

**ALLIANCE FOR STRATEGIC GROWTH  
EXECUTIVE COMMITTEE  
November 16, 2011  
Meeting Minutes**

Present: Stuart Armstrong, E. Roy Budd, John Carl, Rhonda Duning, Jim Riggle, and Jerry Sprouse

Absent: Joe Evans, Bob Hobbs, Rick Taylor, and Brad Wilson

Others Present: Cathy Cross, Mark Goldman, Stephanie Goodman, Mellisa Leaming, 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 11:00 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 AUGUST 24, 2011 MEETING MINUTES:** Jim Riggle made a motion to approve the minutes. Roy Budd seconded the motion and the motion passed unanimously.

**STATUS REPORTS AND UPDATES:**

**Youth Council Certification:** Barbara Street reported briefly that the Youth Council template is due next week. The state sent out clarifications of areas of non-compliance and Street has submitted questions in response indicating areas that were inconsistent in the policy. Street shared that she believes that the Youth Council will be approved when submitted next week and that the policy, which was inconsistent with Federal Law, will be updated. The area of concern is the requirement of Youth Councils to have representation from at least two Housing Authorities, regardless of whether or not they provide Employment & Training Services. At the Board level the Housing Authority representation is required only of those who provide Employment & Training Services.

**Resource Development Activities:** Street distributed information to the committee to show additional funds being developed for PY11. Since July 1, 2011 application has been made for \$467,609 with \$331,856 awarded and \$139,903 pending.

**Election Results:** Beginning January 1, 2012, there will be five new mayors who are a part of the Local Elected Officials group in Region 6. They are Portland, Hartford City, New Castle, Rushville and Muncie. She will be meeting with these to bring them up to date soon after January 1st. Street shared that she intends to bring the current Elected Officials together and host a farewell event thanking them for all of their hard work and involvement in transitioning from a Regional Workforce Board to a Workforce Investment Board.

**Board Member Status Report:** The board is in the position of adding another Business representative to the board as opposed to a Faith-Based representative. Street has left messages with the Mayor of Connersville to receive input on the interest of this appointment. Street would also like to take a look at attendance records of current board members who are not engaged and review that with the elected officials for action on appointments to move forward. Jerry Sprouse

announced his resignation from the board and read his resignation letter before submitting it. Sprouse will remain on the board until March 31, 2012 to allow the newly elected Mayor of Rushville time to find another representative for Rush County. If a replacement is found sooner, Sprouse is willing to resign at that time. Mr. Sprouse shared that he has truly enjoyed being involved with the board and staff. Members of the committee thanked Sprouse for his commitment and service.

**COMMITTEE REPORTS, RECOMMENDATIONS AND ASSIGNMENTS:**

**Budget & Administration Committee:** Cathy Cross presented the committee with updated budget planning information for PY11. Cross requested that Brad Wilson review the increased insurance policies and coverage for input. Roy Budd requested to see the amount of money that is being spent in salaries for the Business Services Representatives by position and by total. Budd also requested to see if that amount is an increase or decrease from PY10. Planning for reduced funding in PY12 was also discussed. Included in the recommendations discussed was that the Limited Funds for WIA Adult Occupational Training for PY11 that was lifted on October 1, 2011, be reinstated and maintained for PY12. There was some frustration, discussion and explanation about cutting back on training dollars while infrastructure remains constant. Members of the Budget & Administration Committee assured the Executive Committee that work is in progress for looking at reductions in other areas of the PY12 Budget.

Jim Riggle pointed out that the goal of the committee and board should not be to continue the level of services, OJT, staff, etc. as the current year, but to look at the needed infrastructure to do the job and establish the priorities. For example, the large amount of OJT funds currently available is a result of Economic Stimulus funds which are terminating. In his opinion that is a decision point for the board for allocation of existing resources. Riggle expressed that he had hoped that the information available for the Committee today would have provided a better projection of required funding and net out those funds which are single purpose funds such as those for Rapid Response projects like Key Plastics. Street agreed that is where we need to be and are just now getting a handle on resources under the new structure. At this time Jim Riggle had to leave and the Committee lost its quorum.

Street asked the committee if they are comfortable with making a commitment on the Delaware County facility lease with the described improvements on behalf of the board and the corporation. This lease terminates 12/31/11. The recommendation from staff is to continue the lease based upon the significant investment which has just been made in the facility. After discussion, the committee agreed with the recommendation from staff to continue the Delaware County lease and continue the negotiations with the property representative.

Jerry Sprouse noted that it is important to review budget savings and assure that if reductions are implemented that those savings actually result in resources that can be redirected or if the resources simply revert to the state. Street agreed with the approach to the analysis which will be required. Reductions in state supported costs in the offices will not result in those funds being available for other purposes.

Street asked Mellisa Leaming to explain the recommendations which have been made by our IT firm, EOS, to replace network servers which are beginning to fail and are all out of warranty. She noted that the Randolph County server failed on November 7<sup>th</sup> and was more costly to replace than a proactive equipment upgrade has been quoted.

The consensus of the majority of the committee was to make a recommendation to the full board on December 7, 2011, to increase the Board Governance Budget by \$12,000 to offset the actual cost of the liability insurance. This increase is because the corporation shoulders the full exposure because there is no longer a subcontractor such as ASG or JobWorks. It was also recommended that Brad Wilson will be contacted to independently review the actual insurance policies to assure they are not unrealistic in coverage limits and cost. The recommendation was not unanimous. Another recommendation was made for the Personnel Committee to present to the full board on December 7, 2011 regarding employee benefits. The consensus of the Executive Committee was to continue to operate without reinstatement of a limited funds policy WIA Adult Occupational Training with the understanding that the budget amount for Adult Occupational Training will remain static rather than continue to be increase as cost savings are achieved from the WIA Adult fixed cost of operations. The consensus of the committee is to recommend to the full board on December 07, 2011 to approve the Delaware County Lease with the 5% reduction and improvements to the facility are made. The consensus of the committee agreed that the proactive equipment upgrade is an appropriate investment which it cannot afford to not make. This will increase the budget.

**Marketing & Communications Committee:** None

**Workforce & Business Services/Accountability Committee:** Roy Budd shared that Economic Developers are meeting on November 29, 2011 to strategize ways to better engage with the business community. The Workforce & Business Services/Accountability Committee is also working on the demand occupations list to be approved by the full board.

**Youth Council:** None

**Personnel Committee:** None. This committee is meeting on November 18<sup>th</sup> to make recommendations on the Staff Benefits Plan and associated costs for the Benefits Year beginning 1/1/12.

**OTHER BUSINESS:**

**NAWB Forum 2012 Discussion of Attendance:** Street suggested not attending the Forum this year and expend dollars locally developing the Plan.

**ADJOURNMENT:** With no other business to be conducted the meeting was adjourned at 1:10PM.

Respectfully submitted,

Barbara Street  
Secretary