

**GREATER LINCOLN WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING**

**May 31, 2018**

**City County Building, 555 South 10<sup>th</sup> Street, Room 303, Lincoln, NE**

**Minutes**

Executive Committee members present: Tim Bornemeier, Jane Goertzen, Ashley Krajewski, Julie Panko-Haberman, Randy Sterns, Carol Swigart, and Gary Targoff

Staff: Jan Norlander-Jensen, Workforce Administrator; LeAnn Fry and Scott Tharnish, City Finance  
Guests: Michelle Olson, ResCare Workforce Services; Dylan Wren, Greater Nebraska

The meeting was called to order at 3:30 p.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. Notice of this meeting was published in the Lincoln Journal Star and posted on the City of Lincoln's Home Page and on the Board's webpage.

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

**Approval of Minutes**

Minutes from the March 7, 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. Tim Bornemeier moved approval of the minutes; Randy Sterns seconded the motion; the motion passed unanimously by voice vote.

**Revision of Board Bylaws**

Bylaws have been updated to comply with state policy and were provided as a separate handout. Areas of change include the Chief Elected Official's role, the requirement that standing committees must include non-board members, and added details on nominations, meetings and staffing. Action will be requested on the bylaws at the next full Board meeting. The item will be placed for separate discussion rather than within a consent agenda.

**Committee Structure**

At the May 8, 2018 full Board meeting, two standing committees were introduced: Compliance and Accountability Committee and the Strategic Initiatives Committee.

*Compliance and Accountability Standing Committee*

Board member Tim Bornemeier has agreed to chair this standing committee. Board members requesting to serve on this committee to date are Julie Panko-Haberman and Rod Armstrong. Non-board members from the community must now be identified to serve. Tim will work with staff to identify possible non-board members.

*Strategic Initiatives Standing Committee*

Board member Ashley Krajewski has agreed to chair this standing committee. Board members requesting to serve on this committee to date are: Angela Caldwell, Connie Daly, Pat Haverty, Vi See, and Brittany Urias. Non-board members under consideration are Laurie Colburn with VR, Joyce Carroll, HR Manager with Lowe's, and Ryan Williamson, Customer Experience with Spreetail.

**One Stop Operator/Service Provider Contract Renewals with ResCare**

Current contracts with ResCare Workforce Services expire on 06-30-2018 with option for extension for three additional one-year renewal terms for July 1 through June 30 upon mutual consent of all parties.

At the May 8, 2018 full board meeting, the following motion was approved: Request the Compliance and Accountability Committee conduct a performance review of the current provider, ResCare Workforce Services, to inform the contract renewal process for July 1, 2018 through June 30, 2019 with the Executive Committee authorized to execute contract renewals. Tim Bornemeier summarized the performance review including enrollment numbers and expenditure rates. He spoke of his committee's plans to develop a scorecard to better analyze performance, to identify trends, and to predict outcomes to effect positive change.

Tim Bornemeier made a motion and Ashley Krajewski seconded the motion that the Executive Committee is directing staff to continue work on contract renewals with ResCare Workforce Services for Adult/Dislocated Worker; Youth; and One Stop Operator and Carol Swigart as Board Chairperson is authorized to review and to execute such renewals on behalf of the board. By roll call vote, the motion passed 7-0.

**Policy on Work Experience Wages**

Greater Lincoln's Plan currently sets a wage of \$9.00 per hour for participants enrolled in Work Experience. This wage rate is Nebraska's minimum wage and is the NDOL minimum required wage for WIOA participants. ResCare Workforce Services as the local area provider is seeking a higher wage rate, up to \$10.50 per hour. It is hard to attract and retain participants at the \$9.00 per hour rate.

Members discussed this issue at length and debated maintaining the current \$9.00 per hour rate until doing further research or to act on increasing the rate. Polices in Greater Nebraska and in Greater Omaha were reviewed. Discussion of entry-level wages being well above \$9.00 per hour in Greater Lincoln was factored into the decision making.

A motion was made by Gary Targoff and seconded by Jane Goertzen to increase the Work Experience Wage to \$10.00 per hour and to request further review, including a fiscal impact, by the Strategic Initiatives Committee. By roll call vote, the motion passed 7-0.

**Plan Modification/MOUs/Funding Agreements**

Plan Modifications contain new estimated funding levels for Program Year 2018 which is July 1, 2018 through June 30, 2019. For Greater Lincoln those estimates are:

Adult	\$ 325,410
Dislocated Worker	286,881
Youth	468,868
Total	\$1,081,159

Memorandums of Understanding (MOUs) for the period July 1, 2018 through June 30, 2021 are being re-written with all partners, to match the simplified state policy. Service information will be collected from each partner to be summarized by function rather than by agency. Assurances are being finalized and MOU documents will be ready for distribution next week.

Work since March has produced a draft budget and draft cost sharing amounts by continuing use of the previous year's methodology. However, the State Director of Adult Education notified all three local areas in April that USDOE had advised him that such a method was not compliant under consideration of "proportionate share." NDOL was informed of the lack of consensus for local funding mechanisms in all three local areas. State staff are working with the Federal Project Officer on this issue. There has been

mention of a policy change to alleviate the time constraints to reach consensus. Once additional federal guidance is received, NDOL will convene a conference call.

### **RFP for Regional Services**

As directed at the March 7, 2018 Executive Committee meeting, work has begun with the City's Purchasing Director, Bob Walla, to develop a Request for Proposals (RFP) to competitively select an entity to conduct regional planning to develop, align and integrate workforce service delivery strategies and resources in the Governor's designated 13 county Southeast Nebraska workforce region.

Before discussion and decision making, members were asked to update in writing their "Conflict of Interest" statements on this topic. Gary Targoff declared a possible conflict based on self-identification as a possible bidder. He did not participate in this discussion and in the voting.

A motion was made by Tim Bornemeier and seconded by Randy Sterns to appoint Carol Swigart, Ashley Krajewski, Pat Haverty and Jan Norlander-Jensen to the RFP Selection Committee and to appoint Carol Swigart and Jan Norlander-Jensen to the Negotiating Committee. By roll call vote the motion passed 6-0 with 1 abstention (Targoff).

### **Future Location of Lincoln's AJC**

To start the discussion, Michelle Olson, One Stop Operator and Brittany Urias, NDOL Regional Manager have been asked to develop ideas of what the right size should be for a future AJC site and to identify the top needs such as available parking, etc. Dr. Paul Illich had presented information at the May full board meeting regarding possible SCC relocation plans for the downtown campus. Staff will stay in contact with SCC on this subject.

### **Performance**

State monitor reviews are in progress for the Youth Program and for Fiscal. There are no new monitor reports to share. WIOA Program Performance for Quarter 3 was a separate hand out. Local Area performance for Youth is below goal; other areas appear on track.

There being no further business or comments from the public, the meeting adjourned at 5:10 p.m.