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Nebraska Workforce Development Board

Meeting Minutes

June 7, 2019

Administrative Services Building
Development Center, Lower Level
1526 K Street, Lincoln, Nebraska 68508

Agenda item 1. Call to Order

Chair Mark Moravec called to order the meeting of the Nebraska Workforce Development Board (the Board) on June 7, 2019 at approximately 9a at the Administrative Services Building, located at 1526 K Street, Lincoln, Nebraska. Prior to taking up the business of the Board, Chair Moravec introduced six newly appointed Members of the Board:

1. Greg Adams, Executive Director of the Nebraska Community College Association
2. Elizabeth Babcock, Director of Communication and Talent Development with Adams Land & Cattle, LLC
3. Phil Bakken, Chief of Staff for University of Nebraska
4. Gary D. Dixon, Jr., Financial/Secretary-Treasurer at Steamfitters and Plumbers Local 464
5. Kyle J. Nixon, General Manager of Novozymes
6. Paul Turman, Chancellor of the Nebraska State College System

Chair Moravec announced that a seventh individual has also been appointed to the Board, Troy Brooks, Vice President and General Manager of Nucor Steel Nebraska. Troy had a prior commitment and was not able to attend the meeting.

Chair Moravec also announced that the Board Members' meeting packets included, as Handout 1, the follow-up information requested by the Board during the March 8 meeting regarding outcomes data for the SNAP Next Step Program. The data in the handout was provided by Ashley Mathers, Program Coordinator, Greater Nebraska Workforce Development Area.

Agenda item 2. Roll Call

Lindsey Sullivan called the roll and determined that a quorum was established.

Members in attendance

- | | |
|--|-----------------------|
| 1. Lt. Governor Mike Foley (Governor Pete Ricketts' designee) | 9. Gary D. Dixon, Jr. |
| 2. Senator Joni Albrecht | 10. Jason Feldhaus |
| 3. Greg Adams | 11. Allan Hale |
| 4. John Albin | 12. James Hanson, Jr. |
| 5. Elizabeth Babcock | 13. Mark Moravec |
| 6. Phil Bakken | 14. Kyle J. Nixon |
| 7. Bo Botelho (Dannette Smith's designee) | 15. Dave Rippe |
| 8. Brian Deakin | 16. Bradley Schroeder |
| | 17. Paul Turman |

Members absent

1. Governor Pete Ricketts
2. Troy Brooks
3. Michael Geary
4. Susan Martin
5. Don Nordell
6. Terri Ridder
7. Jennifer Sedlacek
8. Dianne Smith
9. Becky Stitt
10. Carol Swigart
11. Lisa Wilson

Nebraska Department of Labor (NDOL) Board support staff in attendance

1. Katie Thurber, General Counsel
2. Brian Potters, Workforce Services Administrator, Office of Employment & Training
3. Erin Cooper, Workforce Services Administrator, Office of Employment & Training
4. Dawn Carrillo, WIOA Program Analyst, Office of Employment & Training
5. Deb Andersen, WIOA Policy Coordinator, Office of Employment & Training
6. Lindsey Sullivan, Administrative Assistant II, Office of Employment & Training

Guests in attendance

1. Angie Hansen-Kruse, NDOL
2. Scott Hunzeker, NDOL
3. Richard Prince, Jr., NDOL
4. Federico Torres, NDOL
5. Shauna Smith, NDOL
6. Maria Rowan, NDOL
7. Neil Sullivan, Nebraska Department of Administrative Services
8. Allison Hatch, Nebraska Department of Economic Development
9. Mackenzie Martin Fisk, Legislature
10. Shari Clausen, Job Corps
11. Jan Norlander-Jensen, Greater Lincoln Workforce Development Area
12. Michelle Olson, Greater Lincoln Workforce Development Area
13. Kelsey Miller, Greater Nebraska Workforce Development Area
14. Susan Nickerson, Greater Nebraska Workforce Development Area
15. Erin Porterfield, Greater Omaha Workforce Development Area
16. Andy Huls, Greater Omaha Workforce Development Area

Agenda item 3. Notice of Publication

Lindsey Sullivan announced that the Notice of Public Meeting was duly published, in accordance with the Nebraska Open Meetings Act, in the Beatrice Daily Sun, Grand Island Independent, Lincoln Journal Star, North Platte Telegraph, Omaha World Herald, and Scottsbluff Star-Herald and on the State of Nebraska Public Meeting Calendar.

Agenda item 4. Approval of Minutes

Chair Moravec called the Board's attention to the draft minutes from the last meeting of this Board held on March 8, 2019, which were included the Board Members' meeting packets as Handout 2. The minutes were also emailed to Members of the Board on May 30, 2019. Chair Moravec asked if the Members had any additions or corrections to the minutes, of which there were none. Chair Moravec opened the floor for public comment on the draft minutes. No public comments were made. Brian Deakin motioned to approve the minutes of the March 8, 2019 meeting of the Board, and Jason Feldhaus seconded the motion. Members of the Board in attendance voted on the motion by voice vote. The vote carried unanimously.

Chair Moravec reminded the Board that agendas, minutes, and packets provided during meetings of the Board are available on Board's webpage, which is accessible at <https://dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/NWDB>.

Agenda item 5. Workforce Development in Nebraska

Chair Moravec introduced Lt. Governor Mike Foley, who presented to the Board on the topic of workforce development in Nebraska. Lt. Governor Foley addressed the Board regarding:

- challenges faced by Nebraska's workforce system, including slowing birth rates, low unemployment rates, the limited available labor pool, and barriers to employment for job seekers; and
- opportunities for workforce development, including [JAG \(Jobs for America's Graduates\) Program](#), [Developing Youth Talent Initiative](#), [Registered Apprenticeships](#), [NEmes reemployment program](#), [SNAP Next Step Program](#), and [Bring Up Nebraska](#).

Agenda item 6. Workforce Development Excellence Award – Presentation

The next order of business was the presentation of the first annual *Workforce Development Excellence Award*. Chair Moravec stated that during the fall of 2018, the Board established the *Workforce Development Excellence Award Program*. Through the Program, the Board annually recognizes an individual or organization for exceptional contributions or achievements in the area of workforce development in Nebraska. Chair Moravec introduced Lt. Governor Foley and Commissioner of Labor John Albin who presented the award to Joan Modrell, retired Director of the Office of Employment & Training, Nebraska Department of Labor.

Commissioner Albin remarked on Joan Modrell's significant contributions to workforce development in Nebraska, saying the Joan's name is probably the first that comes to mind when thinking of workforce development in Nebraska. During more than 30 years in Nebraska's workforce system, Joan served in numerous capacities through her involvement with the CETA (Comprehensive Employment and Training Act) and JTPA (Job Training Partnership Act) Programs and was instrumental in Nebraska's implementation of WIA (Workforce Investment Act of 1998) and WIOA (Workforce Innovation and Opportunity Act of 2014). Commissioner Albin stated that Joan's contributions to workforce development in Nebraska are unparalleled.

Lt. Governor Foley presented the Award and thanked Joan for her service to the State of Nebraska. As she accepted, Joan thanked the selection committee and said she was humbled and honored to be selected as the first recipient of the Award. In her remarks to the Board, Joan said, "You change people's lives with what you do. You put them on a career path, get them a job, or get them a better job. That is rewarding and important work. I applaud what you do and continue to do, and I've been proud to be a part of it."

Agenda item 7. Bylaws – Proposed Amendment

The next item of business was the proposed amendment of the Board's bylaws. In the Board Members' packets, a draft of the bylaws showing the proposed changes was provided as Handout 3. The draft was also provided to the Members of the Board by email on May 28, 2019. Section 6.2 of the current bylaws of the Board requires that the Members of the Board be provided with written notice of proposed changes to the bylaws at least 10 days in advance of the meeting at which the proposed changes are to be acted upon by the Board. The email sent on May 28, 2019 served as the required written notice.

Deb Andersen provided the Members of the Board with an explanation of the proposed changes to the bylaws. The proposed changes to Sections 2.1, 2.4, 2.6, 4.2, and 4.4 were made as clarifications to ensure alignment with law and regulation. The proposed change to Section 4.5 was made to correct the reference to the State Board. The proposed change to Section 4.8 was made to correct the reference to Neb. Rev. Stat. §§ 49-1499 – 49-14,103.03, which incorrectly identified those provisions as part of the Nebraska Open Meetings Act. The citation refers to conflict-of-interest provisions in Nebraska statute. The proposed changes to Sections 5.3 and 5.6 were made as clarifications to ensure alignment with law and regulation. The proposed changes to Section 8.1 are required when amending the bylaws.

Chair Moravec opened the floor to the Members of the Board for discussion on the proposed changes. Regarding Section 2.4(d), Senator Joni Albrecht asked to what "VR" referred. Deb Andersen stated that VR refers to Vocational Rehabilitation. Senator Albrecht recommended that the acronym be defined. No other discussion was heard on the proposed changes. Chair Moravec opened the floor for public comment on the proposed changes. No public comments were made. Vice Chair Bradley Schroeder motioned to approve the proposed changes to the bylaws, as recommended by Senator Albrecht. Phil Bakken seconded the motion. Members of the Board in attendance, excluding designees, voted by roll-call vote on the motion, which carried unanimously.

Agenda item 8. Subcommittee Reports

The next order of business was subcommittee reports. Reports from the Evaluation and Review Subcommittee and Strategy and Innovation Subcommittee were not available due to the unplanned absences of Subcommittee Chairs Terri Ridder and Michael Geary.

Subcommittee Chair James Hanson, Jr. provided the report for the Policy and Oversight Subcommittee. The Subcommittee met on March 8, 2019 and June 4, 2019, during which 3 initial action items were identified based on the responsibilities assigned to the Subcommittee under the Board's bylaws:

1. assisting with the development of the state plan;
2. identifying factors for high-performing boards; and
3. identifying methods for assessment and evaluation of programs and one-stop partner programs, which will be done in coordination with the Evaluation and Review Subcommittee, in addition to the plan partners and one-stop delivery system partner programs.

James expanded on the identified action items as described in Addendum 1 to these minutes.

Agenda item 9. Member Updates

Chair Moravec asked Members of the Board for updates on their respective industries or organizations and local workforce development area activities for the Members who also serve on local workforce development boards. Members of the Board provided updates as requested.

Agenda item 10. Public Comment

Chair Moravec opened the floor for public comment. No public comments were made.

Agenda item 11. Next Meeting – Date and Time

Chair Moravec reminded the Members of the Board that the next meeting of the Board is scheduled for September 13, 2019 from 9a to 12p and will be held at the Administrative Services Building, Development Center, Lower Level, 1526 K Street, Lincoln, Nebraska 68508. If the date or time of the September meeting changes, members of the Board will be notified by email. Members of the public may confirm the date and time of the September meeting by checking the Upcoming Meeting section of the Board's webpage, which is accessible at <https://dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/NWDB>.

Chair Moravec reminded the Board that the Evaluation and Review Subcommittee was scheduled to meet immediately after the meeting of the Board adjourned and that meetings of the other Subcommittees would be held on a later date.

Agenda item 12. Adjournment

Chair Moravec asked for a motion to adjourn the meeting. Senator Joni Albrecht motioned that the meeting be adjourned, and James Hansen, Jr. seconded the motion. Members of the Board in attendance voted by voice vote on the motion, which carried unanimously. The meeting adjourned at approximately 10:20a.

Addendum 1. Policy and Oversight Subcommittee Report

The Policy and Oversight Subcommittee met March 8, 2019 and June 4, 2019.

Identified three initial action items based on the responsibilities assigned to the subcommittee under the Board's bylaws:

1. Assisting with the development of the state plan
 - a. This Board's role is to assist the Governor in the development and implementation of the state plan (20 CFR 679.130).
 - b. The next 4-year state plan for Nebraska's workforce system must be submitted to the US Departments of Education and Labor on March 1, 2020.
 - c. The Policy and Oversight Subcommittee will be the driving force to keep everyone on track and assure the time lines are met.
 - d. The initial strategy session, which was scheduled for June 7, 2019, was cancelled and will be rescheduled in order to provide all members of this Board and local boards with the opportunity to attend, in addition to plan partners and interested workforce system shareholders.
 - e. Within the next 2 or 3 weeks, the subcommittee will be scheduling a meeting with the plan partners to discuss next steps.
2. Identifying factors for high-performing boards
 - a. Federal regulation requires that local workforce development boards establish in their local plans the actions they will take toward becoming or remaining high-performing local boards.
 - b. Factors for determining high-performing local boards must be developed by this Board.
 - c. The factors must be identified in the state plan.
 - d. Once the subcommittee identifies factors, a recommendation will be made to this Board.
3. Identifying methods for assessment and evaluation of plan partner programs and one-stop delivery system partner programs
 - a. In the state plan, Nebraska is required to:
 - i. identify methods for assessing the:
 - A. overall effectiveness of the workforce development system in relation to the strategic vision and goals identified in the state plan and how it will use the results of the assessment and other feedback to make continuous or quality improvements
 - B. core programs each year based on performance accountability measures described in WIOA Sec. 116(b), which must include the quality, effectiveness, and improvement of programs broken down by local area or provider
 - C. other state plan partner programs and one-stop delivery system partner program services each year
 - ii. describe how the:
 - A. state will conduct evaluations and research projects on activities under the core programs
 - B. projects will be coordinated with and designed in conjunction with state and local boards and with state agencies responsible for the administration of all respective core programs

- C. projects will be coordinated with the evaluations provided for by the Secretaries of Labor and Education under WIOA
- b. The Policy and Oversight Subcommittee will coordinate with the Evaluation and Review Subcommittee on this action item, in addition to the plan partners and one-stop delivery system partner programs.
- c. Once the subcommittees identify assessment and evaluation methods, recommendations will be made to this Board.