

Pam Lancaster  
CEOB Chair

Lisa Wilson  
GNWDB Chair

# Meeting Minutes – Greater Nebraska Chief Elected Officials Board

**Thursday, May 25, 2017**

**LOCATION** Fairfield Inn & Suites, 805 Allen Drive, Grand Island, Nebraska 68803

**DURATION** 9:30 – 11:30 AM

## **CALL TO ORDER:**

Pamela Lancaster called the meeting of the Greater Nebraska Chief Elected Officials Board Meeting to order at 9:31 am on Thursday, May 25<sup>th</sup>.

## **ROLL CALL:**

**PAM:** Wendy, for the purposes of establishing a quorum, would you please call the roll?

## **PRESENT (7):**

Jack Anderson  
Stanley Clouse  
Kent Greenwalt  
Hal Haeker  
Joe Hewgley - Arrived at 9:56 am  
Pamela Lancaster  
Christian Ohl

## **ABSENT (3):**

John Fagot  
Hilary Maricle  
William Stewart

**Quorum was established at this meeting.**

**STAFF AND GUESTS:** Shannon Grotrian (NDOL), Dylan Wren (NDOL), Thomas Ukinski (NDOL), Wendy Sieler (NDOL)

## **NOTICE OF PUBLICATION:**

Pam asked Wendy to read to Notice of Publication.

“Adequate legal notice of this meeting was posted in the Beatrice Daily Sun, Columbus Telegram, Grand Island Independent, Hastings Tribune, Kearney Hub, Norfolk Daily News, North Platte Telegraph, Scottsbluff Star-Herald, and the Sidney Sun-Telegraph. Let the record reflect that the notice was published in accordance with the open meeting law requirement and published in the Greater Nebraska area. A copy of the Nebraska Open Meetings Law is available at this meeting and can be obtained from the legal counsel or administrative staff”.

### **APPROVAL OF MINUTES:**

**PAM:** The next Agenda item is Approval of the Minutes. All of you have received the meeting minutes for the February 6, 2017 meeting for review in a separate packet. Are there any corrections to the minutes of the Greater Nebraska Chief Elected Officials’ Board Meeting?

### **\*MOTION:**

Pam entertained a motion to approve the minutes of the February 6th, 2017 Chief Elected Officials’ Board Meeting.

Jack Andersen made the motion and Kent Greenwalt seconded the motion.

**Motion carried with a voice vote.**

### **ANNOUNCEMENTS:**

#### **Terri Jo Sautter**

Terri Jo Sautter, a former Youth Council Member passed away on March 29, 2017. We have included her memorial in your booklet on page 53. On behalf the Workforce Development and Chief Elected Officials’ Board, the Administrative Entity sent a card to Terri’s family.

#### **Joan Modrell**

Pam announced Joan Modrell’s retirement. Joan is the Director of Employment and Training at the Nebraska Department of Labor.

#### **New Greater Nebraska Workforce Development Board Members**

As of February 6, 2017 there are two new Greater Nebraska Workforce Development Board members. Their bios on page 52 of the meeting booklet.

**Kim Schumacher** is the Human Resources Manager at Cargill, Inc. Kim is currently on the Board of Directors for Teammates mentoring organization and Columbus Area United Way.

**Matt Gotschall** is currently the Columbus Campus President for Central Community College and he specializes in training and workforce development. Matt has served for over 25 years in higher education institutions in Nebraska and Kansas.

### **York Service Strategy**

Pam announced that there have been some changes with the York NDOL office service strategy in regards to employment services. The employment services workforce coordinator will be stationed in Beatrice instead of York. The WIOA (Adult, DLW and Youth) strategy will remain the same and will continue to be housed out of Beatrice for Region 4. Region 4 workforce coordinators will continue to recruit and serve WIOA participants directly out of York. WIOA will continue to use the current space in York. This means the location and schedule of services remains the same for WIOA activities and meetings with clients.

Pam asked for some more information. Dylan asked the regional manager, Karen Stohs, to clarify. Karen said that the York office handled Seward, York and Fillmore counties. She said that the Beatrice office would serve those communities. Pam asked who it would affect. Karen said only one staff member would be affected and no clients should be affected.

### **Career Pathways Institute**

Pam announced that the board originally planned on touring the Career Pathways Institute in Grand Island after the Board meeting but it had been canceled. Pam said that if anyone has the opportunity to visit career pathways institute they should.

#### **OLD BUSINESS:**

There was no old business to be discussed.

#### **NEW BUSINESS:**

Dylan Wren gave updates on Labor Market Trends, Reduced PY17 Funds, Return Funds for PY14/PY15 and local area designations.

### **Administrative Entity**

**Dylan Wren**

**6a – Labor Market Trends (page 19)**

Dylan pointed out that page 19, item 6a of the meeting booklet lays out the Labor Market Trends for Greater Nebraska, Greater Omaha and Greater Lincoln. The first table shows the Number of Unemployed per Job Opening in the three areas. The second table shows Employment Wage Statistics for the three areas. The third table shows the Labor Force, Employment and Unemployment Distribution. The fourth table shows the Industries with the highest number of job openings advertised on NEworks. These industries include Healthcare & Social Assistance, Retail Trade, Manufacturing and Finance & Insurance.

Dylan said there are jobs out there for those who are unemployed. It is just a matter of whether or not their skills match up with those jobs. Greater Omaha labor market information was confidential and not able to be shared.

### **6b – Reduced PY17 Funding (page 21)**

Dylan announced that the Administrative Entity had to adjust the budget in the Local and Regional Plan. The Plan has been modified and submitted to the state. This is just a minor reduction. Omaha and Lincoln also both had reduction in funds.

On behalf of the Greater Nebraska Local Area, the Administrative Entity submitted a plan revision in order to comply with WIOA Issuance 16-04, change 1 dated April 21, 2017 and WIOA Issuance 15-05, change 2 dated May 11, 2017 which reduces Fiscal Year (FY) 2017 Advance Funding levels to Greater Nebraska by -\$719 for the Adult program and -\$505 for the Dislocated Worker Program. Adult and Dislocated Worker program funds have been subtracted from our Local Plan.

### **6c – Return Funds PY14/PY15 (page 20)**

Funds allocated to local workforce development areas (local areas) for a program year for the WIOA Title IB Adult, Dislocated Worker, and Youth programs are available for expenditure by the local workforce development board (local board) during that program year and one (1) succeeding program year. Funds not expended during this two (2) year period of performance must be returned to the Nebraska Department of Labor (NDOL).

As required under 20 CFR § 683.110(c)(2), the board must return the unexpended amounts summarized below:

The Greater Nebraska Workforce Development Board must return \$3.15 in PY 2014 funds and \$33.78 in FY 2015 funds. Two years to spend funds. Finance wasn't able to connect that amount of money with a particular source.

### **\*MOTION:**

### **6d3 – Local Area Designation\* (page 25)**

The Commissioner of Labor is asking the board to vote to extend the initial designation for Greater Nebraska, this means keeping all 88 counties in the local area.

Please note that the Commissioner intends to start talks this summer about realigning the local areas. Local areas may be realigned to reflect the regional planning areas which would become effective July 1, 2018.

Pam entertained a motion to extend the current local area destination for Greater Nebraska.

Kent Greenwalt made the motion and Jack Andersen seconded the motion. Pam asked Wendy to call the roll.

**FOR (6):**

Jack Anderson  
Stanley Clouse  
Kent Greenwalt  
Hal Haeker  
Pamela Lancaster  
Christian Ohl

**AGAINST(0):**

**ABSENT(4):**

John Fagot  
Joe Hewgley  
Hilary Maricle  
William Stewart

**Motion carried.**

**\*MOTION:**

**6d2 –Board Certification and Attendance (page 22 - 23)**

Dylan announced that the Administrative Entity was advised by the State to recertify the board members and revise information such as policy making authority, determination category of membership, nominating entity and a few other details. The Administrative Entity is currently working on this to ensure that all the information is up to date and accurate. Dylan pointed out that some members needed to show that they have optimum policy making authority.

Dylan announced that there is a GNWDB Member that has consecutively missed the last four GNWDB meetings (more than a year's worth of meetings). The Administrative Entity and the Columbus Office Manager, Bernie Hansen has made several attempts to contact this member. Neither party has been able to successfully visit with her about her continued participation on the board.

Section 2. Appointment and Removal of the GNWDB Bylaws does not address what to do in such situations.

Dylan said that it is vital that members participate and that he understands that it isn't always possible to attend these meetings. Members that choose not to contribute, are actively hindering the board from forming a quorum and managing the business of Greater Nebraska.

Dylan asked if the CEOB would like to take any action at this time.

Pam mentioned that there are people who are striving to stay on the board and then this board member who has not participated. Dylan pointed out that the other board members have gone above and beyond with board participation.

**\*MOTION:**

Stanly Clouse made a motion to replace this member of the board. Joe Hewgley seconded the motion. Pam asked Wendy to call the roll.

**FOR (6):**

Jack Anderson  
Stanley Clouse  
Kent Greenwalt  
Hal Haeker  
Pamela Lancaster  
Christian Ohl  
Joe Hewgley

**AGAINST(0):**

**ABSENT(3):**

John Fagot  
Hilary Maricle  
William Stewart

**Motion carried.**

**6e - Overview of Activities**

Dylan gave an overview of activities. The GNWDB has submitted their local plan and Tri-Cities Regional plan to State WIOA. Last month both the Grand Island and Beatrice American Job Centers were conditionally certified by the Executive Committee.

Memorandums of Understanding have been sent out to each required AJC partner. Dylan pointed out that the MOUs are the backbone to the Local and Regional Plan,

ended up at 56 pages which is much larger than typical MOUs. Dylan said that State WIOA will be reviewing the MOU and the Administrative Entity is waiting for feedback.

The Administrative Entity has started the Scottsbluff Regional Plan and will be creating plans for Columbus, Norfolk, and North Platte this year as well. Pam said that she, Dylan, Shannon and Joan Modrell met the week before to discuss the Grand Island Chamber's interest in the Request for Proposal for the One-Stop Operator. Information was requested from the chamber but they did not submit a proposal. Pam called the Grand Island Chamber and spoke with Cindy Johnson. Pam said that the Chamber was very intrigued but they were concerned about the time it would take and the funds required. Cindy had some people in mind that might be a good fit for the position.

Joe Hewgley asked if Greater Nebraska was the only region having trouble finding a One-Stop Operator. Dylan pointed out that Lincoln had issued an RFP and did not receive any bids. Joe asked if anyone had been solicited to fill the position. Dylan pointed out the Commissioner of Labor is looking into Nebraska Department of Economic Development for filling the position. Dylan said that it is possible that NDOL will have to hire a full time employee.

Under WIA, the managers functioned as a One-Stop in their offices. Under WIOA all partners have to be involved. Greater Nebraska's One-Stop budget is for \$144,000. Christian asked what would happen if that date is not met. Dylan said that someone would be hired internally, most likely based in Grand Island.

Dylan announced the American Job Center Certifications. The Grand Island and Beatrice American Job Centers are now both conditionally certified. Beatrice has the most partners co-located. Dylan said that the other affiliated sites could be certified. Dylan said that he does not recommend certifying those sites. There is a lot paperwork tied into it and a team has to be sent to each site.

Dylan pointed out that the Executive Committee has met several times on very short notice. The board has gone above and beyond expectations and have been very supportive.

Dylan asked if there were any questions about the activities mentioned. There were none.

**PUBLIC COMMENT:**

There was no public comment.

**MEETING DATES:**

October 26, 2017 - GNWDB and CEOB - Location TBD

January 18, 2018 - GNWDB and CEOB - Location TBD

May 24, 2018 - GNWDB and CEOB - Location TBD

October 18, 2018 - GNWDB and CEOB - Location TBD

**ADJOURNMENT:**

**\*MOTION**

Pam entertained a motion to adjourn the Greater Nebraska Chief Elected Officials Board Meeting on May 25<sup>th</sup>, 2017 at 10:25.

Christian Ohl made the motion and Kent Greenwalt seconded the motion.

**Motion carried with a voice vote.**