



Nebraska Workforce Development Board
Meeting Minutes
December 14, 2018

Agenda item 1. Call to Order

Chair Mark Moravec called the Nebraska Workforce Development Board (the Board) meeting to order on December 14, 2018 at approximately 9:07 am at the Administrative Services Building.

Agenda item 2. Roll Call

Lindsey Sullivan called the roll and determined that a quorum was established.

Members in attendance (13)

Senator Joni Albrecht	Mark Moravec	Becky Stitt
Matthew Blomstedt	Don Nordell	Carol Swigart
Michael Geary	Terri Ridder	Lisa Wilson
Allan Hale	Bradley Schroeder	
James Hanson, Jr.	Jennifer Sedlacek	

Members absent (7)

Governor Pete Ricketts	Brian Deakin	Dave Rippe
John Albin	Jason Feldhaus	
Bo Botelho	Susan Martin	

Nebraska Department of Labor (NDOL) Board support staff in attendance

Stan Odenthal, Director, Office of Employment & Training
Brian Potters, Workforce Services Administrator, Office of Employment & Training
Dawn Carrillo, WIOA Program Analyst, Office of Employment & Training
Deb Andersen, WIOA Policy Coordinator, Office of Employment & Training
Lindsey Sullivan, Administrative Assistant, Office of Employment & Training
Katie Thurber, General Counsel, Office of the General Counsel
Thomas Ukinski, Attorney III, Office of the General Counsel

Guests in attendance

Amara Block, Legal Counsel to the Business and Labor Committee, Nebraska Legislature
Monica Barger, Program Coordinator, Office of Employment & Training, NDOL
Andrea Curtis, Program Coordinator, Office of Employment & Training, NDOL
Terry Eklund, Program Coordinator, Office of Employment & Training, NDOL
Federico Torres, Employment Services Supervisor, Office of Employment and Training, NDOL
Jodie Meyer, Research Analyst II, Office of Labor Market Information, NDOL
Scott Ferguson, Research Analyst I, Office of Labor Market Information, NDOL

Jan Norlander-Jensen, Workforce Administrator, Greater Lincoln Workforce Development Area
Cherisa Price-Wells, Project Director, Greater Lincoln Workforce Development Area
Karly Hernandez, Program Coordinator, Greater Nebraska Workforce Development Area
Erin Porterfield, Executive Director, Greater Omaha Workforce Development Area
Alejandra Sinecio, Manager, Workforce Performance, Greater Omaha Workforce Development Area
Andy Huls, One-stop Operator, Greater Omaha Workforce Development Area
Joanna McGarvey, Greater Omaha Workforce Development Area

Agenda item 3. Notice of Publication

Lindsey Sullivan announced that the Notice of Public Meeting was duly published, in accordance with the Nebraska Open Meetings Act, in the Beatrice Daily Sun, Grand Island Independent, Lincoln Journal Star, North Platte Telegraph, Omaha World Herald, and Scottsbluff Star-Herald and on the State of Nebraska Public Meeting Calendar.

Agenda item 4. Approval of Minutes

Lisa Wilson motioned to approve the minutes of the September 14, 2018 meeting of the Board (Handout 1) with an amendment to the Board Member attendance list, and Carol Swigart seconded the motion. Members of the Board in attendance voted by voice vote on the motion, which carried unanimously.¹

Agenda item 5. WIOA – Update

Stan Odenthal provided an update on WIOA activities. Stan directed the Board's attention to the WIOA Annual Statewide Performance Report for Program Year 2017 (Handout 2), which addresses the state's progress toward meeting (1) the goals established in the state's Combined State Plan and (2) negotiated levels of performance for WIOA Title I and Title III programs for Program Year 2017. Stan also directed the Board's attention to the Federal report regarding the August 2018 Federal review of the WIOA Title I dislocated worker program (Handout 2-1).

Agenda item 6. Bylaws

Members of the Board reviewed and discussed proposed changes to the Board's bylaws (Handout 3) regarding restructuring of the subcommittees of the Board, which were provided to Members of the Board on December 3, 2018 in accordance with Section 6.2 of the bylaws. In addition to the changes proposed in Handout 3, Mark Moravec proposed two additional changes to Section 5.3(b). First, where the two chairs of the now defunct subcommittees are referenced in items (iii) and (iv), Mark stated there should be references instead to the chair of each of the three newly formed subcommittees. Second, with the addition of a third chair of a subcommittee to the membership of the Executive Committee, Mark recommended reducing the number of general membership representatives mentioned in item (ix) from three to two, in order to keep the Executive Committee at its current membership size of 11. No additional discussion was heard from Members of the Board regarding the proposed changes to the bylaws.

¹ Agendas, minutes, and handouts for meetings of the Nebraska Workforce Development Board are available electronically and accessible at <https://dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/NWDB>.

Becky Stitt motioned to approve the changes to the bylaws as discussed, and Michael Geary seconded the motion. Members of the Board in attendance voted by roll-call vote on the motion, which carried unanimously.

Agenda item 7. Board Committees and Subcommittees

Mark Moravec introduced the next order of business, discussion of Board-member appointments to committees and subcommittees of the Board. Regarding the Executive Committee, Section 5.3(b) of the bylaws defines the required committee members. Mark stated that with the changes to the Board's subcommittee structure and the resignations of Bradley Bird, who represented the labor category, and Courtney Dentlinger, who was a general membership representative, Executive Committee appointments will need to be reissued from the Governor's office, as required under Section 5.8 of the bylaws. Stan Odenthal's team will coordinate with the Governor's office. Mark also stated that it is the responsibility of the Chair of the Board, according to Section 5.3(c) of the bylaws, to appoint the members of all other committees, subcommittees, special committees, ad hoc committees, task forces, or similarly designated groups from the general membership of the Board. In addition, Section 5.2 of the bylaws requires that the Chair appoint the chairs of committees, subcommittees, and similar groups, and that the chairs be selected from Board members representing business. Finally, Mark advised the Members of the Board that Section 2.8 of the bylaws requires that each Member of the Board serve on at least one committee, subcommittee, or similar group.

Mark directed the Board's to attention to Handout 4, which describes the roles and responsibilities of each of the newly-formed subcommittees. Mark announced that within the next week the Board will receive an email asking each Member to respond by January 15, 2019 with their first and second choices of subcommittees on which they would like to serve. Mark reminded the Board that members of the Nebraska Partner Council have expressed interest in serving on the Board's subcommittees, which is permitted under Section 5.3(d) of the bylaws. The Council will be submitting its recommendations for Council members who may serve on the Board's newly-formed subcommittees.

Mark advised the Board that prior to the March meeting of the Board, Members will be notified of their subcommittee appointments, as will the Council members.

Agenda item 8. Workforce Development Excellence Award

Mark Moravec reminded the Board that at the Board's last meeting, Members voted to establish a Workforce Development Excellence Award program. As discussed, the program would recognize, on an annual basis, the exceptional contributions or achievements of an individual or organization in the area of workforce development in Nebraska. Mark directed the Board's attention to Handouts 5 and 6: a draft description of the program, including eligibility criteria and nomination and selection procedures; and the draft nomination form, which includes the nomination submission requirements. Discussion regarding the handouts was heard.

James Hanson, Jr. motioned to approve the draft program description and nomination form for publication on the Board's webpage, as discussed. Senator Albrecht seconded the motion. Members of the Board in attendance voted by voice vote on the motion, which carried unanimously.

Agenda item 9. Nebraska Department of Education – Workforce-related Initiatives

Matt Blomstedt presented to the Board on workforce-related initiatives underway at the Nebraska Department of Education. Matt emphasized the importance of dialogue between schools, partners, communities and partners in discussing workforce needs and readying youth for the workforce. Matt described the ongoing activities of reVISION program, a strategic approach for Nebraska schools to analyze Career Education and make adjustments to more effectively prepare students for college and careers. Objectives of the reVISION program include aligning career education programs with workforce needs and economic development to development of our state's talent pipeline; updating current career education programs of study to meet postsecondary education entrance requirements; strengthen career readiness resources and strategies; fortify career guidance initiatives; engage local/regional businesses in career education, programming; and creation of common language between employers and educators. Matt also described activities of iJAG program, which serves in-school youth. The Nebraska Departments of Education and Labor are currently working with Iowa on the iJAG program.

Agenda item 10. Nebraska Equal Opportunity Commission – Employment Discrimination

Marna Munn, Executive Director of the Nebraska Equal Opportunity Commission, presented to the Board, providing an overview of the NEOC, its areas of service in Nebraska, and its regulatory oversight responsibilities. Marna also reviewed employment discrimination statistics from a recent NEOC annual report. Marna noted that the NEOC works primarily with two Federal agencies, Housing and Urban Development and the Equal Opportunity Employment Commission.

Agenda item 11. Employment Joint Partnership Modernization Project – Improving Outcomes for Veterans

Terry Eklund with the Nebraska Department of Labor and Roger Byer with the Veterans Benefits Administration presented to the Board on the Employment Joint Partnership Modernization Project. The program is a collaborative project between the Nebraska Department of Labor and Veteran Administration Vocational Rehabilitation. The purpose of the project is to improve outcomes for Veterans with service-related disabilities. Through this program, Veterans receive comprehensive case management services and support, including resume assistance, labor market information, and job-search assistance.

Agenda item 12. Local Area Reports

Representatives of Nebraska's local workforce development boards presented to the Board regarding their respective dislocated worker programs, addressing three topics described in Handout 7:

1. program design and services;
2. program funding; and
3. one successful program initiative implemented by the local board during Program Year 2017 (July 1, 2017 – June 30, 2018).

Carol Swigart and Charisa Price-Wells presented on behalf of the Greater Lincoln Workforce Development Board; Lisa Wilson presented on behalf of the Greater Nebraska Workforce Development Board; and James Hanson, Jr. presented on behalf of the Greater Omaha Workforce Development Board.

Agenda item 13. 2018 – 2019 Meeting Locations

Members of the Board discussed locations for the 2018 – 2019 meetings of the Board. Mark directed the Boards attention to an updated version Appendix 7 to the Board Membership Manual, which provides a finalized date, time, and location for each of the meetings, all of which are scheduled to be held at the Administrative Services Building location at 1526 K Street, Lincoln, Nebraska. This location was chosen because provides the ability to live stream meetings and create recordings of meetings. Members of the Board discussed the possibility of live streaming future meetings of the Board and publishing recordings of the meetings on a YouTube channel that would be created for the Board.

Lisa Wilson motioned to approve the meeting locations, live streaming of meetings, and publication of recordings of meetings on a YouTube channel. Jennifer Sedlacek seconded the motion. Members of the Board in attendance voted by voice vote on the motion, which carried unanimously.

Agenda item 14. Member Updates

Chair Moravec asked Members of the Board for updates on their respective industries or organizations and local workforce development area activities for the Members who also serve on local workforce development Boards. Members of the Board provided updates as requested.

Agenda item 15. Public Comment

Chair Moravec opened the floor for public comment. No public comments were made.

Agenda item 16. Adjournment

Chair Moravec asked for a motion to adjourn the meeting. James Hanson, Jr. motioned that the meeting be adjourned, and Becky Stitt seconded the motion. Members of the Board in attendance voted by voice vote on the motion, which carried unanimously. The meeting adjourned at approximately 11:30a.