Chief Elected Officials Board & Greater Nebraska Workforce Development Board Joint Meeting Minutes

THURSDAY, OCTOBER 24, 2019
LOCATION: Holthus Convention Center, 3130 Holen Avenue, Meeting Room I, York, NE 68467
DURATION: 10:00 am to 12:30 pm (CST)

AGENDA ITEM #1: CALL TO ORDER:

Lisa Wilson, Greater Nebraska Workforce Development Board (GNWDB) Chair, called the GNWDB Meeting to order on October 24, 2019 at approximately 10:07 am (CST).

Pam Lancaster, Chief Elected Officials Board (CEOB) Chair, called the CEOB Meeting to order on October 24, 2019 at approximately 10:07 am (CST). She voiced her appreciation for the Administration and noted that combining the GNWDB and the CEOB meetings have worked out extremely well, is very efficient, and is a better use of everyone's time.

AGENDA ITEM #2: ROLL CALL

Yvette Montes Jung, Recorder, called the roll for the GNWDB and a quorum was established. Charlene Lant and Karen Stohs arrived at 10:10 am.

GNWDB Members Present (14):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Karen Stohs
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

Yvette Montes Jung, Recorder, called the roll for the CEOB and a quorum was not established. Bryan Bequette arrived at 10:13 am and a quorum was established.

CEOB Members Present (5):
Bryan Bequette
Stanley Clouse
Hal Haeker
Joe Hewgley
Pamela Lancaster

CEOB Members Absent (4):
John Fagot
Tony Kaufman
Christian Ohl
William Stewart

Nebraska Department of Labor (NDOL) Staff and Guests in Attendance (18):
John Albin, NDOL Commissioner
Mary Anne Bradfield, Deputy Commissioner for Reemployment Services
Pat Comfort, NDOL Regional Manager
Libby Elder, NDOL Legal Counsel
Bernie Hansen, NDOL Regional Manager
Josh Hanson, NDOL Regional Manager
Randy Kissinger, NDOL Regional Manager of Labor
Lisa Laws, NDOL Employment Services Manager
Becky Maggart, NDOL Employment Security Manager
Ashley Mathers, Greater Nebraska Program Coordinator
Kelsey Miller, Workforce Services Administrator
Yvette Montes Jung, CEOB/GNWDB Recorder/Staff Assistant I
Jody Stutzman, Proteus
Bianca Marino, Ponca Tribe
Chelsea Luthy, CNEDD
Wendy Sieler, NDOL
Dawn Carrillo, NDOL
Mary Kay Versen, UNCC Adult Education

AGENDA ITEM #3: NOTICE OF PUBLICATION:

Yvette Montes Jung, Recorder, reported that adequate legal notice of this joint meeting was posted in the Grand Island Independent, Beatrice Daily Sun, and the Scottsbluff Star-Herald. The notice was published in accordance with the Open Meetings Act and a copy was available for review.

AGENDA ITEM #4: APPROVAL OF MINUTES:

No discussion or corrections were made to the minutes. Dan Mauk motioned to approve the May 23, 2019 CEOB and GNWDB Joint Meeting Minutes. Ann Chambers seconded. A GNWDB voice vote was taken and the motion carried unanimously.

No discussion or corrections were made to the minutes. Joe Hewgley motioned to approve the May 23, 2019 CEOB and GNWDB Joint Meeting Minutes. Hal Haeker seconded. A CEOB voice vote was taken and the motion carried unanimously. Meeting minutes are located on pages 5-12 of the October 24, 2019 Meeting Booklet.

ANNOUNCEMENTS:

Kelsey Miller announced the Governor's appointment of CEOB member, Tony Kaufman, on September 19, 2019. He is currently the mayor of the City of Gering and was unable to attend today's meeting. She introduced NDOL's Deputy Commissioner for Reemployment Services, Mary Anne Bradfield, who currently oversees Employment and Training (E&T) and will soon oversee Unemployment. John Albin, NDOL's Commissioner, was thanked for attending today's meeting and Yvette Montes Jung was introduced as a returning E&T staff member. Profiles are located on pages 116-117 of the meeting booklet.

Ashley Mathers was acknowledged for completing one of her smart goals by means of putting the manual and forms on the internet and she proceeded to instruct board members on how to find board information on NDOL's internet website, https://www.dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/LocalWorkforceDevelopmentAreas. Proceed to the three Local Areas, select Greater Nebraska>Area Boards & Meetings tab. Links to Greater Nebraska Workforce Development Board, Greater Nebraska Chief Elected Officials Board, and Greater Nebraska Meetings are available to the public. Meeting material booklets and meeting minutes are located using the Greater Nebraska Meetings link. To access Operations Manual & Forms, Local & Regional Plan, Plan Modifications & Revisions, Policies, Memorandums of Understanding, Service Agreements, and Request for Proposals, proceed to the three Local Areas, select Greater Nebraska>Local & Regional Plan Documents tab.

Following the presentation, each board member, staff and guest in attendance introduced themselves for the benefit of the Deputy Commissioner for Reemployment Services.

NEW BUSINESS:

AGENDA ITEM #5A: LABOR MARKET INFORMATION

Ashley Mathers briefed the boards with Labor Market Information provided on pages 12-26 of the meeting booklet. The Labor Force by County article focused on Nebraska's 93 counties. Between 2014 and 2018, Nebraska's annual average total statewide employment (not seasonally adjusted) increased by 14,071 workers, or 1.4%. The Openings & Expansions reports, from March through July 2019, reflect a total of 81 new Openings & Expansions in Nebraska, of which 67 were in Greater Nebraska. The Rural Nebraska Demographic Snapshot article includes information on projected populations and the number of ag producers. Overall, of Nebraska's 93 counties, 69 are mostly or completely rural areas. There were no questions or discussion

AGENDA ITEM #5B: REGIONAL UPDATES

Kelsey Miller briefed the boards with Regional Updates using May to September 2019 data located on pages 27-30 of the meeting booklet. She reported regional managers will no longer provide 5-minute briefs on their respective regions. For the benefit of board members interested in other services NDOL provides as a service provider, regional managers have now compiled a list of events that have occurred in each of their respective regions since the last board meeting

was convened. Ashley Mathers apologized for the meeting booklet numbers not being in order. There were no questions or discussion.

AGENDA ITEM #5C: PERFORMANCE

Kelsey Miller referred to pages 31-34 for PY2019 Quarter 4 Performance data for the State of Nebraska and the three local areas of Greater Omaha, Greater Lincoln, and Greater Nebraska (GN). Greater Nebraska's data reflects all required federal reporting with Actual Performance currently meeting or exceeding PY Goals in all standards except Credential Rate in the Adult and Dislocated Worker (DLW) programs. It is a fairly new performance standard and the data reflects Actual Performance is below the PY Goal of 56% for Adult (42.4%) and 60% for DLW (42.9%). The DLW Q4 Employment Rate (82.1%) is slightly below the PY Goal of 88%. The Youth Q4 Employment, Education or Training Placement Rate (75%) is slightly below the PY Goal of 77%. Performance data is on participants that have exited the program, are in follow up, or out of follow up. Measurable Skill Gains is in a baseline phase and GN does not have a negotiated goal yet. The United States Department of Labor (USDOL) looks at the State of Nebraska as a whole and GN is just one piece of that. GN is collaborating with the other local areas to figure out ways to meet or exceed their goals.

Pam Lancaster requested clarification on how aggregate scores are over 100%. Ashley Mathers likened it to earning extra credit for anything above their original percentage goal. There were no further questions or discussion on this agenda item.

AGENDA ITEM #5D: INFRASTRUCTURE AGREEMENTS

Ashley Mathers reported Infrastructure Agreements (IFA) were approved at the last meeting and customer served numbers were used to determine allocations for each partner program. The previous IFA expired on June 30, 2019 and the current Agreements will be in effect for a one year period from July 1, 2019 to June 30, 2020 so as to expire at the same time as the Memorandums of Understanding (MOU) agreements. The goal is to create, review, approve, and align the IFA and MOU agreements and have them in effect for a three-year period. Most partners were in agreement on the numbers, and signatures from all partners have been received, except from Adult Education. Ashley Mathers and Kelsey Miller are scheduled to meet with Adult Education on Monday, October 28, 2019 to get consensus on a specific line, specifically recounting the numbers every six months. There were no questions or discussion on this agenda item.

AGENDA ITEM #5E: APPOINTMENT TO WORKFORCE BOARD

Ashley Mathers briefed the CEOB on 20 CFR §679.320(c)(1) which states at least 20 percent of the members of the Local WDB must be workforce representatives. These representatives must include two or more representatives of labor organizations, where such organizations exist in the local area. Where labor organizations do not exist, representatives must be selected from other employee representatives. Currently only one GNWDB member, Roy Lamb II, is part of a labor organization. CEOB members were asked to review and consider the nomination form and résumé of Mike Gage. Pam Lancaster commented on his impressive background and asked Roy Lamb II if the Journeyman License Mike Gage attained in Colorado was universal and valid in

every state. Roy Lamb II replied the license is not valid in every state but he believes Colorado and Nebraska have an articulation agreement. Further discussion ensued pertaining to his education, current license, and his current status in his labor organization. Ashley Mathers added, if appointed, his three-year term would end on October 23, 2022.

Stanley Clouse motioned to approve appointing Mike Gage to the GNWDB. Bryan Bequette seconded. A CEOB roll-call vote was taken and the motion carried.

CEOB Members For (5):	**CEOB Members Absent (4):**
Bryan Bequette	John Fagot
Stanley Clouse	Tony Kaufman
Hal Haeker	Christian Ohl
Joe Hewgley	William Stewart
Pamela Lancaster	
CEOB Members Against (0):	**CEOB Members Abstain (0):**

AGENDA ITEM #5F: RE-APPOINT WORKFORCE BOARD MEMBER

Ashley Mathers briefed the CEOB on 20 CFR §679.310 (g)(2) which states the CEO must establish by-laws, consistent with State policy for Local WDB membership, that at a minimum address the term limitations and how the term appointments will be staggered to ensure only a portion of membership expire in a given year. She proposed re-appointing Alicia Fries to the GNWDB for an additional three-year term ending September 28, 2022.

Stanley Clouse motioned to approve re-appointing Alicia Fries to the GNWDB. Joe Hewgley seconded. A CEOB roll-call vote was taken and the motion carried.

CEOB Members For (5):	**CEOB Members Absent (4):**
Bryan Bequette	John Fagot
Stanley Clouse	Tony Kaufman
Hal Haeker	Christian Ohl
Joe Hewgley	William Stewart
Pamela Lancaster	
CEOB Members Against (0):	**CEOB Members Abstain (0):**

AGENDA ITEM #5G: APPOINTMENT TO SYSTEM COORDINATION COMMITTEE

Lisa Wilson, GNWDB Chair, in accordance with Article V. of the Bylaws, appointed Mike Gage to the System Coordination Committee for a three-year term ending October 23, 2022.

AGENDA ITEM #5H: NON-BOARD MEMBER APPOINTMENT TO STRATEGIC PLANNING COMMITTEE

Lisa Wilson, GNWDB Chair, in accordance with WIOA Sec. 107, appointed Josh Hanson to the Strategic Planning Committee.

AGENDA ITEM #5I: CUSTOMER SURVEY RESULTS

Ashley Mathers reviewed the results of the Customer Satisfaction Surveys available on pages 102-115 of the meeting booklet. She reported customer surveys were sent out in August 2019 to 4,711 individuals who received a staff assisted service in the prior 90 days. 425 responses were received and were broken down by office instead of region. New results show the number of responses received for each location and none of the results were very shocking. Charted results ranged from a 1 (lowest) to a 5 (highest) with a combined average of 4. Over five pages of comments were received and are categorized by region, NEworks and other. Most comments geared towards the career centers and staff were positive and favorable. Unemployment Insurance (UI) related comments or UI only comments are recorded in gray text.

Board members were given an opportunity to fully review the results and comments. There were no questions or discussion on this agenda item.

AGENDA ITEM #5J: SECTOR STRATEGIES

Kelsey Miller presented on behalf of Karrissa Jyles, from the Nebraska Department of Economic Development (DED). Managers are involved in Sector Strategy across the state. There are 5 partnerships, 3 in manufacturing and 2 in healthcare. Northeast Region is a manufacturing partnership with a focus on improving the image of manufacturing, the talent pipeline and infrastructure. Southeast Region is a rural area manufacturing partnership (RAMP) with a focus on career awareness, educational partnerships and outreach, recruiting and talent pools, partnership engagement and regional participation. Central Region is a manufacturing partnership with a focus on building partnerships with schools, creating manufacturing and training opportunities, marketing and branding, air and ground transit, and new websites

AGENDA ITEM #5K: FINANCE REPORT

Kelsey Miller recapped the Finance Report as presented on October 23, 2019 to the Strategic Planning Committee and referenced pages 44-45 of the meeting booklet.

Total Funds Available as of September 20, 2019 is $633,068.90. In-School (ISY) $71,705.41; ISY Work Experience $28,612.42; Out-of-School (OSY) $212,600.50; OSY Work Experience $76,879.68; Adult $135,008.38; and DLW $108,262.51. The State has not received FY20 funds therefore funds have not been allocated to the three local areas. Adult and DLW program funds have approximately the same amount of money. The board usually transfers funds as needed thus staff are focusing on servicing individuals coming in the door regardless if they are Adult or DLW. A funds transfer will be requested soon. GN has also been providing services to DLW utilizing funds from the Trade and Economic Transition Grant (TET). There is one year is left on

that grant. GN is able to leverage funds from both the DLW and TET programs for co-enrollment. At the last board meeting the board approved the waiver for a 50/50 split for ISY/OSY. Currently the focus is on Jobs for American Graduates (JAG) and Youth Registered Apprenticeships.

Total Projected Staffing Expenses for the next 6 months is $323,446.80. Adult ($126,335.85), DLW ($107,574.49), and Youth ($89,536.46). Expenses include travel, lodging, mileage, computers, IT, indirect costs, pay, and benefits.

Total Program Obligations is $145,729.45. In-School (ISY) $5,368.00; ISY Work Experience $477.00; Out-of-School (OSY) $58,897.00; OSY Work Experience $14,130.00; Adult $56,111.97; and DLW $10,745.48.

AGENDA ITEM #5L: DISLOCATED WORKER TO ADULT FUNDS TRANSFER

Kelsey Miller cited WIOA Sec. 133(b)(4) and reported the need to transfer DLW funds to the Adult program. In accordance with WIOA Section 133(b)(4), 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. She proposed transferring $55,000.00 from FY19 DLW funds and $245,000.00 from future FY20 DLW funds to the Adult program for a total of $300,000.00. She indicated her reasoning is GN is able to serve more adults utilizing the TET funds that the State has.

Stacey Weaver motioned to approve the $300,000.00 funds transfer from the DLW Program to the Adult Program. Kim Schumacher seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (13):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

GNWDB Members Against (0):

GNWDB Members Abstain (1):
Karen Stohs

AGENDA ITEM #5M: REQUEST FOR PROPOSAL

Lisa Wilson advised that the Request for Proposal (RFP) is designed to solicit proposals from qualified vendors who will be responsible for providing Workforce Innovation and Opportunity Act (WIOA) services in the GN Workforce Development Area. The service provider will act as a combination of all of the following: One-Stop Operator, Service Provider for Adult, Dislocated Worker and Youth programs, and Administrative Entity under WIOA at a competitive and reasonable cost. Proposals that do not conform to the mandatory items as indicated in the RFP will not be considered. Lisa Wilson proposed that the GNWDB approve the content, timeline, and utilization of the State procurement process of this RFP, subject to any minor changes required by the State of Nebraska's RFP process. She recounted GN went through this process about 4 years ago when they were transitioning to WIOA.

Ashley Mathers stated they do have the RFP expected timeline and hope to release it November 1, 2019. It is complete and currently at Nebraska's Department of Administrative Services (DAS) for review to ensure no errors are in it prior to posting.

Ashley Mathers asked for volunteers for the oral interview presentation. Pamela Lancaster, CEOB Chair, and Lisa Wilson, GNWDB Chair, are required to serve on the 5-member Evaluation Committee. Three additional members are needed and if no one volunteers, board members will be randomly selected to serve. The oral interviews are scheduled on January 29, 2020, the same day as the proposed rescheduled committee meetings. This will permit committee members to come in and witness the oral interviews rather than receive the recapped version at the next joint board meeting. She recommended rescheduling the next joint board meeting back one week from January 23, 2020 to January 30, 2020. If the board does not approve rescheduling the meetings, the presentations can be live-streamed.

Pam Lancaster remarked rescheduling is a great idea and thought the process was tough to go through, but was a necessary evil. She added that she would appreciate volunteers to aid in the process and remarked how well GN operates now and thought going through a change would be very stressful. She noted proof is in what has been accomplished all these years and recounted a time when they tried to do it without NDOL, and it was an awful mess.

Lisa Wilson remarked that the process is very stressful and the decisions the 5-panel committee makes effect a large population of the State and 88 counties. The more people that can get involved and engaged the better. It challenges those submitting bids and gives the committee opportunities to ask questions about performance and how will the GN area be serviced by them. She added when they went through the process four years ago, all the performance measures were based on metropolitan areas, and GN is not a metropolitan area.

Ann Chambers remarked last time they went through this process they received a pretty specific evaluation sheet so they knew what to look for and NDOL was able to guide them through some questions. Ashley Mathers stated she and Kelsey Miller are not on the committee but will be there to assist with answering any questions. Kelsey Miller has spent a lot of time and has done a lot of work preparing for this process and has created scoring sheets. Kelsey Miller added that the last RFP had no page limitation and had 57 questions requiring the bidder's response. She

streamlined this RFP to have a 100-page limitation and only 20 questions because she noticed several responses on the last RFP were redundant.

Joe Hewgley, Kelsey Miller, Ashley Mathers, and Pam Lancaster further discussed the federal requirements, potential bidders, other service providers, and evaluation questions. Kelsey Miller noted she combined the Adult and DLW, One-Stop Operator, Youth, and Administrative Entity options into one because it made sense to have an all or nothing type bid. She isn't sure if this will encourage or discourage bidders but thought the service provider and administrative entity made sense to go together. NDOL oversees the administrative entity and the service provider. Department of Economic Development (DED) oversees the One-Stop Operator which is currently out of compliance. Bidders are not allowed to sub-contract. Ashley Mathers announced board members interested in volunteering may email her. The plan is to have the RFP's on January 29, 2019 and the board meeting on January 30, 2019 in Kearney.

Greta Kickland motioned to approve the Request for Proposal. Alicia Fries seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (13):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

GNWDB Members Against (0):

GNWDB Members Abstain (1):
Karen Stohs

Stanley Clouse motioned to approve the Request for Proposal. Joe Hewgley seconded. A CEOB roll-call vote was taken and the motion carried.

CEOB Members For (5):
Bryan Bequette
Stanley Clouse
Hal Haeker
Joe Hewgley

CEOB Members Absent (4):
John Fagot
Tony Kaufman
Christian Ohl
William Stewart

Pamela Lancaster

CEOB Members Against (0): **CEOB Members Abstain (0):**

AGENDA ITEM #5N: ENROLLMENTS

Stacey Weaver recapped the New Enrollments by County as presented on October 23, 2019 to the System Coordination Committee and referenced page 56 of the meeting booklet. Data reflects new program enrollments from January 1, 2019 through September 15, 2019 by county and averaged 30-35 per month. There were no questions or discussion on this agenda item.

AGENDA ITEM #5O: ACTIVE PARTICIPANTS BY COUNTY

Stacey Weaver reported Active Participants by County as presented on October 23, 2019 to the System Coordination Committee and referenced page 57 of the meeting booklet. Data reflects a total of 369 active participants as of September 15, 2019. Results indicate more in companies with office locations available. There were no questions or discussion on this agenda item.

AGENDA ITEM #5P: STATE MONITOR REVIEW

Stacey Weaver reported the State Monitor Review for PY18 One-Stop System Review was completed on July 19, 2019 and a few findings required corrective action that had to be addressed with a plan within 30 days. The three primary areas of concern included:

1. Attachment F-1(cost sharing) was not attached to each MOU. Ashley Mathers brought them into compliance by attaching one to each MOU.
2. GN had several missing MOUs. They operated under the understanding that they were only necessary with required partners that were located at the American Job Centers (AJC) or others that were co-located. The missing agreements were from 3 Adult Ed sites, 3 Native American programs that operate in GN, 3 Career and Technical Ed programs, 5 Community Action Programs, and Housing and Urban Development (HUD). 9 agreements were brought today to be signed and the others are being negotiated.
3. Oversight and staff training. A recommendation was made to document all oversight and staff training. This is in progress and will be outlined in the policy revision later in the meeting.

Detailed reports and findings are located on pages 57-66 of the meeting booklet. There were no questions or discussion on this agenda item

AGENDA ITEM #5Q: FEDERAL AUDIT REVIEW

Stacey Weaver reported USDOL conducted a Key Provisions Review on March 25-28, 2019 on the GN Workforce Development Area. The State of Nebraska issued a response on August 5, 2019. Three of the six findings were specific to GN and all have been resolved.

1. Career Services provided without CEO/Governor Agreement – State & Local Area (Indicator 1.b Implementation)

- Ashley Mathers indicated GN did have the agreement, the auditors weren't able to find it when they were looking through the materials. Their response included a copy of the agreement and indicated they did have it.

2. Local WDB not monitoring Priority of Service – Greater Nebraska

(Objective 1.e.2 Priority of Service)

- The GNWDB priority-of-service plan was provided and will be presented later in a policy revision. Priority of Service - Policy No. 17 dated 10/24/2019 can be located on pages 98-101 of the meeting booklet. It was also addressed by the manual implemented back in August 2019.

3. Non-Compliant OJT Policy – Greater Nebraska

(Indicator 2.i.1 Policies and Procedures)

- There was a mistake made in the policy language stating that OJT employers would be required to be on the eligible training provider (ETP) list.
- The GNWDB revised its OJT Policy.

Detailed findings, corrective actions, and responses are located on pages 67-74 of the meeting booklet. There were no questions or discussion on this agenda item

AGENDA ITEM #5R: ONE-STOP OPERATOR SERVICE AGREEMENT

Stacey Weaver reported the contract with DED ended June 30, 2019 and technically they are out of compliance. The next step is the RFP to see if there are any interested entities that want to attempt to tackle this. The only other viable option, if the RFP isn't successful, is to turn over the duties to the job center managers. The plan is to issue the RFP and have the responses at the next board meeting. There were no questions or discussion on this agenda item.

AGENDA ITEM #5S: MEMORANDUMS OF UNDERSTANDING

Stacey Weaver referenced the missing MOUs that were findings on the State Monitor Review. It was determined that there were several missing agreements with multiple partners. There are blanket agreements, with the same language as other agreements, being presented for approval today to Northeast Community Action, Southeast Community Action, Community Action Partnership of Mid-Nebraska, Northeast Community College, Ponca Tribe, Mid-Plains Community College (MPCC), Western Nebraska Community College (WNCC), and Winnebago Tribe. They are still in negotiations with HUD, Omaha Tribe, Northwest Community Action, Community Action of Western Nebraska, and Adult Ed. They are missing addendums for two sites under Adult Ed, WNCC and MPCC. Ashley Mathers and Kelsey Miller have scheduled a meeting on Monday, October 28, 2019 for additional negotiations.

Ashley Mathers stated the MOUs were available for review. She explained the reason for the missing agreements was when the MOUs were originally created in 2016, it was the understanding that only partners that were co-located in the AJCs, and a few of the other required partners like Job Corps in Chadron, were required to sign an agreement. All the other Community Actions throughout GN went to HUD sites throughout GN. GN didn't have agreements with any

of them because they were not co-located in the AJCs. They are required partners because they are operating and providing services in GN. Agreements have been drafted and distributed for signatures. Only one has been signed and returned. She stated it is a long process.

Ann Chambers and Ashley Mathers discussed the reason why Adult Ed from WNCC and MPCC have not signed. It was explained that the Adult Ed agreement is one agreement over all the sites and only addendums are being requested from Tate for the two sites. Ashley Mathers confirmed that Central Community College (CCC) has also signed an agreement and Ann Chambers did not have to abstain from the vote. TEGL-16-16 is outlined on page 75 of the meeting booklet. There were no further questions or discussion on this agenda item.

Erin Brandyberry motioned to approve the Memorandums of Understanding. Wayne Brozek seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (14):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Karen Stohs
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

GNWDB Members Against (0):

GNWDB Members Abstain (0):

AGENDA ITEM #5T: MONITORING POLICY

Stacey Weaver reported that the State Monitor required corrective action to the current oversight policy and procedures. The updated Monitoring Policy (Policy No. 14), is available on pages 76-79 of the meeting booklet. The policy was last updated on July 1, 2017 and oversight procedures were not in place then. The GN Operations Manual was completed and distributed for staff use on August 7, 2019. Approval of this updated Monitoring Policy will resolve the finding and address the main policy revisions to include the One-Stop Delivery System monitoring section and revised Programmatic Monitoring section. This will align with the current monitoring practices and set more realistic and attainable monitoring goals. There were no questions or discussion on this agenda item.

Elaine Anderson motioned to approve the Revised Monitoring Policy. Denise Pfeifer seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (13):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

GNWDB Members Against (0):

GNWDB Members Abstain (1):
Karen Stohs

AGENDA ITEM #5U: ADULT AND DISLOCATED WORKER PROGRAM POLICY

Stacey Weaver reviewed the Adult & Dislocated Worker Program Services Policy (Policy No. 4), available on pages 80-84 of the meeting booklet. It is a new policy created to satisfy a WIOA requirement and lists services and training available to Adult and DLW participants and outlines what is available, to include co-enrollment and coordination of services. There were no questions or discussion on this agenda item.

Roy Lamb II motioned to approve the Adult & Dislocated Worker Program Policy. Elaine Anderson seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (13):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

Kim Schumacher
Stacey Weaver
Lisa Wilson

GNWDB Members Against (0):

GNWDB Members Abstain (1):
Karen Stohs

AGENDA ITEM #5V: YOUTH PROGRAM POLICY

Stacey Weaver reported on the Youth Program Policy (Policy No. 22), available on pages 85-97 of the meeting booklet. This policy was created to meet another WIOA requirement. Historically, GN hasn't had issues with service providers however this policy will provide necessary clarification if a situation should arise. The policy outlines all required services that must be available and offered to qualified participants and supports existing processes. There were no questions or discussion on this agenda item.

Dan Mauk motioned to approve the Youth Program Policy. Alicia Fries seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (13):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

GNWDB Members Against (0):

GNWDB Members Abstain (1):
Karen Stohs

AGENDA ITEM #5W: PRIORITY OF SERVICE POLICY

Stacey Weaver reported on the Priority of Service Policy (Policy No. 17), available on pages 98-101 of the meeting booklet. The purpose of this policy is to provide individualized career and training services to eligible recipients. Veterans or their eligible spouses receiving public assistance, are low-income, or who are basic skills deficient are first priority. Second priority are non-Veterans and eligible Veteran spouses, and are receiving public assistance, are low-income, or who are basic skills deficient. Third priority are Veterans or their eligible spouses not receiving

public assistance, are not low-income, or who are not basic skills deficient. Last priority are individuals who are not receiving public assistance, are not low-income, or those that are not basic skills deficient. Upon initial screening, career center staff will identify covered individuals and inform them of their entitlement, if applicable.

A threshold of 90% is set due to limitation of funds for categories one and two. If individuals are determined eligible for category three or four priority, administrative approval is required. Priority of service guidance applies to the DLW and Youth programs as well.

Ashley Mathers added that categories one through four are law for Adult participant priority. Processes to ensure career planners were assessing a participant's priority prior to enrollment were added to the policy. If there were a funding shortage, Veterans would take precedence and non-Veteran enrollment would have to wait. Anyone can be enrolled for basic career services at any time because there isn't a lot of requirement behind that. Priority of service takes effect when individualized career services and training services are needed. The 90% threshold was set because career planners must enroll 90% of their participants under category one or two. If participants don't meet that criteria, administrative approval is required to enroll them. GN funds are limited and serve a vast area. The other 10% is for the exceptions where category three and four participants need services. There were no questions or discussion on this agenda item.

Charlene Lant motioned to approve the Priority of Service Policy. Wayne Brozek seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (13):
Elaine Anderson
Erin Brandyberry
Wayne Brozek
Ann Chambers
Alicia Fries
Greta Kickland
Roy Lamb II
Charlene Lant
Dan Mauk
Denise Pfeifer
Kim Schumacher
Stacey Weaver
Lisa Wilson

GNWDB Members Absent (4)
Cliff Barley
Matt Gotschall
Gary Kelly
Jill Smith

GNWDB Members Against (0):

GNWDB Members Abstain (1):
Karen Stohs

AGENDA ITEM #6: PUBLIC COMMENT

Lisa Wilson thanked the System Coordination Committee for taking on the responsibility to ensure all policies are legal and in compliance. She also thanked Ashley Mathers and Kelsey Miller.

Stacey Weaver stated the System Coordination Committee decided that the next time survey results were presented, they will look for themes, top three opportunities for improvement, and top three things to celebrate. They will also compare the last two survey results to ensure services were being maintained from one period to the next. They anticipated having employer survey results at the next meeting. To ensure all employers are reached, employers that have had services in the last year, not just within the last 90 days, will be contacted. She added all the UI comments were justified and staff need to be made available for unemployment assistance. She remarked that the system is broken.

Lisa Wilson acknowledge the system was new and felt the conversion to the new system has been a struggle. She recommends anyone having downtime at the end of the year, should start preparing now and prepare their employees. Once the kinks are worked out it may be great but getting through the kinks is difficult.
Pam Lancaster thanked the GNWDB for the Priority of Service Policy. She sits on the National Veterans Board and remarked that the reason they are able to meet, have discussions and experiences, and enjoy the American dream, is directly related to what Veterans do for us. She noted Randy Kissinger has graciously agreed speak to the National Board for Workforce Development at their next national call-in meeting in November and talk about what we do, how we develop a workforce when we have so few people available, and how we find the non-traditional worker. She voiced her appreciation for Randy Kissinger and all members on both boards. She remarked what we do is a great thing.

AGENDA ITEM #7: UPCOMING MEETINGS:

Kelsey Miller reiterated the need to move the board meeting back one week from January 23, 2020 to January 30, 2020 to facilitate the oral presentations on January 29, 2020 prior to the committee meetings on the same day. There were no questions or further discussion on this agenda item from the CEOB.

Hal Haeker motioned to approve changing the next meeting date from January 23, 2020 to January 30, 2020. Bryan Bequette seconded. A CEOB roll-call vote was taken and the motion carried.

CEOB Members For (5):
Bryan Bequette
Stanley Clouse
Hal Haeker
Joe Hewgley
Pamela Lancaster

CEOB Members Absent (4):
John Fagot
Tony Kaufman
Christian Ohl
William Stewart

CEOB Members Against (0): **CEOB Members Abstain (0):**

There were no questions or further discussion on this agenda item from the GNWDB.

Roy Lamb II motioned to approve changing the next meeting date from January 23, 2020 to January 30, 2020. Denise Pfeifer seconded. A GNWDB roll-call vote was taken and the motion carried.

GNWDB Members For (14):	**GNWDB Members Absent (4)**
Elaine Anderson	Cliff Barley
Erin Brandyberry	Matt Gotschall
Wayne Brozek	Gary Kelly
Ann Chambers	Jill Smith
Alicia Fries	
Greta Kickland	
Roy Lamb II	
Charlene Lant	
Dan Mauk	
Denise Pfeifer	
Kim Schumacher	
Karen Stohs	
Stacey Weaver	
Lisa Wilson	

GNWDB Members Against (0): **GNWDB Members Abstain (0):**

After the CEOB and GNWDB approved the change, the upcoming meeting schedule is as follows:

CEOB/GNWDB	**January 30, 2020**	**9:00 am-3:00 pm**	**Location-TBD, Kearney**
CEOB/GNWDB	**May 28, 2020**	**9:00 am-3:00 pm**	**Location-TBD, Ogallala**

AGENDA ITEM #8: ADJOURNMENT:

Roy Lamb II motioned to adjourn the GNWDB Meeting. Wayne Brozek seconded. A GNWDB voice vote was taken and the motion carried unanimously. The GNWDB meeting was adjourned at 11:37 am (CST).

Stanley Clouse motioned to adjourn the CEOB Meeting. Bryan Bequette seconded. A CEOB voice vote was taken and the motion carried unanimously. The CEOB meeting was adjourned at 11:37 am (CST).