

WCDC Board Meeting Minutes
May 16, 2024

Vice-Chair Gordon Rahe called the meeting to order at 4:59 p.m.

Roll Call by Introduction and Sign-In Sheet.

Roll Call:

Gordon Rahe
Harry Starr
Rich Wendel
Robert Quarton
Jeremy Jones
Ben Beckwith
Matt Jones
Marsha Mueller
Chris Casey
Betty Scheldt
Bill Montgomery
Debbie O'Dell and Guest (Lindey Hays)

Remote:

Trevor Lawson

Approval of Minutes

Gordon Rahe asked the board to approve the 3/21/2024 meeting minutes included in the meeting packet.

Motion: It was moved by Harry Starr, seconded by Rick Wendel to approve the 3/21/2024, WCDC Meeting Minutes as presented. All votes aye.
Motion carried.

It was moved that the Board go into Closed Session at 5:01 p.m. to discuss Personnel Items.

Motion: It was moved by Harry Starr, seconded by Jeremy Jones to go into closed session as presented at 5:01 p.m. All votes aye. Motion carried.

WCDC Members came out of Closed Session at 5:18 p.m.

Motion: It was moved by Harry Starr, seconded by Jeremy Jones to come out of session as presented at 5:18 p.m. All votes aye. Motion carried.

Gordon Rahe asked the board to approve the items as presented in closed session. (3 year contract – Chris Casey, Moving forward with staff raises upon finalized budget and Moving Tracy Parker to full-time effective 9/1/24)

Motion: It was moved by Bill Montgomery, seconded by Rich Wendel to approve the Closed Session items as presented. All votes aye. Motion carried.

Matt Jones gave a membership update. The WCDC Board is down 5 members. Michael Wankel needs to appoint a new member from Morgan County to the WCDC Board. Shelby County has two openings, and an "At Large Membership" is available. Matt reminded the board that it is almost time for an election of officers (August meeting). Officers as they stand: Catherine Williams, Chair, Gordon Rahe, Vice-Chair, and Rich Wendel, Secretary.

Fiscal Officer's Report:

Ben asked the board to review and approve the Participant Mileage Increase. Participant Mileage would increase to .50 per mile with a \$60.00 per day cap. The increase will have a \$13,000 to \$18,000 impact on the budget. The increase will go into effect July 1 through December and will be revisited at the November 2024 meeting. This increase will also be presented to the Workforce Development Board at the May 23, 2024, Meeting.

Motion: It was moved by Jeremy Jones, seconded by Rich Wendel to approve the Participant Mileage Increase as presented. All votes aye. Motion carried.

Ben referred the board to page 2 of his report, which is a breakdown of the current funding. Ben went over the Current Grants, QUEST and Supplemental Grants. Quest 1 will end in September. Ben explained that the Supplemental Grant is being spent on Incumbent Worker Training projects for a variety of manufacturers. Ben also reviewed the Key Financial Metrics, 80% Obligations, Adult & Dislocated Direct Training, Youth Work Experience, Youth In-School & Out-Of-School, Budgets, Obligated Budgets, and Projected Overhead Costs Reports, all of which are included in the meeting packet.

Ben stated that Susan Steele has been hired as the new Part-Time Fiscal Assistant to help with filing, travel, payroll, etc.

Executive Director's Report

Matt thanked Betty and Marsha for preparing the packets and meal.

Matt Jones stated that there are two voting items on the agenda. The first voting item is the proposed PY 24 board meeting schedule as presented in the packet. It is proposed that the meetings go to quarterly. The CEO's will be meeting in July and the WDC Board will go to quarterly meetings starting in August. Jeremy Jones asked if all three Boards would come together in December and Matt stated that is a possibility that will have to be worked out, but it has happened the past two years. The Deputy Director is planning to visit LWIA 21 in the near future and all 3 boards would be invited to attend the event.

Motion: It was moved by Jeremy Jones, seconded by Robert Quarton to approve the PY 24 board meeting schedule as presented. All votes aye. Motion carried.

Matt went over the Incumbent Worker Training Projects in the packet, which are Westermeyer Industries in Bluffs and Pugsley Services in Brighton. Matt gave a brief history/overview of the companies and the proposals as presented in the meeting packet. The Supplemental Funding Grant will be used to fund the training. Matt asked the board to approve the proposals as presented. Bill Montgomery asked how the companies learn this training is available? Matt explained that the information is shared with all 3 boards and then the board members share the information with their local county boards, municipalities, chambers of commerce, etc. The grant is also promoted with the WIOA partners and other interested parties.

Motion: It was moved by Rich Wendel, seconded by Bill Montgomery to approve the Incumbent Working Training Projects as presented. All votes aye. Motion carried.

Matt presented the Performance Management Report and stated that we are exceeding all 15 measures. Also included in the packet are the "Core A", IDES/UI/LMI March Reports. Also included in the packet are 2 success stories from the Jacksonville Office and a newspaper article on an event Tracy Parker of Shelbyville attended. Shelbyville numbers have greatly increased since Tracy has taken over the office. Jeremy Jones was happy to see the increase in the Shelbyville numbers. Matt announced that we have applied for a homeless grant and staff have been using the Walmart Grant. Marsha Mueller reported on an example of how the Walmart Grant had been used for someone to purchase gas for a job interview. The

responses to the DCEO Monitoring Letter have been submitted, waiting to see if they are accepted. Also, there are preliminary discussions on an Economic Development Designation with EDA, DCEO and others, which might involve WCDC.

Program Manager's Report:

Chris directed the board to the Workforce Innovation and Opportunity Act/Local Workforce Innovation Area 21(LWIA 21) Policy Letter #11-1 (LWIA 21) -- Youth WIOA Follow-Up Services Policy. Chris advised the Board that LWIA 21 has adopted the state's verbiage into the Policy Letter. Chris asked the board to approve Policy Letter #11-1 as presented in the packet.

Motion: It was moved by Harry Starr, seconded by Robert Quarton to approve Policy Letter #11-1 as presented. All votes aye. Motion carried.

Also included in the meeting packet is Workforce Innovation and Opportunity Act/Local Workforce Innovation Area 21(LWIA 21) Policy Letter #11. The state's verbiage has been adopted also in Policy Letter #11. Chris asked the board to approve Policy Letter #11 as presented.

Motion: It was moved by Rich Wendel, seconded by Harry Starr to approve Policy Letter #11 as presented. All votes aye. Motion carried.

Chris went over the LWIA 21 Program Oversight Charts included in the packet. The Oversight Report reflects customers served and Chris explained the exit and follow-up procedures. The reports also include the program breakdowns by Education Provider, Paid Work Experience, etc.

Public Comment

The next WCDC Meeting will be August 15, 2024 at 5:00p.m.

Adjournment

Adjournment at 6:27 p.m.

