

**EGR 6 WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE
August 24, 2011
Meeting Minutes**

Present: Stuart Armstrong, E. Roy Budd, Rhonda Duning, Rhonda Duning, Joseph Evans, Bob Hobbs, Jim Riggle, Jerry Sprouse, and Brad Wilson

Absent: John Carl, and Rick Taylor

Others Present: Tracy Dishman, Jacob Everett, Stephanie Goodman, Tracy Hartman, Dave Koesters, Mellisa Leaming, Ken Masters, and Barbara Street

OPEN SEATS: 0
Executive Committee Seats: 10
Quorum to conduct business: Yes
Required votes to conduct business: 51%

CALL TO ORDER: The meeting was called to order at 11:30 AM at the Henry County WorkOne office by Executive Committee Chair Rhonda Duning.

DECLARATION OF CONFLICTS OF INTEREST: Duning requested declarations of member conflicts of interest. None were declared.

APPROVAL OF JUNE 9, 2011 MEETING MINUTES and JULY 27, 2011 MEETING MINUTES: Roy Budd made a motion to approve the minutes. Joe Evans seconded the motion and the motion passed unanimously.

STATUS REPORTS AND UPDATES:

WIB Plan and Budget Revision: Barbara Street reported on the work that has been done on the WIB Plan and the Budget and the revisions that were requested. Jacob Everett added there are still a couple of items to be added before the plan is re-submitted. It should be re-submitted by Friday, August 26, 2011 at the latest.

WIB Certification: Street reported that the WIB Certification has been submitted. It had been requested that nomination letters for the business sector board members from LEDOs or Chambers of Commerce be in each file. Another concern was quorum requirements that are written in the By-Laws. Street reported that clarification is pending from Dennis Wimer (DWD) on the Committee quorum requirement. Lastly some discussion occurred about the legality of action taken by committees on behalf of the full board. Clarification is also pending on this matter.

Resource Development Activities: Street reported that a Rapid Response request has been submitted to work with Key Plastics in Hartford City. A Rapid Response Request will also need to be made in the future to work with Workhorse in Union City, IN and is in process. Leaming distributed an article that was published in the Indiana Business Journal. The article references the amount of dollars that Indiana has lost and the implications it has for regions in Indiana. Street discussed a waiver request from the DOL to be submitted to implement a job placement program for ex-offenders in Indiana. Street requested feedback and concerns from the WIB. Some concern was expressed regarding the willingness of employers to hire these ex-offenders and the negative perception that employers might get about WorkOne. Dave Koesters commented that he has experienced hiring ex-offenders and feels that they are some of the best employees to hire. They are always at work, are very reliable, and show up on time, etc. and

want to continue to change their lives in a positive direction. Brad Wilson requested some clarification on the number of ex-felons who have succeeded with re-employment activities. Street shared that any comments she would make on behalf of the board would first require an assurance that this does not take away from available dollars to meet our need for dislocations and that we would like to follow up for evaluation after one year. Joe Evans made a motion to agree that Barbara Street will compose a letter that would represent the thoughts of the board in support of the ex-offender proposal. Brad Wilson seconded the motion and the motion passed unanimously.

COMMITTEE REPORTS, RECOMMENDATIONS AND ASSIGNMENTS:

Budget & Administration Committee: Street reported that the next scheduled meeting for this committee is 9/14/11. Some discussion occurred about the agenda for that meeting. Agenda items included:

- Revisiting the budget with the known carry-in funds
- Travel policies
- Finances
- Monitoring and Audit Report from last year
- WorkPlans
- Controls that have been put into place and how they working
- Budgeting process for next year

Jerry Sprouse commented that prior to the 9/14/11 meeting the General Ledger would be reviewed. Jerry had previously committed to coming to Muncie to meet with Cathy to review the General Ledger entries. It had been agreed to that this would be done quarterly.

Marketing & Communications Committee: Tracy Dishman reported that this committee met earlier today. The marketing piece of the Strategic Plan was reviewed. A plan for the voting on a new name for the WIB was discussed at the meeting. The committee decided on a set time to meet on a monthly basis. The annual meeting date was announced – October 20, 2011. The committee also discussed the Employer/Business Marketing Plan. Jim Riggle commented that we would like to seek input and feedback from employers about the Conexus survey during an Employer Forum. It is a good idea to have a very strong facilitator for the event to make a good impression. Riggle asked for input from the Executive Committee on ideas for facilitators. Suggestions included Jack Kleemeyer – out of Indianapolis, Steve Corona, Ricki Kozumplik, Tom Snyder, Susan Brooks – not available, Jim Steck and Kevin Ahaus. The consensus was that Steve Corona would be a great facilitator. Street will make contact with Steve Corona to secure him for this event. Brad Wilson questioned the status of naming the WIB and suggested the new name should reflect who we are and what we do. Some suggested names included:

- ASG
- S.E.T.
- H.E.A.L.
- EGR 6 WIB

The plan is to showcase the new chosen name at the annual meeting.

Workforce & Business Services/Accountability Committee: Roy Budd shared what this committee has been working on. The committee brain stormed with the Marketing Committee to come up with some ways to better engage the employers in the community.

Youth Council: The Youth Council has not met.

Personnel Committee: Joe Evans explained that the recommendation of this committee is to amend the corporate Personnel Policies to amend the paid holidays for Field Staff to provide the same holidays as observed by state staff with no change for the WIB Executive, Fiscal Agent and One Stop Operator staff. Roy Budd made a motion to accept the recommendation. Jim Riggle seconded the motion and the motion passed unanimously.

BOARD WORK PLAN AND MEETING PLANNING: Street asked the Executive Committee for input on what they would like in their work plan and upcoming meeting agendas. No need to meet for the sake of meeting if there is nothing to discuss.

NEXT MEETING DATE AND AGENDA: The next meeting will be a full board meeting on September 28, 2011. The official vote on the amended By-Laws will take place at that time as well as the vote on the new name.

ADJOURNMENT: With no other business to be conducted the meeting was concluded at 12:40 PM.

Respectfully submitted,

Barbara Street
Secretary