



Full Board Meeting Minutes

October 22, 2015

1:00 pm (CST)

Fairfield Inn & Suites
805 Allen Drive, Grand Island, NE

Call to Order

Lisa Wilson, Chair, called the meeting of the Greater Nebraska Workforce Development Board to order at 1:15 pm on October 22, 2015.

Roll Call

Roll Call was called by Yvette Montes, Administrative Assistant, and a quorum was established.

Members Present (11):

Wayne Brozek
Michelle Engel
Gary Kelly
Greta Kickland
Roy Lamb II
Dan Mauk

Kelsey Miller
Denise Pfeifer
Cristina Thaut
Stacey Weaver
Lisa Wilson (Chair)

Members Absent (8):

Elaine Anderson
Chris Callihan
Ann Chambers
Cory Goehring

Charlene Lant
Peggy Sandall-Bertrand
Karen Severson
Jill Smith (Vice-Chair)

Staff and Guests Present (11):

Nebraska Department of Labor - Terri Malek-Madani, Joan Modrell, Yvette Montes, Stan Odenthal, Elizabeth Schuster, Patricia Comfort, Randy Kissinger, Karen Stohs, Bernie Hansen, Becky Maggart; Greater Nebraska Chief Elected Officials Board – Pamela Lancaster

Notice of Publication

Yvette Montes, recorder for the Greater Nebraska Workforce Development Board, announced adequate legal notice of this meeting was posted in the Beatrice Daily Sun, Columbus Telegram, Grand Island Independent, Hastings Tribune, Kearney Hub, Norfolk Daily News, North Platte Telegraph, Scottsbluff Star-Herald, and the Sidney Sun-Telegraph. Let the record reflect that the notice was published in accordance with the open meeting law requirements and published in the Greater Nebraska area. A copy of the Nebraska Open Meeting Act was available at this meeting and could be obtained from legal counsel or administrative staff.

Approval of Minutes

Chair Wilson confirmed all members received a copy of the May 27, 2015 Greater Nebraska Workforce Development Board Meeting Minutes. She called for any corrections. There were none. Dan Mauk moved to approve the May 27, 2015 Greater Nebraska Workforce Development Board Meeting Minutes. Greta Kickland seconded. Motion carried by voice vote. No further discussion ensued.

Old Business

No Old Business to discuss.

New Business

Item 5A: Performance Updates & Enrollments

Stan Odenthal, Greater Nebraska Administrative Entity – Nebraska Department of Labor, presented PY14 Quarter 4 data and provisional performance measures. Results indicated 9 current WIA Common Measures were achieved. Cumulative last four quarter results indicated the minimum performance standards were exceeded. Adult and Dislocated Worker measures were Employment Rate, Employed Retention Rate, and Average Earnings. Youth measures were Placement in Employment/Education, Attainment of Degree/Certificate, and Literacy & Numeracy. Aggregate program scores were 107.6% for Adult; 101.0% for Dislocated Worker; and 111.8% for Youth. WIA Common Measures will continue to be reported until July 1, 2016, when the new Workforce Innovation and Opportunity Act (WIOA) reporting requirements will be in full effect, raising the number of performance measures from 9 to 18. No questions or comments were made.

Stan Odenthal continued to present statistical data centering on active enrollments in the Adult, Dislocated Worker and Youth programs. Regional enrollment figures were reported for the periods of April 1-June 30, 2015; July 1-September 30, 2015; and October 1-8, 2015. He emphasized under WIOA, 75% of Youth program funds are required to be spent on Out-of-School Youth activity and he anticipated an increase in Out-of-School Youth enrollments by the next board meeting. No questions or comments were made. No further discussion ensued.

Item 5B: Fiscal Update & Local Area Plan Modification

Stan Odenthal presented a Motion to Approve Local Area Plan Modification that proposed a funds transfer of \$300,000 from the Dislocated Worker program to the Adult program. All funds would come from FY16 funds, effective October 22, 2015. He remarked the Chief Elected Officials Board (CEOB) approved the motion earlier that day and referenced Section 134(b)(4) of WIOA which states a local board may transfer funds 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.

Mr. Odenthal presented enrollment and fiscal data that supported the recommended transfer request. He remarked the need was based on Greater Nebraska figures.

- Current active enrollments for the Adult program (208) exceed the Dislocated Worker program (159)
- More FY15 Dislocated Worker program funds (\$639,716) than Adult program funds (\$386,416)
- Expected carry-in funding for the Dislocated Worker program (\$848,073) greatly exceeds the Adult program (\$455,436), which also includes carry-in plus FY15 funds as expected October 1, 2016
- Adult program average monthly operating costs (\$31,188) exceed Dislocated Worker program average monthly costs (\$23,505)
- Current quarterly funding limits for Dislocated Worker program participants is \$2,500 versus the current quarterly funding limits for Adult program participants which is only \$700

Chair Wilson entertained a motion to transfer funds. Gary Kelly inquired into funding limits and increases dictated by law. Mr. Odenthal clarified the funding limit process and stated it was an administrative process, not determined by law. He indicated current funding limits would not change, but are reviewed on a quarterly basis, thus the cap may or may not increase next quarter. No further questions ensued. Dan Mauk motioned to approve the transfer of \$300,000 in Dislocated Worker program funds to the Adult program fund. Gary Kelly seconded. A roll call vote was taken.

For: (10)

Wayne Brozek
Michelle Engel
Gary Kelly
Greta Kickland
Roy Lamb II

Dan Mauk
Denise Pfeifer
Cristina Thaut
Stacey Weaver
Lisa Wilson (Chair)

Against: (0)

Abstain (1)

Kelsey Miller

Absent: (8)

Elaine Anderson
Chris Callihan
Ann Chambers
Cory Goehring

Charlene Lant
Peggy Sandall-Bertrand
Karen Severson
Jill Smith (Vice-Chair)

The motion carried.

Item 5C: Local Board Bylaws & Committee Designations

Chair Wilson addressed board oversight responsibilities, committee needs, new responsibilities under WIOA, Local Area Committee structure and the establishment of new committees to meet WIOA requirements. She anticipated open discussion would spark interest in creating effective committees moving forward, to provide better service to employers and participants across the Greater Nebraska Local Area. Chair Wilson gave the floor to Terri Malek-Madani, Youth Program Coordinator - Nebraska Department of Labor, to address Youth program needs.

Terri Malek-Madani provided a 2015 Youth Program Status Update and referenced WIOA Training and Employment Guidance Letter No. 23-14 (TEGL 23-14), as she discussed Youth program changes and significant challenges, specifically Out-of-School Youth recruiting and outreach. WIOA's requirements for a youth council, work experience program and eligibility criteria were emphasized, and she highly recommended forming a standing Youth Committee to provide oversight, work on youth issues, recruit youth interns, develop strategies, and make recommendations to the full board. She stressed the need to provide participants with an adequate support system and good utilization of program resources, as well as help Greater Nebraska's three Youth Specialists identify strategies to help those youth and young adults most in need. Statistical data and current program enrollments were reported and examples of other Local Area recruiting strategies were reviewed. Chair Wilson inquired into intern types and selection methods. Ms. Malek-Madani stated she's partnered with various agencies that work with WIOA's intended target population and has developed an application referral process that would require candidates to apply for the position, provide references and undergo

training. Further board discussion ensued concerning mentoring, future programming, participant criteria, and potential recruiting strategies.

Elizabeth Schuster, Job Training Program Coordinator – Nebraska Department of Labor, presented standing committee objectives and reviewed local board responsibilities, specifically program oversight functions. She defined standing committee structure and reviewed the standing committee categories currently under consideration. Stan Odenthal provided clarification of board responsibilities and stated grouping similar categories would make it easier to gauge levels of interest or specializations among board members. The board was asked to consider participating in committees that align most with their areas of interest and expertise. No further discussion ensued.

Board Areas of Interest and Commitments:

- *One Stop* – Charlene Lant, Greta Kickland, Stacey Weaver
- *Career Pathways and Assessment* – Elaine Anderson, Ann Chambers, Roy Lamb II, Dan Mauk, Jill Smith, Cristina Thaut, Stacey Weaver
- *Performance and Accountability* – Wayne Brozek, Gary Kelly, Greta Kickland, Jill Smith
- *Employer Engagement and Sector Strategies* – Elaine Anderson, Michelle Engel, Gary Kelly, Dan Mauk, Denise Pfeifer, Peggy Sandall-Bertrand, Jill Smith, Cristina Thaut
- *Youth* – Elaine Anderson, Ann Chambers, Michelle Engel, Denise Pfeifer, Cristina Thaut, Stacey Weaver
- *Bylaws* – Wayne Brozek, Chris Callihan, Ann Chambers, Gary Kelly, Greta Kickland, Charlene Lant, Dan Mauk, Denise Pfeifer, Stacey Weaver

Item 5D: Adoption of CEOB Local Area Designation Request

Stan Odenthal recommended the board consider adopting the Local Area Designation Request approved by the CEOB. He offered additional information supporting the board's passage of the motion and referenced Section 106(b)(2) of WIOA which requires the State to designate certain regions within the state, to be completed after consultation with Local Area boards and chief elected officials. He elaborated on WIOA's requirement for the State to consult with the Local Areas about Local Area boundaries and regional boundaries. The State held regional consultations in each of the Local Areas in July and August 2015 that included Local Area boards, CEOs, chief elected officials, One-Stop partners, and WIOA partners. Information presented and discussed at the consultation meetings included regional boundary considerations, commuter pattern information, participant information per county, and financial effect of local boundary changes. Local Area regional consultations resulted in three options.

- Option A: Maintain existing 88-county area
- Option B: 86-county Local Area with Cass County moving to the Greater Omaha Local Area and Seward County moving to the Greater Lincoln Local Area
- Option C: 85-county Local Area with Cass and Dodge counties moving to the Greater Omaha Local Area and Seward County moving to the Greater Lincoln Local Area

Mr. Odenthal explained that WIOA allows for any Local Area that has performed successfully for the past two fiscal years, to submit a designation request to the State and be automatically approved with its existing geographical boundaries. He noted all three Local Areas performed successfully and all three were eligible to submit a designation with its existing boundaries. He reiterated the CEOB's decision to elect Option A: Maintain existing 88-county area and restated the motion was to adopt the CEOB's recommendation.

Chair Wilson called for discussion. No further discussion ensued. Chair Wilson entertained a motion to adopt the CEOB Local Area Designation Request. Greta Kickland moved to adopt the CEOB Local Area Designation Request. Wayne Brozek seconded. Stacey Weaver inquired into the depth of discussion the CEOB engaged in regarding the motion. Pamela Lancaster, Chief Elected Officials Board Chair, was asked to provide the board with her perspective. Chair Lancaster gave lengthy insight into the CEOB's decision to select Option A. Greta Kickland offered her viewpoint on the CEOB proceedings. No further discussion ensued. A roll call vote was taken.

For: (11)

Wayne Brozek
Michelle Engel
Gary Kelly
Greta Kickland
Roy Lamb II
Dan Mauk

Kelsey Miller
Denise Pfeifer
Cristina Thaut
Stacey Weaver
Lisa Wilson (Chair)

Against: (0)

Abstain (0)

Absent: (8)

Elaine Anderson
Chris Callihan
Ann Chambers
Cory Goehring

Charlene Lant
Peggy Sandall-Bertrand
Karen Severson
Jill Smith (Vice-Chair)

The motion carried without abstentions.

Item 5E: One-Stop Request for Proposals (RFP) Information

Stan Odenthal reviewed Section 121(d)(2)(A) of WIOA, which requires the local board to select the One-Stop operator through a competitive process, at least once every 4 years. He called for local board involvement on this issue and highly recommended early involvement to allow the board to assess competitor bids and financial data, in order to make a fully informed determination based on who will best serve participants and employers throughout the local area boundaries. The competitive process must be in compliance with WIOA requirements, as well as federal and state procurement requirements. The CEOB recommended using the state's procurement process, which could take 6-9 months to complete. The Local Area must show process progress by July 1, 2016, with the One-Stop operator fully implemented and actively operating by July 1, 2017. One-Stop operator eligibility and the selection process were defined. New board standing committee expectations were relayed and Mr. Odenthal indicated the committee would have an active role in planning the One-Stop operator competition and the Request for Proposal (RFP) process. The Nebraska Department of Labor (NDOL) currently serves as both

the operator of the One-Stop system and the Administrative Entity, which is the service provider for the Adult, Dislocated Worker and Youth programs. He recommended a RFP for both or at a minimum, one for the One-Stop operator. No further discussion ensued.

Chair Wilson entertained a motion adopt the CEOB's recommendation. Stacey Weaver moved to move forward utilizing the State's procurement process to include the Dislocated Worker, Adult, and Youth programs, the Administrative Entity, and the One-Stop operator. Dan Mauk seconded. No further discussion ensued. A roll call vote was taken.

For: (11)

Wayne Brozek
Michelle Engel
Gary Kelly
Greta Kickland
Roy Lamb II
Dan Mauk

Kelsey Miller
Denise Pfeifer
Cristina Thaut
Stacey Weaver
Lisa Wilson (Chair)

Against: (0)

Abstain (0)

Absent: (8)

Elaine Anderson
Chris Callihan
Ann Chambers
Cory Goehring

Charlene Lant
Peggy Sandall-Bertrand
Karen Severson
Jill Smith (Vice-Chair)

The motion carried without abstentions.

Item 5F: Proposed 2016 Meeting Schedule

Chair Wilson announced the proposed full board meeting dates of January 28, 2016, May 26, 2016 and September 29, 2016 and asked for board comment on dates and locations. Lengthy board discussion ensued concerning the most central and cost-effective location for future meetings. Grand Island was determined to be the most ideal location, with York and North Platte as options. No further discussion ensued.

Public Comment

Chair Wilson asked for public comment. No public comment given.

Adjournment

Chair Wilson entertained a motion to adjourn. Gary Kelly moved to adjourn the meeting. Roy Lamb II seconded. No further discussion ensued. Motion carried unanimously by voice vote. Chair Wilson adjourned the meeting at 2:32 pm.