

Nebraska

Workforce Development Board

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Nebraska Workforce Development Board Meeting Minutes April 14, 2017

Agenda Item 1: Call to Order

Chair Mark Moravec called the Nebraska Workforce Development Board (NWDB) meeting to order on January 27, 2017, at 9:35 am at The Lincoln Marriott Cornhusker Hotel, 333 S. 13th St., Lincoln, Nebraska.

Agenda Item 2: Roll Call

Sarah Schoen, Administrative Assistant, called the roll. There was discussion as to whether or not a quorum was established and after reviewing the bylaws and consulting with Katie Thurber, Nebraska Department of Labor General Counsel, it was determined that a quorum was established.

Members Present (12):

John Albin	James Hanson, Jr.	Jennifer Sedlacek
Bradley Bird	Mark Moravec	Becky Stitt
Brian Deakin	Terri Ridder	Carol Swigart
Allan Hale	Bradley Schroeder	Lisa Wilson

Members Absent (10)

Tammie Beck	Michael Geary	Courtney Phillips
Matthew Blomstedt	Susan Martin	Governor Pete Ricketts
Courtney Dentlinger	Don Nordell	
Jason Feldhaus	Michelle Olson	

Nebraska Department of Labor (NDOL) Staff in Attendance:

Deb Andersen, Policy Coordinator, Office of Employment & Training
Angela Hansen-Kruse, Administrator of Workforce Services, Office of Employment & Training
Joan Modrell, Director, Office of Employment & Training
Sarah Schoen, Administrative Assistant, Office of Employment & Training
Katie Thurber, General Counsel

Guests in Attendance:

Danna Bacon, Job Training Program Coordinator, Office of Employment & Training, NDOL
Tori Conley, Heartland Workforce Solutions, Greater Omaha Workforce Development Area
Gary Hamer, Consultant, Invest Nebraska
Erin Porterfield, Heartland Workforce Solutions, Greater Omaha Workforce Development Area
Alejandra Sinecio, Heartland Workforce Solutions, Greater Omaha Workforce Development Area
Dylan Wren, Program Coordinator, Greater Nebraska Workforce Development Area

Agenda Item 3: Notice of Publication

Sarah Schoen announced that Notice of Public Meeting was duly published in the Beatrice Daily Sun, Grand Island Independent, Lincoln Journal Star, North Platte Telegraph, Omaha World Herald, and the Scottsbluff Star-Herald in accordance with the Nebraska Open Meetings Act. Copies of the Act were available from Legal Counsel or administrative staff.

Agenda Item 4: Approval of Minutes

Carol Swigart motioned to approve the minutes of the January 27, 2017 meeting (Handout #1). Bradley Bird seconded the motion. All members present voted by voice vote to approve the motion, which carried unanimously.

Chair Moravec announced that meeting agendas, minutes, and handouts for meetings of the full board and standing committees are available on the NDOL website at www.dol.nebraska.gov under the heading "Workforce Innovation and Opportunity Act (WIOA)."

Agenda Item 5: Old Business

A. Approval of October 21, 2016 Meeting Minutes

Becky Stitt motioned to approve the minutes of the October 21, 2016 meeting. Bradley Schroeder seconded the motion. All members present voted by voice vote to approve the motion, which carried unanimously.

B. Finalize Bylaws

Chair Moravec directed the attention of the members of the NWDB to Handout #3, a draft of the NWDB Bylaws showing the proposed revisions that will bring the Bylaws into compliance with the requirements of 20 CFR § 679.110(d).

Joan Modrell commented on one of the proposed revisions, that an NWDB member could send a designee to attend a meeting of the full NWDB on his or her behalf; however, that designee would be unable to vote on behalf of the absent member.

The question was raised as to whether or not NWDB meetings could take place via video conferencing, Skype, etc. Joan stated that the proposed revisions to the Bylaws do permit the conduct of meeting by electronic means. From a practical standpoint, however, this is unlikely to occur due to the difficulty of replicating the meeting in different locations at the same time. Further research into this option was recommended.

James Hanson Jr. motioned for the NWDB to approve the proposed revisions to the NWDB Bylaws. Terri Ridder seconded the motion. All members present voted by roll call vote to approve the motion, which carried unanimously.

C. Year-to-Date WIOA Info-Facts

Joan Modrell provided an update on Program Year 2016 WIOA Title I activities including enrollment and program expenditure rates among the local workforce development areas.

John Albin, Commissioner, NDOL, asked Joan to provide an update on the release of WIOA Title IB Youth Program funds for Program Year 2017.

Joan stated that a program year runs from July 1 – June 30 but because of youth programming and summer activities, it was written into legislation that WIOA Title IB Youth Program funding may be allocated as early as April 1. This year, however, the U.S. Department of Labor has not yet released the funds, pending the passage of a continuing resolution or budget.

Agenda Item 6: New Business

A. Bylaw Reminder RE: Board Member Meeting Attendance

Joan Modrell reminded the NWDB members that meeting attendance is reviewed annually in order to provide recommendations to the Governor on NWDB appointments. Joan stated that the NWDB bylaws require members to notify the NWDB Chair or the Chair's designee of the member's inability to attend a scheduled meeting of the NWDB. Joan provided the NWDB with a listing of the members' attendance for 2016 and 2017.

B. Plan Modifications

Chair Moravec informed the Board that there were two requests for local area plan modifications. Greater Omaha and Greater Nebraska Workforce Development Boards requested approval of local plan modifications to transfer funds from their WIOA Dislocated Worker program to their Adult program.

James Hanson Jr. motioned for the NWDB to approve the Greater Omaha Workforce Development Board local plan modification to transfer \$175,000.00 in Dislocated Worker program funds to the Adult program. Carol Swigart seconded the motion. All members present voted by roll call vote to approve the motion, which carried unanimously.

Bradley Schroeder motioned for the NWDB to approve the Greater Nebraska Workforce Development Board local plan modification to transfer \$150,000.00 in Dislocated Worker program funds to the Adult program. Brian Deakin seconded the motion. All members present voted by roll call vote to approve the motion, which carried unanimously.

C. Local Workforce Development Board Certifications

Chair Moravec stated this agenda item will be deferred for action by the NWDB until the June 23, 2017 meeting as the state needs to consult with representatives of the local workforce development areas prior to making a recommendation to the NWDB on certification of local workforce development boards.

D. System Alignment Committee Report

Chair Moravec introduced Becky Stitt, Chair of the System Alignment Committee, who provided the System Alignment Committee report.

1. Eligible Training Provider List

Becky stated that the Eligible Training Provider List is now available on NEworks, and training providers who are interested in having their programs added to the list can now apply online.

NDOL hosted three webinars for training providers on navigation of the NEworks system and posted a recorded version of the webinar on NDOL's YouTube channel as an on-demand resource for not only training providers but the public as well.

Becky also stated that the Nebraska's Eligible Training Provider List continues to grow. As of April 1, 2017, the list includes:

- Eight sponsors of Registered Apprenticeships and 25 Registered Apprenticeship Programs;
- 23 Eligible Training Providers and 549 approved programs, 429 of which are linked to H3 occupations.

H3 refers to high wage, high skill, and high-demand.

During March, 14 Eligible Training Providers reapplied for continued eligibility for 83 programs. All of the programs were approved and their continued eligibility began April 1, 2017. In addition, several providers submitted applications for new programs and those applications are under review during this current review cycle.

Becky went on to say that on a biannual basis NDOL notifies the sponsors of active Nebraska Registered Apprenticeship programs of their automatic eligibility for inclusion on the Eligible Training Provider List. 73 sponsors were contacted.

In February, NDOL met with representatives from six trade unions that sponsor Registered Apprenticeship programs in eastern Nebraska to provide information on the Eligible Training Provider List.

2. State Funding Mechanism: Budget Formula

Becky stated the NWDB is tasked with making a recommendation to the Governor on the formula to be used under the state funding mechanism when a local board has not reached consensus with all required one-stop partners on the overall budget for its local workforce delivery system. Becky reminded the NWDB that the System Alignment Committee is responsible for making a recommendation to the NWDB on that budget formula and that the Committee has made progress on its development.

Becky advised the NWDB that the Committee met on February 22, 2017 and discussed formula options. The formula the Committee recommended is based on the following:

- The overall budget from the previous program year for the applicable local workforce delivery system; and
- The materials provided to NDOL by the local board from the failed MOU and annual funding agreement negotiations.

Becky went on to say that when a local board fails to reach consensus with all required one-stop partners in its local area the local board is required to notify NDOL. That notification triggers the state funding mechanism for that local area. The local board provides the materials from the failed MOU and funding agreement negotiations with its notification to NDOL. If the materials provided by the local board do not include an appropriate or agreed-upon overall budget, the budget formula is used to determine the budget for the local workforce delivery system for the program year. The formula determines the local area budget for infrastructure costs only.

To calculate the budget, the overall budget from previous program year is adjusted by subtracting all of the following:

- Non-infrastructure costs;
- Costs charged to non-required one-stop partners and Native American programs; and
- Alternative funding that defrays infrastructure costs.

The resulting amount is the budget for infrastructure costs for that local workforce delivery system for that program year.

The proposed formula also includes an option to increase the resulting budget by 3% if warranted, based on the negotiation materials provided by the local board. Becky stated that the System Alignment Committee recommends approval of this budget formula for determining the local area budget for infrastructure costs under the state funding mechanism.

Carol Swigart motioned for the Board to approve the System Alignment Committee's budget formula recommendation. Bradley Schroeder seconded the motion. All members present voted by roll call vote to approve the motion, which carried unanimously.

3. Regional and Local Plans

Becky reminded the NWDB that the System Alignment Committee meets to review Chapters 4, 5 and 6 of each regional and local plan on May 24, 2017.

- Chapter 4 of each plan centers on operating systems and policies;
- Chapter 5 focuses on performance goals and evaluation; and
- Chapter 6, which is both a regional and local component, is the technical requirements and assurances part of the plan.

Becky shared that the review of the regional and local plans is a very important milestone along the path toward the establishment of a workforce system that delivers statewide coordinated, proactive, responsive and adaptable services for jobseekers and employers in order to maximize opportunities for earning, learning and living. For that reason, she strongly encouraged each of the System Alignment Committee members to participate in the May 24th review.

E. Strategic Direction Committee Report

Chair Moravec introduced Brian Deakin, Chair of the Strategic Direction Committee, who provided the Strategic Direction Committee report.

1. Regional and Local Plans

Brian stated the regional and local plans are an important component in building a strong workforce system and encouraged the Strategic Direction Committee members to spend some time reading the plans.

Brian informed the NWDB that the Strategic Direction Committee is scheduled to meet on June 8, 2017 to review the regional components addressed in Chapters 1 – 3 along with Chapter 6.

- Chapter 1 is an economic and workforce analysis of the region;
- Chapter 2 covers the regional vision, goals and strategies; and
- Chapter 3 focuses on the integration of strategies and services.

Brian next shared an updated timeline for the Regional and Local plans.

- March 15, 2017: All three local areas successfully submitted their plans to the state by this deadline.
- March 31, 2017: The original timeline had the state completing their review of the three plans with comments back to the local areas no later than April 15, 2017. However, the state expedited its review of the plans and provided feedback to the local areas by March 31, 2017 so they would have an additional two weeks to modify their plans.
- Week of April 3, 2017: The state provided technical assistance to local area representatives to discuss how to address deficiencies and recommendations identified in the plans.
- May 15, 2017: Local boards must resubmit their plans to the state.
- May 24, 2017: System Alignment Committee completes its review of the plans.
- June 8, 2017: Strategic Direction Committee completes its review of the plans.
- June 23, 2017: The NWDB completes its final review of the plans and makes its recommendation to the Governor.
- June 30, 2017: The Governor's determination is made.

2. Next Generation Industry Partnerships

Brian provided an update on Nebraska's Next Generation Industry Partnership initiative, stating that much has happened since the January meeting of the NWDB. Two convening's of regional public sector partners were held to kick off initiatives in the Panhandle and Central regions.

The first convening was held on April 12, 2017 in Scottsbluff with about 40 in attendance. The second convening took place on April 13, 2017 in Kearney with approximately 45 in attendance. Both sessions had a mix of state, regional and local representatives from workforce, economic development, education, chambers of commerce and municipalities.

Brian commented that the purpose of the convenings was to train the regional public sector partners on the "What and Why" of Next Generation Industry Partnerships, including:

- How to build regional support; and
- How to prepare, launch, implement and sustain industry partnerships.

In addition, partners reviewed a significant amount of regional labor market information including industry, occupation, wage and demographic data to identify the best industry with critical mass for the initial launch.

Each convening concluded with a “Next Steps” discussion related to commitments, timelines and priorities.

Brian stated that Becky Stitt attended the April 12 session in Scottsbluff, and he attended the April 13 session in Kearney, commenting that it was exciting to see the interest and enthusiasm from everyone in attendance and hopes Nebraska can keep building on that momentum through the kick-off meetings and the first industry launch.

Joan Modrell next gave a more in depth review of the Next Generation Industry Partnership initiative and the framework for success that is needed to continue to move this initiative forward.

3. Nebraska Framework for Implementation

Brian next introduced Lindsey Woolsey and Emily Lesh who facilitated the two Next Generation Industry Partnership training sessions.

Lindsey and Emily discussed the next steps in moving Nebraska's Next Generation Industry Partnership initiative forward and the NWDB's role in this important initiative. Lindsey and Emily will continue to facilitate Nebraska's initiative and assist Nebraska with staying on track with regard to timelines, etc. in order to ensure this initiative is a success. They stress that momentum is key and that it is imperative to keep the momentum moving forward and not let there be a lull. More information on Next Generation Industry Partnerships is accessible at <http://www.nextgensectorpartnerships.com/>.

F. Hazardous Occupations – Employing Youth 16 & Older

Chair Moravec next introduced Katie Thurber, General Counsel, NDOL, to speak to the NWDB on the topic of Hazardous Occupations – Employing Youth 16 and older.

Katie shared that NDOL partnered with the Nebraska Department of Economic Development and the Nebraska Department of Education in an effort to get 16-18 year olds into the workplace. Katie stated that this discussion started specifically with the manufacturing sector and identification of which occupations are acceptable and not acceptable forms of employment in terms of workplace safety. Katie suggested the NWDB members visit <http://www.nebraskaworkplaceexperiences.com/> for more information.

G. Next Board Meeting: June 23, 2017

Chair Moravec stated the next meeting is scheduled for June 23, 2017. The time and location for this meeting will be decided upon in the near future.

Agenda Item 7: Public Comment

Chair Moravec asked if there were any questions or comments from the public. There were none.

Before moving to adjourn the meeting, Chair Moravec recognized Joan Modrell for her individual contribution to the success of Nebraska's workforce system. Joan will be retiring on June 9, 2017, which meant this meeting of the NWDB was Joan's last. Chair Moravec went on to say that Joan has served with the Nebraska Department of Labor for nearly 30 years, wearing many different hats. Her dedication to and passion for the ongoing growth and development of Nebraska's workforce system is nothing short of remarkable and she will be sorely missed.

Joan took the opportunity to thank the NWDB members for their service and stated it has been a pleasure working with each one of them.

Agenda Item 8: Adjournment

Chair Moravec asked if there was motion to adjourn the meeting.

Jennifer Sedlacek motioned to adjourn the meeting. James Hanson Jr. seconded the motion. All members present voted by voice vote to adjourn the meeting. The motion carried unanimously.

Meeting adjourned at 11:36 a.m.