

**GREATER LINCOLN WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
March 7, 2018 at 11:30 a.m.
Lincoln Chamber of Commerce, 1128 Lincoln Mall #100, Lincoln, NE**

Minutes

Executive Committee members present: Jane Goertzen, Cherisa Price-Wells, Randy Sterns, Carol Swigart, Gary Targoff

Executive Committee members absent: Tim Bornemeier, Julie Panko Haberman

Staff: Jan Norlander-Jensen, Workforce Administrator

Guests: Pat Haverty, LPED

The meeting was called to order at 11:30 a.m. by Carol Swigart, Chairperson of the Greater Lincoln Workforce Development Board. She announced that the meeting was being conducted in accordance with the Nebraska Open Meetings Act. A copy of the Act was available in the meeting room.

Attendance was taken; five members of the Executive Committee were present which constituted a quorum.

Approval of Minutes

Minutes from the January 18, 2018 Executive Committee meeting of the Greater Lincoln Workforce Development Board were reviewed. These minutes had been sent by email to the Executive Committee members previously and the draft meeting minutes were also posted on the board's webpage. Gary Targoff moved approval of the minutes; Cherisa Price-Wells seconded the motion; the motion passed unanimously by voice vote.

Priority of Service Policy

Members reviewed a draft policy to outline priority of service, meaning certain groups are entitled to precedence for receipt of service over non-priority population groups. These groups include veterans, recipients of public assistance, individuals who are basic skills deficient and low-income individuals. The application of this policy was discussed for the WIOA Title IB Adult program. Discussion followed regarding establishing a board goal of 75% of adult enrollments to meet the priority of service criteria. Gary Targoff made a motion to approve the policy as presented with the 75% enrollment goal; Randy Sterns seconded and the motion passed by roll call vote, 5-0.

Cost Allocation Plan

Members reviewed a proposed Cost Allocation Plan (CAP) developed by the City of Lincoln which serves as the grant recipient and the WIOA fiscal agent. The CAP outlines WIOA allocation procedures to be followed by the City and by ResCare Workforce Services. The pages of the ResCare section appeared to be numbered incorrectly. A motion was made by Gary Targoff and seconded by Randy Sterns to approve the document pending clarification of the page numbering; motion passed 5-0 by roll call vote.

Operator/Service Provider Agreement with ResCare

A proposed agreement was reviewed outlining the separation of duties between the One Stop Operator functions and the IB Provider functions, both performed by ResCare. A motion was made by Randy Sterns and seconded by Jane Goertzen to approve the agreement; motion passed 5-0 by roll call vote.

MOUs/Funding Agreements

Members discussed moving forward with the MOU and Funding Agreement templates as presented. Gary Targoff agreed to lead this process for the board again this year. A motion was made by Carol Swigart and seconded by Jane Goertzen to negotiate MOUs and FAs based on the successful model of PY 2017; motion passed by roll call vote 5-0.

Committee Composition

Carol Swigart announced that at the completion of the meeting, she was appointing Ashley Krajewski to replace Cherisa Price-Wells on the Executive Committee. This action is being taken to eliminate the appearance of conflict of interest or undue influence since Cherisa is employed by ResCare, the new WIOA IB Provider and Operator.

Members then reviewed options for establishing standing committees and a motion was made by Carol Swigart and seconded by Jane Goertzen to establish two: Compliance and Accountability Committee and Strategic Initiatives Committee; motion passed by roll call vote 5-0.

Members also reviewed staffing needs with a discussion around developing regional strategies as required in the law. Also discussed was the Next Gen model for in-demand industry sectors. Members discussed ideas for procuring professional services due to limited staff resources. A motion was made by Carol Swigart and seconded by Randy Sterns to approve the concept of professional services for this purpose and to instruct staff to research guidelines; motion passed by roll call vote 4-0 with one abstention (Gary Targoff).

Performance

Members reviewed WIOA Performance for Quarter 2.

There being no further business or comments from the public, the meeting adjourned at 1:05 p.m.