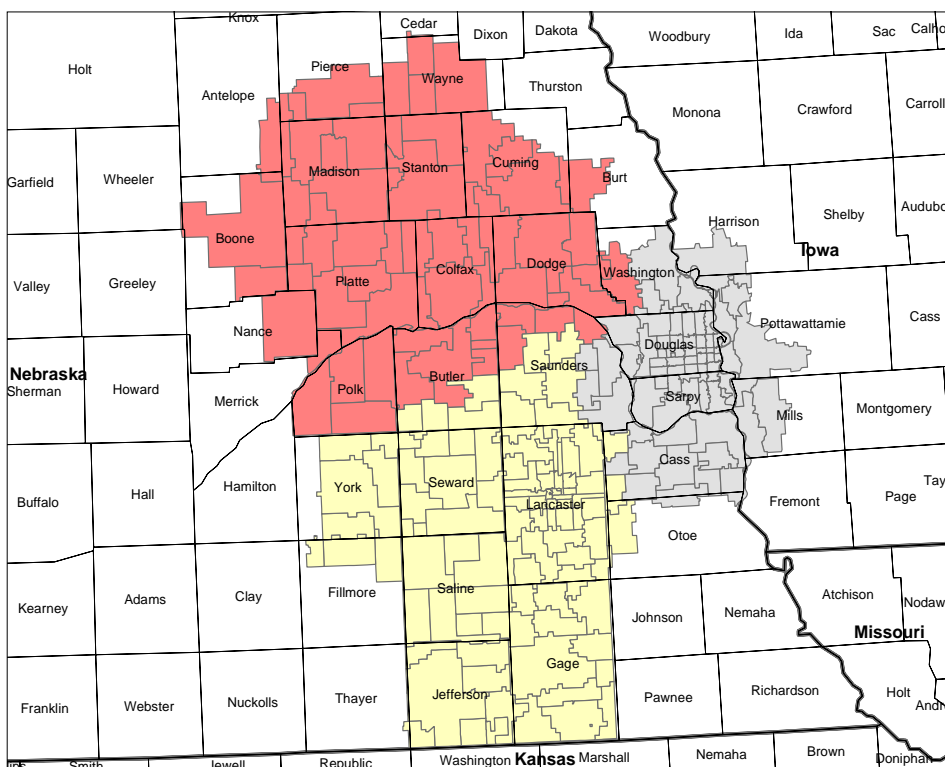
# Eastern Nebraska Labor Availability Study Spotlight

## Nebraskans with Multiple Employers

*Dillon Cornett, Research Analyst*

In 2017 and 2018, labor availability surveys were sent to a region in Northeast Nebraska (including Columbus, Norfolk, and Fremont), the Omaha area (including Council Bluffs), and the Lincoln area (see Figure 1). Provided here is an as-yet-unpublished analysis of respondents who reported holding multiple jobs in Northeast Nebraska, Omaha, and Lincoln.

**Figure 1. Survey Area Maps**



According to the 2010 U.S. Census Demographic Profile, there were 125,140 individuals age 18 and over in the Northeast Nebraska survey area. The 18 and over population was 599,464 in the Omaha survey area, and 288,227 in the Lincoln survey area.

Beginning with a pilot study in the fall of 2013 and continuing today, the Labor Availability Study (LAS) has grown into a collaborative project between the Nebraska Department of Labor and the Nebraska Department of Economic Development. The study is designed to measure labor availability, hiring and training needs, and skills gaps for different regions of the state. More information and all reports can be found at <http://dol.nebraska.gov/las>.

The Labor Availability Report focuses on two specific groups of survey respondents, referred to as 'potential job seekers' and 'active job seekers.'

The potential job seekers group includes all individuals who indicated that they may accept a new job within the next year, given the right circumstances. Active job seekers are a sub-set of potential job seekers who answered 'yes' to the question "Are you actively seeking a new job?" All active job seekers are also potential job seekers, but the majority of potential job seekers are not actively seeking a new job.

Table 1 displays the percentage of individuals in each survey area classified as potential job seekers, as well as the percentage of potential job seekers who identified themselves as active job seekers. There were an estimated 37,355 total potential job seekers and 9,436 active job seekers in the Northeast Nebraska survey area. In the Omaha survey area there were an estimated total of 239,623 potential job seekers and 75,269 active job seekers, and an estimated 106,034 potential job seekers and 29,662 active job seekers were located in the Lincoln survey area.

Table 2 displays the percentage of employed respondents who reported that they worked for more than one employer (including themselves, if self-employed). The largest percentage of workers who held multiple jobs were located in the Northeast Nebraska area (17.6%), followed by Lincoln (15.7%), and then Omaha (14.9%). In the Omaha and Northeast areas, a greater percentage of active job seekers were multiple job holders (28.5% and 22.2%, respectively) compared to active job seekers in the Lincoln area (17.6%).

**Table 1. Estimated Number and Percentage of Respondents Categorized as Potential Job Seekers and Active Job Seekers in LAS Survey Areas**

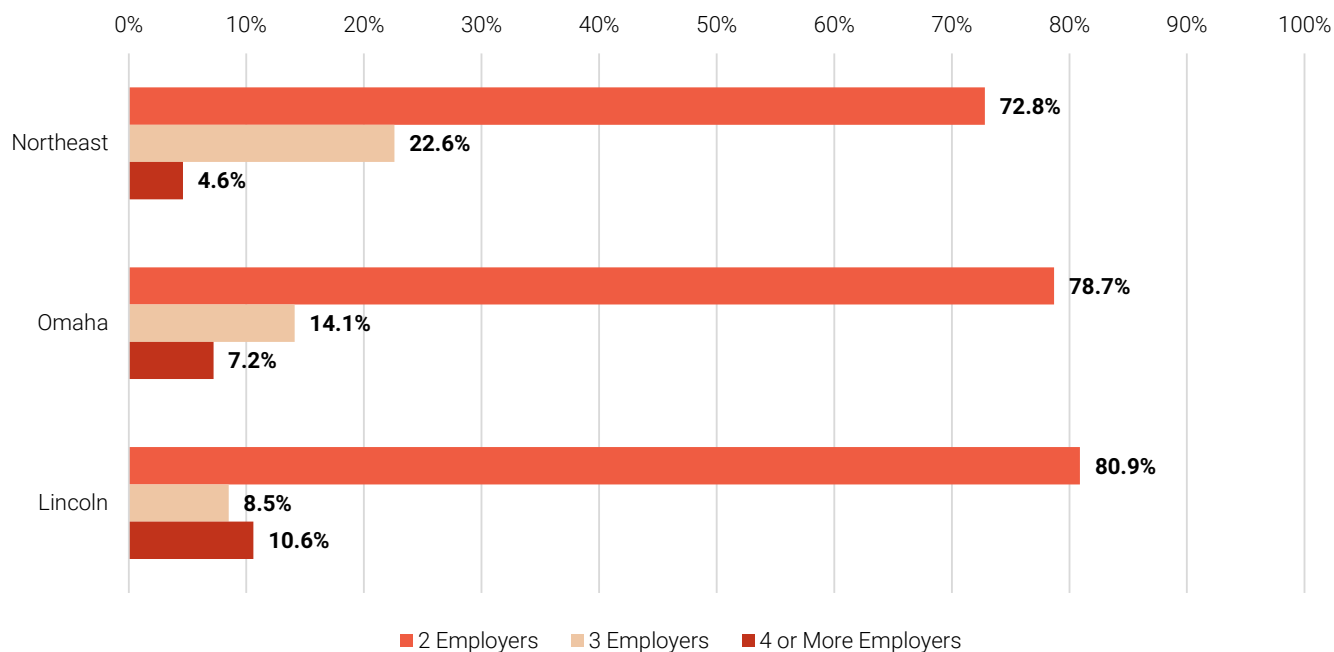
	Northeast	Omaha	Lincoln
Percentage of Respondents who were Potential Job Seekers	29.8%	40.0%	36.8%
Percentage of Respondents who were Active Job Seekers	25.1%	31.4%	28.0%
Estimated Total Potential Job Seekers in Survey Area	37,355	239,623	106,034
Estimated Total Active Job Seekers in Survey Area	9,436	75,269	29,662

**Table 2. Estimated Number and Percentage of Adult Multiple Job Holders in LAS Survey Areas**

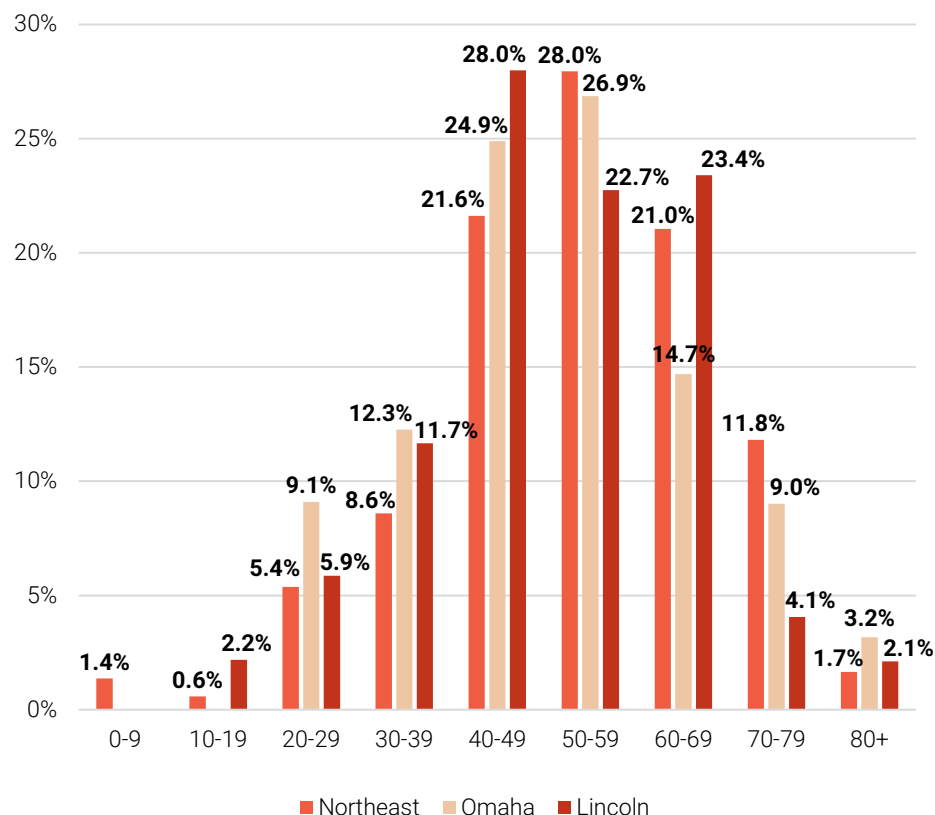
	Northeast	Omaha	Lincoln
Percentage of All Respondents with Multiple Jobs	17.6%	14.9%	15.7%
Percentage of Potential Job Seekers with Multiple Jobs	17.3%	18.0%	18.4%
Percentage of Active Job Seekers with Multiple Jobs	22.2%	28.5%	17.6%
Estimated 18+ Population with Multiple Jobs	21,979	89,320	45,259
Estimated 18+ Potential Job Seekers with Multiple Jobs	6,478	43,132	19,524
Estimated 18+ Active Job Seekers with Multiple Jobs	1,438	12,293	3,432

Respondents who reported that they worked for more than one employer were asked, "How many employers do you work for (including yourself if self-employed)?" Figure 2 displays the percentages of potential job seekers who said they had two, three, and four or more employers. A greater percentage of potential job seekers in the Northeast area held more than two jobs (27.2%) than in the Omaha (21.3%) or Lincoln (19.1%) survey areas. The largest percentage of potential job seekers with four or more jobs were in the Lincoln survey area (10.6%), followed by the Omaha (7.2%) and Northeast (4.6%) survey areas.

**Figure 2. Number of Different Employers Reported by Potential Job Seekers with Multiple Jobs**



**Figure 3. Potential Job Seekers with Multiple Employers: Hours per Week Worked at All Jobs**

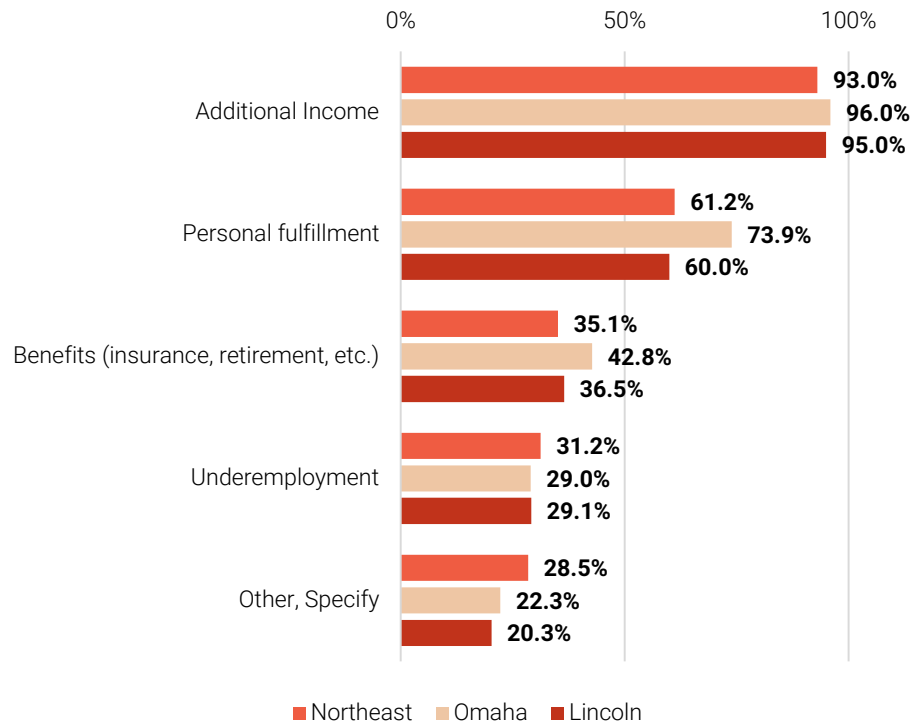


Potential job seekers with multiple employers were also asked, “About how many hours do you work a week at all jobs?” Figure 3 displays these results. A majority of potential job seekers in Omaha and Lincoln reported that they worked 40 to 59 hours per week (51.8% and 50.7%, respectively). About 49.6% of potential job seekers with multiple jobs in the Northeast area said they worked 40 to 59 hours per week at all jobs. In the Northeast (28%) and Omaha (26.9%) survey areas, the greatest shares of potential job seekers with multiple employers said they worked 50 to 59 hours a week, while in the Lincoln area the largest percentage of workers (28%) reported working 40 to 49 hours a week. Another 23.4% of potential job seekers with multiple employers in the Lincoln area worked 60 to 69 hours per week at all jobs.

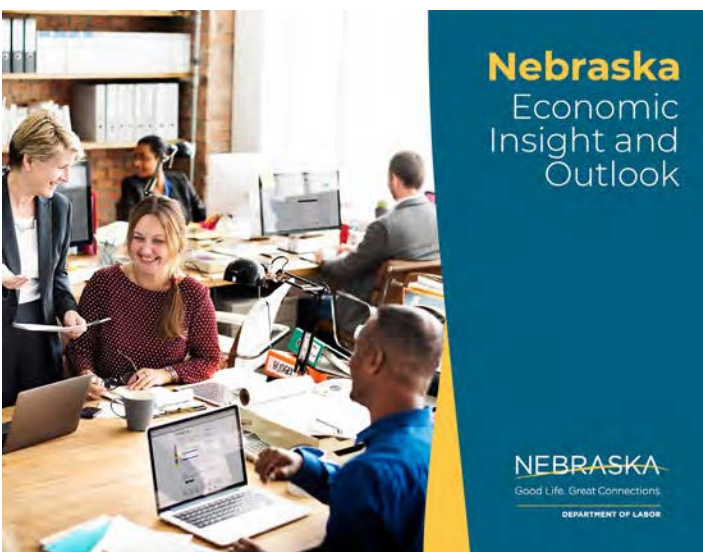
Displayed in Figure 4 are the factors potential job seekers reported as their reasons for working multiple jobs.

When asked to indicate which items contributed to their decision to hold multiple jobs, nearly all respondents in Northeast Nebraska (93%), Omaha (96%), and Lincoln (95%) reported that earning additional income was a reason they were working multiple jobs. Compared to Northeast Nebraska (61.2%) and Lincoln (60%), a greater percentage of potential job seekers in Omaha (73.9%) reported that personal fulfillment was a reason for having multiple employers. A space to write in other reasons was also provided, and common responses included employment security, seasonal employment, and military service.

**Figure 4. Potential Job Seekers with Multiple Employers: Reasons for Holding Multiple Jobs**



The self-reported information collected by the LAS provides perspective for Nebraska businesses and labor market stakeholders regarding workers with multiple employers. Economic and workforce developers can use this information to attract businesses to their areas or to help plan future worker trainings. The full LAS reports can be downloaded from the NEworks website using this URL: <https://neworks.nebraska.gov/gsipub/index.asp?docid=802>. Any questions or comments about LAS data should be directed to [Dillon.Cornett@nebraska.gov](mailto:Dillon.Cornett@nebraska.gov).



### Explore the most recent available data on key economic influences:

- Information about Nebraska's demographic makeup
- Educational outcomes
- Labor market dynamics
- Industry and occupational trends
- And projections for the future

Read the full Nebraska Economic Insight and Outlook report on [neworks.nebraska.gov](https://neworks.nebraska.gov), click on Additional Services > Publications under the Labor Market Information menu.

In 2017 and 2018, The Nebraska Department of Labor (NDOL) surveyed employers in the Omaha, Lincoln, and Northeast Nebraska (Columbus, Norfolk, and Fremont) areas about their hiring and training needs. The survey asked responding employers to identify the top three occupation titles that they had recently hired or had been trying to hire. If they responded that it was difficult to hire workers for a specific occupation, they were asked to indicate if certain reasons for difficulty applied. Employers also answered the question, "If asked to consider expansion at this location, would issues with labor availability, such as difficulty finding workers, be present?"

<https://www.bls.gov/bls/naics.htm>.

**Labor Availability Study - Survey Areas**

- Lincoln Area
- Omaha Metro
- Northeast Area

Page 28

## Percentage of Employers Indicating Reasons for Hiring Difficulty, by Industry (Omaha)

Reason	Manufacturing	Wholesale Trade	Retail Trade	Transportation & Warehousing	Finance & Insurance
Availability for shifts required	19.5%	6.9%	45.9%	19.2%	15.1%
Citizenship/work authorization	4.0%	2.3%	0.0%	3.8%	4.1%
Failed background check/drug screen	22.8%	25.2%	34.6%	32.7%	19.2%
Lack occupation specific skills	50.3%	52.7%	39.8%	44.2%	52.1%
Lack of work experience	61.7%	55.0%	39.1%	61.5%	53.4%
Lack required education	8.7%	3.8%	3.8%	1.9%	9.6%
Lack required licenses/certificates	5.4%	14.5%	9.0%	30.8%	9.6%
Language barrier	6.7%	4.6%	4.5%	3.8%	0.0%
Not enough applicants	71.1%	65.6%	72.2%	65.4%	64.4%
Overqualified	8.1%	7.6%	6.8%	3.8%	20.5%
Poor work history	42.3%	49.6%	34.6%	59.6%	28.8%
Wage demands too high	31.7%	35.9%	40.6%	38.5%	38.4%

In the Omaha survey area, analyses were conducted for responding employers doing business in manufacturing, wholesale trade, retail trade, transportation and warehousing, and finance and insurance. In all five industries, employers most often indicated that not receiving enough applicants was a reason they had difficulty hiring.

## Percentage of Employers Indicating Issues with Labor Availability if Asked to Consider Expansion, by Industry (Omaha)

Industry	Yes	Maybe	No
Construction	60.0%	21.7%	18.3%
Manufacturing	48.8%	27.9%	23.3%
Wholesale Trade	42.0%	40.6%	17.4%
Retail Trade	36.7%	31.6%	31.6%
Transportation and Warehousing	51.5%	36.4%	12.1%
Information	29.4%	35.3%	35.3%
Finance and Insurance	33.3%	38.1%	28.6%
Real Estate and Rental and Leasing	15.0%	40.0%	45.0%
Professional, Scientific, and Technical Services	38.8%	28.8%	32.5%
Management of Companies and Enterprises	15.8%	68.4%	15.8%
Administrative and Support and Waste Management and Remediation Services	48.1%	30.9%	21.0%
Educational Services	27.3%	27.3%	45.5%
Health Care and Social Assistance	47.2%	35.2%	17.6%
Arts, Entertainment, and Recreation	34.4%	25.0%	40.6%
Accommodation and Food Services	50.4%	30.5%	19.1%
Other Services (except Public Administration)	33.3%	33.3%	33.3%

More than 61% of Omaha metro employers doing business in the manufacturing and transportation and warehousing industries indicated that applicants' lack of work experience was a reason that finding workers was difficult. Retail trade employers most often responded that applicants' lack of availability for required shifts was an obstacle to hiring (45.9%). A majority of transportation and warehousing employers indicated that hiring was challenging due to applicants' poor work histories (59.6%). More than 30% of transportation industry employers also said that a lack of required licenses or certificates made finding workers difficult.

When asked whether labor availability would be a problem if they were to attempt a business expansion, construction industry employers

answered 'yes' more frequently (60%) than employers in any other industry in the Omaha area. Transportation and warehousing industry employers were most likely to respond either 'yes' or 'maybe' (87.9%), followed by employers in management (84.2%) and wholesale trade (82.6%). Educational services (45.5%) and real estate and rental leasing employers (45%) most often reported they would not have labor availability issues.

In the Lincoln survey area, responses were analyzed for employers doing business in wholesale trade; finance and insurance; professional, scientific and technical services; administrative and support and waste management and remediation services; and other services (except public administration). In most industries analyzed, not receiving enough applicants was the most common reason respondents said they had difficulty hiring. Employers in the professional, scientific, and technical services industry, however, most often indicated that applicants lacked occupation-specific skills (62.5%).

Nearly 58% of businesses in Lincoln's finance and insurance industry reported that applicants' wage demands were too high; this response was more than 30 percentage points less common in the other Lincoln-area industries. Finance and insurance industry employers were also the most likely to report that applicant overqualification was a challenge (21.1%). In the administrative and support industry, 45% of employers indicated that failed background checks or drug screens were a hiring difficulty, a significantly higher percentage than recorded for other industries analyzed in the Lincoln area.

## Percentage of Employers Indicating Reasons for Hiring Difficulty, by Industry (Lincoln)

Reason	Wholesale Trade	Finance & Insurance	Professional, Scientific & Technical Services	Administrative & Support & Waste Management & Remediation Services	Other Services (except Public Administration)
Availability for shifts required	19.5%	6.9%	45.9%	19.2%	15.1%
Citizenship/work authorization	4.0%	2.3%	0.0%	3.8%	4.1%
Failed background check/drug screen	22.8%	25.2%	34.6%	32.7%	19.2%
Lack occupation specific skills	50.3%	52.7%	39.8%	44.2%	52.1%
Lack of work experience	61.7%	55.0%	39.1%	61.5%	53.4%
Lack required education	8.7%	3.8%	3.8%	1.9%	9.6%
Lack required licenses/certificates	5.4%	14.5%	9.0%	30.8%	9.6%
Language barrier	6.7%	4.6%	4.5%	3.8%	0.0%
Not enough applicants	71.1%	65.6%	72.2%	65.4%	64.4%
Overqualified	8.1%	7.6%	6.8%	3.8%	20.5%
Poor work history	42.3%	49.6%	34.6%	59.6%	28.8%
Wage demands too high	31.7%	35.9%	40.6%	38.5%	38.4%

## Percentage of Employers Indicating Issues with Labor Availability if Asked to Consider Expansion, by Industry (Lincoln)

Industry	Yes	Maybe	No
Construction	63.0%	25.9%	11.1%
Manufacturing	49.2%	35.4%	15.4%
Wholesale Trade	48.3%	37.9%	13.8%
Retail Trade	39.3%	37.5%	23.2%
Transportation and Warehousing	47.1%	35.3%	17.6%
Information	25.0%	37.5%	37.5%
Finance and Insurance	17.6%	29.4%	52.9%
Professional, Scientific, and Technical Services	22.9%	51.4%	25.7%
Administrative and Support and Waste Management and Remediation Services	50.0%	28.6%	21.4%
Health Care and Social Assistance	46.7%	34.3%	19.0%
Arts, Entertainment, and Recreation	57.1%	35.7%	7.1%
Accommodation and Food Services	45.5%	37.9%	16.7%
Other Services (except Public Administration)	42.9%	23.8%	33.3%

As in the Omaha survey area, construction industry employers in the Lincoln area were the most likely to indicate that labor availability would be a challenge if they were to attempt an expansion (63%). Lincoln's finance and insurance industry was the only sector in any of the three survey areas where the majority of employers reported that an expansion effort would not create any labor availability issues (52.9%).

## Percentage of Employers Indicating Reasons for Hiring Difficulty, by Industry (Northeast Nebraska)

Reason	Agriculture, Forestry, Fishing & Hunting	Manufacturing	Transportation & Warehousing	Professional, Scientific & Technical Services	Administrative & Support & Waste Management & Remediation Services
Availability for shifts required	24.9%	22.7%	16.4%	13.0%	32.0%
Citizenship/work authorization	34.8%	5.2%	3.1%	0.0%	0.0%
Failed background check/drug screen	10.5%	17.9%	14.8%	10.7%	44.1%
Lack occupation specific skills	46.2%	52.4%	36.7%	54.0%	28.4%
Lack of work experience	31.4%	59.0%	49.1%	39.5%	24.8%
Lack required education	6.6%	20.0%	7.8%	25.6%	2.1%
Lack required licenses/certificates	1.5%	7.4%	31.8%	12.6%	16.3%
Language barrier	25.2%	11.4%	3.1%	2.8%	12.0%
Not enough applicants	66.4%	76.2%	78.1%	71.2%	55.9%
Overqualified	0.0%	4.6%	8.5%	10.2%	17.9%
Poor work history	32.2%	47.0%	38.1%	35.4%	44.1%
Wage demands too high	36.1%	37.9%	46.0%	27.9%	40.0%

## Percentage of Employers Indicating Issues with Labor Availability if Asked to Consider Expansion, by Industry (Northeast Nebraska)

Industry	Yes	Maybe	No
Agriculture, Forestry, Fishing and Hunting	30.0%	60.4%	9.6%
Construction	64.1%	25.7%	10.3%
Manufacturing	66.6%	26.0%	7.4%
Wholesale Trade	58.7%	30.1%	11.2%
Retail Trade	67.3%	20.7%	12.0%
Transportation and Warehousing	58.1%	22.1%	19.8%
Finance and Insurance	29.5%	44.0%	26.5%
Professional, Scientific, and Technical Services	44.9%	46.9%	8.1%
Administrative and Support and Waste Management and Remediation Services	60.9%	39.1%	0.0%
Health Care and Social Assistance	66.3%	25.4%	8.3%
Arts, Entertainment, and Recreation	57.8%	21.6%	20.5%
Accommodation and Food Services	49.4%	36.6%	14.1%
Other Services (except Public Administration)	58.4%	29.0%	12.6%

In the Northeast Nebraska survey area, data were analyzed for responding employers doing business in agriculture, forestry, fishing and hunting; manufacturing; transportation and warehousing; professional, scientific and technical services; and administrative and support and waste management and remediation services. Employers in each industry most often indicated that not receiving enough applicants was a reason they had difficulty hiring. Compared to the other Northeast-area industries, a greater percentage of employers in the agriculture, forestry, fishing, and hunting industry indicated that problems with citizenship or work authorization were an obstacle to finding workers (34.8%). Manufacturing employers were the most likely to report that a lack of work experience made hiring difficult (59%). As in the Lincoln area, administrative and support industry employers in

the Northeast area most frequently reported hiring challenges due to failed background checks or drug screens (44.1%).

Compared to employers in the Omaha and Lincoln survey areas, businesses in Northeast Nebraska were across-the-board more likely to report that an expansion effort was likely to create labor availability challenges. All responding employers in the Northeast's administrative and support industry responded that labor issues either 'would' (60.9%) or 'might be' present (39.1%) if they were to consider an expansion. The industry with the largest share of Northeast-area employers who responded that an expansion would not cause labor availability issues was finance and insurance (26.5%), followed by employers in arts, entertainment, and recreation (20.5%), and transportation and warehousing (19.8%).

These survey results show the similarities and differences between the major hiring challenges employers may face based on their geographical location and industry. Businesses can use this information to identify and anticipate potential sources of hiring difficulty and develop adaptation strategies as they plan their future growth. Job seekers may likewise benefit from keeping these data in mind when applying for positions in order to avoid the pitfalls that most commonly derail the hiring process in their area and industry of choice.

Readers interested in viewing hiring difficulty data for other industry groups or receiving additional insights into the hiring and training needs of employers in Omaha, Lincoln, or Northeast Nebraska can view the full 2017-2018 NDOL Hiring and Training Needs Reports for each survey area, available at <https://dol.nebraska.gov/las>.

# Agenda Item 5B: Performance

PY 2018 Quarter 1: 7/1/2018-9/30/2018

Nebraska – Report Period Quarter End: 9/30/2018

WIOA Title 1B Program Performance						
Program Year 2018 Quarter						
NEBRASKA						
Report Period Quarter End:		Current Quarter		4 Quarters		
Adult Program		PY 2018 Goal	Actual Performance	% of Goal	Actual Performance	% of Goal
1. Employment Rate (Q2)		78.0%	78.5%	100.6%	78.0%	100.0%
2. Employment Rate (Q4)		79.0%	70.1%	88.7%	76.8%	97.2%
3. Median Earnings		\$ 6,000.00	\$ 5,286.00	88.1%	\$ 6,060.00	101.0%
4. Credential Rate		56.0%	50.0%	89.3%	57.7%	103.0%
5. Measurable Skill Gains		N/A	13.7%	N/A	14.9%	N/A
Aggregate Score				91.7%		100.3%
Dislocated Worker Program		PY 2018 Goal	Actual Performance	% of Goal	Actual Performance	% of Goal
1. Employment Rate (Q2)		87.0%	85.7%	98.5%	86.7%	99.7%
2. Employment Rate (Q4)		88.0%	84.5%	96.0%	87.9%	99.9%
3. Median Earnings		\$ 7,500.00	\$ 7,239.00	96.5%	\$ 7,602.00	101.4%
4. Credential Rate		60.0%	34.8%	58.0%	27.9%	46.5%
5. Measurable Skill Gains		N/A	18.5%	N/A	26.5%	N/A
Aggregate Score				87.3%		86.9%
Youth Program		PY 2018 Goal	Actual Performance	% of Goal	Actual Performance	% of Goal
1. Employment, Education or Training Placement Rate (Q2)		78.0%	71.4%	91.5%	78.4%	100.5%
2. Employment, Education or Training Placement Rate (Q4)		77.0%	68.4%	88.8%	73.7%	95.7%
3. Median Earnings		N/A	\$ 2,898.00	N/A	\$ 2,939.00	N/A
4. Credential Rate		68.0%	17.4%	25.6%	39.8%	58.5%
5. Measurable Skill Gains		N/A	13.0%	N/A	33.8%	N/A
Aggregate Score				68.7%		84.9%

# WIOA Title 1B Program Performance

Program Year 2018 Quarter

GREATER OMAHA

Report Period Quarter End:		Current Quarter		4 Quarters	
Adult Program	PY 2018 Goal	Actual Performance	% of Goal	Actual Performance	% of Goal
	1. Employment Rate (Q2)	78.0%	73.4%	70.5%	90.4%
	2. Employment Rate (Q4)	79.0%	68.8%	74.7%	94.6%
	3. Median Earnings	\$ 5,500.00	\$ 5,015.00	\$ 5,161.00	93.8%
	4. Credential Rate	56.0%	45.2%	45.6%	81.4%
	5. Measurable Skill Gains	N/A	0.0%	0.4%	N/A
Aggregate Score		88.3%		90.1%	
Dislocated Worker Program	PY 2018 Goal	Actual Performance	% of Goal	Actual Performance	% of Goal
	1. Employment Rate (Q2)	87.0%	63.6%	69.2%	79.5%
	2. Employment Rate (Q4)	88.0%	62.5%	68.4%	77.7%
	3. Median Earnings	\$ 7,200.00	\$ 8,392.00	\$ 8,433.00	117.1%
	4. Credential Rate	60.0%	66.7%	50.0%	83.3%
	5. Measurable Skill Gains	N/A	0.0%	0.0%	N/A
Aggregate Score		93.0%		89.4%	
Youth Program	PY 2018 Goal	Actual Performance	% of Goal	Actual Performance	% of Goal
	1. Employment, Education or Training Placement Rate (Q2)	78.0%	61.7%	73.2%	93.8%
	2. Employment, Education or Training Placement Rate (Q4)	77.0%	64.0%	65.2%	84.7%
	3. Median Earnings	N/A	\$ 2,323.00	\$ 2,725.00	N/A
	4. Credential Rate	68.0%	25.0%	42.0%	61.8%
	5. Measurable Skill Gains	N/A	0.0%	4.2%	N/A
Aggregate Score		66.3%		80.1%	

# WIOA Title 1B Program Performance

Program Year 2018 Quarter

GREATER LINCOLN

Report Period Quarter End:		Current Quarter		4 Quarters	
		PY 2018 Goal	Actual Performance	% of Goal	% of Goal
Adult Program					
1. Employment Rate (Q2)		78.0%	75.0%	96.2%	106.2%
2. Employment Rate (Q4)		79.0%	83.3%	105.4%	115.1%
3. Median Earnings		\$ 5,500.00	\$ 6,575.00	119.5%	150.1%
4. Credential Rate		56.0%	33.3%	59.5%	71.4%
5. Measurable Skill Gains		N/A	6.3%	N/A	N/A
Aggregate Score				95.2%	110.7%
Dislocated Worker Program					
1. Employment Rate (Q2)		87.0%	100.0%	114.9%	99.7%
2. Employment Rate (Q4)		88.0%	100.0%	113.6%	103.3%
3. Median Earnings		\$ 7,200.00	\$ 10,902.00	151.4%	144.8%
4. Credential Rate		60.0%	25.0%	41.7%	83.3%
5. Measurable Skill Gains		N/A	0.0%	N/A	N/A
Aggregate Score				105.4%	107.8%
Youth Program					
1. Employment, Education or Training Placement Rate (Q2)		78.0%	75.0%	96.2%	104.2%
2. Employment, Education or Training Placement Rate (Q4)		77.0%	60.0%	77.9%	102.1%
3. Median Earnings		N/A	\$ 2,566.00	N/A	N/A
4. Credential Rate		68.0%	40.0%	58.8%	52.5%
5. Measurable Skill Gains		N/A	0.0%	N/A	N/A
Aggregate Score				77.6%	86.3%

# WIOA Title 1B Program Performance

Program Year 2018 Quarter

**GREATER NEBRASKA**

Report Period Quarter End:		Current Quarter		4 Quarters	
Adult Program		PY 2018 Goal	Actual Performance	% of Goal	% of Goal
1. Employment Rate (Q2)		78.0%	87.0%	112%	86.4%
2. Employment Rate (Q4)		79.0%	72.7%	92%	79.8%
3. Median Earnings		\$ 5,500.00	\$ 5,792.00	105%	\$ 6,522.00
4. Credential Rate		56.0%	58.8%	105%	74.4%
5. Measurable Skill Gains		N/A	25.4%	N/A	35.6%
Aggregate Score				103.5%	115.8%
Dislocated Worker Program		PY 2018 Goal	Actual Performance	% of Goal	% of Goal
1. Employment Rate (Q2)		87.0%	90.2%	104%	88.9%
2. Employment Rate (Q4)		88.0%	87.0%	99%	89.6%
3. Median Earnings		\$ 7,200.00	\$ 5,829.00	81%	\$ 7,158.00
4. Credential Rate		60.0%	31.3%	52%	67.8%
5. Measurable Skill Gains		N/A	18.5%	N/A	28.9%
Aggregate Score				83.9%	104.1%
Youth Program		PY 2018 Goal	Actual Performance	% of Goal	% of Goal
1. Employment, Education or Training Placement Rate (Q2)		78.0%	94.4%	121%	90.5%
2. Employment, Education or Training Placement Rate (Q4)		77.0%	88.9%	115%	95.5%
3. Median Earnings		N/A	\$ 5,949.00	N/A	\$ 5,170.00
4. Credential Rate		68.0%	0.0%	0%	43.8%
5. Measurable Skill Gains		N/A	21.1%	N/A	57.1%
Aggregate Score				78.8%	101.5%

# Committees

## Strategic Planning Committee

\*Requires motion and vote.

**Location:** College Park at Grand Island, 3180 West U.S. Highway 34, Grand Island

**Room:** 206

**Duration:** 3:00pm-5:30pm

**Committee Chair:** Roy Lamb II

**Committee Members:** Stan Zimbelman, Alicia Fries, Kim Schumacher, Matt Gotschall, Dan Mauk, Roy Lamb II, Erin Brandyberry, Cliff Barley, Denise Pfeifer

**Duties:** Employee Engagement, Sector Strategies, Developing Career Pathways, Grant Development, Financial Monitoring, Board Bylaws, Regional Planning

1. Welcome Roy Lamb II
2. Review of Minutes\*
3. New Business
  - a. Spending Trends Ashley Mathers
  - b. Returned Funds
  - c. Regional Plan Modification Update
  - d. Economic Transition Grant Update
  - e. Articles of Incorporation\*
  - f. Senior 50+ Initiative Ashley Mathers
  - g. Sector Strategies DED/ Stan Odenthal
  - h. Business Outreach Laura Hart
  - i. Where Are We Going? Ashley Mathers
4. Adjournment\* Roy Lamb II

Pam Lancaster

Lisa Wilson

## Meeting Minutes

**LOCATION** Mid-Plains Community College, North Campus, Room 206

1101 Halligan Drive, North Platte, NE 69101

**DURATION** 3:00 p.m.-5:30 p.m.

### Strategic Planning Committee

#### CALL TO ORDER:

Lisa Wilson called the meeting of the Strategic Planning Committee to order at approximately 3:00 p.m. on Thursday, October 17, 2018.

#### ROLL CALL:

##### PRESENT:

Lisa Wilson  
Dan Mauk  
Kim Schumacher  
Alicia Fries  
Denise Pfeifer  
Stan Zimbelman

##### ABSENT:

Erin Brandyberry  
Roy Lamb II  
Matt Gotschall

**STAFF AND GUESTS:** Ashley Mathers (NDOL), Karen Stohs (NDOL), Scott Asmus (NDOL), Pat Comfort (NDOL), Kendrick Marshall (NDOL), Dawn Carrillo (NDOL), Laura Hart (Department of Economic Development), Linda Black (Department of Economic Development).

#### REVIEW OF MINUTES:

All members received and reviewed the Strategic Planning Committee Meeting Minutes from the May 24, 2018 meeting. The minutes were reviewed and approved.

#### OLD BUSINESS:

There was no old business to be discussed.

#### NEW BUSINESS:

### Finance

Ashley Mathers gave an overview of spending trends in the Greater Nebraska Area. The description of funds was based on those available as of October 16, 2018. The funding available

for in-school youth was \$42,337.66, out-of-school youth was \$312,353.86, adult was \$128,803.22, and dislocated worker was \$407,880.17. The obligations for each program were: \$17,876.75 for in-school youth, \$150,385.93 for out-of-school youth, \$231,826.59 for adult, and \$313,083.33 for dislocated worker. The funded participants included 109 adult occupational skills training, 35 adult on-the-job training, 50 dislocated worker occupational skills training, 51 dislocated worker on-the-job training, 58 youth occupational skills training, and 7 youth work experience. Ashley projected staffing expenses for the next six month as \$102,178.83 for youth, \$103,037.03 adult, and \$90,205.35 for dislocated worker.

### **Transferring Funds from the Dislocated Worker to Adult**

Ashley Mathers presented the motion to transfer \$200,000 from dislocated worker funds to the adult program effective October 18, 2018. This motion was reviewed and approved.

### **Dislocated Worker Grant**

Ashley Mathers presented that Nebraska Department of Labor applied for a new dislocated worker grant, called the Trade and Economic Transition Dislocated Worker Grant from the U.S. Department of Labor. Ashley stated that Nebraska Department of Labor showed the high impact of layoffs, especially in rural regions, and was awarded \$2,691,943 in grant funding as a result. Ashley reported that the funding would be utilized to hire five Workforce Coordinators and one Program Manager which would be hired on permanently after the grant is over as Regional Apprenticeship Experts.

### **Business Outreach**

Laura Hart from Department of Economic Development explained her position and how her business outreach corresponds with the needs of the Greater Nebraska Area. Laura presented a brief summary showing that she completed 18 named business visits across Nebraska in conjunction with Nebraska Department of Labor and local economic groups. Laura stated that she works to network with businesses, discuss workforce issues, and assess employer and community needs. Laura said that Department of Economic Development had a goal of 250 BREs for the calendar year, and they reached 198 as of October 18, 2018, with 101 occurring from May through September 2018.

### **Sector Strategies**

Linda Black from Department of Economic Development stated that there were 9 businesses and 12 partners in the southeast region, 21 businesses and 10 partners in the central region, and 20 businesses with 14 partners in the northeast region. Linda said that these numbers did not include the Lincoln and Omaha regions.

## **Apprenticeships**

Scott Asmus updated the committee on apprenticeships in Nebraska, and stated that in the FY 2017, Nebraska had a 16% growth rate, which was higher than the national growth rate of 5.5%. Scott said that he completed a survey in June 2018 with current sponsors, and 100% indicated that they would recommend the program to other businesses. Scott discussed the progress of the apprenticeship program, and the benefits it can provide to the Greater Nebraska Area.

### **PUBLIC COMMENT:**

There was no public comment at this meeting.

### **MEETING DATES:**

January 24<sup>th</sup>, 2019 – GNWDB and CEOB - Case New Holland, Grand Island

May 23, 2019 – GNWDB and CEOB – Lied Lodge, Nebraska City

October 24, 2019 – GNWDB and CEOB – Hampton Inn, Kearney

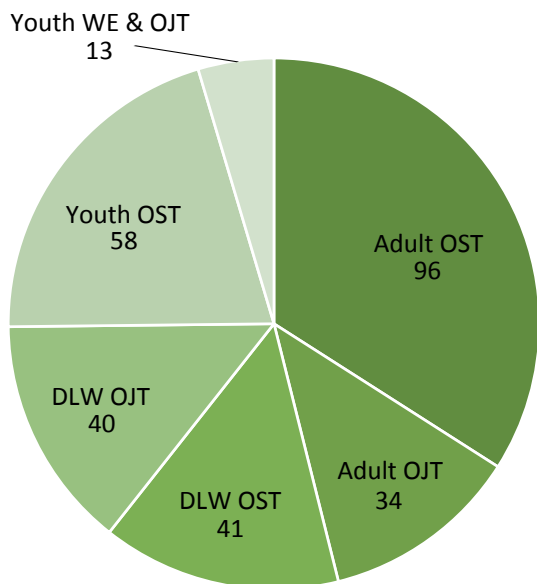
### **ADJOURNMENT:**

The meeting of the Greater Nebraska Strategic Planning Committee was adjourned at 4:37 p.m. Thursday, October 18, 2018.

.

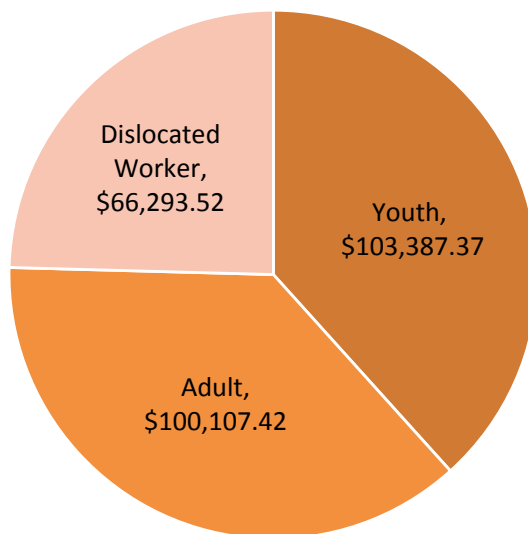
# Agenda Item Strategic 3a: Spending Trends

**Current Funded Participants**



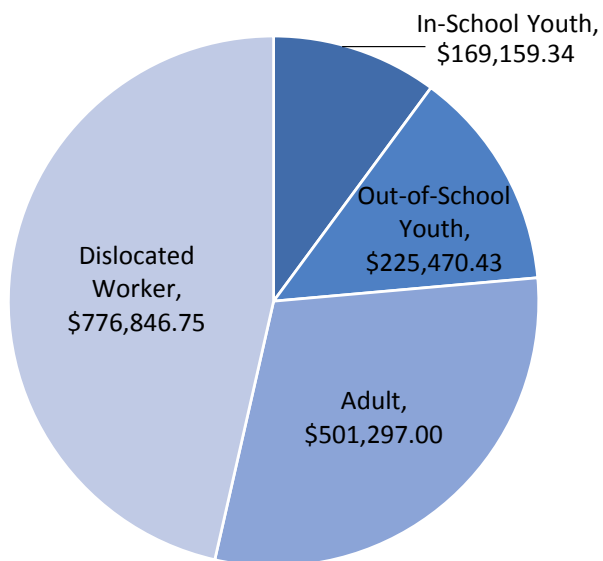
Total, 282

**Projected Staffing Expenses**



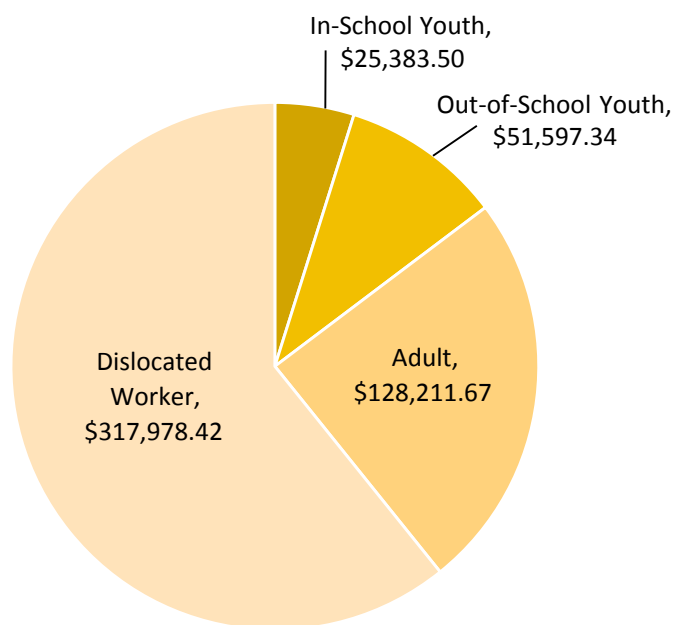
Total, \$269,788.31

**Current Funds Available as of November 30, 2018**



Total, \$1,672,773.52

**Current Obligations by Program**



Total, \$523,170.93

## **Agenda Item Strategic 3b: Returned Funds**

Funds allocated to local workforce development areas (local areas) for a program year for the WIOA Title IB Adult, Dislocated Worker, and Youth programs are available for expenditure by the local workforce development board (local board) during that program year and one (1) succeeding program year. Funds not expended during this two (2) year period of performance must be returned to the Nebraska Department of Labor (NDOL).

As required by law, the board must return the unexpended amounts summarized below:

The Greater Nebraska Workforce Development Board must return \$595.35 in PY 2016 youth out of school funds, \$4212.80 in PY 2016 youth out of school work experience funds and \$1576.14 in FY 2017 dislocated worker funds.

## **Agenda Item Strategic 3c: Regional Plan Modification Update**

The GNWDB in partnership with the CEOB is required to submit and obtain approval for a four-year plan for the planning region and a two-year modification of that plan. The regional and local plan and modifications support the vision and strategic and operational goals of the state's plan and modification.

The regional plan modification will include regional labor market and economic conditions and other factors affecting the implementation of the region plan, including but not limited to changes in the financing available to support WIOA Title 1 programs and partner-provided WIOA services.

We will schedule an Executive Committee meeting in February 2019 to review the modification.

Regional and local plan modifications are due no later than April 1, 2019 to the state.

## **Agenda Item Strategic 3e: Articles of Incorporation**

**Motion to Approve Revised Articles of Incorporation**

**January 24, 2019**

**Meeting of the Greater Nebraska Workforce Development Board**

Office of Legal Counsel & Legislative Affairs  
Nebraska Department of Labor  
P.O. Box 94600  
Lincoln, NE 68509-4600

**NOTICE OF AMENDMENT  
TO ARTICLES OF INCORPORATION  
OF THE GREATER NEBRASKA WORKFORCE INVESTMENT BOARD, INC.,  
NOW NAMED THE GREATER NEBRASKA WORKFORCE  
DEVELOPMENT BOARD, INC.**

On this \_\_\_\_ day of \_\_\_\_\_, 2019, the Articles of Incorporation of the Greater Nebraska Workforce Investment Board, Inc., a Nebraska, nonprofit corporation, were amended and adopted as follows:

Article 1 shall be amended to read as follows:

1. The name of the corporation is Greater Nebraska Workforce Development Board, Inc.

Article 2 shall be restated as follows:

2. The period of duration for said corporation shall be perpetual.

Article 3 shall be amended to read as follows:

3. The purposes for which the corporation is organized are:
  - A. To establish policies, interpretations, guidelines and definitions to implement provisions of Section 107 (a) and (b) of the Workforce Innovation and Opportunity Act of 2014 (WIOA) in the 88-county area designated as “Greater Nebraska”;
  - B. Additional purposes which are exclusively charitable and educational within the meaning of § 501(c) (3) of the Internal Revenue Code of 1986, as amended; and
  - C. To do everything necessary, proper, advisable or convenient for the accomplishment of the purposes set forth above, and to do all other things incidental thereto or connected herewith which are not forbidden by the laws of Nebraska, the Workforce Innovation and Opportunity Act of 2014, or these Articles of Incorporation.

Article 4 shall be amended to read as follows:

4. The street address of the registered office is 550 South 16<sup>th</sup> Street, Lincoln, NE

68509. The name of the registered agent is Office of General Counsel.

Article 5 shall be amended to read as follows:

5. The number of directors constituting the Board shall be determined by the Greater Nebraska Chief Elected Officials Board, in accordance with WIOA section 107
- (b) (2) (A).

Article 6 shall be amended to read as follows:

- 16<sup>th</sup> 6. The name and address of the incorporator is Office of General Counsel, 550 S. St., Lincoln, NE 68509.

Article 7 shall be amended to read as follows:

7. INUREMENT OF INCOME. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable expenses for services rendered, as permitted by Nebraska statutes and Nebraska Department of Labor regulations.

Article 8 shall be amended to read as follows:

8. LEGISLATIVE OR POLITICAL ACTIVITIES. Board members shall not use their official authority or influence to interfere with or affect the results of an election or nomination; or directly or indirectly coerce, attempt to coerce, command, or advise a state or local officer or employee to pay, lend, or contribute anything of value to a party, committee, organization, agency, or person for political purposes; or carry out any official activities in contravention of the Hatch Act of 1939 or the Hatch Act Modernization Act of 2012.

Article 9 shall be amended to read as follows:

9. OPERATIONAL LIMITATIONS. Notwithstanding any other provision of these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1986, as amended; or (b) by a corporation contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1986, as amended.

Article 10, "Dissolution Clause," shall be deleted.

Article 11 shall be amended to read as follows:

11. AMENDMENTS TO OR REPEAL OF BYLAWS. Amendments to or repeal of the corporation's Bylaws must be approved by a vote of two-thirds of the members present constituting a quorum at any regular or special meeting of the Board.

Article 12 shall be amended to read as follows:

12. MEMBERSHIP. Membership shall be made up of individuals appointed by the Chief Elected Officials Board.

Total number of Board members outstanding is 18. Voting is conducted by a quorum consisting of a majority of members present at the meeting. Each member is entitled to a single vote. The Board is not divided into classes entitled to vote separately on the amendments, nor is there a designation of number of votes of each class indisputably voting on the amendments.

Approval by the members of the Amendments to the Articles of Incorporation was secured by roll- call vote of the quorum of Board members present at the meeting held on \_\_\_\_\_, 2019. The motion to approve the Amendments to the Articles of Incorporation was passed with a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, and \_\_\_\_\_ abstaining. The record of the motion and approval was delivered to the corporation for inclusion in the minutes and for filing in the corporate records.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

---

LISA WILSON, CHAIR

It is proposed that the Greater Nebraska Workforce Development Board approve the revised Articles of Incorporation with the above changes.

## **Agenda Item Strategic 3f: Senior 50+ Initiative**

With a job market that has more open positions than people to fill them, the thought of reaching out to seniors who are not in the job market seemed to be a viable option. The initiative started in July 2018 with a collaboration to identify seniors who have left the job market to recruit them back in some capacity: part time jobs, project work, job sharing, mentoring opportunities or consulting.

Partners collaborating on this initiative include:

- CNSHRM-Central NE Society for Human Resource Managers
- GI Independent (local newspaper Job Fair Coordinator)
- GI Chamber of Commerce (State Fair Volunteer Coordinator)
- National ABLE (Serve 55+ individuals needing to improve job skills)
- AARP Community Outreach Representative (SR employment a national goal)
- NDOL-NE Dept. of Labor (jobs outreach)
- NDED-NE Dept. of Economic Development (business support)
- CCC Adult Education (educational support for seniors)

The initiative has completed two projects so far, including partnering with the Grand Island Chamber of Commerce to provide NEworks and job information flyers to the Nebraska State Fair volunteers and partnering with AARP to hand out packets with NEworks and job information to individuals attending Senior Day at the Nebraska State Fair; over 300 packets were handed out that day. They are currently working on a new project: Heartland 50+ Senior Expo coming April 2019. The goal of the expo is to provide information, booths and entertainment to individuals over 50 in the Heartland community and surrounding area.

## **Agenda Item Strategic 3i: Where Are We Going?**

As we are beginning a new year, we want to make a plan for where we are going, as a board. What initiatives should we take on? What projects interest you? What funds should we go after?

# System Coordination Committee

\*Requires motion and vote.

**Location:** College Park at Grand Island, 3180 West U.S. Highway 34, Grand Island

**Room:** 209/210

**Duration:** 3:00pm-5:30pm

**Committee Chair:** Stacey Weaver

**Committee Members:** Elaine Anderson, Wayne Brozek, Ann Chambers, Stacey Weaver, Gary Kelly, Greta Kickland, Charlene Lant, Anita Sutton

**Duties:** Performance; One-Stop System; Youth Program; Accessibility, Equal Opportunity, and Non-Discrimination; Policy Alignment; Local Plan

- |                       |   |                 |
|-----------------------|---|-----------------|
| 1. Welcome            |   | Stacey Weaver   |
| 2. Review of Minutes* |   |                 |
| 3. New Business       | a. Survey Results                         | Susan Nickerson |
|                       | b. Partner Surveys                        |                 |
|                       | c. Partner Meetings                       |                 |
|                       | d. Snap Reemployment Pilot Program Update | Kelsey Miller   |
|                       | e. Youth Brochure                         |                 |
|                       | f. Supportive Service Policy Revision*    |                 |
|                       | g. State Monitor Review                   |                 |
|                       | h. Local Plan Modification Update         |                 |
|                       | i. American Job Center Certifications     |                 |
|                       | j. Equal Opportunity Update               |                 |
|                       | k. Enrollments                            |                 |
|                       | l. Active Participants by County          |                 |
|                       | m. Where Are We Going?                    |                 |
| 4. Adjournment*       |   | Stacey Weaver   |

Pam Lancaster

Lisa Wilson

## Meeting Minutes

**LOCATION** Mid-Plains Community College, North Campus, Room 204

1101 Halligan Drive, North Platte, NE 69101

**DURATION** 3:00 p.m. – 5:30 p.m.

### **System Coordination Committee**

#### **CALL TO ORDER:**

Stacey Weaver called the meeting of the System Coordination Committee to order at approximately 3:00 p.m. on Wednesday, October 17, 2018.

#### **ROLL CALL:**

#### **PRESENT:**

Stacey Weaver  
Gary Kelly  
Greta Kickland  
Ann Chambers  
Wayne Brozek

#### **ABSENT:**

Charlene Lant  
Elaine Anderson

**STAFF AND GUESTS:** Lindsey Sullivan (NDOL), Becky Maggart (NDOL), Bernie Hansen (NDOL), Anita Sutton (NDOL), Randy Kissinger (NDOL), Susan Nickerson (Department of Economic Development), Kelsey Miller (NDOL)

#### **REVIEW OF MINUTES:**

All members received and reviewed the System Coordination Committee Meeting Minutes from the May 24th, 2018 meeting. The minutes were reviewed and approved.

#### **OLD BUSINESS:**

There were not any updates on the EO Policy, and this will be placed on the agenda for the next committee meeting. There was no other old business to discuss.

#### **NEW BUSINESS:**

## **Survey Results**

Susan Nickerson reported that the first full survey process was completed in the Greater Nebraska Area. Susan stated that surveys were emailed to a sampling of participants and employers who received staff-assisted services during a 90 day period. Susan said that 7.35% of the surveys sent out to employers and participants were completed. Susan mentioned that no action will be taken on the feedback from surveys until a second survey can be sent out to compare and evaluate the results with the initial survey. Susan reported that there were no negative comments from employer, and that 28% of the participant surveys had negative comments, however 15% of the surveys came from unemployment insurance participants. The committee reviewed the survey results and feedback from both employers and participants.

## **Survey Revision**

Susan Nickerson presented the concept of completing surveys by office and combining the office results to obtain a regional report. Susan also suggested revising questions on the survey to make it clearer to the employer and participant. The committee suggested changing the wording, grammar, and structure on certain employer and participant questions to obtain the most impactful results to review. Susan stated that she would revise and update the survey to present to the board for final approval.

## **Referrals and Direct Linkage**

Susan Nickerson mentioned that she and the one-stop operators from Greater Lincoln and Greater Omaha are doing research on referrals and the best methods to track them. Susan stated that she met with Stan Odenthal from Nebraska Department of Labor in July 2018 and was informed that there is a RFP in progress of a new referral system for core partners. Susan indicated that she did not want to begin a new process for referrals at this time, and will meet with Stan again in January 2019 to follow up on the matter.

## **Partner Meetings**

Susan Nickerson compiled a list of partner meetings in the Greater 88 counties, which included 14 meetings in the region overall. Susan stated that she does not track anything yet from these meetings, but will most likely do so in the future when re-certification is needed for the AJC.

## **Future Plans**

Susan Nickerson informed the committee that she is attempting to obtain a checklist for the next AJC certification, which will occur in July 2019. Susan said that she is continually working to contribute to partner organizations and presenting at partner meetings, completing cross training, and assisting business services teams in the Greater Nebraska Area. Kelsey Miller also indicated that she is hopeful to create new AJCs in the next year or two as many career centers are co-located with various partners in their regions.

## **Memorandums of Understanding-Update**

Kelsey Miller stated that the funding agreement with Adult Education will end this calendar year due to discrepancies in reporting and monetary disagreements. Kelsey mentioned that she is working with the partners to come up with a resolution if there is a loss of funding.

## **Acceptance of State's PY 2018 & 2019 Performance Levels**

Kelsey Miller stated that an emergency joint meeting was held on September 20<sup>th</sup>, 2018 with the Chief Elected Officials Board and the Greater Nebraska Workforce Development Board to approve or not approve state performance levels for 2018 and 2019 by September 24<sup>th</sup>, 2018.

Kelsey also reviewed statewide performance for the fourth quarter and all combined quarters with the committee. Kelsey said that the only concern for the Greater Nebraska Area was a low credential rate, which was the result of inaccurate reporting in NEworks.

#### **Supportive Service Limits**

Kelsey Miller presented a change to the current supportive spending limit on participants who receive WIOA funding. Kelsey requested that the committee request ask the board to approve an increase in supportive service spending limits from \$2,000 to \$4,000 for each participant. The committee agreed to take this proposal to the board for approval.

#### **Individual Training Accounts (ITAs) Policy Revision**

Kelsey Miller reviewed that the Greater Nebraska Area is working on consolidating and updating policies for the purpose of alignment statewide. Kelsey requested that the committee ask the board to approve a policy revision which indicates that: Pell grants and other grant sources, with the exception of the GI bill and VA funding, need to be applied first before the use of WIOA funds.. The committee agreed to take this proposal to the board for approval.

#### **Enrollments/Active Participants by County**

Kelsey Miller updated the committee on enrollments of both new and active participants by county. Kelsey stated that for the calendar year, her goal for field staff was to have 500 enrollments for the year, and they currently have 388.

#### **Monitor Review**

Kelsey reviewed that Chris Mendoza from U.S. Department of Labor completed a compliance review of dislocated workers in the state of Nebraska, including the Lincoln and Beatrice offices. As a result of his review, the Greater Nebraska Area will be creating policies for a transitional jobs program, incumbent worker, and customized job training.

#### **PUBLIC COMMENT:**

There was no public comment at this meeting.

#### **MEETING DATES:**

January 24<sup>th</sup>, 2019 – GNWDB and CEOB - Case New Holland, Grand Island

May 23, 2019 – GNWDB and CEOB – Lied Lodge, Nebraska City

October 24, 2019 – GNWDB and CEOB – Hampton Inn, Kearney

#### **ADJOURNMENT:**

The meeting of the Greater Nebraska System Coordination Committee was adjourned at 4:51 p.m. on Wednesday, October 17th, 2018.

## Agenda Item **System 3a:** Survey Results

### Question 3a – Average Rating by Region: Help with Job Search Using the NWorks Website

Region

Region 1 56

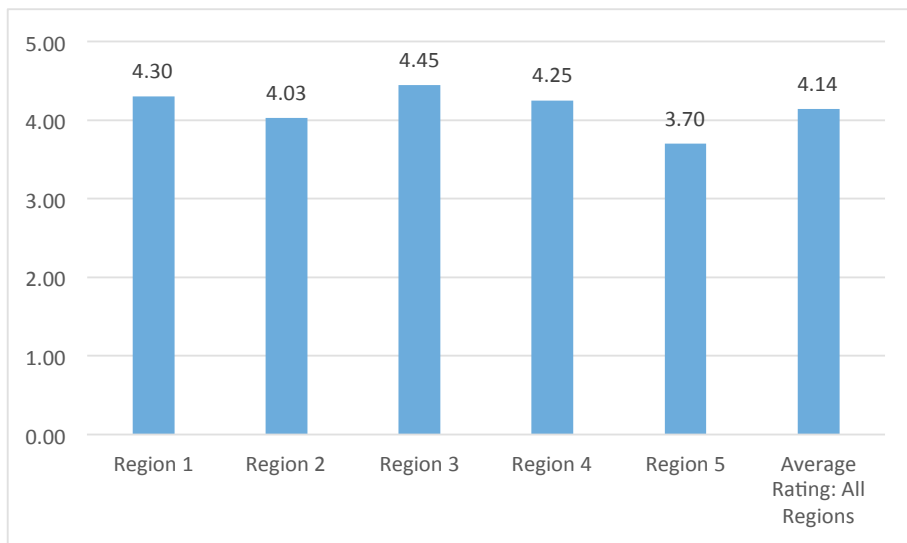
Region 2 35

Region 3 49

Region 4 56

Region 5 60

All Regions 256



### Question 3b – Average Rating by Region: Help with Resume and/or Cover Letter

Region

Region 1 51

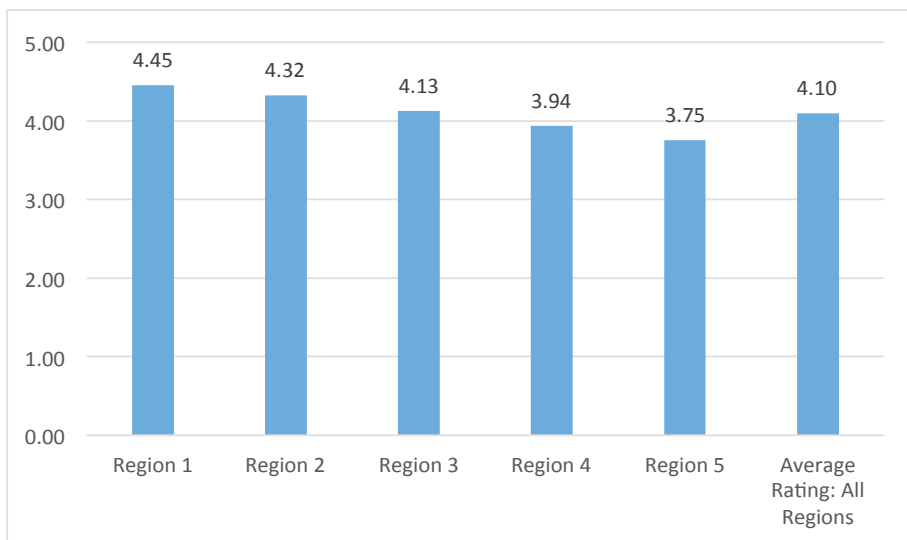
Region 2 34

Region 3 47

Region 4 49

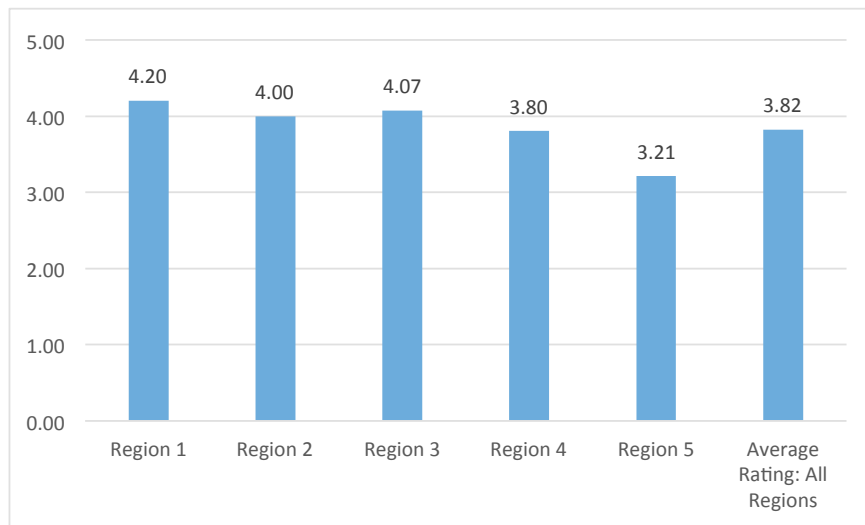
Region 5 57

All Regions 238



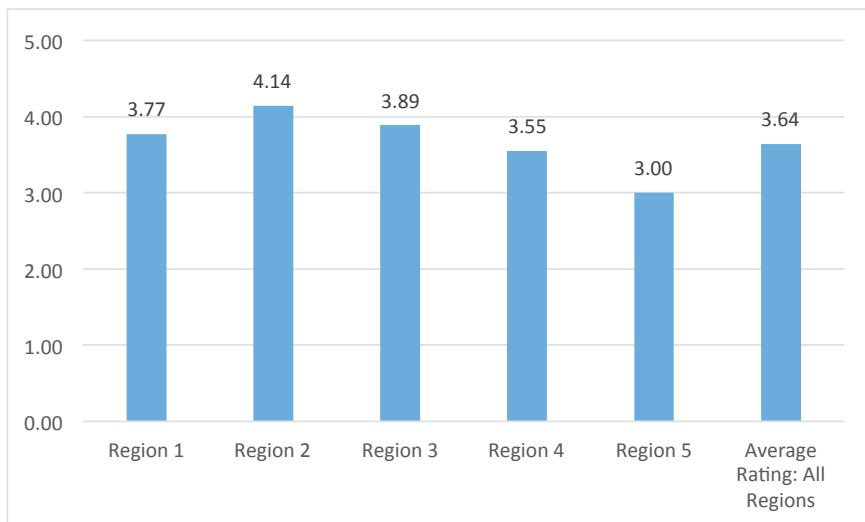
### Question 3c – Average Rating by Region: Help with Job Application

Region	
Region 1	44
Region 2	28
Region 3	42
Region 4	46
Region 5	52
All Regions	212



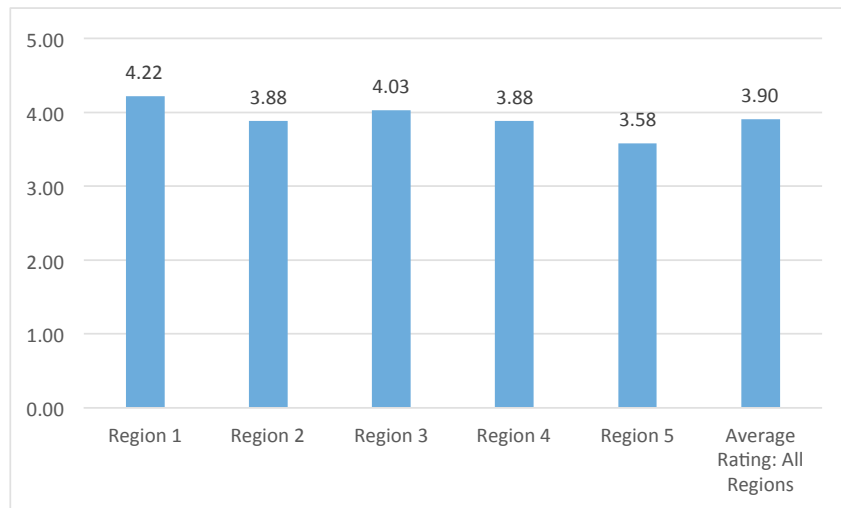
### Question 3d – Average Rating by Region: Help with Finding Veterans Services

Region	
Region 1	22
Region 2	7
Region 3	18
Region 4	20
Region 5	14
All Regions	81



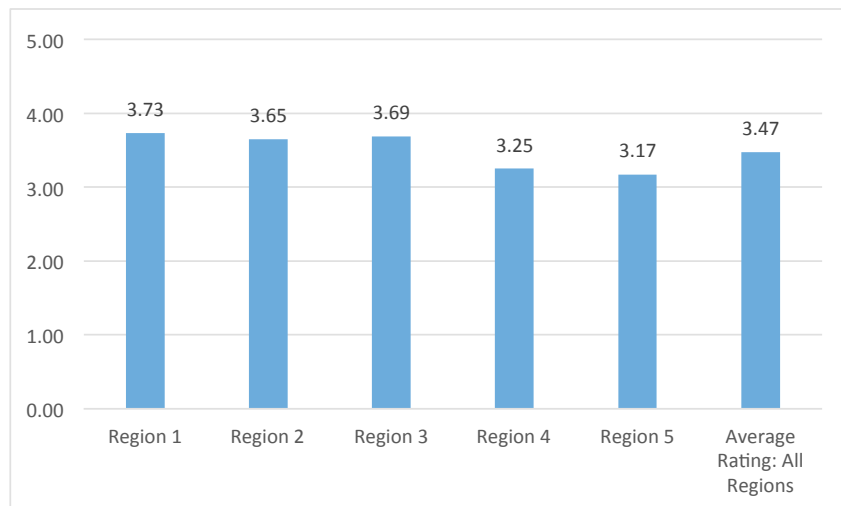
### Question 3e – Average Rating by Region: Help with Finding Labor Market Information

Region	
Region 1	41
Region 2	26
Region 3	37
Region 4	42
Region 5	50
All Regions	196



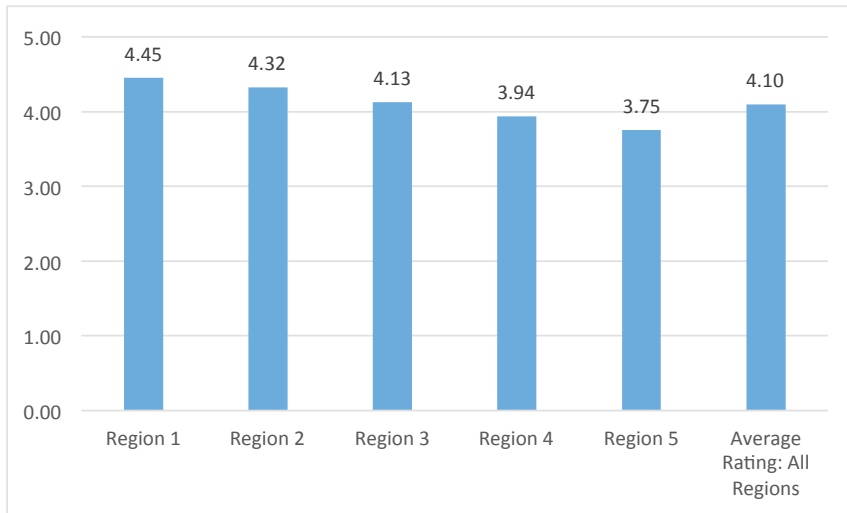
### Question 3f – Average Rating by Region: Help with Job Interview

Region	
Region 1	37
Region 2	20
Region 3	29
Region 4	32
Region 5	41
All Regions	159



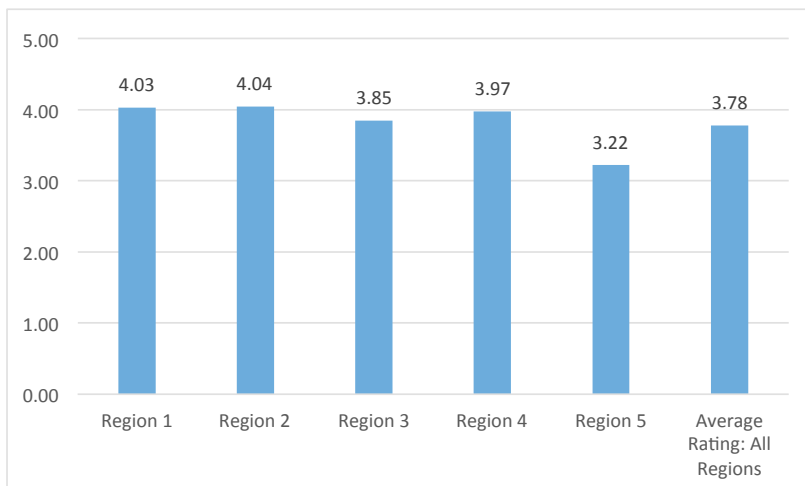
### Question 3g – Average Rating by Region: Help with Filing Unemployment Insurance Benefits

Region	
Region 1	51
Region 2	34
Region 3	47
Region 4	49
Region 5	57
All Regions	238



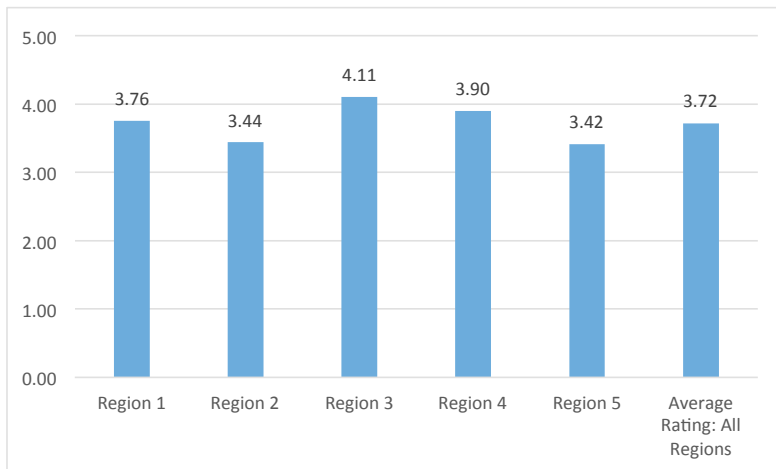
### Question 3h – Average Rating by Region: Help with Testing and/or Assessments

Region	
Region 1	35
Region 2	24
Region 3	33
Region 4	39
Region 5	45
All Regions	176



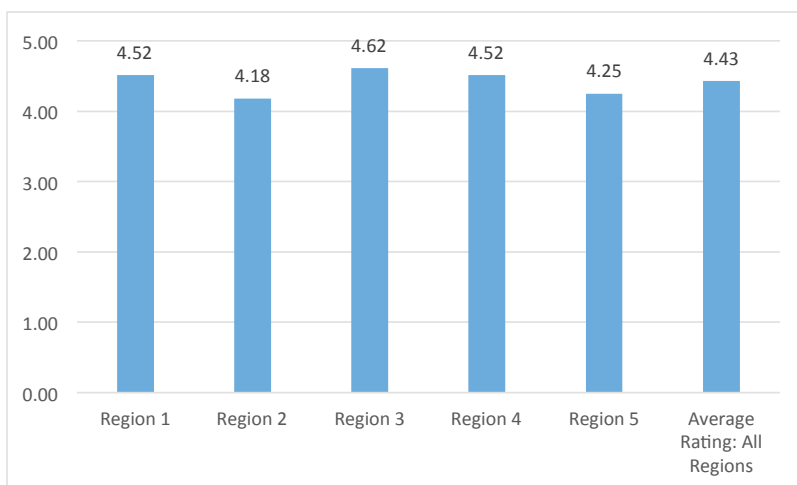
### Question 3i – Average Rating by Region: Help with Finding Information on Training Opportunities

Region	
Region 1	37
Region 2	25
Region 3	37
Region 4	40
Region 5	53
All Regions	192



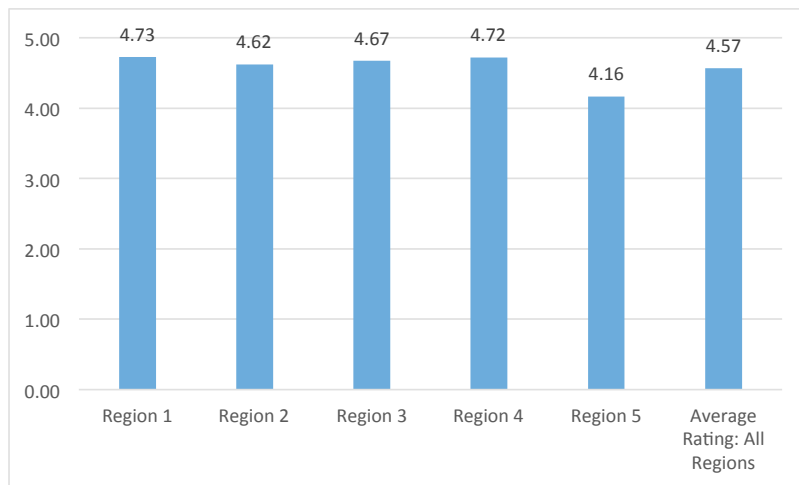
### Question 4 - Average Rating by Region - "Overall, how satisfied or dissatisfied were you with the employment services provided to you?"

Region	
Region 1	54
Region 2	38
Region 3	52
Region 4	58
Region 5	60
All Regions	262



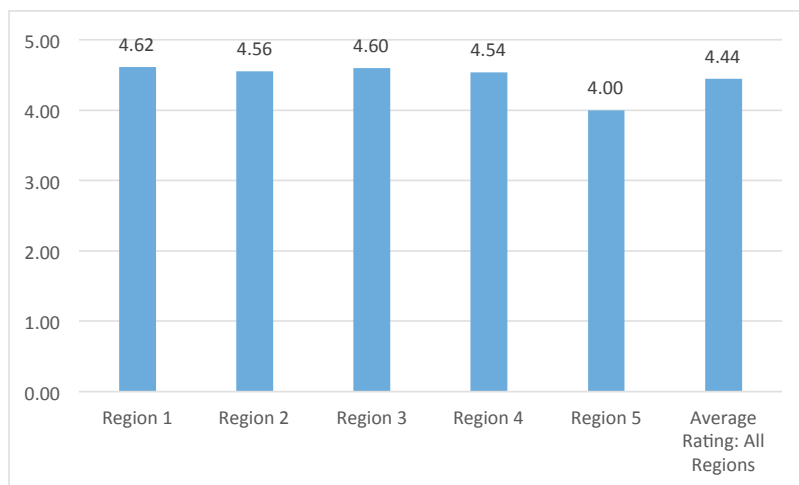
Question 5 – Average Rating by Region – “How professional (prompt, accurate, and businesslike) or unprofessional (impolite, inaccurate, and unbusinesslike) were the staff of the American Jobs Center (AJC)/Career Center?”

Region	
Region 1	55
Region 2	37
Region 3	52
Region 4	57
Region 5	61
All Regions	262



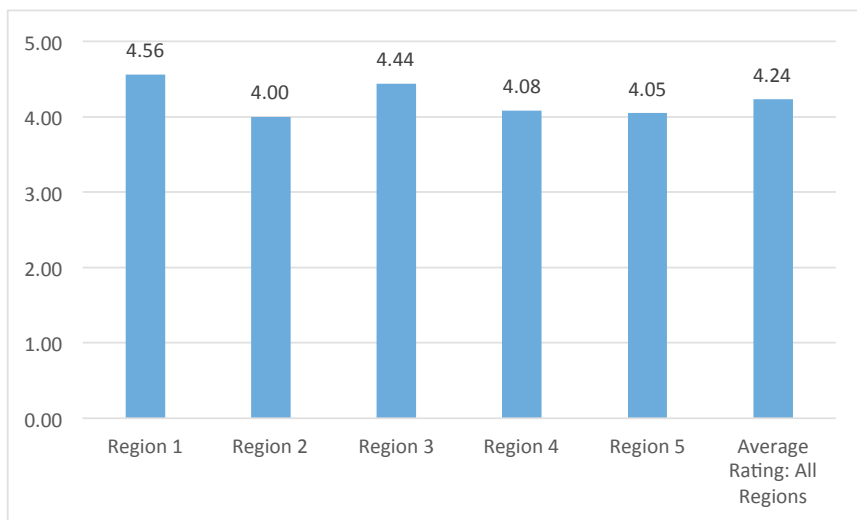
Question 6 – Average Rating by Region – “How accessible or inaccessible were the staff of the American Jobs Center (AJC)/Career Center?”

Region	
Region 1	52
Region 2	36
Region 3	52
Region 4	56
Region 5	58
All Regions	254



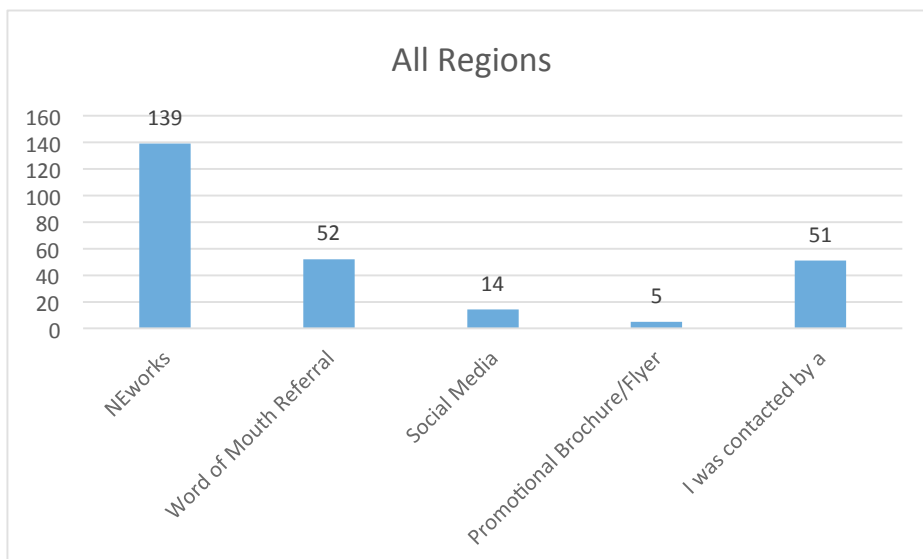
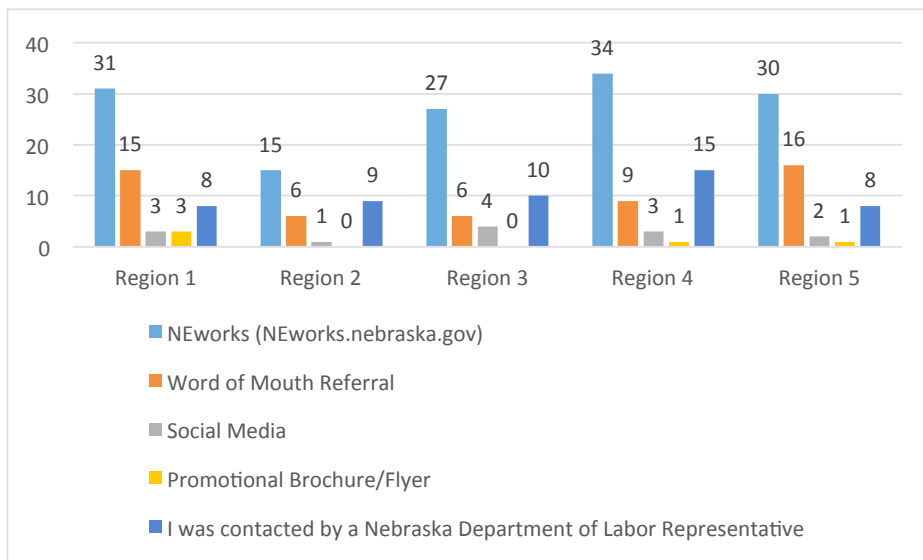
Question 7 – Average Rating by Region – “How likely or unlikely are you to recommend our services to others?”

Region	
Region 1	55
Region 2	38
Region 3	52
Region 4	59
Region 5	59
All Regions	263



### Question 8 - "How did you hear about the jobseeker services?" - Method by Region

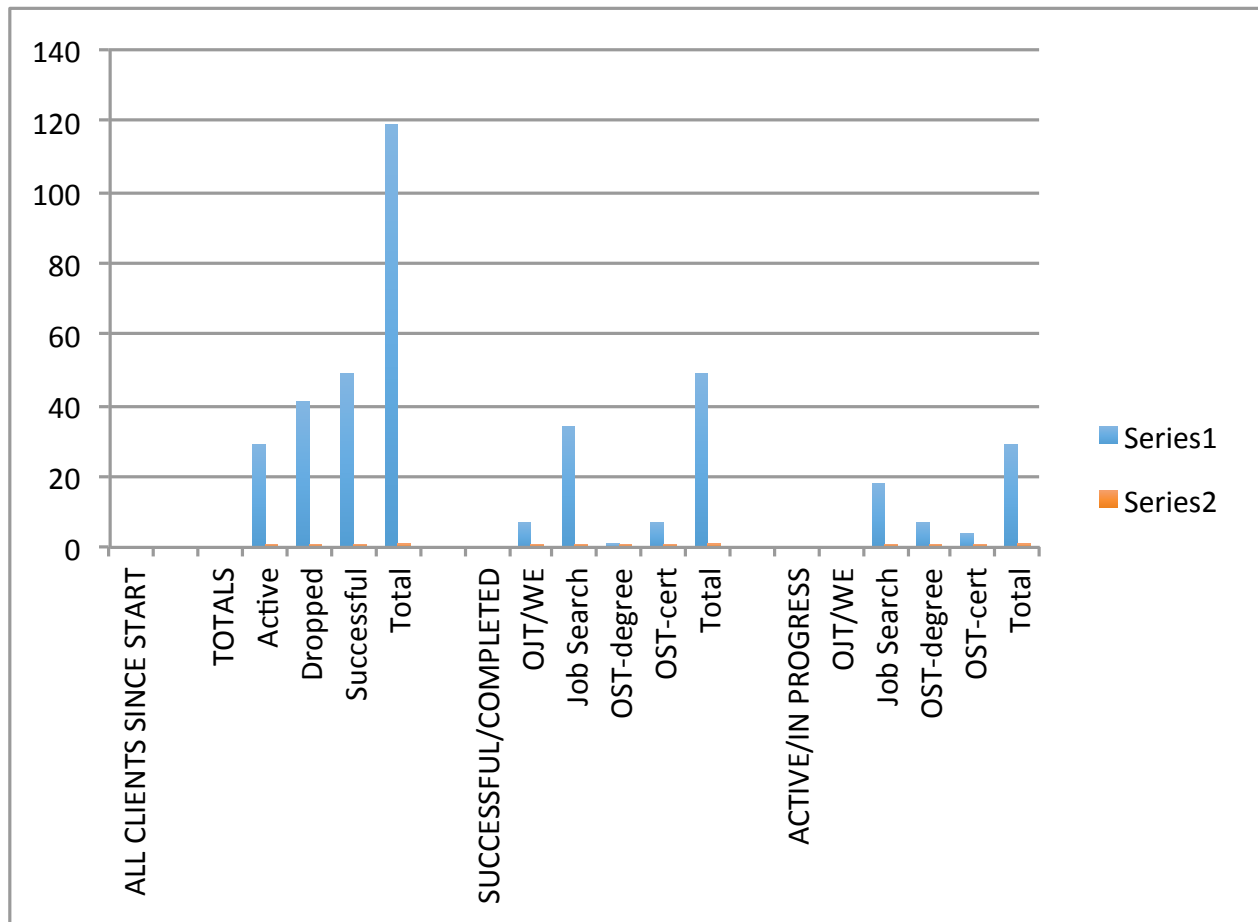
Region	NEworks (NEworks.nebraska.gov)	Word of Mouth Referral	Social Media	Promotional Brochure/Flyer	I was contacted by a Nebraska Department of Labor Representative
Region 1	31	15	3	3	8
Region 2	15	6	1	0	9
Region 3	27	6	4	0	10
Region 4	34	9	3	1	15
Region 5	30	16	2	1	8
Grand Total	139	52	14	5	51



## Agenda Item System 3d: Snap Re-Employment Pilot Program- Update

The SNAP Re-Employment Pilot Program 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.

We are currently in phase three of the program, which is set to run through June 30, 2019. The program expanded to the North Platte office November 5, 2018. We are currently piloting the program in Grand Island, Hastings, Columbus, Norfolk, Scottsbluff and North Platte. We plan to expand to Sidney and Lexington during phase three.



## Agenda Item System 3e: Youth Brochure



## Connecting Youth to a Great Future

We believe in the power of connection. By providing the right resources and opportunities, the Work Experience program can help youth forge a path to success.

The Nebraska Department of Labor can work with youth to overcome obstacles such as lack of work experience, resources, or educational funding, helping youth gain needed experience and employers gain a short-term employee while investing in youth from the local community.

### PROGRAM LOCATIONS

<b>Alliance</b> 1750 Sweetwater Ave., Room 009 Hours: 8 a.m. - 5 p.m. M - Th 8 a.m. - 4 p.m. F (308) 763-2935 ndol.alliancewfd@nebraska.gov	<b>McCook *</b> 402 Norris Ave, Ste. 304 Hours: 9:30 a.m. - 2 p.m. M or by appointment (308) 345-8470 ndol.mccookwfd@nebraska.gov
<b>Beatrice **</b> <b>American Job Center</b> 5109 W. Scott Rd., Ste. 413 Hours: 8 a.m. - 5 p.m. M - F (402) 223-6060 ndol.beatricewfd@nebraska.gov	<b>Norfolk **</b> 105 E. Norfolk Ave., Ste. 120 Hours: 8 a.m. - 5 p.m. M - F (402) 370-3430 ndol.norfolkwfd@nebraska.gov
<b>Columbus **</b> 3100 23rd St., Ste. 22 Hours: 8 a.m. - 5 p.m. M - F (402) 564-7160 ndol.columbuswfd@nebraska.gov	<b>North Platte **</b> 600 E. Francis, Ste. 9 Hours: 8 a.m. - 5 p.m. M - F (308) 535-8320 ndol.northplattewfd@nebraska.gov
<b>Grand Island **</b> <b>American Job Center</b> 203 East Stolley Park Rd, Ste. A Hours: 8 a.m. - 5 p.m. M - F (308) 385-6300 ndol.grandislandwfd@nebraska.gov	<b>Scottsbluff **</b> 505A Broadway, Ste. 300 Hours: 8 a.m. - 5 p.m. M - F (308) 632-1420 ndol.scottsbluffwfd@nebraska.gov
<b>Lexington *</b> 1501 Plum Creek Parkway, Ste. 3 Hours: 9 a.m. - 4 p.m. Tu and Th (308) 324-2064 ndol.lexingtonwfd@nebraska.gov	<b>Sidney</b> 2246 Jackson Street, Ste. A Hours: 8 a.m. - 5 p.m. M - F (308) 254-4429 ndol.sidneywfd@nebraska.gov

\* Limited office hours. Call ahead for availability.  
\*\* Have veteran representatives available



A proud partner of the  
**americanjobcenter**  
network

Equal Opportunity Program/Employer TDD: 800-833-7352  
Updated: 11/28/18  
Auxiliary aids and services are available upon request to individuals with disabilities.



## Youth Work Experience Program



Good Life. Great Connections.  
**Department of Labor**  
dol.nebraska.gov

## Work Experience

Through our Work Experience program, youth can explore career interests as they earn wages and training at a participating work site. The experience gained will develop job skills and a solid work history, as well as build a resume. The work experience may even lead to a permanent job.

## Employer Benefits

- Skip new hire paperwork.
- Your company provides 500 hours of meaningful work experience for the participant (no more than 40 hours per week), while wages and workers' compensation are covered by the State of Nebraska.
- Minimal training costs to your business.
- Option to hire worker on a permanent basis once the 500 hours are completed.

## How the Program Works

Using funds provided by the Workforce Innovation and Opportunity Act, the Nebraska Department of Labor connects youth ages 16-24 with employment and education opportunities throughout Nebraska. In addition to the work experience program, youth have access to a number of additional resources including:

- Tutoring
- Educational Funding
- Leadership Development Opportunities
- Financial Literacy Education
- Entrepreneurial Skills Training
- Career Counseling
- Work Search Assistance

## Eligibility

In order to be eligible for the program, participants must meet the following criteria:

- Must be either a citizen of the United States; or immigrant authorized to work in the United States
- Be between the ages of 16-24
- Not be attending school, including secondary or postsecondary school
- Qualify with one of the following:
  - School dropout
  - Within the age of compulsory school attendance under state law but has not attended for at least the most recent complete school-year quarter or calendar-year quarter
- Recipient of a secondary school diploma or its recognized equivalent and low-income and either:
  - Basic skills deficient
  - An English language learner
- Homeless
- Offender
- In foster care
- Pregnant or parenting
- Have a disability

# Did you know?

# 100%

of participants who completed the program in 2017 found employment or continued their education.



The Youth Work Experience Program has expanded to include more areas of Nebraska.

## Want to learn more?



★ American Job Center ■ Nebraska Department of Labor

Contact your nearest job center for more information.

## Connecting You to a Great Future

We believe in the power of connection. By providing the right resources and opportunities, our Earn and Learn programs can help you forge a path to success.

If something is blocking the path to your future, be it lack of work experience, resources, or educational funding, the Nebraska Department of Labor will work with you to overcome the obstacle.



### PROGRAM LOCATIONS

<b>Alliance</b> 1750 Sweetwater Ave., Room 009 Hours: 8 a.m. - 5 p.m. M - Th 8 a.m. - 4 p.m. F (308) 763-2935 ndol.alliancewfd@nebraska.gov	<b>McCook *</b> 402 Norris Ave, Ste. 304 Hours: 9:30 a.m. - 2 p.m. M or by appointment (308) 345-8470 ndol.mccookwfd@nebraska.gov
<b>Beatrice **</b> <b>American Job Center</b> 5109 W. Scott Rd., Ste. 413 Hours: 8 a.m. - 5 p.m. M - F (402) 223-6060 ndol.beatricewfd@nebraska.gov	<b>Norfolk **</b> 105 E. Norfolk Ave., Ste. 120 Hours: 8 a.m. - 5 p.m. M - F (402) 370-3430 ndol.norfolkwfd@nebraska.gov
<b>Columbus **</b> 3100 23rd St., Ste. 22 Hours: 8 a.m. - 5 p.m. M - F (402) 564-7160 ndol.columbuswfd@nebraska.gov	<b>North Platte **</b> 600 E. Francis, Ste. 9 Hours: 8 a.m. - 5 p.m. M - F (308) 535-8320 ndol.northplattewfd@nebraska.gov
<b>Grand Island **</b> <b>American Job Center</b> 203 East Stolley Park Rd, Ste. A Hours: 8 a.m. - 5 p.m. M - F (308) 385-6300 ndol.grandislandwfd@nebraska.gov	<b>Scottsbluff **</b> 505A Broadway, Ste. 300 Hours: 8 a.m. - 5 p.m. M - F (308) 632-1420 ndol.scottsbluffwfd@nebraska.gov
<b>Lexington *</b> 1501 Plum Creek Parkway, Ste. 3 Hours: 9 a.m. - 4 p.m. Tu and Th (308) 324-2064 ndol.lexingtonwfd@nebraska.gov	<b>Sidney</b> 2246 Jackson Street, Ste. A Hours: 8 a.m. - 5 p.m. M - F (308) 254-4429 ndol.sidneywfd@nebraska.gov

\* Limited office hours. Call ahead for availability.  
 \*\* Have veteran representatives available



A proud partner of the  
**americanjobcenter\***  
 network

Equal Opportunity Program/Employer TDD: 800-833-7352

Auxiliary aids and services are available upon request to individuals with disabilities.

Updated: 11/28/18

## Youth Learn and Earn Programs



**Department of Labor**  
[dol.nebraska.gov](http://dol.nebraska.gov)



## How the Program Works

Using funds provided by the Workforce Innovation and Opportunity Act, the Nebraska Department of Labor connects youth ages 16-24 with employment and education opportunities throughout Nebraska. In addition to the Earn and Learn programs, youth have access to a number of additional resources including:

- Tutoring
- Educational Funding
- Leadership Development Opportunities
- Financial Literacy Education
- Entrepreneurial Skills Training
- Career Counseling
- Work Search Assistance

## Work Experience

Through the Work Experience program, you can explore your career interests as you earn wages and training at a participating work site. The experience gained will develop job skills and a solid work history, as well as build your resume. It may even lead to a permanent job.

## On-the-Job Training

Through our On-the-Job Training program, you can obtain industry skills on the job while engaged in productive employment. This program features a learn by doing method to gain skills while being paid.

## Eligibility

In order to be eligible for the program, you must meet the following criteria:

- a. Must be either a citizen of the United States; or immigrant authorized to work in the United States
- b. Be between the ages of 16 and 24
- c. Not be attending school, including secondary or postsecondary school
- d. Qualify with one of the following:
  - i. School dropout
  - ii. Within the age of compulsory school attendance under state law but has not attended for at least the most recent complete school-year quarter or calendar-year quarter
  - iii. Recipient of a secondary school diploma or its recognized equivalent and low-income and either:
    1. Basic skills deficient
    2. An English language learner
  - iv. Homeless
  - v. Offender
  - vi. In foster care
  - vii. Pregnant or parenting
  - viii. Have a disability

# Did you know?

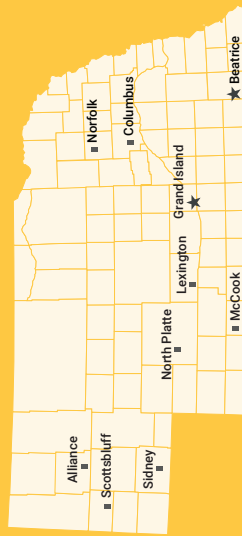
# 100%

of participants who completed the program in 2017 found employment or continued their education.



The Youth Work Experience Program has expanded to include more areas of Nebraska.

## Want to learn more?



★ American Job Center ■ Nebraska Department of Labor

**Contact your nearest job center for more information.**

# **Agenda Item System 3f: Supportive Service Policy Revision**

## **Motion to Approve Revised Supportive Service Policy**

**January 24, 2019**

### **Meeting of the Greater Nebraska Workforce Development Board**

**Background:** The Workforce Innovation and Opportunity Act requires all local boards to develop policies and procedures regarding the provision and coordination of supportive services for adult and dislocated worker program participants. Supportive services are also one of the fourteen youth elements that must be made available to participants.

Top three policy revisions:

1. Created maximum spending caps for specific services.
2. Created more in depth descriptions of services that can and cannot be funded through supportive services.
3. Combined the DLW Mass Layoff Policy (#26), Relocation Assistance Policy (#27) and the Supportive Service Policy (#21) to streamline policies and provide all supportive service information in a single document.
  - a. Board was allowed to define mass layoff policy. However, mass layoff is defined at the state level. The local board cannot set these parameters.

It is proposed that the Greater Nebraska Workforce Development Board approve the revised Supportive Service Policy to include the DLW Mass Layoff Policy and Relocation Assistance Policy.

# Supportive Service Policy

Policy No.	<b>21</b>
Effective Date	1/24/2019
Approval	GNWDB

## Reference

Workforce Innovation and Opportunity Act (WIOA) 134; 20 CFR §§ 680.900-680.970; TEGL 19-16, Nebraska Department of Labor (NDOL) Adult and Dislocated Worker Programs Policy.

## Policy

Supportive services are available for WIOA Title 1 Adult, Dislocated Worker and Youth programs. Supportive services are one of the 14 youth elements that must be made available to participants.

Supportive services are services that are reasonable and necessary to enable a participant to take part in career services, training services, or youth employment and training activities. Supportive services should not duplicate funds provided by another source. Participants in need of supportive services should be referred to other community resources before WIOA Title 1 funds the service. It may be applicable to cost share with other service providers.

The frequency and utilization of supportive services is determined on an individual basis based on the participant's Individual Employment Plan (IEP) or Individual Service Strategy (ISS). Supportive service dollars are not guaranteed as they are based on availability of program funds.

Supportive services are not intended to meet every need of the participant. Rather, they provide temporary assistance. For this reason, staff should assist the participant in developing a plan to cover the supported cost once WIOA Title 1 funds are no longer appropriate for the individual.

### **Payments are not allowed for:**

- Expenses incurred prior to enrollment in a WIOA program.
- Business start-up costs.
- Rental or utility deposits

## **Supportive Services**

### **1. Linkages to community services**

Assistance in providing linkages, referrals, and accurate information about the availability of supportive service assistance not provided or funded by WIOA. These services may include, but are not limited to Supplemental Assistance Nutrition Program (SNAP) benefits, Temporary Assistance for Needy Families (TANF), veteran's assistance funds, financial assistance for education, county public assistance funds, etc.

## 2. Assistance with transportation

Transportation assistance may include, but is not limited to mileage reimbursement, auto repairs, vehicle liability insurance, bus, or other transportation fares.

Mileage reimbursement assistance may be provided to assist a participant that travels at least 15 miles one-way to get to employment, training, education, work experience, and/ or the local career center. Mileage reimbursement assistance has no cap limit besides the maximum transportation limit of \$2000.

Vehicle liability insurance is limited to three months of liability insurance. Vehicle liability insurance is capped at \$300.

Auto repair payments are limited to repairs of an immediate need. Normal vehicle maintenance costs are not allowed. Auto repairs (including towing) is capped at \$500.

**Maximum limit:** Transportation limit per participant is \$2000. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

## 3. Assistance with child care and dependent care

Child care and dependent care assistance may be utilized to help a participant meet their family care needs during WIOA Title I program participation. Dependent care service providers are selected by the participant. Child care and dependent care is only provided for children related by blood, marriage or decree of court, who are living in the participant's residence. Child care and dependent providers must be licensed in order for direct payment or reimbursement. Participants who are employed or attending training and in need of dependent care, should be referred to community dependent care assistance program(s). Ensure WIOA Title I funds do not duplicate childcare assistance available from another source. Participants should be encouraged to take advantage of financial literacy services to assist them with an on-going plan to pay for their dependent care expenses.

### Determine allowed dependent care cost

If a participant is receiving child care assistance from another agency, WIOA Title I will pay for the allowed dependent care costs after subtracting the received child care assistance amount. Supporting documentation in this instance must include verification of outside child care assistance.

**Maximum limit:** Child care and dependent care limit per participant is \$1000. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

## 4. Assistance with housing

Housing assistance provided to participants allows participants to maintain or obtain adequate or temporary shelter while participating in WIOA Title I services. Housing assistance may include, but is not limited to the cost for rent, mortgage payment, temporary housing in a motel/hotel or apartment and utility payments. Housing assistance is an emergency intervention; a plan must be

established to ensure the client will be able to meet long-term housing needs. Participants should be encouraged to take advantage of financial literacy services to assist them with an on-going plan to pay for their housing expenses.

**Maximum limit:** Housing limit per participant is \$1000. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

### **5. Assistance with relocation and pre-employment interviews**

Supportive service funds may be utilized to assist a participant with the cost of relocation and pre-employment interviews. Relocation and pre-employment interview assistance is limited to unemployed participants who cannot obtain employment within their commuting area (commute area is considered to be 50 miles) that meets their skill level and/or has a sufficient wage. The relocation or pre-employment interview must be located in Nebraska and for permanent employment. The participant must have secured self-sufficient, long-term employment that has been verified in writing outside their commuting area or have secured a pre-employment interview, documented by a letter from the prospective employer outside their commuting area.

Relocation and pre-employment expenses may include:

1. Transportation and lodging for the participant's pre-employment interview
2. Transportation for the participant to the relocation area
3. Lodging for the participant during the relocation transition
4. Transportation of household goods to the relocation area including the cost of renting a trailer, moving truck, or hiring a commercial carrier
5. Temporary storage (up to 60 days) of household effects

**Maximum limit:** Relocation and pre-employment interview limit per participant is \$2000. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need

### **6. Assistance with educational testing**

Supportive service funds may be utilized to assist a participant with the cost of an exam or educational test to enable them to advance along a career or educational pathway. Examples include but are not limited to ACT exams, high school equivalency exams, NCLEX exam, LPN exam, etc.

**Maximum limit:** There is no limit on educational testing besides the lifetime supportive service cap but must be based on individual need.

### **7. Payments and fees for employment and training-related applications, tests, and certifications.**

Supportive service funds may be utilized to assist a participant with the cost of employment and training-related applications, exams, or tests to enable them to advance along a career pathway. Examples include but are not limited to fees for post-secondary applications, re-licensing, driver's licenses, background checks, finger printing, etc.

**Maximum limit:** Employment and training-related cost limit per participant is \$1000. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

### **8. Reasonable accommodations for individuals with disabilities**

Support service funds may be utilized to assist a participant who needs workplace accommodations to enable them to participate in employment, training, education, work experience, career center services, or job searching.

**Maximum limit:** There is no limit on reasonable accommodations besides the lifetime supportive service cap but must be based on individual need.

### **9. Legal aid services**

Assistance in providing linkages, referrals, and accurate information about the availability of legal aid services in Nebraska. This is a non-funded service.

### **10. Referrals to health care**

Supportive service funds may be utilized to assist a participant with the cost of medical or counseling services. Examples include but are not limited to DOT physicals, drug screens, required immunizations, eyeglasses, etc.

Health care costs are limited to immediate or emergency needs. Routine doctor visit costs are not allowed.

Eyeglasses costs require administrative approval.

**Maximum limit:** Health care limit per participant is \$800. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

### **11. Assistance with uniforms or other appropriate work attire and work-related tools**

Supportive service funds may be utilized to assist a participant in proper attire and work-related tools for obtaining or maintain employment and/ or training. Examples include but are not limited to scrubs, tools, boots, etc.

**Maximum limit:** Work attire and work-related tools limit per participant is \$2000. This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

### **12. Assistance with books, fees, school supplies, and other necessary items for students enrolled in postsecondary education classes**

Supportive service funds may be utilized to assist a participant attending a WIOA approved postsecondary education program with books, fees (non-education), school supplies and other necessary items related to their education. Examples include but are not limited to required books, campus parking permits, computer software (Adobe, Microsoft Office), flash drive, notebooks, pens, etc.

Computers may be purchased if it is determined that a personal computer is necessary to participate and complete an approved training program and the participant has no other reasonably available sources for computer access. Computer purchase approvals will be made on a case-by-case basis by the Administrative Entity.

**Maximum limit:** For “school” supplies such as notebooks, pens, flash drives, etc., the maximum lifetime limit is \$200. There is no other limit on books and supplies besides the lifetime supportive service cap and must be based on individual need.

### **13. Needs-Related Payments**

Needs-related payments provide financial assistance to participants for the purpose of enabling them to participate in training. Unlike other supportive services, in order to qualify for needs related payments a participant **MUST** be enrolled in training.

#### **Eligibility requirements for Needs-Related Payments**

To receive needs-related payments a dislocated worker must meet criteria 1 or 2:

1. Be unemployed; and
  - a. No longer qualifies for unemployment compensation or trade readjustment allowance under TAA; and
  - b. Be enrolled in a program of training service by the end of the 13<sup>th</sup> week after the most recent layoff that resulted in a determination of the worker’s eligibility as a dislocated worker, or, if later, by the end of the 8<sup>th</sup> week after the worker is informed that a short-term layoff will exceed 6 months.
2. Be unemployed and does not qualify for unemployment compensation or trade readjustment assistance under TAA and enrolled in a program of training services.

#### **Payments**

Needs-related payments may be provided while a participant is waiting for training if the participant has been accepted in a training program that will begin within 30 calendar days.

1. Greater Nebraska does not authorize needs-related payments for Adults or Youth.
2. For dislocated workers, payments must not exceed the greater of either of the following levels:
  - a. The applicable weekly level of the unemployment compensation benefit, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or
  - b. The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income.

## 2018 Poverty Guidelines/ Lower Living Standard Income Level (LLSIL)

Persons in Family/Household	Poverty Guideline	LLSIL	70% LLSIL
1	\$12,140	13,255	9,278
2	16,460	21,703	15,192
3	20,780	29,798	20,859
4	25,100	36,784	25,749
5	29,420	43,418	30,392
6	33,740	50,774	35,542
7	38,060	58,130	40,691
8	42,380	65,486	45,840

**Poverty Guideline:** For families/households with more than 8 persons, add \$4,320 for each additional person.

**LLSIL:** For families with more than 8 persons, add \$7,356 for each addition person.

The lower income level is used for determining weekly payment level.

Example: A family size of 1 would receive \$178/ week for a maximum of eight weeks.

( $\$9,278/52 \text{ weeks} = \$178.42$ )

**Maximum limit:** Needs-related payments limit per participant is the maximum weekly unemployment compensation benefit amount times eight and can be received for a maximum of eight weeks. (Example:  $\$414 \times 8 = \$3312$ ) This is not a minimum or flat funded amount, rather the amount of supportive services used are based on individual need.

### Maximum Payment

Supportive services cannot exceed \$4000 for the participant's entire duration in the program and must follow the maximum payment limits set for specific services. Needs-related payments do not count towards the supportive service maximum and are in addition to life time limits. Supportive service costs are excluded as a part of the training costs.

### Documentation

The participant need, necessity of the supportive service, and lack of similar services available in the community must be documented in a case note and be included in the IEP or ISS. A NEworks activity must also be opened.

When multiple options are available for receiving supportive services, documentation must show that a reasonable effort was made to determine the lowest competitive cost available was chosen. Example: Receiving at least two separate quotes for vehicle repairs.

### Disclaimer

This policy is based on Greater Nebraska's reading of the applicable statutes, regulations, rules and guidance released by the U.S. Government and the State of Nebraska. This policy is subject to change as revised or additional statutes, regulations, rules and guidance are issued.

PY2018

# WIOA Adult & Dislocated Worker Program Review

Greater Nebraska Workforce  
Development Area (GNWDA)

Wendy Sieler, State Monitor  
Office of General Counsel  
Nebraska Department of Labor

Greater Nebraska Workforce Development Area  
Adult & Dislocated Worker Program Review

December 21<sup>th</sup>, 2018

**SCOPE:**

Nebraska Department of Labor (NDOL), Office of General Counsel State Monitor has completed a review of Adult and Dislocated Worker WIOA eligibility and activities comparing program administration, operations and delivery to the Act, its implementing regulations, Federal and State guidance, State WIOA policies and the local workforce development area (WDA) plan for the Greater Nebraska Workforce Development Area (GNWDA). Fields of review included: outreach, enrollment, assessment, determining and documenting eligibility and priority of service, activities, supportive services, management information system accuracy and record maintenance for the review period of July 1, 2018 to September 30, 2018.

A sample pool consisting of participant files examined were randomly selected from NEworks reports. Participant files reviewed included six Adult Enrollments, 17 Adult Exits, seven Dislocated Worker Enrollments and 14 Dislocated Worker Exits during the period of review. Activities from these files were also reviewed. The goal was for the sample pool to equal 10% percent of those reported by NEworks as enrolled and/or receiving service during the period of review. For NEworks reports showing 25 or less, 100% were included in the sample pool.

The sample pool for Adult and Dislocated worker enrollments were both expanded to include an additional 10% of participant files. The additional files were pulled in order to further examine documentation on Pell grants, other funding, FERPA, Release of Confidential Information and Dislocated Worker eligibility.

This review was conducted through virtual participant file examination.

**AREA OF REVIEW:**

**1. Adult Eligibility:**

**Determination of Need:** One participant file within the sample pool of Adult Enrollments, did not include a "Determination of Need" or "Training Justification" upon first review. A Training Justification was later created for this participant dated 11/27/2018 and the Occupational Skills Training (OST) activity began on 8/30/2018. WIOA Regulations state that "the case file must contain a determination of need for training services under §680.210 as determined through the interview, evaluation, or assessment, and career planning informed by local labor market information and training provider performance information, or through any other career service received".<sup>1</sup>

**Release of Confidential Information:** Sixty-seven percent of the original Adult sample pool did not include Release of Confidential Information forms in the participant files. Of the additional files reviewed after expanding the Adult Enrollment sample, 17% did not include a Release of Confidential Information form. The Privacy Act of 1974 prohibits the disclosure of information from a system of records without the written consent of the individual, unless the disclosure is permissible under one of twelve statutory exceptions.<sup>2</sup>

---

<sup>1</sup> 20 CFR § 680.220

<sup>2</sup> Privacy Act of 1974(b); State's Adult and Dislocated Worker Program Policy; 20 USC §1232g; and 34 CFR Part 99

## **2. Dislocated Worker Eligibility:**

**Policy:** The GNWDA Policy on Dislocated Worker Eligibility is not compliant with the State's policy on Program Eligibility for Youth, Adults and Dislocated Workers. GNWDA's policy does not include "service member" as one of the categories of the different types of Dislocated Workers. The State's policy shows that both service members and military spouses are included in Category V of Dislocated Worker program eligibility. Service members are also listed in WIOA Regulations as well as TEGL 19-16.<sup>3</sup>

**UI Eligibility/Unlikely to Return:** Three participant files from the original and expanded Dislocated Worker Enrollment sample who fit under Section 3(15)(A) in the law, did not provide documentation showing if they are eligible for or have exhausted entitlement to unemployment compensation. The same three participant files also did not include documentation showing the individual was unlikely to return. WIOA requires that the individual must also be unlikely to return to their previous occupation or industry.<sup>4</sup> One individual did not have any documentation of the actual lay off or rapid response event.

## **3. Personally Identifiable Information:**

The GNWDA does not currently have a policy on Personally Identifiable Information (PII). WIOA regulations state that recipients and sub recipients of WIOA Title I funds must have an internal control structure and written policies in place that provide safeguard to protect personally identifiable information.<sup>5</sup>

## **4. Outreach:**

GNWDA has listed targeted outreach to disadvantaged populations as one of their Sector Initiatives. The area's administrative entity confirmed in a questionnaire that Greater Nebraska staff attend regular partner meetings, work on co-enrollments with various programs (JVSG, SNAP, VR, Ad Ed, Etc.). Efforts also include outreach to potential On-the-Job Training (OJT) employers, reentry outreach and presentations on WIOA programs and services at schools and colleges.

## **5. Activities:**

### **a. Career Services:**

All participants, including those with an OST activity, were also receiving career services.

### **b. Training Services:**

Forty-two percent of the Adult Enrollments sample pool were in an OST activity. None of the participants from the Dislocated Worker sample pool were in an OST.

### **c. Individual Training Account:**

**Documentation:** One hundred percent of the participants in an OST from the original and expanded sample pool were missing an Individual Training Account Voucher (ITA) in their case file. WIOA requires that all training services be provided through the use of ITAs and that eligible individuals must receive ITAs through the one-stop delivery system.<sup>6</sup>

**Policy:** GNWDA's Individual Training Accounts policy for the review period states that all workforce coordinators must submit a Cost of Attendance (COA) form to the Administrative Entity for all ITA funded activities for each individual. The GNWDA ITA policy dated 7/1/2018 also notes that COAs will be submitted quarterly. Sixty percent of the participant files in the original and expanded Adult Enrollments sample pool were missing a COA.<sup>7</sup> Effective 10/19/2018, GNWDA has a new ITA Policy. The new policy does not include language about COAs.

---

<sup>3</sup> 20 CFR § 680.660; State's Program Eligibility for Youth, Adults, and Dislocated Workers, Change 2 Policy; TEGL 19-16

<sup>4</sup> WIOA sec. 3(15)(A)

<sup>5</sup> 20 CFR §683.220

<sup>6</sup> 20 CFR§680.100(b)(2)

<sup>7</sup> GNWDA ITA Policy (7/1/18 and 10/19/18)

**Pell and Other Funding:** Eighty percent of participants from the Adult Enrollments sample pool in an OST did not have any documentation on file showing that the Pell Grant was taken into consideration prior to the start of the OST. Forty percent did not have any documentation showing if other funding was taken into consideration. WIOA regulations state that one-stop centers must consider the availability of other sources of grants to pay for training costs such as Temporary Assistance for Needy Families (TANF), State-funded training funds, and Federal Pell Grants, so that WIOA funds supplement other sources of training grants.<sup>8</sup>

**FERPA:** One participant with an OST from the entire sample pool did not have a FERPA on file. The Family Educational Rights and Privacy Act of 1974 (FERPA) protects the privacy of student records by requiring prior written consent before disclosing personally identifiable information to a third party.<sup>9</sup>

**d. Work-Based Training:**

All of the participants from the Dislocated Worker enrollment pool were in On-the-Job Training activities.

**6. Supportive Services:**

All of the supportive services reviewed were documented and deemed necessary for individuals to participate in WIOA career and training services. None of the participants receiving supportive services exceeded the limit outlined in the GNWDA Supportive Services Policy.

**7. Eligible Training Providers:**

GNWDA has a policy in place identifying the responsibilities for maintaining and accessing Nebraska's Eligible Training Provider program in the local area. All of the participant files reviewed with an OST activity indicated the individual was enrolled with an eligible training provider.

**8. Exit/Closure:**

The majority of the Adult and Dislocated Worker Exit participant files from the sample pools showed that there is very little documentation being provided supporting the last day of service. Many files included communication by phone email or text on the last day of service. Case notes show that many of these were unsuccessful attempts to contact the participant. In terms of determining the last day of service, services do not include self-service, information-only services or activities, or follow up services. This information is laid out in the State's Co-enrollment and Common Exit Policy as well as in the Code of Regulations.<sup>10</sup>

**9. Follow Up:**

GNWDA outlines the WIOA requirements for follow-up in their Career Planning Policy. Based on the files that have been reviewed, workforce coordinators have been following up with participants for a minimum of 12 months.

**AREA OF CONCERN:**

Due to the lack of documentation of student financial aid and ITAs, a search in OnBase was performed for each region in the Greater Nebraska area. This search included all participants. For Region 1, zero financial aid documents and one Individual Training Account Voucher was found.

**CORRECTIVE ACTION REQUIRED:**

A corrective action plan including steps to resolve these systemic findings to include follow up steps and assignment of responsibility for ensuring implementation and/or description of supported steps already taken should be submitted by the Administrative Entity to the State Monitor within 30 days of the receipt of this monitor report.

---

<sup>8</sup> 20 CFR §680.230

<sup>9</sup> Family Educational Rights and Privacy Act of 1974

<sup>10</sup> 20 CFR § 677.150(c) and State's Co-enrollment and Common Exit Policy

**1. Adult Eligibility:**

**a. Determination of Need:** Corrective action must be taken to ensure that participant files include all required documentation. This includes documenting determination of need for all training services. (Item 1, 1<sup>st</sup> paragraph)

**b. Release of Confidential Information:** Corrective action must be taken to ensure that participant files include all required documentation. This includes documentation of confidential release of information for every individual. (Item 1, 2<sup>nd</sup> paragraph)

**2. Dislocated Worker Eligibility:**

**a. Policy:** Corrective action must be taken to correct GNWDA's Dislocated Worker Policy to be compliant with the State's Policy by including service members in category V with spouses of service members. (Item 2, 1<sup>st</sup> paragraph)

**b. UI Eligibility/Unlikely to Return:** Corrective action must be taken to verify and document all pieces of eligibility for Dislocated Workers for each specific category. For the category under Section 3(15)(A) in the law, this includes eligibility for unemployment compensation and ensuring the individual is unlikely to return to their occupation or industry. (Item 2, 2<sup>nd</sup> paragraph)

**3. Personally Identifiable Information:** Corrective action must be taken to ensure that an internal structure and written policy are in place to protect Personally Identifiable Information. (Item 3)

**4. Individual Training Account:**

**a. Documentation:** Corrective action must be taken to ensure that participant files include all required documentation. This includes ITAs for all training services. (Item 5c, 1<sup>st</sup> paragraph)

**b. Policy:** Corrective action must be taken to ensure that GNWDA staff are following current policies and that procedures are not changed until the policy is changed. (Item 5c, 2<sup>nd</sup> paragraph)

**c. Pell and Other Funding:** Corrective action must be taken to ensure that all financial aid and grants are taken into consideration and documented prior to the start of an OST. (Item 5C, 3<sup>rd</sup> paragraph)

**d. FERPA:** Corrective action must be taken to ensure that FERPA's and all other required documentation are on file. (Item 5c, 4<sup>th</sup> paragraph)

**5. Exit/Closure:**

Corrective action must be taken to ensure that the service provided on the last day of service is an actual service and is documented in the case file. (Item 8)

## **Agenda Item System 3h: Local Plan Modification Update**

The GNWDB in partnership with the CEOB is required to submit and obtain approval for a four-year plan for the planning region and a two-year modification of that plan. The regional and local plan and modifications support the vision and strategic and operational goals of the state's plan and modification.

The local plan (covers entire 88 county area) modification will include local labor market and economic conditions and other factors significantly affecting the implementation of the plan, including financing available to support the WIOA Title 1 programs and partner-provided WIOA services, local board structure and a need to revise strategies to meet local performance goals established in the plan.

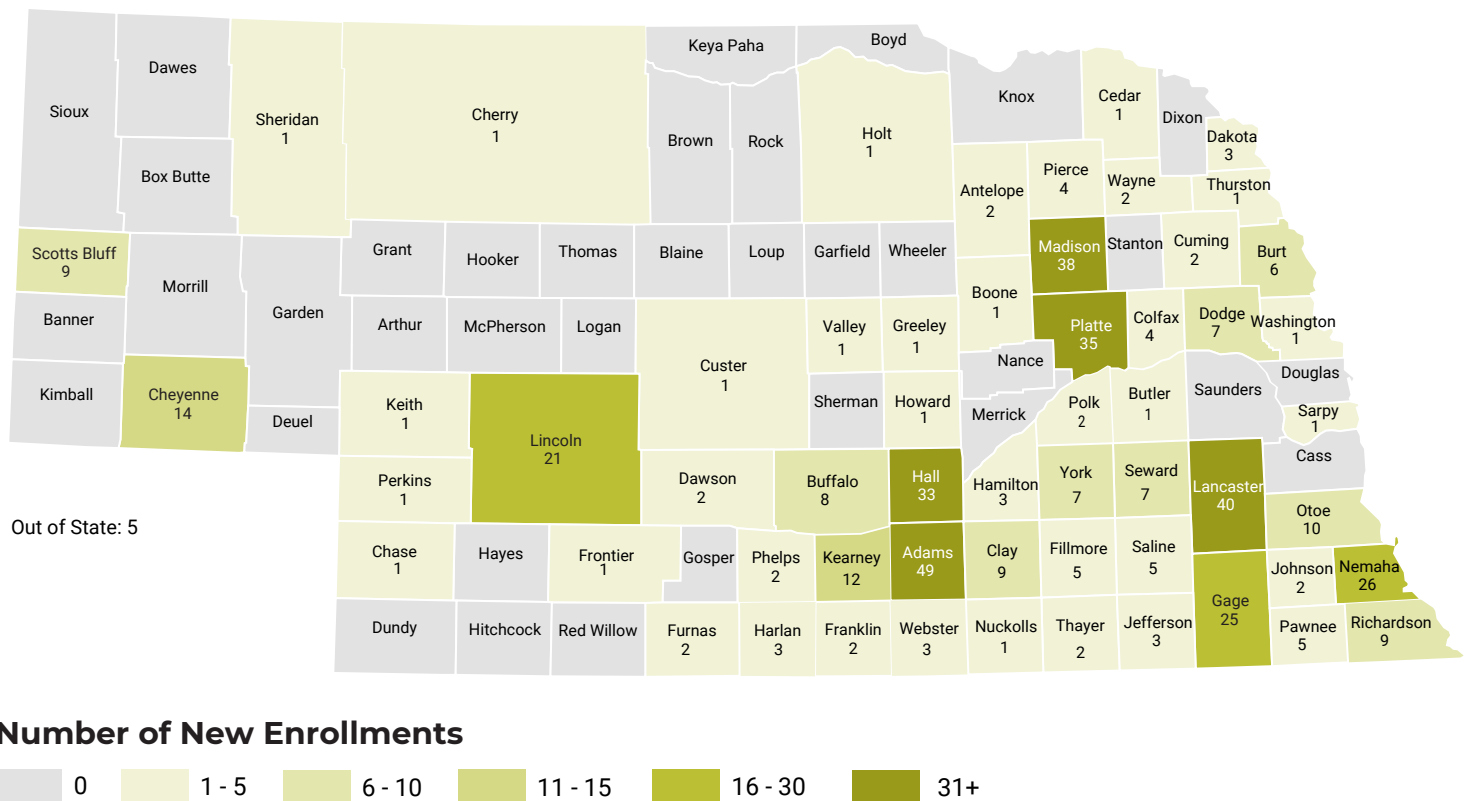
We will schedule an Executive Committee meeting in February 2019 to review the modification.

Regional and local plan modifications are due no later than April 1, 2019 to the state.

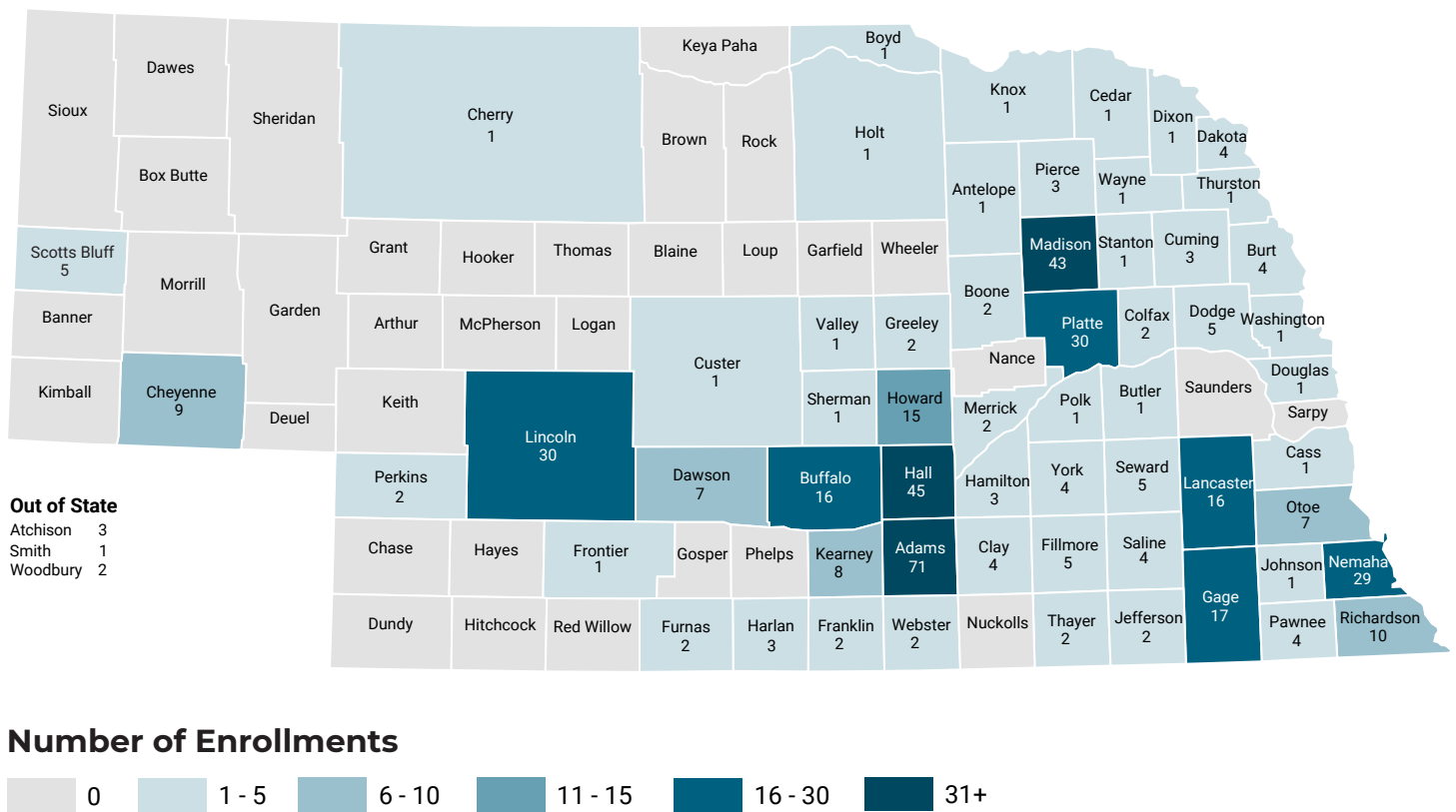
## Agenda Item System 3i: American Job Center Certifications

The Workforce Innovation and Opportunity Act assigns responsibilities at the Federal, state and local levels to ensure the creation and maintenance of a one-stop delivery system that enhances the range and quality of education and workforce development services that job seekers and employers can access. The local board is required to assess the effectiveness, physical and programmatic accessibility, and continuous improvement of its local one-stop delivery system at least once every three years and certify/ re-certify at least one comprehensive American Job Center. The Grand Island and Beatrice AJCs were last certified in PY17. Our next certification will be due by June 1, 2020. We are required to recertify Grand Island and Beatrice and our goal is to certify the Scottsbluff and Columbus career centers into AJCs.

## Agenda Item System 3k: Enrollments



## Agenda Item **System 3l:** Active Participants by County



## Agenda Item **System 3m:** Where Are We Going?

As we are beginning a new year, we want to make a plan for where we are going, as a board. What initiatives should we take on? What projects interest you? What funds should we go after?

# Announcements

## New Board Member



Anita Sutton joined the Nebraska Department of Labor team in February 2018. As Employment Services Manager for both the Sidney and Alliance NDOL offices, she leads a team that serves multiple counties in Western Nebraska. She resided in the Omaha area until 2011 when she relocated to Greater Nebraska and fell in love with the West.

Her career experience includes retail bank management, finance operations management, and IT project management. Anita is most proud of her work as a marketing manager at Cabela's corporate office, where she led an effort that leveraged donated funds to expose underprivileged youth to fishing, camping and archery through large scale events across the United States.

She and her husband Nick reside in Sidney with their beloved rescue dog Phoebe. They recently became small business owners and are blessed to operate Sutton Home Gallery, the local furniture, appliance, mattress, and home décor store. Nick and Anita both hold positions at their local church and each serve the community in different capacities through the Sidney Volunteer Fire Department.

## New Staff Members



Karly Hernandez became the Job Training Program Coordinator with the Department of Labor in November 2018. Prior to starting her employment with NDOL, she served as both a Case Manager and Quality and Training Coordinator in the Employment First Program contracted through the Nebraska Department of Health and Human Services. Karly received her Bachelors of Science degree in Social Sciences with an emphasis in Political Science from the University of Nebraska at Kearney. She is currently pursuing her Master's in Public Administration from the University of Nebraska at Omaha. Karly resides in Lincoln with her husband, Jose, and enjoys staying active in the community through local volunteer opportunities. She is excited to assist in the professional development of NDOL staff, and to assist in building connections within the Greater Nebraska region.



Lori Neukirch began her role as a Staff Assistant I with Nebraska Department of Labor in October, 2018. She handles the Greater Nebraska billing and payments and assists with the GNWDB and CEOB meetings. She holds 30 years of customer service and 20 years of office management experience, which assists her in fulfilling her current role and responsibilities. Lori comes from the small town, Sterling Nebraska. She enjoys spending time with her family.

# Pictures

## Apprenticeship Signing Ceremony at North Platte Public Schools



## CEOB Member Recognition



# Meeting Schedule

Date	Time	Location	Board(s)
May 23, 2019	9 a.m – 3 p.m. (CT)	Lied Lodge, Nebraska City	GNWDB & CEOB
October 24, 2019	9 a.m – 3 p.m. (CT)	Hampton Inn, Kearney	GNWDB & CEOB

System Coordination Committee and Strategic Planning Committee meetings will be held at each GNWDB scheduled event.

## Agency Contacts

Topic	Contact
Meeting Schedules, Communication, and Expense Reimbursement	<b>Lori Neukirch</b> Staff Assistant I Nebraska Department of Labor <b>PHONE</b> 402-601-4135 <a href="mailto:lori.neukirch@nebraska.gov">lori.neukirch@nebraska.gov</a>
Board Planning/Support, Program Coordination, and Compliance	<b>Ashley Mathers</b> <i>Program Coordinator   Employment and Training</i> Nebraska Department of Labor <b>PHONE</b> 308-221-6959 <a href="mailto:ashley.mathers@nebraska.gov">ashley.mathers@nebraska.gov</a>
One-Stop Operator	<b>Sheryl Hiatt</b> <i>Targeted Industry/Talent Manager</i> Nebraska Department of Economic Development <b>PHONE</b> 402-340-6180 <a href="mailto:sheryl.hiatt@nebraska.gov">sheryl.hiatt@nebraska.gov</a>
Program Oversight	<b>Kelsey Miller</b> <i>Workforce Administrator</i> Nebraska Department of Labor <b>PHONE</b> 308-535-8340 <a href="mailto:kelsey.miller@nebraska.gov">kelsey.miller@nebraska.gov</a>