



GREATER LINCOLN WORKFORCE DEVELOPMENT BOARD

Tuesday, May 19, 2015 at 9:00 a.m.

Nebraska Educational Telecommunications, 1800 N 33rd Street, Lincoln, NE

DRAFT MINUTES

Board Members Present

Rod Armstrong
Angela Caldwell
Jane Goertzen
Ron Kaminski
Julie Panko Haberman
Vi See
Carol Swigart
Sherri Wimes

Jessica Bergmann
Debra Cremeens-Risinger
Leon Holloway
Rich Marshall
Joanne Pickrel
Liz Shotkoski
Gary Targoff

Tim Bornemeier
Susan Fallon
Paul Illich
Amy Ostermeyer
Jill Schreck
Randy Sterns
Sue White

Board Members Absent

Cheryl Brandenburgh
Sherla Post

Pat Haverty
Cherisa Price-Wells

John Markey

Staff

Margaret Blatchford, City Attorney's Office
Jan Norlander-Jensen, Urban Development Department

Guests

Connie Daly, Nebraska Commission for the Blind and Visually Impaired
Jessica James-Grant, Lincoln Indian Center
Vicki Leech, Urban Development, American Job Center

Call to Order

Leon Holloway called the meeting to order at 9:02 a.m. by welcoming everyone to the first meeting of the Greater Lincoln Workforce Development Board. He stated that the board follows federal and state guidelines for open meetings and referenced an on-site copy of the Nebraska Open Meetings Act. Leon explained that he had agreed to chair the meeting until officers were elected at which time the new Chairperson would preside.

Meeting Summary of May 6, 2015

Leon directed members to the summary of the final meeting of the previous board, the Greater Lincoln Workforce Investment Board, found on page 2 of the meeting packet. This summary had been emailed out for prior review. No board approval of this summary was required.

Member Introductions

Members present introduced themselves and told about their jobs, their employers and their interest in workforce development.

Adoption of Bylaws

Leon introduced the proposed bylaws as Agenda Item IV, beginning on page 3 of the packet, and asked Jan Norlander-Jensen to say a few words on the subject. Jan stated that the proposed bylaws were emailed previously to the members and that they include the purpose of the new board and define membership, officers, meetings, the Executive Board, committees, procedures, and assurances. Bylaws require adoption by a roll call vote of two-thirds of the quorum present. Gary Targoff asked a question about the Executive Committee (Board) and members reviewed the language found on page 7 that differentiates the Executive Board from standing and special committees. Carol Swigart moved approval of the bylaws, Vi See seconded the motion and the motion passed by roll call vote, 22-0.

Election of Officers

Leon informed the members that for the election of officers, voting would be by ballot separately for Chairperson, Vice-Chairperson and Secretary. Leon asked Margaret Blatchford to run the election.

Margaret confirmed that since the bylaws were adopted as proposed, Article III states that officers of the board are the Chairperson, Vice-Chairperson and Secretary and are elected by ballot for two year terms, and that the Chairperson and Vice Chairperson must be representatives of business. Page 3 in the meeting packet contained the list of the 16 board members representing business.

Margaret then asked for nominations from the floor. Joanne Pickrel offered a slate of candidates as:

- Chairperson – Carol Swigart
- Vice-Chairperson – Cherisa Price-Wells
- Secretary – Sherri Wimes

Gary Targoff offered support for that slate and stated that each of the individuals had done great work as officers for the previous board. Each candidate gave a brief bio and willingly accepted nomination. In Cherisa's absence, Jan offered a summary of Cherisa's employment history and involvement with the past board.

Margaret asked for additional nominations from the floor. Hearing none, nominations were closed and members voted by ballot by office. The results of the election were:

Carol Swigart elected as Chairperson by 22 ballots; 0 write-ins

Cherisa Price-Wells elected as Vice-Chairperson by 22 ballots; 0 write-ins

Sherri Wimes elected as Secretary by 22 ballots; 0 write-ins

Members gave the candidates a round of applause and Carol Swigart began chairing the remainder of the meeting, thanking Leon for being the introductory chair.

Committee Appointments

Carol spoke about her anticipation of the opportunities presented by the Workforce Innovation and Opportunity Act (WIOA) and began by referencing that standing committees must be chaired by a member of the board and may include other board members and other individuals with the appropriate experience and expertise.

Carol then appointed Liz Shotkoski to chair the Youth Committee and thanked her for her past leadership of the Youth Council. Page 9 in the meeting packet gave a preliminary description of the committee's purpose to advise the board on design and delivery of services to youth with an emphasis on out-of-school youth.

Carol also appointed Gary Targoff to chair a One Stop System Committee noting Gary's background in the private sector and with the state departments of Economic Development and Labor. While with Labor, Gary was the Operations Manager for the Balance of State Comprehensive Employment & Training Act (CETA) program. This committee will include all system partners and will advise the board on one stop system delivery and the American Job Center.

Board and Chief Elected Official Agreement

Carol referred to pages 9 and 0-12 in the meeting packet as a draft of the Greater Lincoln Workforce Development Board and Chief Elected Official Agreement. This agreement is between the Mayor of Lincoln and the board and it outlines the authority and responsibilities of each. Margaret offered comments regarding the agreement and the expanded role of the board as compared to under WIA legislation. Rod Armstrong made a motion to approve the agreement; Rich Marshall seconded the motion and the motion passed by roll call vote 22-0.

Plan Modification for July 1, 2015 through June 30, 2016

Carol referred to page 9 in the meeting packet for a short summary of the passage of WIOA and the purpose of the plan modification. Greater Lincoln will operate under a modified local plan from July 1, 2015 until June 30, 2017. The modified local plan will serve as a transitional plan during the first two program years of WIOA implementation.

This plan modification incorporates certain compliance elements of WIOA based on preliminary state policy issued by the Nebraska Department of Labor (NDOL). This policy can be found at <http://www.dol.nebraska.gov/answers/wioa>. Local areas have until May 29, 2015 to submit plan modifications to NDOL.

Jan Norlander-Jensen described the plan modification as including certain compliance elements such as descriptions of program eligibility, youth program elements and an update of the signature sheet, assurances and affected policies and procedures. She went on to reference the three local workforce areas in the state (Greater Lincoln, Greater Nebraska, and Greater Omaha) and the role of the City of Lincoln's Urban Development Department which provides an administrator for the board and serves as the one stop operator organization and the provider of adult, dislocated worker and youth programs.

For Program Year 2015 (July 1, 2015 through June 30, 2016) Greater Lincoln will receive \$1,013,349 in the adult, dislocated worker and youth allocations which is an increase from Program Year 2014 of approximately 6.7% or \$64,219.00. With the estimated carry-in dollars, available funding for Program Year 2015 is projected as \$1,221,828.00. The PY 2015 estimated expenditures and enrollments are:

	Cost	Number Served	Cost Per Participant
Adult	\$372,650	78	\$4,778
Dislocated Worker	\$222,920	34	\$6,556
Youth	\$541,225	60	\$9,020
Total	\$1,136,795	172	\$6,609

WIOA funds are also used for staffing and operations of the Resource Room at the American Job Center. The Resource Room experiences over 1,000 job seeker customer visits per month. Amy Ostermeyer asked if the 1,000 figure represented actual job seekers and Jan responded that it was the number of customer visits and not an unduplicated total number of users. Joanne Pickrel made a motion to approve the plan modification and to direct staff to submit the required documents to NDOL by the due date; Julie Panko-Haberman seconded the motion and the motion passed by roll call vote, 22-0.

Next Steps

Carol Swigart referred to page 13 in the meeting packet and commented on the next steps for the board. Options for meeting dates were discussed and the dates selected were June 23, August 25 and October 27. Meetings will begin at 9:00 AM and agendas will be prepared with the goal of lasting no longer than 90 minutes.

Public Comment/Adjourn

Carol thanked everyone for their attendance at the meeting and asked for final comments from board members and from the public. Hearing none, she asked for a motion to adjourn; Ron Kaminski so moved; meeting adjourned at 9:55 AM.

Agenda Item III. Member Introductions

Rod Armstrong
Jessica Bergmann
Tim Bornemeier
Cheryl Brandenburgh
Angela Caldwell
Debra Cremeens-Risinger
Susan Fallon
Jane Goertzen
Pat Haverty
Leon Holloway
Paul Illich
Ron Kaminski
John Markey
Rich Marshall
Amy Ostermeyer
Julie Panko Haberman
Joanne Pickrel
Sherla Post
Cherisa Price-Wells
Vi See
Liz Shotkoski
Randy Sterns
Carol Swigart
Gary Targoff
Gary Unrein
Sue White
Sherri Wimes

AIM
Vocational Rehabilitation
World's Foremost Bank
Black Hills Energy
Manpower
US DOL-Apprenticeship
Employment Services
Crete Carrier Corporation
Lincoln Partnership for Economic Development
Duncan Aviation
Southeast Community College
Laborers Union # 1140
IBEW #265
North Central States Reg. Council of Carpenters
Bryan Health
Lincoln Electric System
Goodwill Industries
Cornhusker Bank
ResCare Workforce Services
Community Action-Lancaster & Saunders
Gallup
IBM-Kenexa
Hillaero Modification Center
Nebraska Educational Telecommunications
IBEW #1526
SourceOne, Inc.
Ameritas Life Insurance

**Agenda Item IV. Evaluation of the Local Workforce Service Area
and the Economic Region**

Workforce Innovation and Opportunity Act, Section 106. Workforce Development Areas

A State shall identify regions after consultation with local boards and chief elected officials. The State shall identify which regions are comprised of 1 local area that is aligned with the region; which regions are comprised of 2 or more local areas that are collectively aligned with the region (referred to as planning regions) and which of the regions are interstate areas, economic development areas, or other appropriate contiguous subareas.

Local areas are designated by the Governor after consultation with local boards and chief elected officials with consideration given to the extent to which the areas are consistent with labor market areas in the State and consistent with regional economic development areas in the State.

The Greater Lincoln local workforce area consists of Lancaster and Saunders Counties. Funding is based on data elements of this two county area (various unemployment measures, number of disadvantaged individuals number of dislocated workers, etc.). This was the area designated under the Workforce Investment Act (1998) and also served as a service delivery area under the previous legislation, the Job Training Partnership Act.

The Nebraska Department of Labor has developed the following calendar:

July/August 2015	Local consultations with CEO and WIB Chair on local area designation/economic regions
By October 2015	Economic Regions determined
October 2015	Request for Local Area Designations Due
November 2015	Governor designates Local Areas

After board members' comments and listening to Scott's presentation, what other questions need answering before the Board can make a recommendation?

Agenda Item V. WIOA & Standing Committee Information

The board bylaws state that standing or special committees shall be appointed by the Chairperson as the Board shall from time to time deem necessary to carry out the work of the Board. The Chairperson shall be ex-officio a member of all committees.

WIOA, Section 107 states that the local board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out activities. Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the board determines have appropriate experience and expertise.

As a starting point, the two committees of the board are the One Stop System Committee and the Youth Committee.

Gary Targoff has been appointed to chair the One Stop System Committee and will present plans for this committee.

Liz Shotkoski has been appointed to chair the Youth Committee and will present plans for this committee. The designation of committee members will start with an invitation to all members of the WIA Youth Council to continue their service. These individuals are:

Alfred Pettinger-Community Action
Amber Ward-Bison Inc.
Beatty Brasch-Center for People in Need
Carol Andringa-Lincoln Public Schools
Cindy Ward-Parent
Delonte Johnson- Maximus
Doug Marthaler-Lincoln Housing Authority
Laurie Colburn-Vocational Rehabilitation
Mark Hickson-Juvenile Probation
Jessica James-Indian Center
Larry Williams-The Malone Center
Nola Bennett-The HUB
Terry Genrich-Lincoln Parks & Recreation

Agenda Item VI. Update on the Career Academy

Dr. Dan Hohensee will provide an update on The Career Academy which is scheduled to have a ribbon-cutting event on August 10, 2015.

The Career Academy (TCA) is a partnership between **Lincoln Public Schools** and **Southeast Community College**. LPS students can explore their specific interest in any one of 16 different career pathways. Juniors and seniors attend TCA for two hours a day, earn high school and SCC credits through **dual credit** courses, and will have a distinct advantage on applications for jobs, internships, scholarships, and/or college.

Agenda Item VII. Vision for Southeast Community College

Dr. Paul Illich, President, will present the vision taking shape for the future of the Southeast Community College system.

VIII. Next Steps

Board Orientation & FAQs

Board Certification

Committee Memberships

Local Area Plan Modification responses

Continued fact finding on Workforce Region/Economic Region

Incumbent Worker Policy & Transitional Jobs Policy