



Western Indiana Workforce Investment Board

Quarterly Meeting

November 20, 2014

7:30 A.M. – 9:00 A.M.

Meadows Conference Center

**Western Indiana Workforce Investment Board, Inc.
Board Meeting**

Thursday, November 20, 2014 - 7:30 a.m. – Meadows Conference Center

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Agenda
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Call to Order, President Rick Burger	--
Public Comments	--
Approval of the September 18, 2014 Meeting Minutes	1
Planning and Evaluation Committee Report, Doug Dillion	5
Budget, Finance, Distribution Committee Report, George Guinn	32
Personnel Committee Report, Mary Ann Clark	--
Youth Council Report, Ellen Reeves	--
Executive Committee Report, Rick Burger	35
Other Business	
Adjournment	

Next Board Meeting: 7:30 AM – Thursday, February 19, 2015 - Meadows Banquet Center

Of Note:

Region 7 WIOA Town Hall Meeting

WHEN: Tuesday, December 2, 2014 From 7:30 AM to 9:00 AM
WHERE: The Ohio Building, 672 Ohio Street, Downtown Terre Haute, IN
Street parking is available or you may park in the Sky Garden parking garage next door, and we will validate.

The newly passed federal Workforce Innovation and Opportunity Act (WIOA) challenges us to approach workforce development in a more focused and collaborative way. The insights of all stakeholders will be important as we make this transition to the new legislation. The Indiana Department of Workforce Development (DWD) is working on an implementation plan and is seeking our input. At the Town Hall, DWD will present an overview of the Act and solicit everyone's concerns, questions, technical assistance needs, and suggestions for state policy clarifications.

Western Indiana Workforce Investment Board, Inc.
Quarterly Meeting
September 18, 2014 – Meadows Conference Center – 7:30 a.m.

Present: Rick Burger, Arnold Jenkins, Larry Tempel, Ellen Reeves, Steve Witt, Mary Caye Pfister, Dr. Tad Foster, Laurence Cross, Mary Ann Clark, Doug Dillion, Lea Anne Crooks, Bill Carper, Jack Gilfoy, Fred Rubey, Judy Anderson, Teresa Shaffer, Sally Zuel, Ron Hinsenkamp.

Others: David Tucker, Sheila Hess, Lisa Lee, Mike Smith, Tim Kelley, Linda Morley, Rick Shagley-Attorney to the Board

Rick Burger called the meeting to order and introductions were made. A motion to approve the minutes of the May 22, 2014 board meeting made by Dr. Foster was seconded by Steve Witt. The motion was carried. The minutes of the meeting of the Local Elected Officials meeting, as well as the minutes of the August One Stop Partner meeting were provided to the board.

Doug Dillion presented the Planning Committee report. Lisa Lee reviewed the performance measures for Program Year 2013 (July 1, 2013 to June 30, 2014). Region 7 exceeded all federal measures with the exception of the Adult Average Earnings. However, a measure is considered met if the outcome is within 80% of the standard, and in this case the region was at 94% of the standard. She also commented that under the WIOA legislation literacy/numeracy gains will no longer be a performance standard.

The state did receive an incentive award for being one of only eight states to meet WIA performance standards. DWD is planning to use this funding to enhance the Work Indiana program and provide paid work experiences to JAG and Adult Basic Education students.

It was reported that the Region 7 JAG program was one of only ten programs in the nation to receive the "5 of 5" award. The region had a final graduation rate of 92.31%. Information on summer youth camps and work experience opportunities for WIA youth was presented by Lisa Lee. She then discussed the possible impact of the WIOA legislation on youth programs. Under the current regulations a minimum of 30% of funding must be spent on out-of-school youth, as compared to the 75% required to be spent on out-of-school youth under WIOA legislation.

In past years, the region has set aside 30% of the annual youth funding as carry in for the next program year. Based on anticipated funding issues, the committee recommended allowing carry over if available, but not necessarily requiring this hold back. Lisa Lee commented on SEA 330 which authorizes that 10% of all WIA training funds be performance based. Additional implementation guidelines are pending. Resolution 2014-02 prepared by the SWIC, was provided. This resolution supports SEA 330 that requires 10% of WIA adult and dislocated worker funds be allocated to performance based training.

Mike Smith presented the Business Services report. WorkKeys testing is being implemented for Duke Energy, Poet Biorefining and Technicote. Total value of these services, all provided at no cost to the employers, is \$26,260. On the job training contracts at the City of Clinton and Ribbe Welding had a total value of \$16,000.

On August 25, WorkOne supported Congressman Larry Bucshon's job fair held at Hulman Center in Terre Haute. Between 450 and 500 job seekers attended the job fair.

A Rapid Response orientation session was held on September 3 for workers from M & B Logistics. Also, workers dislocated from Novelis were found eligible for Trade Act Adjustment assistance.

Lisa Lee commented on the outstanding effort of the Business Services Team resulting in the statewide implementation of the recruitment and WorkKeys testing of line people for Duke Energy. Within one week of the job posting, 131 applications were received. These individuals were presented the opportunity to complete WorkKeys testing and approximately 90 responded. One third met the Work Keys skill level requirements. Those that did not meet the required skill level were offered the opportunity to attend a boot camp at the Plainfield Duke office. Rick Burger commented that the Duke Corporate office was well pleased with recruitment effort.

Doug Dillion provided an update on the C2C EWIN CELL grant activities. An update on the action strategies was presented. This grant is providing much of the funding for Manufacturing Day and the regional High School Counselor Academies.

Doug Dillion provided information on the JAG program at South Vermillion High School. The specialist resigned and a new school administration, which has not been a strong advocate for the program, wanted to do another rebuilding year with a specialist in place but with no classroom activity. After reviewing the previous year JAG program and considering the anticipated changes in youth funding under WIOA, the Planning Committee recommends discontinuing the JAG program at that school. Bill Carper moved to approve the closure of the JAG program at South Vermillion High School. The motion was seconded by Larry Tempel and the motion was carried.

Mary Ann Clark moved to approve the Planning Committee report. Ellen Reeves seconded and the motion was carried.

Lisa Lee presented the Budget and Finance committee report. Final expenditures for Program Year 2013 were provided. Regions are allowed to carry over 30% of their funding to the following program year. At the end of PY 13, Region 7 had a 36% carry-over. Since the full adult and dislocated worker allocation is not made available until October, this carry over funding offsets the partial funding received in July. Dr. Tad Foster moved to approve the the 36% carry over. Ellen Reeves seconded and the motion was carried.

The Executive Director, in consultation with the fiscal service provider, has recommended that all remaining unrestricted funds be drawn down from the Department of Workforce Development. Based on FDIC regulations this money will need to be housed in a different banking institution than the current WIWIB account. The funds will be secured in an interest bearing account. Staff will get interest rates from banks throughout the region, and then deposit the funds based on the highest interest rate available at that time. A motion was made by Larry Tempel to move the remaining unrestricted funds in the manner described. Mary Ann Clark seconded and the motion was carried.

Tim Kelley reviewed the grant activity. He also presented a suggested change to the Accounting Procedures Manual. The change adds language to cover voided checks and the security of blank checks. Steve Witt moved to approve the change. Lea Anne Crooks seconded and the motion was carried. Tim also presented the DWD official approval of the Board's PY 13 audit.

Dr. Foster moved to approve the Budget and Finance Committee report. Doug Dillion seconded and the motion was carried.

Rick Burger presented the Executive Committee report. Lisa Lee updated the Board on the activities of the Indiana Career Council. The Council recommends that 60% of the Hoosier workforce have a post-secondary degree or certification by the year 2025. Currently in Region 7, 26% of the workforce has a degree or certification. The Council has also appointed a system alignment taskforce to consider the maps of all system partners and make efforts to consolidate these maps. The consolidation or re-mapping of regions could result in loss of local control. The Local Elected Officials recommended that the region provide the Governor with a letter regarding the importance of retaining local control of services. In addition to this, the board reviewed for approval a resolution in support of the goals and objectives of the Career Council Strategic plan, and in support of the current Indiana workforce service area regions. Laurence Cross moved to approve submission of this letter and resolution. Steve Witt seconded and the motion was carried.

Earlier this year a Request for Proposals for fiscal services was released. Responses were received from three entities, reviewed and scored by WIB staff (excluding Tim Kelley). The results of the scoring resulted in a recommendation being made to the Executive Committee to approve and offer a two year contract (with a third year option) to Crowe Horwath LLP. The Executive Committee, acting for the full board, approved this recommendation. A motion to approve this recommendation was made by Larry Tempel. The motion was seconded by Mary Ann Clark. The motion was carried with two nay votes being recorded.

Lisa Lee informed committee members that the Local Plan addendum has been approved by the State Workforce Innovation Council (SWIC).

Laurence Cross moved to approve the Executive Committee report. Larry Tempel seconded and the motion was carried.

Rick Burger asked for any other comments. David Tucker announced that Sheila Hess has been named the Vincennes University Director of Workforce Development for Region 7. She has years of experience in the successful operations of WIA services. She replaces Brent Woolwine who retired earlier in August.

Rick Burger announced that the next meeting of the Board is scheduled for November 20, 2014. Lisa Lee thanked all the Board members for their dedication and continued support of workforce development in the region.

There being no additional business, the meeting was adjourned.

Respectfully Submitted,

Mary Ann Clark, Secretary

Western Indiana Workforce Investment Board, Inc.
 Planning Committee Meeting
 October 30, 2014 - WIWIB – 7:30 AM

Present: Bill Carper, Doug Dillion, Bill Dory, Dr. Tad Foster, Ron Hinsenkamp, Lisa Lee, Mike Smith, Tim Kelley, Linda Morley, Rick Shagley – Attorney to the Board

Doug Dillion called the meeting to order and introductions were made.

Mike Smith presented the Business Services. A very successful regional celebration of Manufacturing Day was held on October 3, 2014. Area school counselors and WorkOne staff participated in tours of Clabber Girl, ThyssenKrupp Presta and Sony DADC to get a firsthand look at the face of modern advanced manufacturing. A similar event will soon take place in Putnam County. Custom Blenders has notified WorkOne their business will be closing with thirteen workers affected. A Trade Adjustment Act orientation was provided to employees dislocated at Novelis earlier this year. He also highlighted Disability Employment Initiative grant Ticket to Work conference held in September and the Business Leadership Network conference.

Lisa Lee provided an update on the Classroom to Career Initiative. As part of that initiative, a career workshop is being held monthly in Parke County to provide all seventh, eighth, and ninth grader students in Parke County with detailed information on local career opportunities. The career paths discussed are tied to the monthly NEAT newsletter that is distributed throughout the region. Also on the schedule is the third Counselor Academy that focuses on a specific career path. The upcoming academy will be held at the local Ivy Tech Corporate College, and will provide information and insight into the construction industry and the apprenticeships available through local unions. Those in attendance will also have the opportunity to tour Corporate College facilities and learn about courses of study available there.

By being one of only eight states to meet WIA performance standards, Indiana has received \$1.13 million dollars as an incentive grant. The state is using this money to implement a program that will focus on providing JAG students with additional funding to participate in Work Indiana training classes and provide these students and Adult Basic Education Students with opportunities to participate in paid work experiences after completion of training. The detail of the program will be released in the near future.

The need for more local offerings of short term training certifications was discussed. Lisa Lee commented that Beau Brown at Ivy Tech Corporate College is working to develop a short term introduction to manufacturing training that will include industry recognized certification and help provide job seekers with the skills and information to succeed in entry level manufacturing positions. Locally, the Certified Production Technician which is part of MSSC that has been offered in the past, but has not been embraced by local businesses. Mr. Brown has been in contact with WorkOne staff in Muncie, where a similar program has proven successful. Bill Dory commented that the region needs to be ahead of the curve on training needs. Bill Carper discussed the use of staffing agencies to fill

vacancies can be based on the need for a fast turnaround time or is sometimes an agreement negotiated with the union.

Doug Dillion commented that he looking at a new certification to be offered through the high school that will provide a valid NIMS certification. His discussions are in the very early stages and he cannot make information public at present, but he firmly believes that this certification will have great value to local employers.

Lisa Lee then discussed that the WIA \$4,500 tuition limit can often prove a hindrance to providing other certifications that would be seen as valuable to employers. Opportunities to fund training beyond this limit are being sought.

An update on the WIOA legislation was presented by Lisa Lee. Federal regulations will be issued in February 2015 and a Unified State Plan must be completed by March 2016. WIOA integrates Adult Basic Education, Workforce Development and Vocational Rehabilitation. Scott Sanders, former Commissioner of the Department of Workforce Development has accepted the position of Director of the National Association of State Workforce Agencies in Washington, D.C. His familiarity with Indiana's workforce agencies makes this a very positive move as Indiana implements the new legislation.

Lisa Lee recently attended a Department of Labor town hall meeting regarding WIOA. Several Indiana regions were represented and were able to express their concerns, including the impact the shift of in-school and out-of-school funding could have on JAG dropout prevention programs in the state. Local regions will also have the opportunity to have a town hall meeting for board members and community partners to provide input into the state planning process.

Information on Indiana graduates and Brain Drain was provided to the committee. Dr. Foster commented that manufacturing engineering technology students have increased at Indiana State from 75 seven years ago to 275 in the current class. These graduates tend to live and work in Indiana upon graduation. The state has put a premium on the need for colleges to enroll and graduate Hoosiers.

There being no additional business, the meeting was adjourned.

Jobs Program Activity September 2014 - October 2014

Youth

Spoke at Greencastle JAG
Spoke at Northview JAG
Spoke at Union Hospital Health Careers class
Attended South Vermillion College and Career Day representing WorkOne

Chamber Activities

Attended Vigo County Chamber Dinner
Attended Clay County Chamber luncheons
Attended Parke County Career Day at Turkey Run, Riverton Parke and Rockville High Schools

Economic Development

Met with Dylan Rikken, new Director of Vermillion County Economic Development

Duke Energy

Met with Duke
Scheduled WorkKeys/created / sent letters
Created WorkKeys accounts
Assisted with testing
Provided results to employer
Scheduled and assisted with re-testing

Job Fair Activity

Contacted employers for Congressman Bucshon Job Fair
Scheduled job fairs for:
Stratosphere
Crown Services
PIC Group
Spartan
Sony
Alorica
CoWorx

Website/Facebook

Updates to news articles
Reports pages updated
Posts to Facebook page

WorkKeys

Proctored tests in Putnam and Clay County

Trained Staff on Online Testing

Assisted employers with WorkKeys (scheduling, testing, JOBS app, etc.)

Duke

POET

Ohio Valley Gas

Home Care Advantage

Vectren

DEI Conference

Assisted with Marketing plan meetings

Facebook / website updates

Assisted with the event

Attended Event

Training

Attended TORQ Training

Manufacturing Day

Assisted with planning

Updates to Website / Facebook pages

Attended Event at Sony, Clabber Girl and ThyssenKrupp Presta

Employers assisted

Duke Energy	Aramark Uniform Services
Lowes Home Improvement	Plumbers and Steamfitters
MCL	Corey's Fine Footwear
Select Remedy	Tredegar
Emmis Communication	Labor Link
Taghleef	Capstone
Heritage Environmental	Wetnight RV
Great Dane	Columbian Home Products
Mercer Home Products	Distributor's Terminal (filming for NEAT Newsletter)
Help At Home	SpaHaute
Refreshment Services Pepsi	Crop Transport
Accurate Hearing	Legan Livestock
Terre Haute International Airport	Drury Inn
IVC	JAG Metal Spinning
Midwest Communications	Shepard's Gas

Business Service Team had over 380 new job orders during this period and 19 employer registrations. There are also over 500 Active employers within EGR7 on ICC. That is up from 280 one year ago.

Participated:

1. Rapid Response event – Custom Blenders – 13 dislocated staff
2. JAG class visits - Sullivan, Greencastle, Terre Haute North
3. BLN Advisory Meeting & Workshops
4. www.workonewest.com Website Administration – Added News Articles, Reports, Page Updates
5. Work Council Meetings
6. Attended Accelerate West Central Indiana Economic Development Association Meeting
7. Parke County Learning Center Meeting
8. Terre Haute EDC Meeting
9. Vermillion County Workforce Development Meeting
10. TAA Orientation Novelis
11. Ticket to Work Conference
12. Area 30 Advisory Board Meeting

NEWS RELEASE
FOR IMMEDIATE RELEASE – October 1, 2014

For further information, contact:

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Western Indiana National Advanced Manufacturing Day Activities

Terre Haute – Friday, October 3, 2014. This morning at Sony DADC, Mayor Duke Bennett will sign a proclamation declaring Friday, October 3, 2014 “Manufacturing Day.” The Mayor will be joined by Vigo County Commissioner Judy Anderson, company officials and approximately forty middle and high school counselors. These counselors come from schools in Clay, Parke, Sullivan, Vermillion, and Vigo counties. After a tour of Sony DADC, the group will visit Clabber Girl Corporation, and end their day with a tour of ThyssenKrupp Presta USA, LLC. This coordinated effort will highlight the importance of STEM (Science, Technology, Engineering and Math) education as counselors see firsthand that modern manufacturing is highly technical, efficient, clean, and offers a diverse selection of rewarding careers. Today’s counselor training is part of the ongoing Regional Counselor Academy of Western Indiana, which is a joint effort to promote manufacturing and other high wage, high demand jobs in the region.

In addition to the proclamation and counselor tours, The Parke County Chamber of Commerce, in partnership with the Parke-Vermillion Education Interlocal (PVETI), Ivy Tech Community College, and WorkOne Western Indiana, yesterday hosted their monthly Career Workshop with focus on the manufacturing sector of western Indiana. During these workshops, representatives from Futurex Industries Incorporated, PDF Incorporated, Marion Manufacturing, and General Electric spoke to all seventh, eighth and ninth grade students in Parke County regarding the operations of their companies, skills required of successful job candidates, and how students can begin preparing now for careers in manufacturing. Parents are also encouraged to engage their children in conversation related to these workshops through monthly notifications of highlighted sectors via school websites, Facebook pages, and school reach calls.

Manufacturing Day is an annual event that occurs nationwide on the first Friday of October. It has been designed to expand knowledge about and improve general public perception of manufacturing careers and manufacturing’s value to the U.S. Economy.

In the Wabash Valley, manufacturing employs 17% of all workers. Careers in Manufacturing offer wages 36% above the region’s average wage rate. In fact, manufacturing’s mid-skill technicians, with two years or less of post-secondary education, earn higher lifetime earnings than many college graduates. Manufacturing has a multiplier effect on the U.S. economy in which every dollar in final sales of manufacturing goods adds \$1.48 in economic output from other sectors of the economy.

For more information about manufacturing in Western Indiana, please visit www.workonewest.com
 For more information about National Manufacturing Day, please visit www.mfgday.com

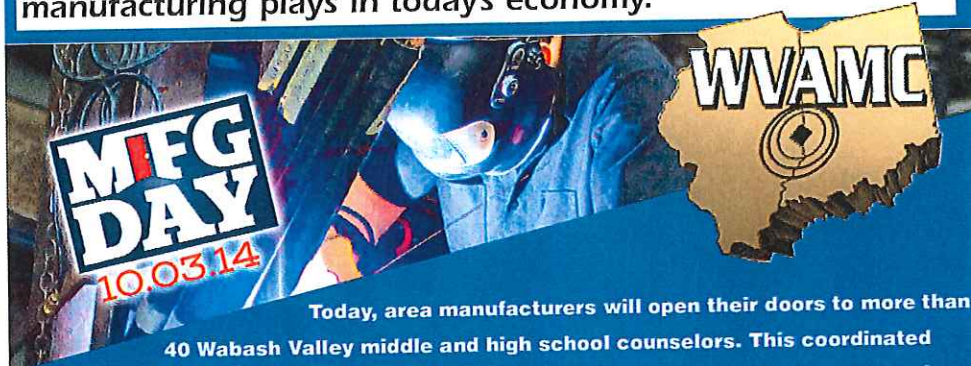
What: Mayor’s Proclamation of “Manufacturing Day”

Where: Sony DADC – 1800 Fruitridge Avenue (West side of the street)

When: 9:00 AM, Friday, October 3, 2014

NATIONAL MANUFACTURING DAY

National Manufacturing Day celebrates the significant role manufacturing plays in today's economy.



Today, area manufacturers will open their doors to more than 40 Wabash Valley middle and high school counselors. This coordinated effort will highlight the importance of STEM (Science, Technology, Engineering and Math) education as counselors see firsthand that today's manufacturing is:

- Highly Technical
- Efficient
- Clean
- Diverse Rewarding Careers



PARTICIPATING SPONSORS



For more information about local manufacturing, go to: www.workonewest.com



Tribune-Star/Joseph C. Garza

Modern tech in our backyard: Counselors from various Wabash Valley schools listen as Sony DADC Director of Safety and Sustainability Tony New, front, talks about the packaging process that is done at the plant during a tour on Friday.

Counselors take close look at manufacturing careers

School guides get to know job paths, with eye on students

By ARTHUR FOULKES
TRIBUNE-STAR

Advising teenagers about their futures is not easy, but on Friday, area school guidance counselors uncovered a great deal of information about manufacturing careers available in the Wabash Valley they can take back to their students.

The counselors from Vigo and surrounding county schools toured Sony DADC, Clabber Girl and ThyssenKrupp Presta, getting a first-hand look at work that is often available for students without a four-year college diploma.

About two-thirds of the production jobs at DADC would not require a four-year college degree, a company official told guidance counselors during a tour of the massive DVD, Blu-ray, CD and video game manufacturing plant on Fruitridge Avenue in Terre Haute. Many production floor jobs at Clabber Girl and ThyssenKrupp would also not necessarily require a college diploma, company officials said.

"There are a lot of opportunities in food manufacturing," said Lori Danielson, vice president at Clabber Girl. Much of what the company looks for in an employee is a good attitude, a sense of accountability and a willingness to work as part of a team, she said.

"We believe we can teach skills," Danielson told the counselors over lunch in the company's world headquarters in Terre Haute.

At ThyssenKrupp Presta, nearly 500 people work in the Terre Haute facility, which produces motor vehi-



Tribune-Star/Bob Poynter

Quality control: ThyssenKrupp employee Arlie Stacy does a rigorous examination of quality control standards as a group of area teachers tours the plant in the Vigo County Industrial Park Friday afternoon.

cle steering columns for a variety of automakers. Many of the jobs involve working with sophisticated, robotic equipment in the company's 225,000-square-foot plant in the Vigo County Industrial Park.

About 2,000 people are currently working at Terre Haute's Sony DADC plant. That number represents the company's peak manufacturing season, which is currently underway for the holidays, said Michael Mitchell, executive vice president. Mitchell and other DADC officials walked the counselors through the plant as driver-less cars moved non-stop through the busy plant carrying DVDs, Blu-ray discs and other products.

"I was very impressed," said Lorrie Scheidler, a counselor at Otter Creek Middle School, one of more than 40 guidance counselors taking part in the "National Career Day" tours. It opened her eyes to the manufacturing job opportunities available in the area, she said.

About 16 percent of all non-farm jobs in the Terre

Haute region (including Vigo, Vermillion, Sullivan, Putnam, Parke and Clay counties) are manufacturing jobs, according to current state figures. Indiana has the largest share of manufacturing jobs of any state in the union, according to the U.S. Bureau of Labor Statistics. Nearly 17 percent of Hoosiers work in manufacturing jobs, according to April 2014 BLS figures.

Doug Dillion, director of Career and Technology Education for the Vigo County School Corp., said the tours are part of a larger effort to match student learning with local jobs. This year the focus is on advanced manufacturing, he said.

Work One, a state agency that helped organize the day, believes events like the counselors' tours will help educators better understand the demand that exists for workers in manufacturing in the area, said Laury Burris, a business consultant for the state agency. It's another way of filling the "skills gap" that many employers say they face, she said.

"The goal was to provide the counselors an inside look at manufacturing so they can sell it to their students," Burris said.

Reporter Arthur Foulkes can be reached at 812-231-4232 or arthurfoulkes@tribstar.com.



Arthur Foulkes/Tribune-Star

Always evolving: Clabber Girl has been operating in Terre Haute for well over 100 years.

October 2014 | Volume 1 - Issue 2 |

N.E.A.T. Newsflash

New and Emerging Automation & Technology.



YOUR CAREER IN MANUFACTURING

NOTE: This is the second in a series of N.E.A.T. Newsflashes. N.E.A.T. Newsflashes are produced and distributed throughout the school year to students, parents, teachers, counselors, WorkOne customers, and other interested parties. The N.E.A.T. Newsflashes focus on one business sector each month; providing important labor market information, and directing readers to related educational pathways and resources. Also look for N.E.A.T. Newsletters. The focus of the newsletter is manufacturing; highlighting local companies, their employees, and manufacturing activities - much of which is presented to you through on-site videos. N.E.A.T. productions come to you through a partnership with WorkOne Western Indiana, Ivy Tech Community College, and the CTE Directors serving Indiana Region 7 - Clay, Parke, Putnam, Sullivan, Vermillion, and Vigo counties. Publication contact: lisa.lee@workforcenet.org.

PICTURE YOURSELF - IN A MANUFACTURING CAREER

Today, 17% of Region 7's workforce is employed in the manufacturing sector; this compares to 9% employment in manufacturing nationwide. Also, manufacturers have the highest job tenure in the private sector. Today's manufacturing is clean, efficient, and uses advanced technology. People are often surprised when they realize that most production floors rely almost entirely on computers and computer-driven equipment.



Every day across America, people in manufacturing make the things we use in our lives. Are you a person who:

Can clearly communicate information and ideas to others?

Has good manual dexterity; who likes to manipulate or assemble objects?

Likes math, algebra, geometry, calculus, statistics, and their applications?

Work well in groups or work teams?

Do you possess the ability to combine pieces of information to form general rules or conclusions?

Then perhaps a career in manufacturing is right for you!

Let's learn more.



CAREERS IN MANUFACTURING

Welding, Soldering, and Brazing Machine Setters, Operators, & Tenders

Tasks –

- Turn and press knobs and buttons or enter operating instructions into computers to adjust and start welding machines.
- Set up, operate, or tend welding machines that join or bond components to fabricate metal products or assemblies.
- Load or feed workpieces into welding machines to join or bond components.
- Give directions to other workers regarding machine set-up and use.
- Correct problems by adjusting controls or by stopping machines and opening holding devices.
- Inspect, measure, or test completed metal workpieces to ensure conformance to specifications, using measuring and testing devices.
- Record operational information on specified production reports.
- Start, monitor, and adjust robotic welding production lines.
- Read blueprints, work orders, or production schedules to determine product or job instructions or specifications.
- Assemble, align, and clamp workpieces into holding fixtures to bond, heat-treat, or solder fabricated metal components.

Education: Results of a recent ONet survey: 50% of people have a high school degree or equivalent. 16% have less than a high school degree. 11% have a Post-secondary certificate.

Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic Tasks –

- Determine the sequence of machine operations, and select the proper cutting tools needed to machine workpieces into the desired shapes.
- Revise programs or tapes to eliminate errors, and retest programs to check that problems have been solved.
- Analyze job orders, drawings, blueprints, specifications, printed circuit board pattern films, and design data to calculate dimensions, tool selection, machine speeds, and feed rates.

- Determine reference points, machine cutting paths, or hole locations, and compute angular and linear dimensions, radii, and curvatures.
- Observe machines on trial runs or conduct computer simulations to ensure that programs and machinery will function properly and produce items that meet specifications.
- Compare encoded tapes or computer printouts with original part specifications and blueprints to verify accuracy of instructions.
- Enter coordinates of hole locations into program memories by depressing pedals or buttons of programmers.
- Write programs in the language of a machine's controller and store programs on media such as punch tapes, magnetic tapes, or disks.
- Modify existing programs to enhance efficiency.
- Enter computer commands to store or retrieve parts patterns, graphic displays, or programs that transfer data to other media.

Education: Results of a recent ONet survey: 36% of people have an Associate's degree. 30% have a post-secondary certificate. 15% have a Bachelor's degree.

Machinists Tasks –

- Calculate dimensions or tolerances, using instruments such as micrometers or vernier calipers.
- Machine parts to specifications, using machine tools, such as lathes, milling machines, shapers, or grinders.
- Set up, adjust, or operate basic or specialized machine tools used to perform precision machining operations.
- Align and secure holding fixtures, cutting tools, attachments, accessories, or materials onto machines.
- Measure, examine, or test completed units to check for defects and ensure conformance to specifications, using precision instruments, such as micrometers.
- Monitor the feed and speed of machines during the machining process.
- Maintain machine tools in proper operational condition.
- Study sample parts, blueprints, drawings, or engineering information to determine methods or sequences of operations needed to fabricate products.
- Operate equipment to verify operational efficiency.
- Check work pieces to ensure that they are properly lubricated or cooled.

Education: Results of a recent ONet survey: 50% of people have a post-secondary certificate. 34% have a high school degree or equivalent, 5% have an Associate's degree.

Quality Control Systems Managers Tasks –

- Collect and analyze production samples to evaluate quality.
- Analyze quality control test results and provide feedback and interpretation to production manager staff.

- Stop production if serious product defects are present.
- Monitor performance of quality control systems to ensure effectiveness and efficiency.
- Communicate quality control information to all relevant organizational departments, outside vendors, contractors.
- Instruct staff in quality control and analytical procedures.
- Produce reports regarding nonconformance of products or processes, daily production quality, root cause analyses, or quality trends.
- Participate in the development of product specifications.
- Review statistical studies, technological advances, or regulatory standards and trends to stay abreast of issues in the field of quality control.
- Identify critical points in the manufacturing process and specify sampling procedures to be used at those points.

Education: Results of a recent O*Net survey: 73% of people have a Bachelor's degree. 11% have some or no college. 11% have a Master's degree.

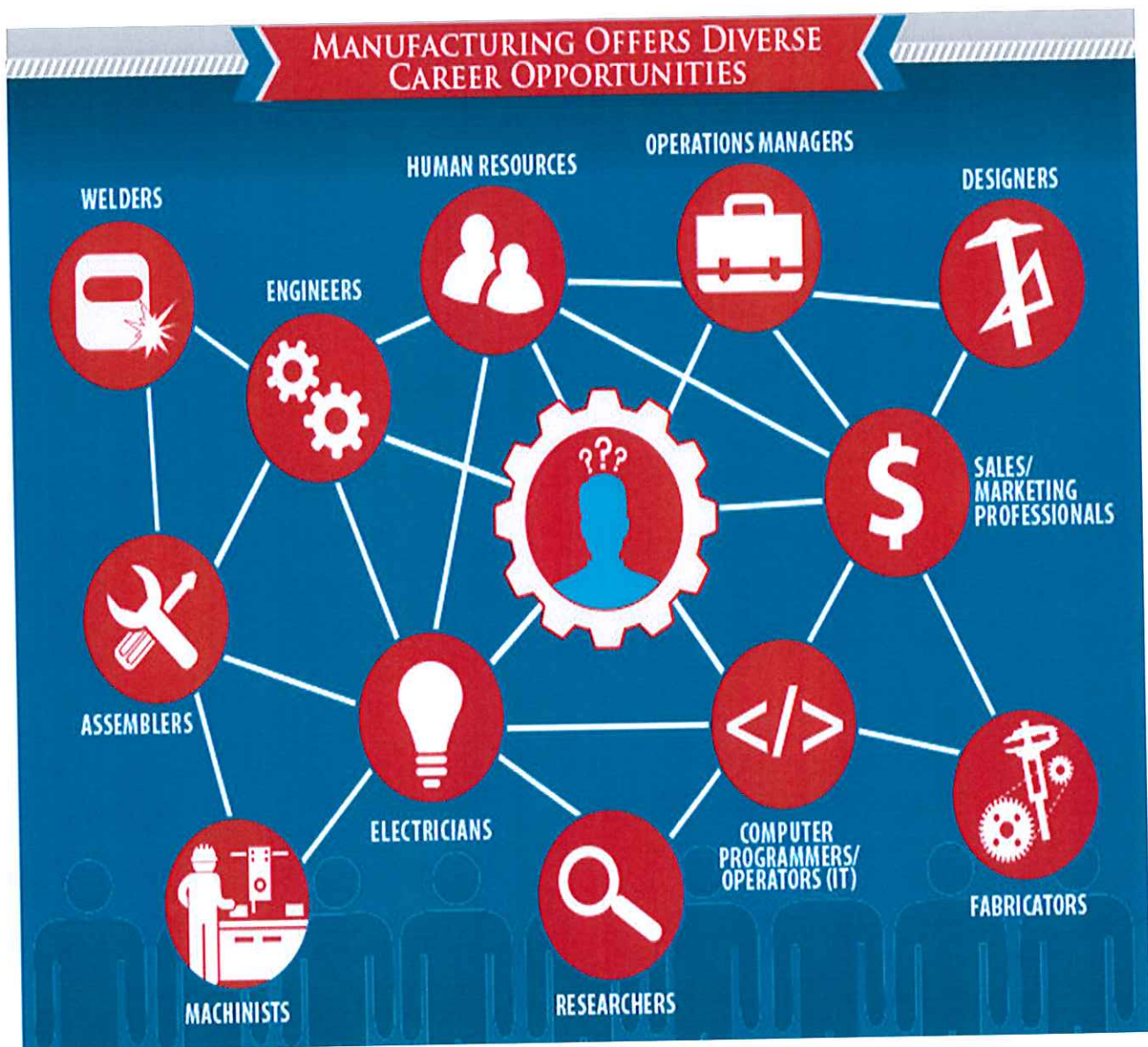
First-Line Supervisors of Production and Operating Workers Tasks –

- Enforce safety and sanitation regulations.
- Direct and coordinate the activities of employees engaged in the production or processing of goods, such as inspectors, machine setters, and fabricators.
- Confer with other supervisors to coordinate operations and activities within or between departments.
- Plan and establish work schedules, assignments, and production sequences to meet production goals.
- Inspect materials, products, or equipment to detect defects or malfunctions.
- Observe work and monitor gauges, dials, and other indicators to ensure that operators conform to production or processing standards.
- Conduct employee training in equipment operations or work and safety procedures, or assign employee training to experienced workers.
- Interpret specifications, blueprints, job orders, and company policies and procedures for workers.
- Keep records of employees' attendance and hours worked.
- Read and analyze charts, work orders, production schedules, and other records and reports to determine production requirements and to evaluate current production estimates and outputs.

Education: Results of a recent O*Net survey: 44% of people have a high school diploma or equivalent. 23% have a Bachelor's degree. 14% have some college, no degree.

SOURCE – O*Net Online

While many times people think of jobs directly related to the production floor as jobs in manufacturing, there are actually hundreds of jobs which support final production that are key to the success of the business. The diagram below illustrates just a few of the many diverse jobs in manufacturing.



SOURCE: National Manufacturing Day website

1. **HIGH SCHOOL COURSES** Students interested in careers in manufacturing need look no further than their school's Career and Technology Education (CTE) programs. CTE offers numerous courses and pathways related to manufacturing. Many of these courses are dual credit, which means students can earn college credit from schools like Ivy Tech Community College and Vincennes University at the same time they are fulfilling high school graduation requirements. Pathways and courses related to manufacturing in Region 7 high schools include:

Electronics Technology

Production Technician (Advanced Manufacturing)

Precision Machine Technology

Welding Technology

Check with your school counselor to see what classes are available to you!

2. **IVY TECH – WABASH VALLEY CAMPUS (Terre Haute) –**

Phone 1-888-IVY-LINE www.ivytech.edu/wabashvalley

Ivy Tech Community College offers a number of areas of study related to manufacturing in their "Technology and Applied Sciences Division." These programs are designed to prepare graduates for immediate employment or in a few select programs, may prepare for transfer or employment. Programs include, but may not be limited to:

Advanced Manufacturing

Design Technology

Electronics and Computer Technology

Industrial Apprenticeship

Industrial Technology

Informatics

Information Technology Support

Machine Tool Technology

Manufacturing Production and Operations

Ivy Tech also offers a large menu of certifications and short-term programs, in areas such as CNC machining, CAD, welding, and PLC. Contact the Corporate College for more information.

3. **OTHER AREA COLLEGES AND UNIVERSITIES** offering manufacturing courses:

Indiana State University, Terre Haute, IN

Phone 812-237-6311 <http://cms.indstate.edu>

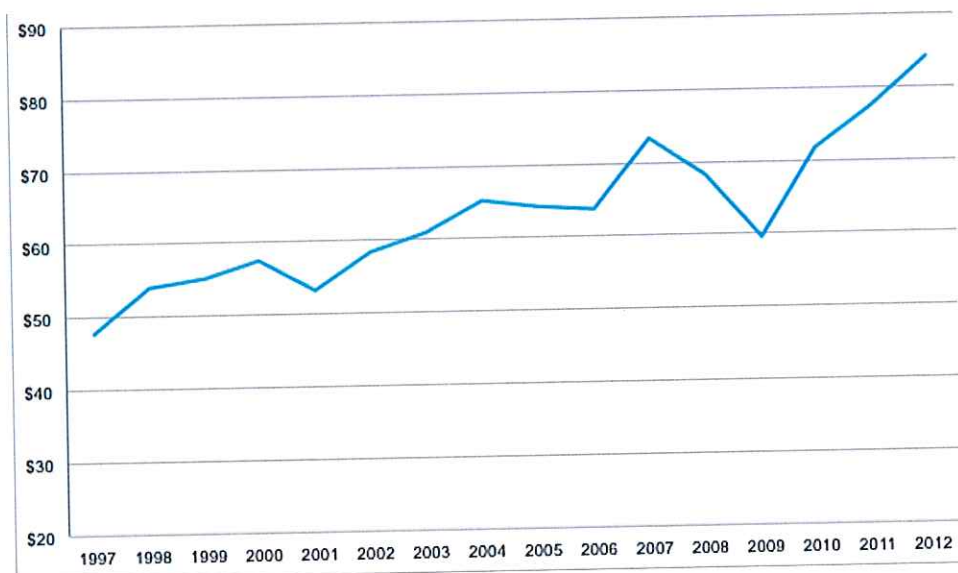
Vincennes University, Vincennes, IN

Phone 812-888-8888 www.vinu.edu

Manufacturing is Back and Stronger than Ever

While manufacturing, like so many other industries around the county, was hit hard by the recession of 2008/2009, the chart below sends a clear message that manufacturing has not only made a comeback in Indiana, but manufacturing is stronger than ever.

Indiana Manufacturing Output – In Billions of Dollars from 1997-2012



Source: U.S. Bureau of Economic Analysis

HEAR INTERVIEWS WITH THOSE IN THE FIELD



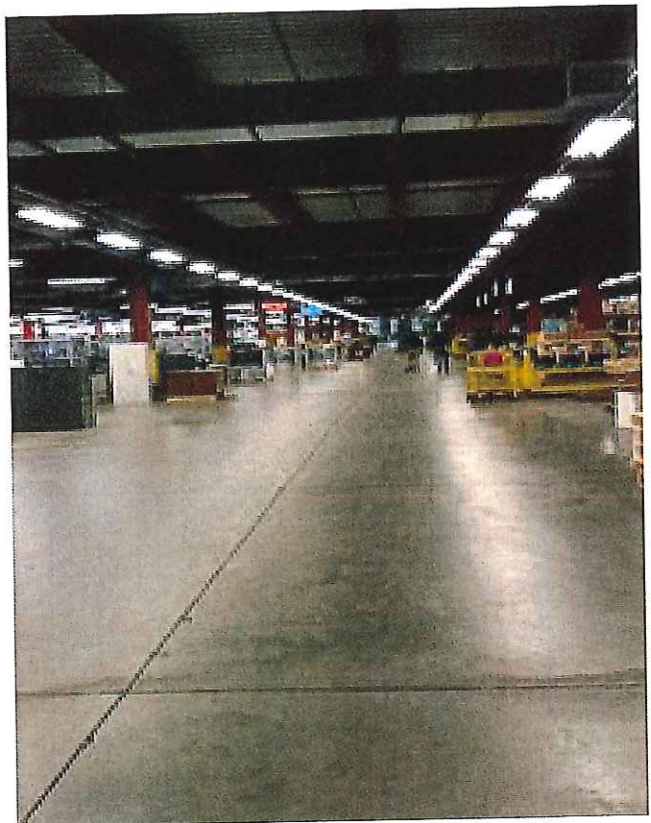
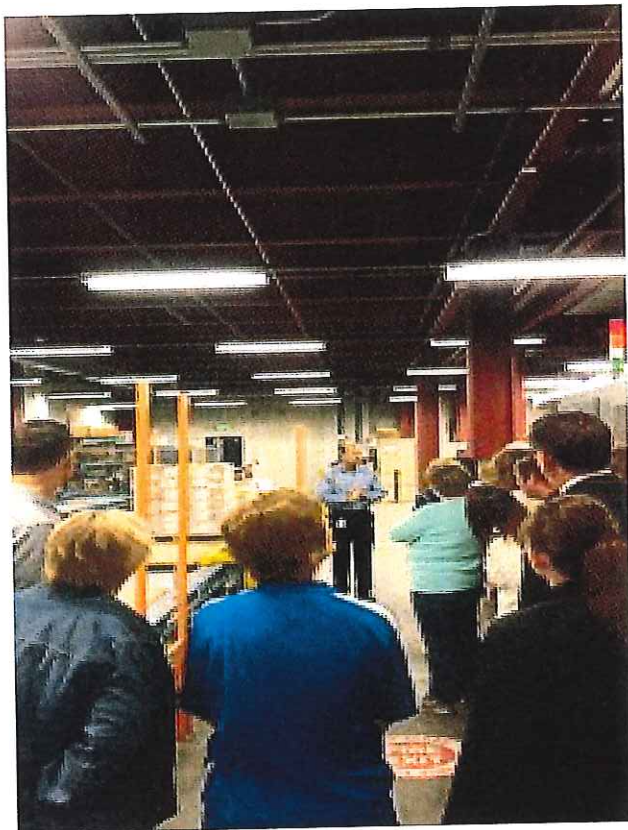
To see interviews with people in the field of manufacturing talking about their careers, go to the Indiana Department of Workforce Development “Hot Jobs” website at <https://netsolutions.dwd.in.gov/hh50/jobList.aspx> and click on:

16 Management Analyst

19 Sales Representative, Wholesale and Manufacturing

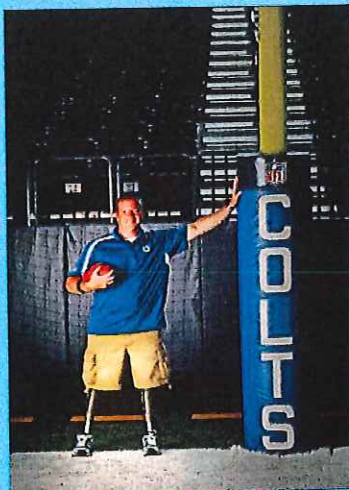
37 Industrial Machinery Mechanic







**Join
Josh Bleill
of the
Indianapolis
Colts**



**In a seminar
to help job
seekers
overcome the
challenges of
a disability.**

Marine Corporal Josh Bleill [Bly-ul; rhymes with "Kyle" or "smile"] is a native of Greenfield, Indiana. After graduating high school, Josh attended Purdue University. Upon completion of his education, Josh decided to serve his country by joining the United States Marine Corps in 2004, and was activated for a tour of duty in Iraq in 2006.

While serving in Iraq, Corporal Bleill was severely injured, resulting in the loss of both of his legs. After extensive rehabilitation, Bleill returned to Indiana in August of 2008, where he attacked his new life head-on. This new life included employment as the Indianapolis Colts Community Spokesperson.

Indianapolis Colts Owner, Jim Irsay, has described Bleill as "very talented, bright-eyed, and skilled," and Josh now travels the country to spread his message of hope, "one step at a time."

Other presentations to include:

- ✚ What are employers seeking in a job candidate?
- ✚ The benefits and challenges of starting your own business.
- ✚ How budgeting and banking fit into this process.
- ✚ What is the Ticket to Work initiative?

Wednesday, September 24, 2014

Holiday Inn Terre Haute, In

8:30 a.m. to 2:00 p.m.

PLEASE JOIN US

This program is funded by the Disability Employment Initiative and is free to attendees, including workshops and lunch.

To register or for more information

www.workonewest.com

Or phone 812-242-6416



BLN of the Wabash Valley Presents

Essential Functions: With or Without Accommodation

October 16, 2014

10:00 AM—2:30 PM

Lunch provided

Heritage Ballroom
Tirey Hall
Indiana State University
201 N. 7th St.
Terre Haute IN 47809

Registration opens at 9:30 a.m. There is no charge to attend; however, reservations are required and can be made online at:
<http://www.indstate.edu/blumborg/events.htm>

Parking will be provided, courtesy of BLN-WV, at the SkyGarden Parking Garage at 672 Ohio St. Or in ISU Lots C & D on North 9th St. across from Hulman Center.

SHRM CEUs will be issued.

**October is
Disability
Employment
Awareness Month!**

The BLN-WV is an educational organization. Members engage in networking discussions to increase their knowledge of community outreach, recruiting and interviewing, the accommodation process and barriers to employment. By participating in a business to business dialog, employers learn how to leverage their organizations for success. Being a part of the BLN sends a message to the community that your business is committed to including people with disabilities in the workforce. For more information on becoming a BLN-WV member, please contact our Business Leader Chairperson, Karen Rusk by e-mail at hrrlr@uhhg.org

Featuring

Robin Jones

Project Director and Principal Investigator
Great Lakes ADA Center

and

Dennis Born

Senior Account Manager
Social Security Region 5 &
Subject Matter Expert on Work Incentives

This session will provide valuable information about

- ♦ determining the essential functions of a position,
- ♦ the importance of matching qualifications and requirements to the actual skills and abilities needed,
- ♦ the interplay between performance of essential functions and reasonable accommodation,
- ♦ the Ticket to Work program; and
- ♦ workplace accommodations for employees who have a disability.



In cooperation with the
INDIANA DISABILITY EMPLOYMENT INITIATIVE

COUNSELOR ACADEMY

Thursday, October 30, 2014

IVY Tech Industrial Park Campus

AGENDA

4:30 p.m. - 4:40 p.m. Welcome

Lea Anne Crooks, Campus President

IVY Tech Community College-Wabash Valley

4:40 p.m. - 5 p.m. Top Notch Presentation

Michelle Boyd, Executive Director

Top Notch

5 p.m. - 6 p.m. BREAKOUT SESSIONS

Group A to Union Trades Exhibits

Group B to IVY Tech Industrial Park Campus Tour

Groups will switch activities between 5:25p.m. and 6 p.m.

6 p.m. - 6:30 p.m. Dinner

6:30 p.m. - 7 p.m. Dual College Credit & Industry Certifications

Rene Hankins, Executive Director of Outreach

IVY Tech Community College - Wabash Valley

David Will, Dean of School of Technology

IVY Tech Community College - Wabash Valley

7 p.m. - Panel Discussion - Direction of Dual College Credit and Industry Certifications

Rene Hankins, Executive Director of Outreach - IVY Tech

David Will, Dean of School of Technology - IVY Tech

Lisa Lee, Executive Director - Western IN Workforce Investment Board

Doug Dillion, CTE Director - Vigo County School Corporation

Craig Newby, CTE Director - PVETI

Brandon Small, CTE Director - Twin Rivers

Getting a hands-on understanding

27

School counselors complete month-long program on high-skill, high-demand careers

By SUE LOUGHLIN
TRIBUNE-STAR

As Becky Bush used the excavator simulator, she got a better understanding of what operating engineers do for a living — they operate heavy equipment that might also include cranes and bulldozers.

Bush, a guidance counselor at Terre Haute North Vigo High School, was guided by Andrew Smith, an instructor in the operating engineer apprenticeship program.

She was one of about 40 middle and high school counselors from five counties participating in the capstone event for the Counselor Academy, a month-long program designed to educate them about opportunities for students in high-demand, high-skill, high-wage careers in the area.

The program started on Oct. 3 when they learned about manufacturing careers and toured Clabber Girl, ThyssenKrupp and Sony DADC. On Thursday, the counselors gathered at the Ivy Tech Industrial Park campus to learn from local union trades apprenticeship representatives about opportunities in those fields.

Top Notch, an Indiana labor-management association representing union construction, presented a program, and area union apprenticeship representatives set up booths and simulators; the goal was for counselors to see which skills are needed to succeed in various trades.

People don't always know what an operating engineer, steamfitter or millwright does for a living, said Doug Dillion, chairman of the Region 7 Works Council. They may not know how much the union trades pay or what it takes to get into an apprenticeship program.

Michelle Boyd, Top Notch executive director, described union apprenticeship



Tribune-Star/Jim Avelis

Information please: Ryan Hughes, Training Director for the IBEW/NECA, takes questions from counselors Becky Bush, Laura Followell and Rick Stevens at Apprenticeship Opportunities event at IVY Tech's Industrial Park campus Thursday afternoon.

programs as "an excellent option to post-secondary education." Those accepted are paid while they complete their apprenticeships, and they do not incur debt as students attending college often do.

"It's a great opportunity for students coming out of high school to get some skills-based training and some certifications, and they have a job that pays an income," Boyd said. The income potential for those who complete the programs can be upward of \$50,000 to \$60,000 for a journeyman, she said.

A few years ago, the emphasis was on a four-year college degree, but that's changing. "We're seeing a definite shift from everybody goes to college to more vocational and apprenticeship-type training," she said. Top Notch is working to educate counselors about the opportunities that exist.

"We'll have a large percentage of our folks retire, and we know we're going to need to attract new folks back into the industry," Boyd said.

Smith, the instructor who worked with Bush on the simulator, said operating engineers can make \$60,000 to \$80,000 in a good year, plus benefits.

Lindy Fisher, Terre Haute North guidance counselor, also went through the Counselor Academy last year. The sessions "help us see business needs outside of education," she said. She described it as an "amazing opportunity" to tour industries such as ThyssenKrupp and see what workers are doing on the job.

Knowledge the counselors gain helps them better guide students on classes and career paths. On Thursday, learning about union apprenticeship opportunities gave

counselors more insight into possible career options for students. "I think we can be far more effective in our jobs when we keep our finger on the pulse of business" and understand their needs, Fisher said.

Jessica Compton, Terre Haute South counselor, said the union apprenticeship opportunities "are definitely an option for a lot of our students." Not all of them will be college-bound, and union apprenticeships can provide them with a job that provides a good income and benefits, she said. Also, students in the apprenticeship programs get paid.

Johnathon Allen, Terre Haute North counselor, said the hands-on experiences provided through the Counselor Academy "have been phenomenal." He's also happy to see the emphasis on the union construction trades for those who may not want to go to college.

His grandfather and father were both pipefitters, and he knows what the opportunities are.

He tells students, "Do I think a four-year college should be available to everybody? Yes. Do I think a four-year college is for everyone? No," Allen said. It's about what is the best fit for the student — whether college, union apprenticeship, employment or other options.

On Thursday, the counselors also learned about dual-credit courses and industry certification opportunities. Dual-credit courses enable students to earn college credit while they are still in high school, and industry certifications are key to students' success in many high-demand, well-paying careers in the Wabash Valley.

Counselors Get Education on Vocational Programs



Brett Edwards (<http://www.mywabashvalley.com/story/d/story/-/Gu6VpbvcB0m>) Like 1 Tweet 0 (y=true)

🕒 10/30/2014 11:13 PM 🕒 10/30/2014 11:27 PM



Often times, high school students perceive college as a four year investment. At the end of that four years, they have a sizeable student loan to pay back. But local school officials are hoping that counselors can inform their students on other options that may not carry much debt.

"This is what puts in our sewers, our roads, large buildings. This is the group that does build our infrastructure," said Doug Dillion, Vigo County School Corporation Career and Technical Education Director.

Counselors met with various valley union trade reps at Ivy Tech. It's the Vigo County School Corporation's attempt to let students know that college doesn't always mean four years of schooling.

"College or post secondary education can mean an apprenticeship program, long term on the job training," Dillion added. "It can mean an associate's degree and so on and so forth."

Apprenticeship or vocational programs give students the opportunity to earn a degree and income in a specific trade without costing the same as a four year degree.

"They do not come with the same student loan investment that college and universities do," said Michelle Boyd, Executive Director of Top Notch, a union trades organization out of Indianapolis. "So it's a great opportunity for students coming out of high school to get some skills based training, some certifications, and then they have a job that actually pays them an income."

Boyd says more students are pursuing the vocational education route and hopes Thursday's event keeps counselors informed.

"We're seeing a definite shift from everybody goes to college to vocational and apprenticeship type training. We're working to elevate the education that guidance counselors have just to let them know that this education is out there."

"This is to help equip counselors with those tools that explain to students how you get into programs like that, what kind of education does it take," Dillion explained.

Thursday was the school corporation's finale to their month long counselor academy.

The series began on National Manufacturing Day back on October 3rd.

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Department Of Labor National Region 5 (Midwest U.S.) Town Hall - Oct 15, 2014

Attended by Lisa Lee and Sheila Hess

Federal speakers placed emphasis on:

- Consistent quality of services no matter where the client receives services
- Making better use of data to make better informed decisions by state, and local policy makers as well as customers.
- Work-based learning for adults as well as youth. Apprenticeships, internships, earn and learn, OJT, etc.
- Moving people to self-sufficiency
- Stronger strategic role for state and local WIBs
- Regionalism
- Testing out new strategic functions at the local level (sector strategies and career pathways) in advance of the new legislation

Concerns expressed by town hall participants:

- **Alignment:** What is the benchmark for “alignment”? How do you know when programs and services are aligned?
- **Self-sufficiency:** How do we define self-sufficient? [My suggestion to DOL: Use the Wider Opportunities for Women method to define]. What can we do among partners to move an entire family towards self-sufficiency? [Note: AZ was looking at how to do this through integrated case coordination approach]. How do we talk about self sufficiency as a common goal, common language along with labor market relevant skills?
- **One-stop certification:** States are required to establish certification criteria for AICs at least every three years. Is this for centers or for each affiliate site, or by region, or what? What is a “center”? What is the “delivery system?”
- **Local WIB membership:** Although Title I is a core partner, we can’t find where it is a mandated partner on the board. The four core partners are part of the grandfathering clause so they have to be on the WIB regardless of grandfathering. Clarify that each core member who is on the state WIB actually manages that program; e.g., not the agency head when ABE is buried in an agency that has other programs in it.
- **Regional planning:** Clarify that locals don’t have to have both a regional plan and a local area plan. Who owns the regional plan? Who manages it? Who actually develops it?
- **Competitive procurement of one-stop operators:** There’s a provision in section 123 that you can potentially sole source youth services if there is an insufficient number of providers, but there is no similar language for one-stop operators. Byron’s response: sole source selection is a potential outcome of a procurement process. They are not mutually exclusive.
- **Youth programs:**

- We need definition of what a high poverty area is.
- We have many in-school youth associated with WIA who will be carried over into the next program year. How do we adjust for completing their services while still trying to meet the 75% OSY requirement?
- Need greater flexibility in moving to 75% threshold
- Expelled youth age 14-15: the way the law is written there is no way we could serve them, and we also need to be able to serve them in Title 2.
- If enrollment is increased for 21-24 year olds now, but they aren't currently eligible for youth programs, the interim rule needs to allow for 21-24 year olds to be served and counted as out of school youth.
- Michigan said they have a state law that remains in effect for youth councils; they are moving to regional talent councils that are made up of reps from all the WIBs in the region and the regional council serves the purpose of the YC. It also serves in an advisory capacity for the adult ed program.
- Need TA on earn and learn
- FSLA changes around wage and hour has negatively impacted adults and anticipate it will negatively impact youth. Unpaid internships for youth are sometimes necessary, but employers are being informed by their lawyers not to do anything unpaid. OSHA regs also create concern for employers in employing youth for work experience. Need help negotiating that.
- **Performance measures and data sharing:**
 - Need clarification on what it is to achieve measurable skill gains.
 - Performance measures look at employment in the 2nd and 4th quarters "after exit." "Exit from the program" is defined differently for VR than for WIA. Need a common language in order to use the same measures.
 - Title I does not serve undocumented individuals, but Title II can. So how does entered employment come into play as a measure for undocumented people?
 - There is a federal role here in aligning data elements and breaking down the barriers. The feds need to take the lead to allow this to happen.
 - Shared measures will require extensive changes to data systems and states are challenged regarding how we are to fund this. VR and ABE are not in shared systems now, and they have no access to the UI wage record system.
 - How do we deal with FERPA and sharing information? States need TA on that.
 - Who will actually negotiate the performance standards? Will there be a group representative of all core programs?
 - Local WIBs appear to have no authority to make any changes or recommendations to the plans from other core programs; yet, if performance is missed, it is only Title 1 funds that are sanctioned.
- **Priority of service provision for adults under 134.** The limited funds trigger has been removed. There is nothing in the state plan requirements to explain how the state will implement the priority of service provision.

Budget, Finance and Distribution Committee
November 6, 2014 – 7:30 a.m. – WIWIB Office

Present: Arnold Jenkins, Fred Rubey, Steve Witt, Lisa Lee, Tim Kelley, Mike Smith, Rick Shagley – Attorney

Tim Kelley began the meeting by providing an overview of current Grant Activity. Tim informed the committee WIB 4-07 Modification #1 includes additional WIA Adult funds of \$643,265 which brings the WIA Adult total of funding to \$692,270. Additional WIA Dislocated Worker funds of \$521,723, increasing the WIA Dislocated Worker total to \$607,902. The WIA Youth funds did not increase as the July allocation reflects the total PY 14 budget. The total allocation for Region 7 now is \$2,056.821; the contract is in the signature process and has an expiration date of June 30, 2016.

BC-3-07 Amendment #4 supports additional funding to the Business Consultant positions in the amount of \$60,000. Tim explained this was a continuation of the PY 13 grant with an expiration date of June 30, 2015. The Grant allocation amount at this time is \$210,000 and has been fully executed.

Tim updated members on NEG 3-07 Amendment #3. This grant was established in PY '13 to provide training funds for the long term unemployed. The allocation amount of the grant was adjusted to \$58,447. The grant expiration date is 6/30/2015 and the contract is currently in the signature process.

Finally, Tim updated members of current funding levels of remaining Grant and Program funds through September 30, 2014. The budget includes the DWD approved Carry-In of \$669,695.69, or 36% of PY '13 WIA Funds.

Committee members discussed the need to have a 30% Carry-In for PY '15 in both the WIA Adult and Dislocated Worker funding streams, due to the fact that the region only receives 25% of its allocation for these programs the first quarter of the program years, when in fact this is a very high expenditure period as many customers are returning to school. A recommendation regarding possible WIA Youth carry-in should be considered once clear guidelines are established between required in-school and out-of-school spending. Committee members were also advised that the Duke Energy Grant has a current balance of \$21,541. The grant focuses on manufacturing training for incumbent workers with a 50% match available to participating employers.

Lisa informed members of the need to ask for additional Rapid Response funding in the amount of \$100,000 to \$150,000.

Lisa and Tim reported the preliminary feedback from the October audit performed by Comer Nowling indicated that thus far there are no findings or issues to be reported. Program monitoring remained to be completed.

There being no additional business, the meeting was adjourned.

Western Indiana Workforce Investment Board Inc.
Grants Report
November 2014

WIB 4-07 Modification #1 Main WIA grant (October Allocation) includes additional WIA Adult funds of \$643,265 which increases the WIA Adult total to \$692,270; additional WIA Dislocated Worker funds of \$521,723, increasing WIA Dislocated Worker total to \$607,902. The WIA Youth funds did not increase as the July allocation of \$756,649 represents the total PY 14 Youth budget. The total WIB 4-07 grant allocation now stands at \$2,056,821. The agreement is in the signature process and has an expiration date of June 30, 2016.

BC-3-07 Amendment #4 Additional funds in support of the Business Consultant positions in the amount of \$60,000. This is a continuation of the PY 13 grant with and expiration date of June 30, 2015 and has been fully executed. The additional funds increase the total allocation to \$210,000.

NEG 3-07 Amendment #3 Grant originally established in PY 13 to provide training funds for the long term unemployed. Amendment #3 adjusts the grant allocation to \$58,447, with an expiration date of 6/30/2015. The contract is currently in the signature process.

Executive Committee Meeting
November 7, 2014 – WIWIB Office – 7:30 a.m.

Present: Rick Burger, Mary Ann Clark, Doug Dillion, Larry Tempel, Lisa Lee, Mike Smith, Tim Kelley, Linda Morley

Rick Burger called the meeting to order.

Doug Dillion reported the Planning Committee had met on October 30, 2014. He asked Mike Smith to update the committee on business services. A very successful regional celebration of Manufacturing Day was held on October 3, 2014. Area school counselors and WorkOne staff participated in tours of Clabber Girl, ThyssenKrupp Presta and Sony DADC to get a firsthand look at the face of modern advanced manufacturing. A similar event will soon take place in Putnam County. Custom Blenders has notified WorkOne their business will be closing with thirteen workers affected. A Trade Adjustment Act orientation was provided to employees dislocated at Novelis earlier this year. He also highlighted Disability Employment Initiative grant Ticket to Work conference held in September and the Business Leadership Network conference.

Lisa Lee provided an update on the Classroom to Career Initiative. As part of that initiative, a career workshop is being held monthly in Parke County to provide all seventh, eighth, and ninth graders in Parke County with detailed information on local and regional career opportunities. The career paths discussed are tied to the monthly NEAT newsletter that is distributed throughout the region. Also provided was information on Counselor Academy held on October 30, 2014 at Ivy Tech Corporate College. This was the third of three, and provided information and insight into the construction industry, apprenticeships available through local unions, and program offered at the Corporate College site. The latest NEAT Newsflash was also provided to the committee.

Indiana DWD will make available 61 locations around the state where training and certification through the Microsoft Academy will be available. Each full service WorkOne office (which includes the Terre Haute WorkOne) in the state will be a MOS site and have available 50 seats and 500 tests. The certifications being made available are the Microsoft Office Specialist Certification and the Microsoft Technology Support Specialist Certification. There is the possibility that an opportunity for a second certification location could become available in the region.

Larry Tempel moved to approve the Planning Committee report. Mary Ann Clark seconded and the motion was carried.

Rick Burger asked Tim Kelley to review the Budget, Finance and Distribution Committee report. There were three grant modifications to report:

- WIB 4-07 Amendment 1- This amendment provides the balance of the WIA adult and dislocated worker funds for the current program year. This amendment provides an additional \$692,270 in adult funds and \$521,723 in dislocated worker funds increasing the WIB 4-07 allocation to \$2,056,821.
- BC-3-07 Amendment 4- This amendment provides additional funds in support of the Business Consultant positions in the amount of \$60,000. This grant has an expiration date of June 30, 2015 and this amendment increases the total allocation to \$210,000.
- NEG-3-07 Amendment 3- This grant is for the provision of training services to the long term unemployed. This amendment adjusts the grant total to \$58,447 with an end date of June 30, 2015.

The expenditures through September 30, 2014 were presented for review. Lisa Lee requested consideration of 30% carry in of Program Year 2014 adult and dislocated worker funds to Program Year 2015. This is necessitated by the distribution schedule that allows only a portion of adult and dislocated worker funds to be distributed at the beginning of the program year in July. Doug Dillion moved to approve the 30% carry in. Larry Tempel seconded and the motion was carried.

Mr. Kelley also commented that Integrated Services Contract is in process. This contract provides for the sharing of the costs for office space and overhead with the Department of Workforce Development. This is a two year contract and it is in the signature process at the state.

It was noted that through initial conversations with the Comer Nowling audit firm, it appears there will be no findings or disallowed costs following this year's audit.

Larry Tempel moved to approve the Budget Committee report. Mary Ann Clark seconded and the motion was carried.

In other business, it was reported that the lease for the Clay County WorkOne office is expiring. Emmert Realty, the landlord, has offered a five year renewal with a onetime 5% increase in the rent. Mary Ann Clark moved to approve the new lease terms. Doug Dillion seconded and the motion was carried.

In preparation for the implementation of WIOA, the Department of Workforce Development will hold a Town Hall meeting in Region 7 on December 2, 2014. This will be an opportunity for board members, local elected officials and the public to hear about the changes and provide local input and feedback. The meeting will start at 7:30 am with the location to be announced. It was suggested by Doug Dillion that the staff prepare a highlight sheet of local successes.

Rick Burger provided information on "Orange Friday" which will focus on supporting the local food banks. He also highlighted the downtown Terre Haute Miracle on 7th Street event and congratulated Mary Ann Clark on being named Hamilton Center Employee of the Year.

A motion was made by Larry Tempel to approve the Executive Committee report. Seconded by Doug Dillion and carried.

There being no additional business, the meeting was adjourned.