



Greater Nebraska Workforce Development Board and Chief Elected Officials Board

Meeting Materials — **January 18, 2018**
Broken Bow, Nebraska



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Adverse Winter Weather Plan

We encourage board members and staff to decide if their driving skills, the condition of their vehicle, the weather conditions, or the road conditions are such that they could travel to the meeting safely. **In the event that you determine travel is not safe, please notify administrative staff immediately via text, email, or phone.** We will do our best to continually calculate quorum and cancel the meetings as soon as possible if we will not be able to form a quorum. Since most members and staff will be arriving on January 17, a reasonable determination could be expected to be made on the viability of the meetings by Tuesday, January 16. **Please send us your preferred contact number in the event the meetings must be canceled.**

402-405-6791

NDOL.GreaterNebraska@Nebraska.gov

Welcome to Broken Bow

January 18, 2018

The community of Broken Bow is pleased to have the opportunity to host the January meeting of the Greater Nebraska Workforce Development Board and Chief Elected Officials Board.

In Broken Bow, we are rooted. But not standing still. And like my city, our Boards and the Local Area have established roots in the last year with the implementation of WIOA. As we begin a new year, we have the opportunity to assist the Greater Nebraska Workforce Development Area in moving forward in important ways. We will implement policies that will directly impact individuals anticipated to be affected by the layoffs within the region over the coming months. The Chief Elected Officials will also be making appointments to the workforce board, allowing the board to continue serving the citizens of the Greater Nebraska Workforce Development Area.

While you are in Broken Bow, I invite you to tour the BD plant, as well as take some time to enjoy the many businesses in and around our historic city square. During your stay, you are also invited to enjoy a reception on the evening of January 17th from 5 to 7:30 p.m. at the Cobblestone Hotel & Suites, a great opportunity to network and reflect on the activities of the last year.

I am excited for the year ahead and all of the great work that we are privileged to help facilitate. Welcome to Broken Bow, and please contact the administrative staff if there is anything we can do to make your visit here more pleasant.



Jill Smith

Vice Chair, Greater Nebraska Workforce Development Board
Human Resource Manager, BD

Tour

LOCATION Becton Dickinson & Co, 150 S 1st Ave, Broken Bow, NE 68822 (Front Desk)

DURATION 9-10 a.m.

Committee Agendas

LOCATION Nebraska One Box Convention Center, 2750 South 27th Avenue, Broken Bow, NE 68822

DURATION 10:20 - 11:20 a.m.

* Requires motion and vote.

Strategic Planning Committee

Committee Chair: Chris Callihan

Committee Members: Erin Brandyberry, Alicia Fries, Matt Gotschall, Roy Lamb II, Dan Mauk, Denise Pfeifer, Kim Schumacher

Duties: Employee Engagement, Sector Strategies, Developing Career Pathways, Grant Development, Financial Monitoring, Board Bylaws, Regional Planning

1. Welcome
2. Review of Minutes* (page 30) **Chris Callihan**
3. Old Business
4. New Business
 - a. Finance Report (page 31) **Shannon Grotrian**
 - b. Sector Strategies in Southeast, Central, Northeast, and Panhandle (page 32) **Linda Black**
 - c. Bylaws* (page 35) **Shannon Grotrian**
5. Adjournment* **Chris Callihan**

System Coordination Committee

Committee Chair: Stacey Weaver

Committee Members: Elaine Anderson, Wayne Brozek, Ann Chambers, Stacey Weaver, Gary Kelly, Greta Kickland, Charlene Lant, Kelsey Miller

Duties: Performance; One-Stop System; Youth Program; Accessibility, Equal Opportunity, Non-discrimination; Policy Alignment, Local Plan

* Requires motion and vote.

1. Welcome

2. Review of Minutes* (page 43)

Stacey Weaver

3. Old Business

4. New Business

- a. Performance & Enrollments (page 36)
- b. Customer Satisfaction Survey Results (page 44)
- c. Youth Cohort (page 48)
- d. Mass Layoff Policy* (page 48)
- e. Relocation Assistance Policy* (page 51)
- f. Contracting with Training Providers Policy* (page 53)
- g. Work-based Learning Policy* (page 55)

Dylan Wren

5. Adjournment*

Stacey Weaver

Working Lunch

LOCATION Nebraska One Box Convention Center, 2750 South 27th Avenue, Broken Bow, NE 68822

DURATION 11:30 - 12:30 p.m.

PRESENTATION

Kaci Johnson, Mid-Plains Community College

Board Agenda

LOCATION Nebraska One Box Convention Center, 2750 South 27th Avenue, Broken Bow, NE 68822

CHIEF ELECTED OFFICIALS 12:45– 2:15pm

WORKFORCE DEVELOPMENT 12:45– 2:15pm

* Requires a motion by GNWDB ** Requires a motion by CEOB *** Requires a motion by both boards

1. Call to Order
Lisa Wilson
Pam Lancaster
2. Roll Call
Lisa Wilson
Pam Lancaster
3. Notice of Publications
Wendy Sieler
4. Approval of Minutes
A. Greater Nebraska Workforce Development Board* (page 7)
Lisa Wilson
B. Chief Elected Officials Board (page 11)**
Pam Lancaster
5. Old Business
Lisa Wilson
Pam Lancaster
6. New Business
Administrative Entity
A. Roles and Responsibilities of CEOB (page 14)
B. Labor Market Information (page 16)
C. State Monitor Review (page 27)
D. Appointment to Workforce Board (page 28)**
E. Reappointments to Workforce Board (page 28)**
Strategic Planning Committee
F. Finance Report (page 31)
G. Sector Strategies (Southeast, Central, Northeast, and Panhandle) (page 32)
H. Bylaws*** (page 35)
Chris Callihan
System Coordination Committee
I. Performance & Enrollments (page 44)
J. Customer Satisfaction Survey Results (page 48)
K. Youth Cohort (page 48)
L. Mass Layoff Policy* (page 51)
M. Relocation Assistance Policy* (page 53)
N. Contracting with Training Providers Policy* (page 53)
O. Work-based Learning Policy* (page 55)
Stacey Weaver
Apprenticeships
P. Update
Scott Asmus
One-Stop Operator
Q. Update
Linda Black
7. Public Comment
Lisa Wilson
Pam Lancaster
8. Upcoming Meetings
Lisa Wilson
Pam Lancaster
9. Adjournment* **
Lisa Wilson
Pam Lancaster

Board Minutes

Agenda Item **GNWDB 4A**: Motion to Approve Minutes

GNWDB Board Meeting Minutes

October 26, 2017; 10:10 – 11:35 a.m.
Central Community College – Hastings Campus
Dawson Building – Room 163 (Cedar Room)
550 S Technical Blvd Hastings, NE 68902

Call to Order:

GNWDB Chair Lisa Wilson called the meeting of the Greater Nebraska Workforce Development Board's Executive Committee to order at approximately 10:10 a.m. on Thursday, October 26th, 2017.

Roll Call:

Staff Assistant, Wendy Sieler called the roll for the Greater Nebraska Workforce Development Board. A quorum was established.

Present (14)

Roy Lamb II	Gary Kelly	Alicia Fries
Denise Pfeifer	Charlene Lant	Kim Schumacher
Jill Smith	Elaine Anderson	Matt Gotschall
Stacey Weaver	Way Brozek	
Lisa Wilson	Ann Chambers	

Absent (5)

Kelsey Miller	Dan Mauk
Greta Kickland	Chris Callihan

Nebraska Department of Labor (NDOL) Staff in Attendance (4):

Shannon Grotrian, Workforce Services Administrator
Dylan Wren, Program Coordinator
Thomas Ukinski, Legal Counsel
Wendy Sieler, Staff Assistant

Guests (10):

John Albin, Commissioner of Labor, Nebraska Department of Labor
Linda Black, Nebraska Department of Economic Development
Courtney Dentlinger, Nebraska Department of Economic Development
Bernie Hansen, Nebraska Department of Labor
Becky Maggart, Nebraska Department of Labor
Pat Comfort, Nebraska Department of Labor

Karen Stohs, Nebraska Department of Labor
Randy Kissinger, Nebraska Department of Labor
Mary Kay Versen, WNCC
Erin Brandyberry, Nebraska Commission for the Blind and Visually Impaired

Notice of Publication:

Wendy Sieler announced that adequate legal notice of this meeting was posted in the Columbus Telegram, Grand Island Independent, Beatrice Daily News, Hastings Tribune, Kearney Hub, Norfolk Daily News, North Platte Telegraph, and the Scottsbluff Star-Herald. 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.

***MOTION: Approval of Minutes:**

Lisa Wilson motioned to approve the minutes for the May 25th, 2017 Greater Nebraska Workforce Development Board Meeting. *Gary Kelly made the motion and Matt Gotschall seconded. All members present voted by a voice vote to approve the motion with some corrections made, which carried unanimously.*

Announcements:

Lisa Wilson announced that Cristina Thaut had accepted a job with the Asian Center in Lincoln and will no longer be serving on the Greater Nebraska Workforce Development Board.

Old Business:

Local Plan Modification: Approve Local Infrastructure Funding Agreement

Dylan Wren, Program Coordinator, gave an overview of Local Infrastructure Funding Agreement.

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the Local Infrastructure Funding Agreement with the adjustment to remove "common space" from the formula. *Stacey Weaver made the motion and Wayne Brozek seconded the motion. All Board members present voted by a roll call vote to approve the motion. The motion carried with 10 votes "for" and 3 abstentions.*

New Business:

Labor Market Information

Dylan Wren updated the Board with the most recent Labor Market Information for Greater Nebraska including unemployment rates and the top industry sectors in each Micropolitan Area.

Regional Activities

Dylan Wren updated the Board with recent accomplishments in Greater Nebraska. These activities included Registered Apprenticeships in Albion and Wayne, SNAP/NDOL partnership expanded to Columbus and Hastings, Regional Planning in Norfolk and Columbus, and Industry Partnerships in Nebraska City and Columbus.

Plan Modification: Transfer of Funds

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the transfer of \$200,000 from the Dislocated Worker program to the Adult Program. *Charlene Lant made the motion and Jill Smith seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Plan Revision: Sole Source Procurement

Dylan Wren notified the Board that because no bids were received for the role of the One Stop Operator, that they would need to document in the Local and Regional Plan that the Board used a sole source-procurement process.

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the Sole-Source Procurement. *Roy Lamb made the motion and Kim Schumacher seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Service Strategy for Sidney

Courtney Dentlinger, the Director of Nebraska Department of Economic Development, updated the Board with the current service strategy for Sidney, NE.

Plan Revision: Supportive Services

Stacey Weaver presented to the Board the current policy and training limits for Greater Nebraska Programs. The System Coordination Committee has proposed that the Greater Nebraska Workforce Development Board increase the supportive service limit from \$1,000 to \$2,000.

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the supportive service amount of \$2,000. *Jill Smith made the motion and Ann Chambers seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Customer Satisfaction

Stacey Weaver shared the results from the customer satisfaction surveys with the Board.

Performance

Stacey Weaver updated the Board with enrollment numbers across all of the NDOL career centers within Greater Nebraska for each program.

Financial Report

Denise Pfeifer shared with the Board, a report of the current funds for Greater Nebraska programs. The report showed a need for the transfer of funds from the Dislocated Worker Program to the Adult Program.

Regional Plan

Denise Pfeifer gave an overview of the addendums to the Regional Plans for Scottsbluff, Columbus and Norfolk.

Plan Revision & Service Agreement

Amy Novak from Central Community College gave a presentation on the N-PACE Program (Nebraska Precision Ag Center for Excellence).

Lisa Wilson motioned for the Greater Nebraska Workforce Development Board to approve the Nebraska Precision Ag Center for Excellence (N-PACE), Regional Plan Revision and Service Agreement. *Wayne Brozek made the motion and Stacey Weaver seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Sector Strategies and Industry Partnerships

Linda Black from Nebraska Department of Economic Development presented on the Kearney, Scottsbluff, Nebraska City and Columbus area Next Generation Industry Partnerships. Kearney and Nebraska City are focusing on manufacturing. The Columbus area workforce partnerships selected manufacturing and healthcare for their sector strategies. The Panhandle workforce partners agreed that at this time, the Next Generation Industry Partnership model does not fit their local needs.

Executive Committee Updates

Jill Smith gave a brief update on the recent activities of the Executive Committee which included Reviews and Approvals of Scottsbluff, Norfolk and Columbus Regional Plans and the Annual Funding Agreement.

Public Comment:

There was no public comment at this meeting.

Meeting Dates:

January 18, 2018 – GNWDB and CEOB – BD Life Sciences, Broken Bow

May 24, 2018 – GNWDB and CEOB – Columbus

October 18, 2018 – GNWDB and CEOB – North Platte

Adjournment:

Lisa Wilson motioned to adjourn the Greater Nebraska Workforce Development Board meeting at 11:35 pm. *Gary Kelly made the motion and Roy Lamb seconded. All Board members present voted by a voice vote to approve the motion, which carried unanimously.*

Agenda Item **CEOB 4B**: Motion to Approve Minutes

Chief Elected Officials Board Meeting Minutes

October 26, 2017; 11:50 a.m. – 12:35 p.m.
Central Community College – Hastings Campus
Dawson Building – Room 163 (Cedar Room)
550 S Technical Blvd Hastings, NE 68902

Call to Order:

CEOB Chair Pamela Lancaster called the meeting of the Greater Nebraska Chief Elected Officials Board's Executive Committee to order at approximately 11:50 a.m. on Thursday, October 26th, 2017.

Roll Call:

Staff Assistant, Wendy Sieler called the roll for the Greater Nebraska Chief Elected Officials Board. A quorum was established.

Present (7):

Jack Andersen	Joe Hewgley	Bryan Bequette
John Fagot	Pamela Lancaster	
Kent Greenwalt	Hilary Maricle	
Hal Haeker	William Stewart	

Absent (3):

Stanley Clouse	Christian Ohl
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Nebraska Department of Labor (NDOL) Staff in Attendance (4):

Shannon Grotrian, Workforce Services Administrator
Dylan Wren, Program Coordinator
Thomas Ukinski, Legal Counsel
Wendy Sieler, Staff Assistant

Guest (8):

Linda Black, Nebraska Department of Economic Development	Pat Comfort, NDOL	Erin Brandyberry, Nebraska Commission for the Blind and Visually Impaired
Bernie Hansen, NDOL	Karen Stohs, NDOL	
Becky Maggart, NDOL	Randy Kissinger, NDOL	
	Mary Kay Versen, WNCC	

Notice of Publication:

Wendy Sieler announced that adequate legal notice of this meeting was posted in the Columbus Telegram, Grand Island Independent, Beatrice Daily News, Hastings Tribune, Kearney Hub, Norfolk Daily News, North Platte Telegraph, and the Scottsbluff Star-Herald. 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:

Pamela Lancaster motioned to approve the minutes for the May 25th, 2017 Greater Nebraska Chief Elected Officials Board Meeting. *Joe Hewgley made the motion and Jack Andersen seconded. All members present voted by a voice vote to approve the motion, which carried unanimously.*

Announcements:

Pamela Lancaster introduced Bryan Bequette, the newest member of the Chief Elected Officials Board.

Old Business:

There was no old business to be discussed.

New Business:

National Association of County Officials – Workforce Development

Pamela Lancaster is a member on a National Workforce Development Board. She provided some updates and feedback for the rest of the Board members.

Local Plan Modification: Local Infrastructure Funding Agreement

Dylan gave an overview of the current status of the Local Infrastructure Funding Agreement for the Beatrice and Grand Island American Job Centers. Dylan pointed out that the GNWDB voted to approve the funding after removing the “common space” from the budget so that no partners would contribute towards the cost of the common spaces including the bathrooms, breakrooms etc. Pamela Lancaster motioned for the Chief Elected Officials Board to approve the Local Infrastructure Funding Agreement. *John Fagot made the motion and Hilary Maricle seconded the motion. All Board members present voted by a roll call vote which carried unanimously.*

Plan Revision: Supportive Services

Dylan Wren presented to the Board the current policy and training limits for Greater Nebraska Programs. The GNWDB approved the increase the supportive service limit from \$1,000 to \$2,000.

Pamela Lancaster motioned for the Chief Elected Officials Board to approve the supportive service amount of \$2,000. *Jack Andersen made the motion and William Stewart seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Plan Revision & Service Agreement

Dylan Wren gave an overview of the N-PACE Program (Nebraska Precision Ag Center for Excellence) at Central Community College. Dylan pointed out that the GNWDB voted to approve the service agreement and plan revision.

Pamela Lancaster motioned for the Chief Elected Officials Board to approve the Nebraska Precision Ag Center for Excellence (N-PACE), Regional Plan Revision and Service Agreement. *Hilary Maricle made the motion and Hal Haeker seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Plan Modification: Transfer of Funds

The GNWDB voted to approve the transfer of funds from the Dislocated Worker Program to Adult Program. Pamela Lancaster motioned for the Chief Elected Officials Board to approve the transfer of \$200,000 from the Dislocated Worker program to the Adult Program. *Jack Andersen made the motion and Kent Greenwalt seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Plan Revision: Sole Source Procurement

Dylan Wren notified the Board that because no bids were received for the role of the One Stop Operator, that they would need to document in the Local and Regional Plan that the Board used a sole source-procurement process.

Pamela Lancaster motioned for the Chief Elected Officials Board to approve the plan revision to include the sole source procurement process. *Hal Haeker made the motion and John Fagot seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

New Appointments

Dylan Wren gave the Board an overview of the two candidates who were nominated to join the GNWDB. Pamela Lancaster motioned for the Chief Elected Officials Board to appoint Erin Brandyberry to the GNWDB for a three-year term ending on October 25, 2020. *John Fagot made the motion and Joe Hewgley seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Reappointments

Dylan Wren notified the Board that many GNWDB members were nearing the end of their three year term and would need to be reappointed. Pamela Lancaster motioned for the Chief Elected Officials Board to reappoint Lisa Wilson, Jill Smith, Charlene Lant, Denise Pfeifer, and Stacey Weaver to the GNWDB for a three-year term ending on October 25, 2020. *William Stewart made the motion and Hilary Maricle seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Plan Revision: Equal Opportunity Policy

Dylan Wren updated the Board on the State's revised Equal Opportunity Policy. Pamela Lancaster motioned for the Chief Elected Officials Board to approve the Equal Opportunity Policy Local Plan Revision. *Hal Haeker made the motion and Joe Hewgley seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Board Bylaws

Dylan Wren outlined the revisions to the CEOB bylaw. Pamela Lancaster motioned for the Chief Elected Officials Board to approve the Chief Elected Officials Board Bylaws. *Joe Hewgley made the motion and William Stewart seconded the motion. All Board members present voted by a roll call vote to approve the motion, which carried unanimously.*

Public Comment:

There was no public comment at this meeting.

Meeting Dates:

January 18, 2018 – GNWDB and CEOB – BD Life Sciences, Broken Bow

May 24, 2018 – GNWDB and CEOB – Columbus

October 18, 2018 – GNWDB and CEOB – North Platte

Adjournment:

Pamela Lancaster motioned to adjourn the Chief Elected Officials Board Meeting at 12:35 pm. *John Fagot made the motion and Kent Greenwalt seconded. All Board members present voted by a voice vote to approve the motion, which carried unanimously.*

Agenda Items

Agenda Item **GNWDB/CEOB 6A**: Required Functions of the Chief Elected Officials Board

The CEOB must perform the functions described below:

1. Serve as subrecipient for WIOA Title IB (Youth, Adult, and Dislocated Worker) funds or designate an alternative entity as subrecipient or fiscal agent.¹

Compliance: NDOL is the designated fiscal agent for the CEOB.

2. Designate the entity responsible for the disbursement of WIOA Title IB (Youth, Adult, and Dislocated Worker programs) funds to the local area.²

Compliance: NDOL's Office of Finance is responsible for this activity.

3. Bear financial liability for misuse of grant funds, even if an alternate grant subrecipient or fiscal agent has been designated, unless an agreement has been reached with the Governor to bear the liability.³

Compliance: The Governor is the grant recipient and Chief Elected Official for the Greater Nebraska Workforce Development Area and has appointed a board of municipal and county elected officials to carry out the CEO duties in the GNWDA as prescribed in WIOA. The Governor bears the ultimate financial liability. This is covered under the Grant Recipient Services Agreement.

4. If the local area is composed of more than 1 unit of general local government, the liability of the individual jurisdictions with regard to misused funds must be specified in a written agreement among the CEOs in the local area.⁴

Compliance: This is covered under the Chief Elected Official Agreement

5. Establish the bylaws for the local board.⁵

Compliance/Action Required: The CEOB will approve the GNWDB bylaws at today's meeting.

6. Select and appoint members of the local board.⁶

Compliance: This is done routinely and is demonstrated today by agenda items 6D and 6C.

7. Request designation for the local area in collaboration with the local board.⁷

Compliance: The CEOB requested extension of the initial designation of the local area this summer. The request was approved on June 29, 2017

8. Approve the following actions of the local board:

- a. Local board's competitive selection of a one-stop operator;⁸

1 20 CFR § 679.420(a)
2 20 CFR § 679.560(b)(14)
3 20 CFR §§ 679.420(a) and 679.710(b)(1) and (4)
4 20 CFR § 683.710(b)(2)
5 20 CFR § 679.310(g)
6 20 CFR §§ 679.310(a), 679.320(a), and 679.350
7 20 CFR § 679.250
8 WIOA Sec. 107(d)(10)

- b. Local board's intent to serve as the one-stop-operator and/or provide career services, prior to requesting approval from NDOL⁹

Compliance: The CEOB in conjunction with the GNWDB issued two request for proposals for the one-stop operator and ultimately approved the Nebraska Department of Economic Development to serve as the One-stop Operator

- 9. Consult with the state board and NDOL, as appropriate, regarding significant structural, planning, operational, and performance matters pertaining to the delivery of workforce services, including consultation related to:
 - a. Designation of local areas;¹⁰
 - b. Identification of planning regions;¹¹
 - c. Allocation of WIOA Title IB funds;¹² and
 - d. Policies regarding certification of American Job Centers (AJCs) and funding of AJC infrastructure costs.¹³

Compliance: This is primarily accomplished via plan modifications.

- 10. Consult with NDOL, as requested, regarding a reorganization plan developed in relation to decertification of the local board.¹⁴

Compliance: Under such circumstance, the board would naturally consult with NDOL.

- 11. Work in partnership with the local board to:
 - a. Establish a written agreement among CEOs and local boards in the planning region on how the planning region will collectively negotiate and reach agreement with NDOL on levels of performance;
 - b. Establish a written agreement between the CEO and local board when a single entity has been selected to operate in more than 1 of the following roles in or for the local area:
 - i. Fiscal agent;
 - ii. Local board staff;
 - iii. One-stop operator; or
 - iv. Direct provider of career services or training services;
 - c. Develop and submit a comprehensive 4-year local plan for the local area to the Governor;
 - d. Develop a budget for the activities of the local board;
 - e. Set policy for the local area, consistent with applicable Federal and state laws, rules, regulations and the State's policies;
 - f. Conduct oversight of youth workforce investment activities authorized under WIOA Sec. 129(c), adult and dislocated worker employment and training activities under WIOA Secs. 134(c) and (d), and the entire one-stop delivery system in the local area as described in Section II(b)(5);
 - g. Ensure appropriate use and management of funds provided for WIOA Title IB (Youth, Adult, and Dislocated Worker) program activities and the one-stop delivery system in the local area;
 - h. Ensure the appropriate use, management, and investment of funds to maximize performance outcomes under WIOA Sec. 116;61 i. negotiate and reach agreement on local levels of performance with NDOL;

9 20 CFR § 679.410(a) – (b)
10 20 CFR §§ 679.230(b) and 679.250
11 20 CFR §§ 679.130(c)(5) and 679.210(b)(1)
12 20 CFR § 683.120(a)(2)(ii)
13 20 CFR §§ 678.705(a), 678.730(b), and 678.800(a)
14 WIOA Sec. 107(c)(3)(C)

- i. Negotiate with required one-stop partners on methods for funding infrastructure costs for one-stop centers in the local area and notify NDOL if consensus is not reach;
- j. Participate in a regional planning process that results in a regional plan;
- k. At the end of the first two (2) year period of the regional and local plan, review the plan and prepare and submit modifications to the plan as described in 20 CFR §§ 679.530 and 679.580 and the State’s current policy on regional and local plans

Compliance: The CEOB routinely participates in the above activities.

12. Carry out Rapid Response activities in conjunction with NDOL, the local board, and other stakeholders.¹⁵

Compliance: This is done though the service provider, NDOL

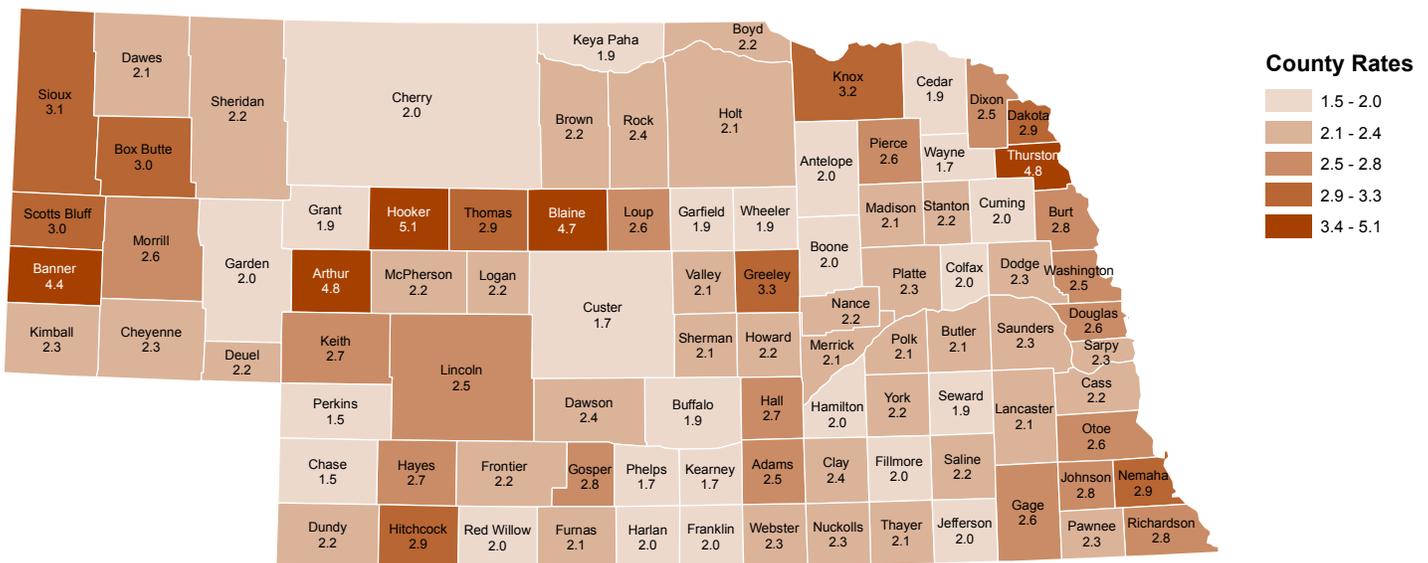
Agenda Item **GNWDB/CEOB 6B**: Labor Market Information

Background: To assist the Board with making data-driven decisions, the following labor market information is provided. This data may help to determine future industry needs, potential workforce disruptions, and to ensure the availability of a skilled workforce to drive growth within the state’s high-wage, high-skill and high-demand industries and occupations.

Unemployment Data

November Unemployment Rates by County

*Not seasonally adjusted



NEBRASKA

November Non-farm Total Employment: 1,038,603

Manufacturing: 98,728

Nebraska (smoothed seasonally adjusted)

November Unemployment Rate: 2.7%

Change (OTM): 0.0

Change (OTY): -0.6

Economic Regions (not seasonally adjusted)

Central: 2.1%

Mid Plains: 2.4%

Northeast: 2.3%

Panhandle: 2.7%

Sandhills: 2.1%

Southeast: 2.4%

¹⁵ 20 CFR § 682.310(a) and 682.330(e)

OMAHA MSA (not seasonally adjusted)

November Unemployment Rate: 2.5%
 November Total Non-Farm: 514,023
 Manufacturing: 33,313
 Largest OTM Increases:
 Trade, Transportation & Utilities: 2,418 (2.5%)
 Mining & Construction: 383 (1.3%)

LINCOLN MSA (not seasonally adjusted)

November Unemployment Rate: 2.1%
 November Total Non-Farm: 194,143
 Manufacturing: 13,277
 Largest OTM Increases:
 Trade, Transportation & Utilities: 279 (0.8%)
 Leisure & Hospitality: 175 (0.9%)

GRAND ISLAND MSA (not seasonally adjusted)

November Unemployment Rate: 2.5%
 November Total Non-Farm: 42,460
 Change (OTM): -185 (-0.4%)
 Change (OTY): -316 (-0.7%)

Sources:

1. Bureau of Labor Statistics Current Employment Statistics Program
2. Bureau of Labor Statistics Local Area Unemployment Statistics Program

Openings & Expansions*

*Openings and expansions listed are a sampling of activity reported for that month. Some activity may have occurred outside the month.

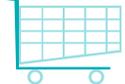
November

Business Category	Business Name	Location
 Food & Entertainment	Taco John's (new management)	Norfolk
 Healthcare	Hillcrest Health Service	Lincoln
	Honor Health and Wellness	Lincoln
 Retail/Sales	Creative Patriot Machine Quilting	Beatrice
	Little Red Barn Store	Coleridge
	Fareway Stores	Lincoln
	Just Right Boutique	North Platte
 Finance & Insurance	Charter Title & Escrow	Nebraska City
 Technology	Allo	Lincoln
	Stealth Broadband	Norfolk (relocation)

Business Category	Business Name	Location
	Silver Hawk Aviation	Lincoln
	The Art Studio (ribbon cutting)	Nebraska City
	Elite Door	Norfolk
	Westside Daycare	Norfolk

Sources: Lincoln Chamber of Commerce, Nebraska Department of Labor

October

Business Category	Business Name	Location
 Food & Entertainment	McDonald's (expansion)	Alliance
	Hardee's	Grand Island
	The Buck Snort Restaurant	Nebraska City
	Rockabilly Roasters	North Platte
 Healthcare	Redline Pharmacy	Grand Island
	Fallbrook Assisted Living	Lincoln
	Nebraska Community Blood Bank Bus	Lincoln
 Retail/Sales	Cricket Wireless	Lincoln
	Feya Candle	Lincoln
	Expressions Floral & Gifts (expansion)	Pierce
 Finance & Insurance	The Adam Johnson Farmers Insurance Agency	Lincoln
 Real Estate, Rental, & Leasing	The Mirada	Lincoln
	Kearney Welding	Falls City
	Bosselman Enterprises	Grand Island
	Brynn's Critters	Lincoln
	Arroyo Roofing	Lincoln
	Lexus of Lincoln	Lincoln
	Baxter Toyota of Lincoln	Lincoln

Sources: Lincoln Chamber of Commerce, Nebraska Department of Labor

September

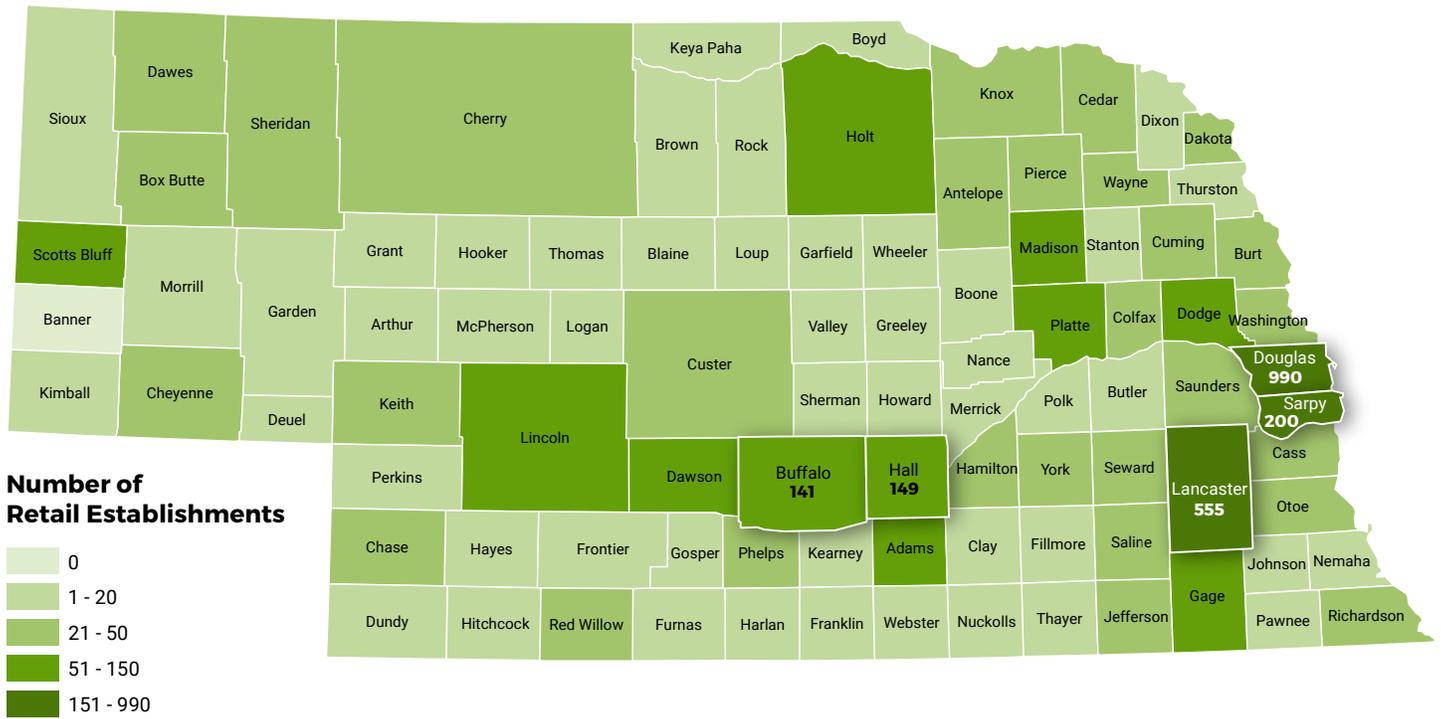
Business Category	Business Name	Location
 Food & Entertainment	Avila's Chill Spot/Ice Cream Shop	Beatrice
	Tonita's Taco Shop	Beatrice
	The Hive	Bloomfield
	Taco Johns	Bridgeport
	GrannyWeavs	Lincoln
	Gleason Dental Clinic	Beatrice
 Healthcare	Husker Rehabilitation & Wellness Centers	Lincoln
	Old Cheney Rehabilitation	Lincoln
	Tabitha - Harbor House at Williamsburg Campus	Lincoln
	Burlington Coat Factory	Grand Island
 Retail/Sales	Glik's	Grand Island
	Francie and Finch Bookstore	Lincoln
	Misty's Collections and Consignment	Nebraska City
	Road Builders Machinery & Supply Co.	Norfolk
	Pickrell Locker and Smokehouse	Pickrell
	Cattle National Bank	Lincoln
 Finance & Insurance	Castle & Associates, American Family Insurance	Nebraska City
	SWBC (Expansion)	Scottsbluff
	Ebbeka Design Co.	Lincoln
Marketing	Brick & Mortar	Beatrice
	Jana Robertson Realty	Beatrice
 OTHER	Martinez Combative Arts	Beatrice
	Panhandle CoOp	Bridgeport
	Cory Rourke Photography	Lincoln
	Cross the Line Church	Lincoln
	Eustic Body Shop	Lincoln
	Humanex Ventures	Lincoln
	Pure and Secure LLC	Lincoln
	MP Global (Expansion)	Norfolk
	Sacred Heart Parish - Child Care Center	Norfolk

Sources: Lincoln Chamber of Commerce, Nebraska Department of Labor

Retail Trade Establishments

(Kermit Spade, Research Analyst)

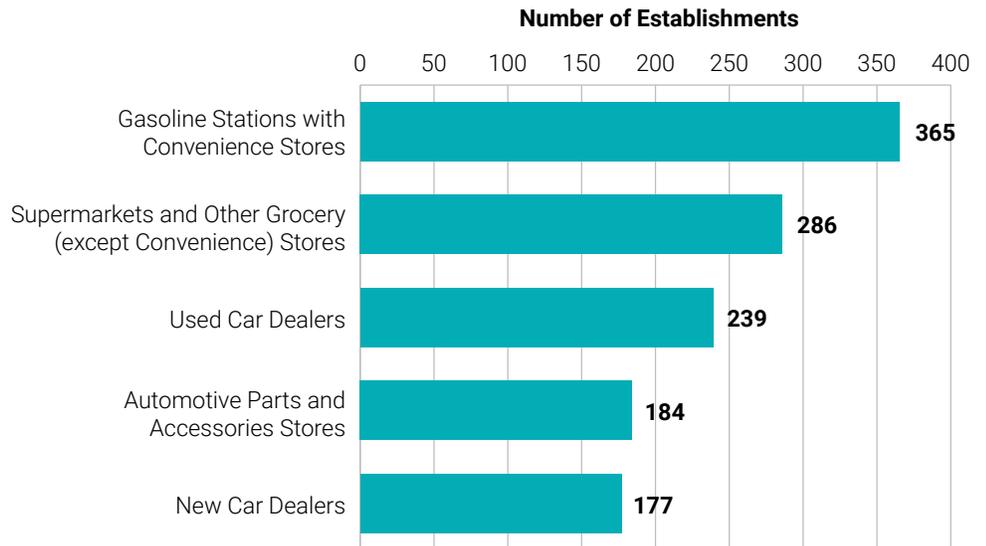
Retail Trade Establishments by County



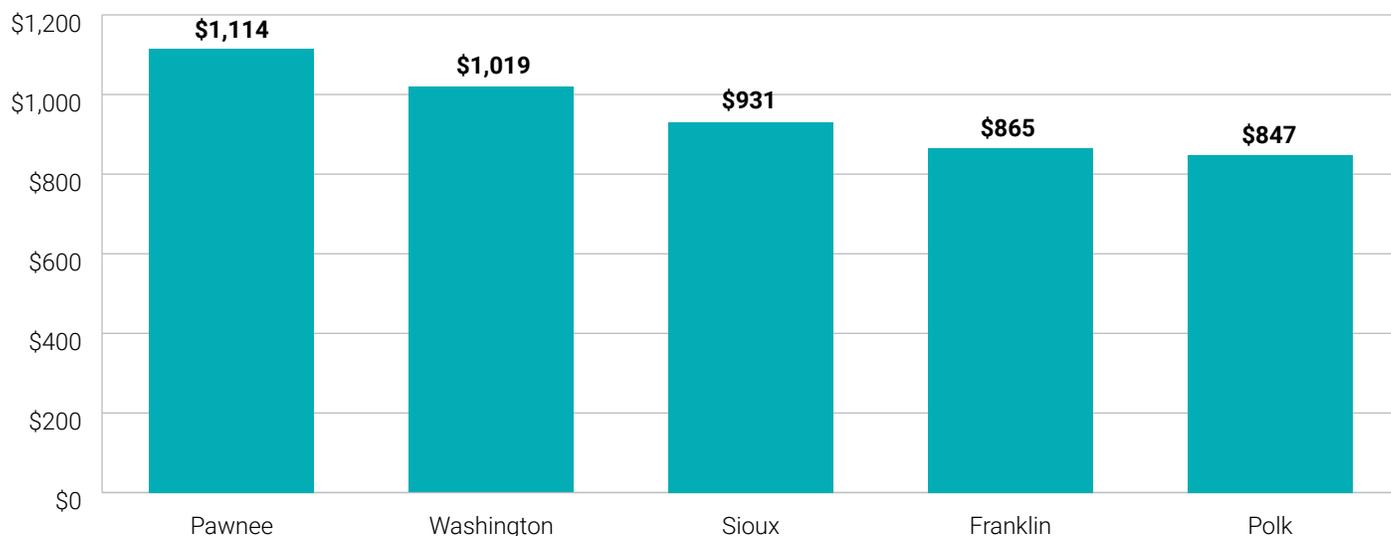
The map above shows how many retail trade establishments there were in the fourth quarter of 2016. Douglas (990), Lancaster (555), Sarpy (200), Hall (149), and Buffalo (141) counties made up the top 5 counties with the highest number of retail trade establishments. The counties with the fewest retail trade establishments were Hayes (1), Blaine (1), Arthur (1), McPherson (2) and Wheeler (2) counties.

Employment and wage statistics from the retail trade industry are shown on the next page.

Most Common Types of Retail Trade Establishments



Retail Trade Industry: Top 5 Highest Average Weekly Wages by County



Highest Average Weekly Wages by Establishment Type

Establishment Type	Weekly Wage per Employee
Electronic Auctions	\$1,248
New Car Dealers	\$1,075
Boat Dealers	\$1,039
Floor Covering Stores	\$1,014
Recreational Vehicle Dealers	\$1,001

Highest Retail Trade Employment by County

County	Retail Trade Employment
Douglas	14,014
Lancaster	6,787
Sarpy	2,636
Hall	1,392
Madison	1,378

Lowest Average Weekly Wages by Establishment Type

Establishment Type	Weekly Wage per Employee
Children's and Infants' Clothing Stores	\$234
Sewing, Needlework, and Piece Goods Stores	\$247
Baked Goods Stores	\$249
Women's Clothing Stores	\$254
Beer, Wine, and Liquor Stores	\$276

Lowest Weekly Wages by County

County	Weekly Wage per Employee
Loup	\$148
Arthur	\$171
Blaine	\$201
Keya Paha	\$213
Logan	\$227

Source:

1. Nebraska Department of Labor, Quarterly Census of Employment and Wages, 4th Quarter 2016, <http://networks.nebraska.gov>

Labor Availability Study: A Closer Look at Industries

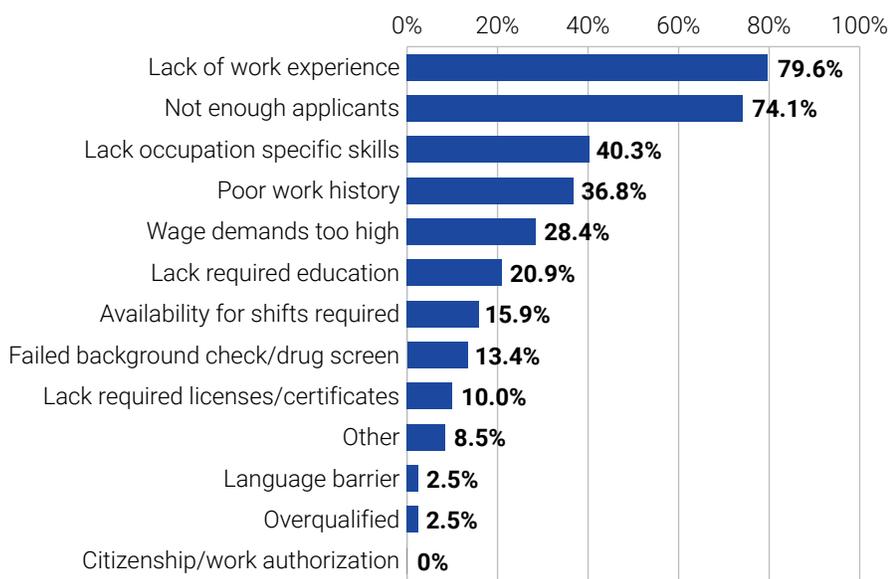
Dillon Cornett, Research Analyst

Examined in Trends this month are additional analyses from the Labor Availability Study conducted in Grand Island, Hastings, and Kearney. Data was collected from employers and individuals in central Nebraska ranging from reasons why businesses have difficulty finding workers to what factors individuals consider when choosing a new job. Additional analyses included in Trends this month are the percentages of employers, in separate industries, who reported reasons for difficulty finding workers. Additional analyses of household data include the important factors when choosing a new job for employed and non-employed (i.e., unemployed, retired, or homemaker) potential job seekers working in separate industries. Data in this article comes from the manufacturing industry in Grand Island, the health care and social assistance industry in Hastings, and the accommodation and food service and education industries in Kearney.

Reasons for Hiring Difficulty

All employers with 10 or more employees in the central Nebraska survey area received a questionnaire asking about the hiring and training needs of their business. Respondents listed three occupations that they have tried to hire or have recently hired, then indicated whether it was difficult to find workers for the

Grand Island: Reasons for Hiring Difficulty Manufacturing Industry



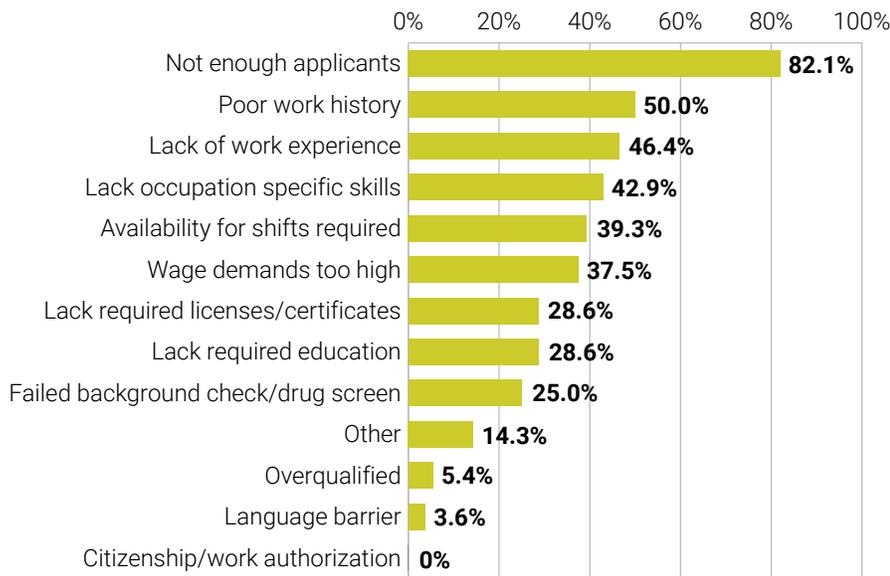
listed occupations. If an employer reported it was difficult to find workers for an occupation they were then prompted with a set of reasons why it was difficult to find workers for that occupation.

Grand Island

Overall, 73.7 percent of Grand Island area businesses, regardless of industry, reported it was difficult to find workers for the occupations they have been trying to hire or have recently hired. In the Grand Island area, 68.4 percent of employers in the manufacturing industry reported difficulty hiring workers. The graph on this page displays the percentage of employers in manufacturing who selected each reason why they have difficulty finding workers for the occupations they hire (employers were able to select all options that applied). Employers in the manufacturing industry in the Grand Island area most often reported that a lack of work experience was a reason for hiring difficulty (79.6 percent).

Source: Central Nebraska Survey of Hiring and Training Needs

Hastings: Reasons for Hiring Difficulty Health Care and Social Assistance Industry

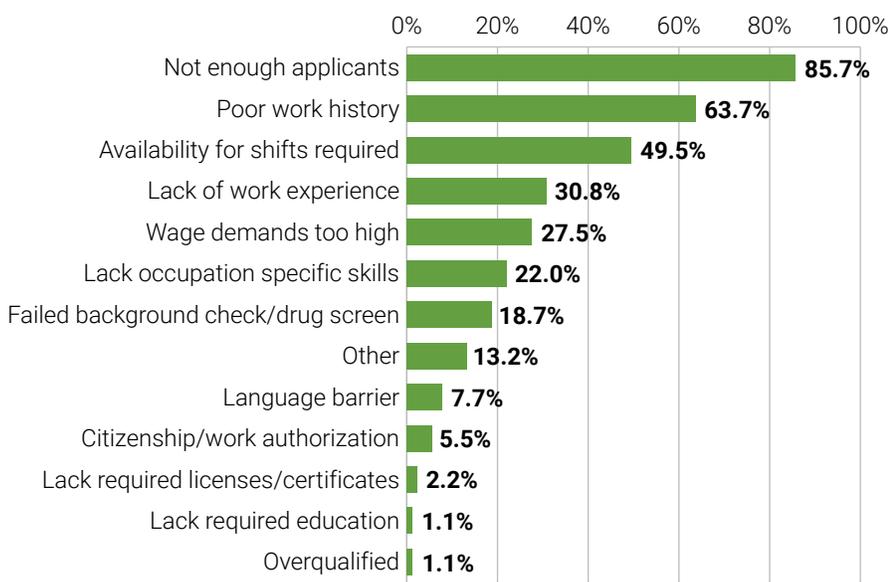


Source: Central Nebraska Survey of Hiring and Training Needs

Hastings

Overall, 77.1 percent of Hastings area businesses, regardless of industry, reported it was difficult to find workers for the occupations they have been trying to hire or recently hired.

Kearney: Reasons for Hiring Difficulty Accommodation and Food Services Industry



Source: Central Nebraska Survey of Hiring and Training Needs

Nearly 78 percent of employers in the health care and social assistance industry in the Hastings area reported some difficulty finding workers.

The graph on the left displays the percentage of Hastings area employers in the health care and social assistance industry who indicated each reason they have difficulty finding workers.

Employers in the health care and social assistance industry in the Hastings area most often reported that not enough applicants was a reason for hiring difficulty (82.1 percent).

Kearney

Overall, 79.2 percent of Kearney area businesses, regardless of industry, reported it was difficult to find workers for the occupations they have been trying to hire or recently hired. Employers in the accommodation and food services industry had the second highest response rate in the area.

Employers in this industry in the Kearney area most often reported not enough applicants (85.7 percent) and poor work history (63.7 percent) as reasons for hiring difficulty. Nearly half of accommodation and food services industry employers in Kearney reported an availability for required shifts was a reason for hiring difficulty, more than the health care industry in Hastings (39.3 percent) or the manufacturing industry in Grand Island (15.9 percent).

While there are some similarities in hiring difficulty across these industries in the central region, there are a few notable differences. Manufacturing industry employers in Grand Island most often reported that a lack of work experience was a reason for difficulty when finding workers (79.6 percent). Conversely, most health care and social assistance employers in Hastings (82.1 percent) and most accommodation and food services employers in Kearney (85.7 percent) reported that not enough applicants was a reason for difficulty finding workers. These specific industries in Grand Island, Hastings, and Kearney also often reported a lack of occupation specific skills and a poor work history were reasons for hiring difficulty.

Important Factors

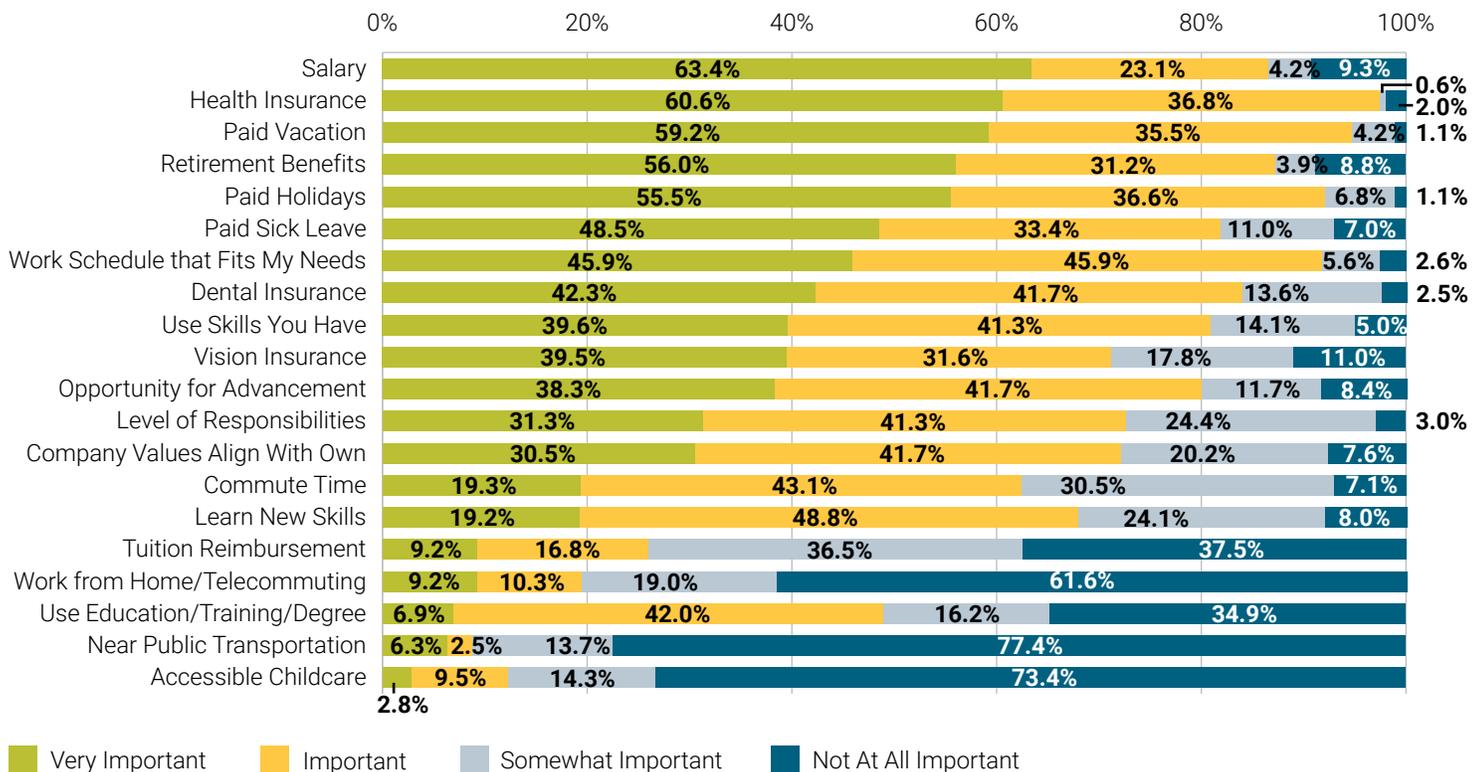
Individuals who received the Central Nebraska Labor Availability Survey indicated their job status and provided information about future employment goals. Potential job seekers were categorized as those who indicated that they are likely to change jobs or re-enter the workforce in the next year if a suitable job is available.

In the central Nebraska area, employed and non-employed potential job seekers provided the industry in which they are employed, or were employed, and rated the importance of 20 factors that may be considered when choosing a new place of employment. The rating scale given to respondents, as seen below, ranged from not at all important to very important.

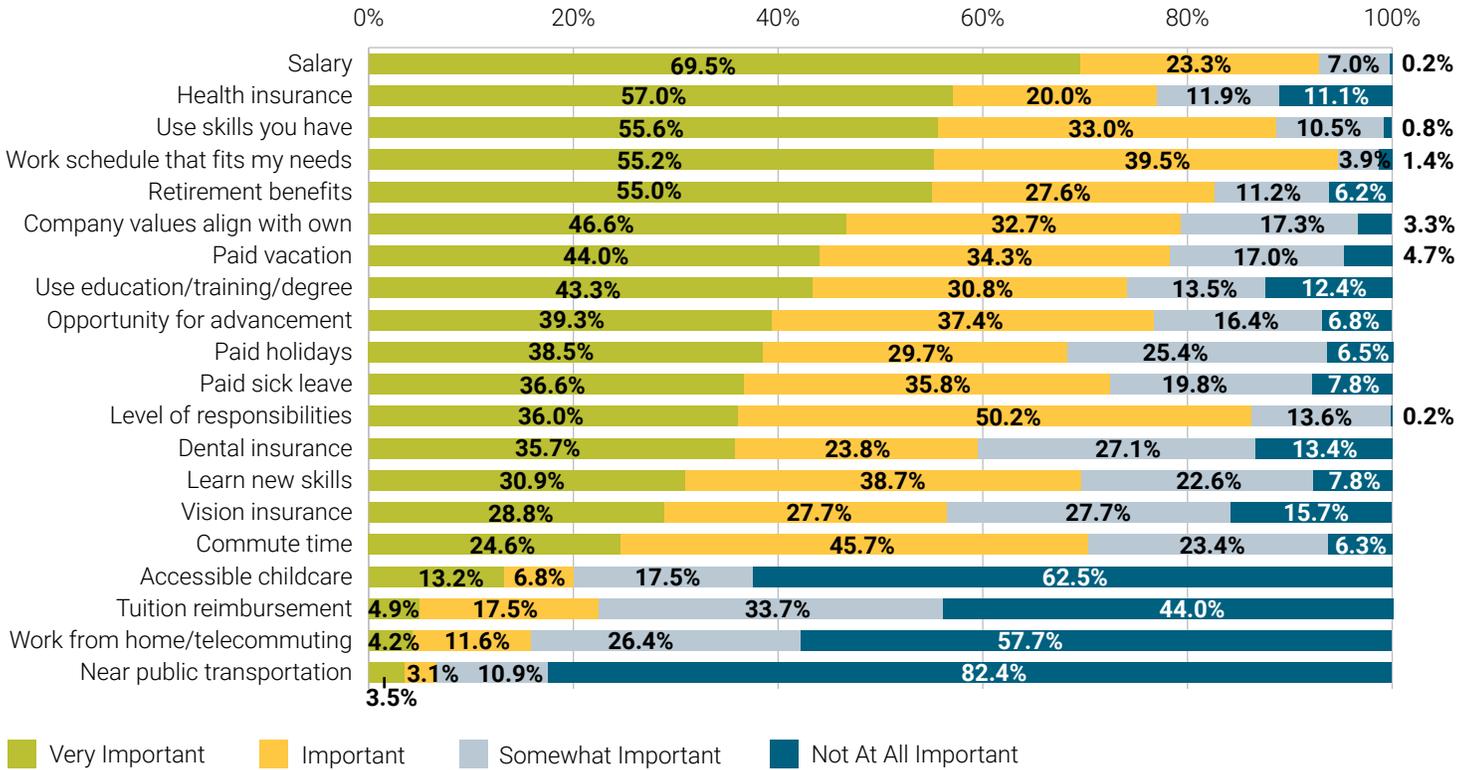
Grand Island

Individuals currently employed or who have previously worked in the manufacturing industry in the Grand Island area often reported salary (63.4 percent), health insurance (60.6 percent), and paid vacation (59.2 percent) as very important. Although 77.4 percent of individuals reported that being near public transportation was not at all important, 8.8 percent reported this factor as very important or important.

Grand Island: Important Job Factors - Manufacturing Industry



Hastings: Important Job Factors - Health Care and Social Assistance Industry



Hastings

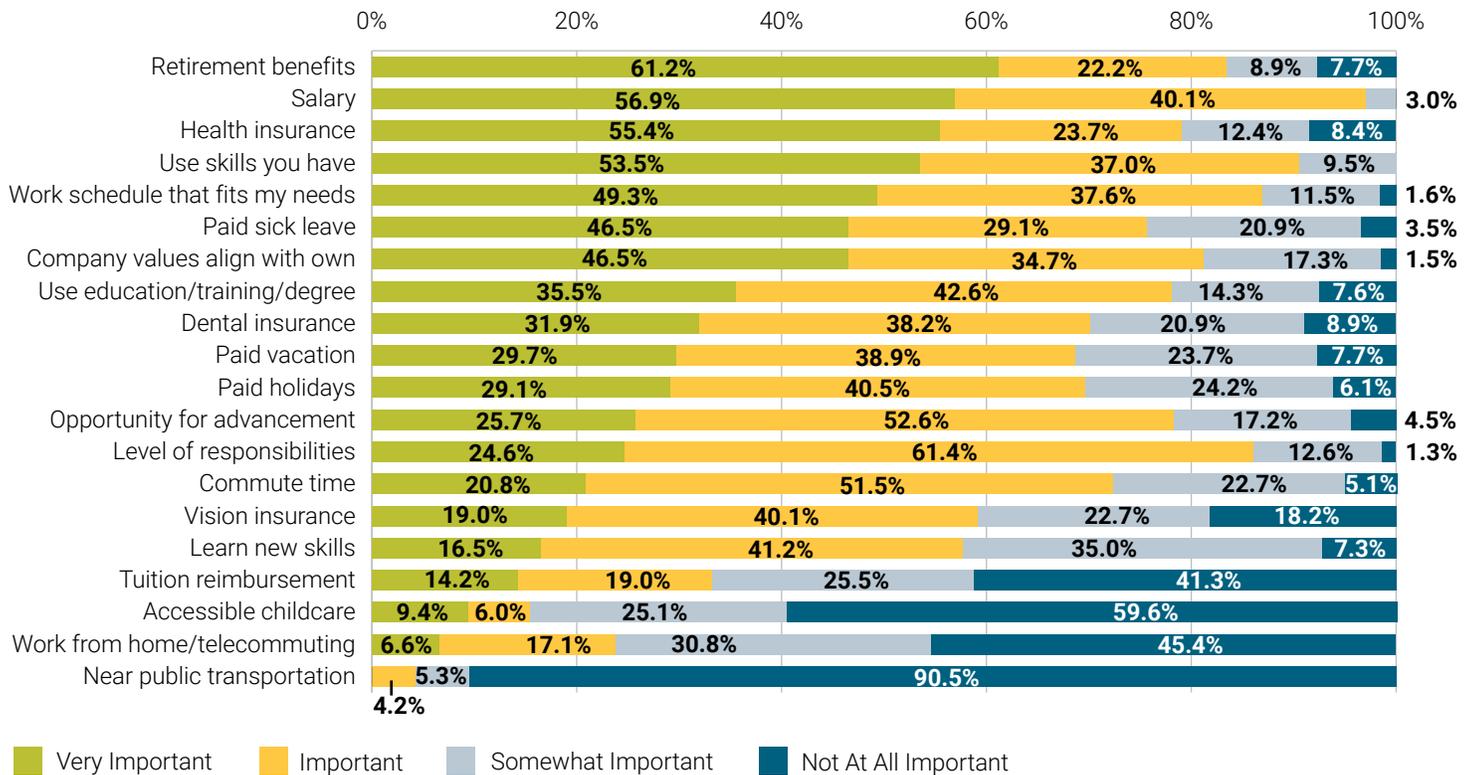
Individuals working at businesses in the health care and social assistance industry in the Hastings area often reported salary (69.5 percent), health insurance (57 percent), and use skills you have (55.6 percent) as very important. Over 62 percent of employed and non-employed potential job seekers reported that accessible childcare as not at all important, but 13.2 percent reported that accessible childcare was very important.

Kearney

Workers in the education industry were the second largest responding industry group. Potential job seekers employed at businesses in the education industry in the Kearney area often reported retirement benefits (61.2 percent) and salary (56.9 percent) as very important. Although 59.6 percent of individuals reported accessible childcare as not at all important, 9.4 percent reported this factor as very important.

Regardless of location or industry, employed and non-employed potential job seekers consistently rated salary as one of the top important factors when choosing a new job. On the other hand, the factor 'use education/training/degree' was rated by potential job seekers as very important by 43.3 percent of Hastings health care and social assistance workers but was rated as very important by 6.9 percent of manufacturing employees in Grand Island.

Kearney: Important Job Factors - Education Industry



Published Labor Availability Study reports are available at <https://networks.nebraska.gov/gsipub/index.asp?docid=802>. Recently published reports are available for Grand Island, Hastings, Kearney, North Platte, and Nebraska City.

The Labor Availability Study is continuing in 2017 and reports will be produced for Columbus, Fremont, Norfolk, Omaha and Lincoln in the spring and summer of 2018.



The Nebraska Economic Insight & Outlook report, previously known as the Regional Review was published on NEworks in September. It contains various statewide labor market information including:

- Demographics
- Education
- Labor force data
- Employment by industry and occupation
- Employment projections

This report along with many others, can be found at <https://networks.nebraska.gov/gsipub/index.asp?docid=417>.

Agenda Item GNWDB/CEOB 6C: State Monitor Review

The State WIOA monitor has completed the following reviews:

Greater Nebraska Workforce Development Board

Corrective Action: Action needs to be taken immediately to fill the vacant workforce representatives' spot with a representative from a labor organization to maintain the correct percentages. An action plan needs to be submitted addressing these needs within 30 days of receipt of this review.

Response: The CEOB is working to fill this vacancy on the Greater Nebraska Workforce Development Board, as noted in the October 26, 2017 CEOB Minutes and meeting materials (available at dol.nebraska.gov). No suitable nominations were received at the October meeting. The CEOB is actively recruiting candidates. Since their last meeting, the CEOB has already received one nomination that would meet the required criteria under 20 CFR § 679.320(c) for members in the workforce category. The CEOB will review nominations at their next scheduled meeting on January 18, 2018 and is optimistic that an appointment will be made. Administrative staff will inform the State Monitor of any board actions taken.

The State Monitor has accepted our plan.

Youth Program – Work Experiences

Corrective Action: GNWDA employees must document all academic and educational components connected to WE or OJT. The easiest way to do this would be to add an academic and educational component to the individual contracts for WE and OJT.

Response: The local areas understanding of what constitutes an academic educational component has evolved over the last year with the implementation of WIOA. We now understand an academic educational component to be contextual learning that accompanies a work experience.

For example, if a youth is in a work experience in a hospital, the occupational education could be learning about the duties of different types of hospital occupations such as a phlebotomist, radiology tech, or physical therapist. Whereas, the academic education could be learning some of the information individuals in those occupations need to know such as why blood type matters, the name of a specific bone in the body, or the function of a specific ligament.

The local area will use the flexibility granted under the law to determine what appropriate types of academic and occupational education are necessary for a specific work experience. To better reflect both the academic and occupational educational components, the worksite agreement has been revised.

Additionally, staff will be directed to record the components in the goals and objective section of NEworks and when appropriate make case notes and open related activities. It is important to note that not all work experiences will require supplementary activities, as the academic educational component is included in the work experience activity.

Corrective Action: the training schedule can be updated and changed as the trainee learns and becomes proficient in different areas during monitoring visits. Exit interviews were also a discussion to better understand the needs of the individual's within the programs. Exit interviews would help track the successes of the program.

Response: The training schedule (also included on the goals sheet of the worksite agreement) is updated and changed in the goal & objective information section on NEworks as the trainee learns and becomes proficient in different areas. The goals on the work-site agreement are primarily to educate the sponsor and are not updated. The Board negotiates performance measures and that is how program success is measured. In addition, customer satisfaction surveys are given to all WIOA Title 1B participants and job site sponsors to better understand the needs of our customers.

Corrective Action: -GNWDA must ensure that worksite monitoring is occurring on a monthly basis. Proper documentation must be maintained to demonstrate worksite monitoring has occurred.

Response: The State Monitor review was completed for Youth OJT and WE for PY16, 3rd Quarter (January 2017 through March 2017). The Work-based Learning Policy was effective July 1, 2017. Prior to July 1, 2017 the local area did not have a Work-based Learning Policy. Therefore, the Work-Based Learning Policy was not in effect during the timeframe of this review. The local area will take active steps to guarantee that the local policy is adhered to. Proper documentation shall be provided in the case notes to demonstrate worksite monitoring has occurred.

The State Monitor has accepted our response to addressing the discrepancies.

The Grievance Process and One-Stop System are both under review at this time as well.

Agenda Item 6D: Motion to Appoint New Member(s) to GNWDB

Background: The Local WDB is appointed by the chief elected official(s) in each local area in accordance with State criteria established under WIOA sec. 107(b), and is certified by the Governor every 2 years, in accordance with WIOA sec.107(c)(2).

20 CFR § 679.320(c) requires that a workforce member representing a community-based organization with demonstrated experience and expertise in addressing employment, training, or education needs of individuals with barriers to employment, including organizations that serve Veterans or provide or support competitive integrated employment for individuals with disabilities be represented on the workforce board.

In addition, this member must also have optimum policymaking authority or hiring authority.

Workforce (Community Based) Position

It is proposed that the Chief Elected Officials Board appoint _____ to the Greater Nebraska Workforce Development Board (GNWDB) for a three-year term ending January 17, 2021.

Agenda Item 6E: Motion to Reappoint Member(s) to GNWDB

Background: The CEOB must establish term limitations and stagger term appointments to ensure only a portion of membership expire in a given year, in accordance with CFR 20 679.310 (g) (2).

Board Member	Organization	Title	Sector Representation	City	Term Dates
Local Area Business					
Lisa Wilson - Chair	Case New Holland Industrial (CNHI)	Plant Human Resources Manager	Agricultural Machinery	Grand Island	07/01/15-06/30/18
Jill Smith - Vice Chair	BD Life Sciences – Preanalytical Systems	Human Resources Manager	Healthcare Manufacturing	Broken Bow	07/01/15-06/30/18
Charlene Lant	CHI Health	Chief Administrative Officer	Health Services	Nebraska City	07/01/15-06/30/18
Denise Pfeifer	UTC Aerospace Systems	Human Resources Manager	Precision Metals Manufacturing	York	07/01/15-06/30/18
Stacey Weaver	Chief Agri-Industrial	Administrative Manager	Agricultural Machinery	Kearney	07/01/15-06/30/18

Board Member	Organization	Title	Sector Representation	City	Term Dates
Alicia Fries	Allo Communications	Residential Customer Service Manager	Telecommunications	Imperial	09/29/16-09/28/19
Greta Kickland	Cameco Crow Butte Resources	Human Resources Manager	Renewable Energy	Crawford	07/01/15-06/30/18
Kim Schumacher	Cargill, INC	Human Resources Manager	Business Management & Manufacturing	Columbus	02/06/17-02/05/20
Wayne Brozek	21st Century Equipment	Vice President of Aftermarket Operations	Agricultural Machinery	Scottsbluff	07/01/15-06/30/18
Gary Kelly	Thompson Specialty Services	Division Manager	Business	Omaha	07/01/15-06/30/18
Workforce					
Chris Callihan	IBEW Local 265	Business Manager	Apprenticeship Program	Lincoln	07/01/15-06/30/18
Roy Lamb II	IBEW Local 265	Training Director	Labor Organization	Lincoln	07/01/15-06/30/18
Elaine Anderson	Nebraska VR	Office Director	Vocational Rehabilitation	Kearney	07/01/15-06/30/18
Education and Training					
Ann Chambers	Central Community College	Adult Education Director	Adult Education & Literacy Activities	Grand Island	07/01/15-06/30/18
Matt Gotschall	Central Community College	Columbus Campus President	Higher Education	Columbus	02/06/17-02/05/20
Government and Economic and Community Development					
Dan Mauk	Nebraska City Are Economic Development Corporation	Executive Director	Community Development	Nebraska City	07/01/15-06/30/18
Kelsey Miller	Nebraska Department of Labor	Regional Manager	Wagner-Peyser	North Platte	07/01/15-06/30/18
Elaine Anderson	Nebraska VR	Office Director	Vocational Rehabilitation	Kearney	07/01/15-06/30/18

The gray group was reappointed in October 2017 and green group will be reappointed in June 2018.

3 Workforce, 1 Education and Training, and 1 Government and Economic/ Community Development

It is proposed that the Chief Elected Officials Board reappoint Chris Callihan, Roy Lamb II, Elaine Anderson, Ann Chambers, and Dan Mauk to the Greater Nebraska Workforce Development Board (GNWBD) for a three-year term ending October 26, 2020.

Agenda Item **Strategic 2**: Motion to Approve Minutes

Strategic Planning Committee Meeting Minutes

October 26, 2017; 9 – 10 A.M. October 26, 2017; 9 – 10 A.M.
Central Community College – Hastings Campus
Hall Student Union Building – Room 11 (apple room, lower level)
550 S Technical Blvd Hastings, NE 68902

Call to Order

Denise called the meeting of the Strategic Planning Committee is called to order at approximately 9:00 a.m. on Thursday, October 26th, 2017.

Roll Call

Members Present (4):

Matt Gotschall
Roy Lamb

Denise Pfeifer

Members Absent (3):

Alicia Fries (attended System Coordination Committee Meeting)
Kim Schumacher (attended System Coordination Committee Meeting)
Dan Mauk
Chris Callihan

Staff and Guests Present:

Nebraska Department of Labor – Shannon Grotrian, Wendy Sieler

Nebraska Department of Economic Development – Linda Black

Central Community College – Amy Novak

Review of Minutes

All members received and reviewed the Strategic Planning Committee Meeting Minutes from the May 25, 2017 meeting. The minutes were reviewed and approved.

Old Business

There was no old business to be discussed.

New Business:

N-PACE Program Plan Revision & Service Agreement*

Amy Novak presented the next item of business, the review of the Motion to Approve the N-PACE Program Service Agreement. Amy educated the Committee on the Nebraska Precision Ag Center for Excellence program offered at Central Community College – Hastings Campus.

Regional Plan

Shannon Grotrian updated the Board on the Regional Plans for Scottsbluff, Columbus and Norfolk.

Addendums to the Tri-Cities Regional Plan and Greater Nebraska Local Plan have been prepared for Norfolk, Columbus, and Scottsbluff. All plans are posted online at dol.nebraska.gov

Financial Report

Shannon Grotrian updated the Board on the Financial Report.

Shannon reviewed the Financial Report with the Committee. She pointed out that the Adult budget was negative, this number supports the need for the transfer of funds from DLW Program to Adult Program. There are plenty of Dislocated Worker funds available.

Sector Strategies and Industry Partnerships

Linda from Department of Economic Development presented on Sector Strategies and Industry Partnerships. Linda updated the Committee on the activities that Economic Development has been participating in for Sector Strategies and Industry Partnerships.

Meeting Dates

January 18, 2018 – GNWDB and CEOB – BD Life Science – Broken Bow

May 24, 2018 – GNWDB and CEOB – Location TBD

October 18, 2018 – GNWDB and CEOB – Location TBD

Adjournment

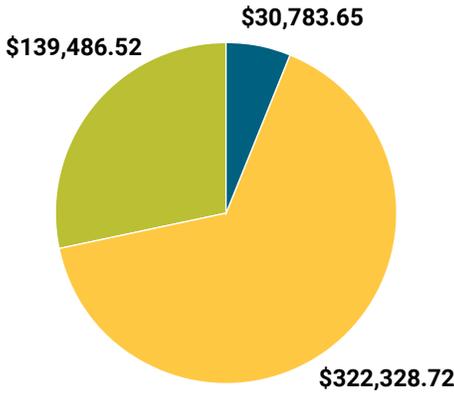
The meeting of the Greater Nebraska Strategic Planning Committee was adjourned at 9:51 a.m. Thursday, October 26th 2017.

Agenda Item **GNWDB 6F / Strategic 4a / CEOB 6F**: Finance Report

	Current Funds Available in RRS As Of 12/11/17	Expected Staffing Expenses Until 3/31/18 (6 months)	Current Obligation Total	Maximum Quarterly Obligation Per Participant OST	Projected Funded Participants for the quarter	Projected Quarterly Obligations	Projected Carry-in Funds for Next Quarter
Adult	\$540,779	\$187,128	\$173,105	\$1,250	90	\$112,500	\$68,046
DLW	\$927,604	\$141,030	\$105,277	\$2,500	49	\$122,500	\$558,797
Out of School Youth	\$300,812	\$110,220	\$74,870	\$1,750	68	\$119,000	(\$3,278)
In School Youth	\$171,428	\$19,446	\$10,317	\$1,500	11	\$16,500	\$125,165

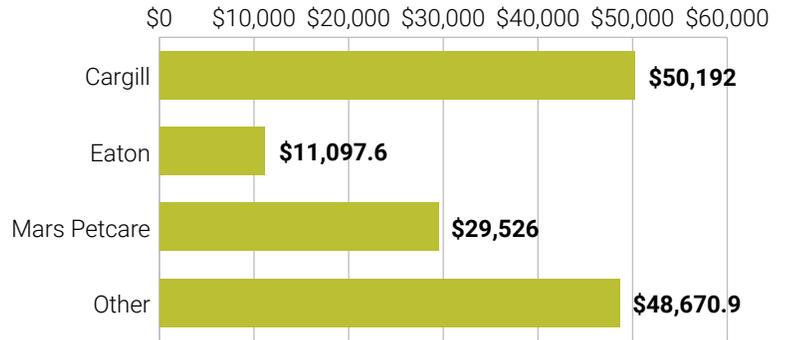
Below are graphs displaying major expenditures since the start of Program Year 2017 (July 1, 2017).

Major Expenditures - Program Year 2017

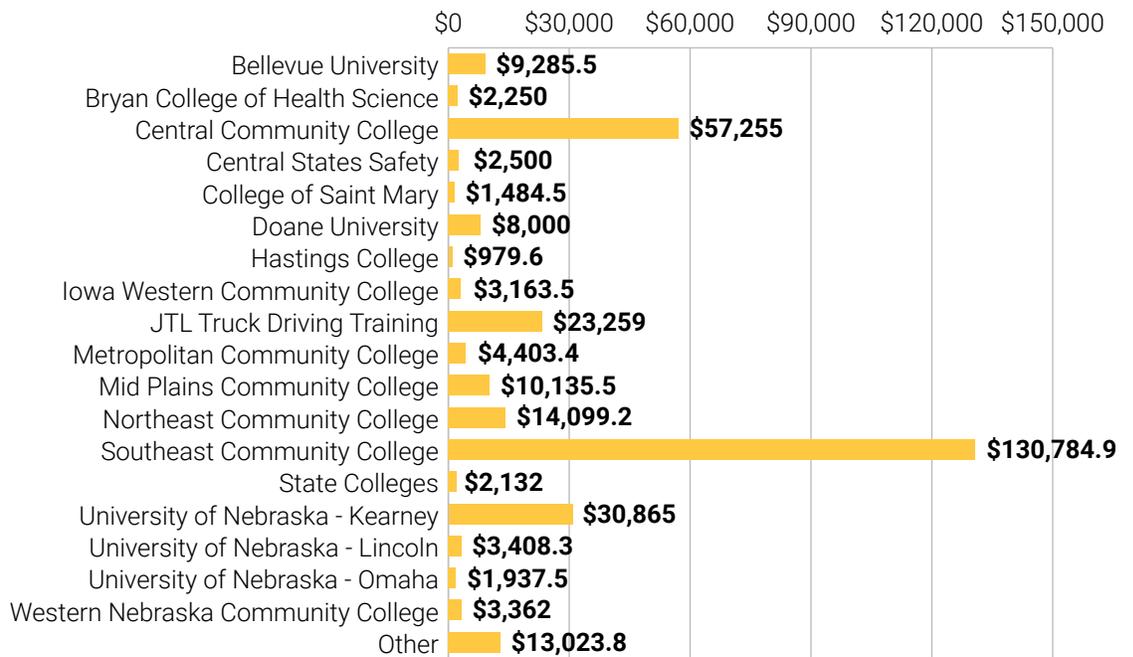


- Supportive Service
- OST
- On-the-Job Training

On-the-Job Training Expense Breakdown



OST Expense Breakdown



Agenda Item **GNWDB 6G / Strategic 4b / CEOB 6G**: Sector Strategies

Central Nebraska Manufacturing Sector Partnership

The second in-person meeting was held at the Career Pathways Institute in Grand Island on November 29, 2017. 15 Manufacturing leaders were present and representatives from Nebraska Department of Education, Nebraska Department of Economic Development, Central Community College, South Central Economic Development District, Nebraska Department of Labor, and Vocational Rehabilitation were present as public support partners.

Committee #1: Increasing Manufacturing Training Opportunities

Original Intent: Partner across manufacturing businesses to provide in-house skills training and address skill shortages in specific occupations.

Measurable Outcomes:

- Increase opportunities for shared in-house training opportunities across manufacturing businesses.
- Identify and address skill shortages for specific occupations.

Action Taken: The Committee completed a survey to gather a baseline of in-house trainings provided by manufacturing firms across Central Nebraska. A total of 9 survey responses were received illustrating the following:

Type of Training	Number of Firms Noting that Training is Currently Provided	Number of Firms Noting that Training is Needed
Human Resources	2	3
Specific Operations	6	1
Health & Safety	8	0
Professional Development	4	5

Actionable Next Steps: Throughout the discussion manufacturing leaders narrowed in on the need for specific operations and professional development training and identified next steps.

Specific Operations

- The group would like to facilitate best practice sharing in order to foster learning opportunities among the manufacturing community in the region. Dave has committed to setting up a monthly tour for manufacturing firms to learn about best practices around specific operations in the region.
- Partner with schools to ensure students are trained with the most relevant knowledge, skills and abilities. The group generated a list of important knowledge and skills for any specific operation occupations including: hand tools, standard work logic, tact times, manufacturing mindset, basic blueprint, and bill of material. The school partnership committee will take on this priority through focusing on alignment of curriculum for both occupation specific and essential skills, as well as expanding exposure opportunities for teachers and students.

Professional Development Training

- Opportunities for professional development training are available throughout schools in the region, including Central Community College and the Nebraska Business Development Center (University of Nebraska). Resources will be distributed to the group.
- It was agreed that Boyd Ober at Leadership Resources should attend the next in-person meeting to discuss partnership opportunities.

Committee #2: Deepening Existing and Building Partnerships with Schools

Original Intent: Build off of existing partnerships to scale and enhance business to school partnerships across the region.

Overall Goal: Build the talent pipeline for diverse career opportunities within manufacturing through building and deepening partnerships between businesses and schools.

Measurable Outcomes:

- Collaborate to increase opportunities for students to gain exposure to manufacturing careers.
- Provide schools (including teachers, counselors, and others that work directly with students) with framework for understanding about career opportunities in manufacturing.

- Communicate resources available within manufacturing businesses with schools—increasing knowledge of what is available within manufacturing firms to increase awareness of the industry and career opportunities.

Actions taken: The committee agreed that the first step was to take stock of existing school to business partnerships. Business leaders have engaged in conversations with schools and public partners have completed a matrix of ongoing activities within schools.

Actionable Next Steps: Manufacturers discussed a variety of opportunities to increase partnership opportunities with schools and identified several strong programs, including in Grand Island. It was agreed that students at the high school level must be presented with opportunities and that curriculum in schools must address both essential skills (also referred to as soft skills) as well as technical skills are needed. Manufacturers identified needs to share equipment and open their facilities to tours for teachers, parents, and guidance counselors. The sub-committee will work to begin scheduling tours and facilitating conversations with schools around skill needs.

Committee #3: Increase Air & Ground Transit Options

Original Intent and Overall Goal: Increase transportation options in order to improve overall competitiveness of region.

Measurable Outcomes:

- Access to east coast airport hub
- Increase ground transportation options in the region

Summary of Conversation and Actionable Next Steps:

Mike Olson (Executive Director, Hall County Airport Authority) reviewed current essential air service options and identified several opportunities to gain access to an east coast hub, Chicago through asking American Airlines to provide one round-trip flight a day to Chicago at their own risk or through the community opting out of essential air service and purchasing a minimum revenue guarantee (MRG) service. The current American Airline services are performing well and have a load factor above 90%.

Mike is meeting with American Airlines and will discuss options for a direct flight to Chicago. Businesses are asked to send Mike Olson letters on business letterhead stating that additional service to Chicago would be beneficial.

Public partners are continuing to work on developing a matrix with all of the options for on the ground transportation within each of the cities in the region.

Committee #4: Developing a Unified Regional Brand

Original Intent and Overall Goal: Branding and marketing the region as a good place to stay or relocate to, especially for families: cost of living, great education, good learning environment.

Measurable Outcomes:

- Develop a common, unified brand for the region that tells the Central NE story and builds off of existing efforts at state and local level.

Summary of Conversation and Actionable Next Steps:

Brian Deakin presented the idea of completing a regional branding campaign, but funds would need to be raised. A few businesses mentioned that if money would be spent they would want to spend it directing people to their own business. All agreed, that a regional branding campaign would require a shift in mindsets. All agreed that targeted marketing efforts across local economic development groups and targeted markets, such as realtors, would be a good starting place.

Next Meeting: The group agreed to meet again in late Feb or March at a manufacturing business.

Scottsbluff (Panhandle)

At this time the region is on pause until consensus can be reached identifying the need to move forward with the model and in which sector or piece of a sector will be most successful.

Columbus (Northeast)

At this time the core team has not yet chosen a date for a launch meeting of industry leaders in the region. In the early stages of planning it was realized that more time was needed to cultivate conversations with both public partners and industry leaders. Particularly, time is needed to ensure that public partners across the region are equipped with enough knowledge about the model and comfortable to begin sharing it and recruiting industry champions. There are ongoing conversations to identify and formalize co-conveners for the partnership who are representative of the two largest population centers in the region; Norfolk and Columbus. Once the co-conveners are identified the process will begin to plan a launch meeting in early 2018.

Nebraska City (Southeast)

A series of conference calls with the core team has resulted in Jason Esser and Rick Nelson being selected as co-conveners in this region. They are supported by the entire core team who continues to be involved in the planning and execution of steps to reach a successful launch on February 14th 2018. Currently the plan is to hold the launch meeting at Classics in Beatrice. Four industry champions have been confirmed, they include:

Champion	Business
Matt Froeschl	Wilde Tool Company
Roger Wilson	CJ Foods
Scott Volk	Metal Quest
Pat Ratigan	Ratigan – Schottler

Furthermore, an invitation is in the final drafting stages and will be circulated for signatures from the industry champions soon. An invitation list of manufacturers is also being vetted with the intent to arrive to about 75 businesses that will receive invitations in early January. Those manufacturers will come from Thayer, Jefferson, Gage, Pawnee, Richardson, Johnson, Otoe, and Nemaha counties

McCook (Southwest) - Potential Expansion

There has been some local interest in starting a sector strategy in southwest Nebraska.

Agenda Item GNWDB 6H / Strategic 4c / CEOB 6H: Motion to Approve Revised Workforce Board Bylaws

Background: To comply with WIOA and State Policy, the Chief Elected Officials Board must establish bylaws for the Greater Nebraska Workforce Development Board that at a minimum address the following:

1. The nomination and appointment process used by the CEO to select the local board members;
2. The process for election of the local board chair;
3. The term limitations and how the term appointments will be staggered to ensure only a portion of membership expire in a given year;
4. The process for notifying the CEO of a member vacancy to ensure prompt replacement;

5. The proxy and alternative designee process that will be used when a local board member is unable to attend a meeting and assigns a designee according to the following requirements:
 - If the alternative designee is a business representative, the designee must have optimum policymaking or hiring authority; and
 - If the alternative designee is not a business representative, the designee must have demonstrated experience and expertise and optimum policymaking authority;
6. The use of technology, such as phone and web-based meetings, to be used to promote local board member participation;
7. The process for ensuring local board members actively participate in convening the one-stop delivery system stakeholders, brokering relationships with a diverse range of employers, and leveraging support for workforce development activities;and
8. A description of any other conditions governing appointment or membership on the local board, as deemed appropriate by the CEO.

It is proposed that the Chief Elected Officials Board approve the amended Greater Nebraska Workforce Development Board bylaws.

It is proposed that the Greater Nebraska Workforce Development Board approve the amended Greater Nebraska Workforce Development Board bylaws.

Agenda Item GNWDB 6I / System 4a / CEOB 6I: Performance & Enrollments

Greater Nebraska Workforce Development Board Bylaws

(Edits are denoted by **red text**)

Article I. NAME AND PURPOSE

Section I. NAME

The name of this organization shall be the Greater Nebraska Workforce Development Board hereinafter sometimes referred to as the "GNWDB" or the "Board".

Section 2. OFFICE OF THE GNWDB

The principal office of the GNWDB shall be located at the office of the Nebraska Workforce Development Liaison, currently the Commissioner of Labor, Nebraska Workforce Development, Department of Labor, 550 South 16th Street, Lincoln, Nebraska 68509.

Section 3. PURPOSE

The purpose of the Greater Nebraska Workforce Development Board shall be to carry out such duties as delegated to it by the memorandum of understanding established between the Greater Nebraska Chief Elected Officials (hereinafter "CEOB") and GNWDB, and the duties said forth under the provisions of the Workforce Innovation and Opportunity Act Section 107 (a) and (b), as amended, or any subsequently enacted statutory authority.

ARTICLE II. MEMBERSHIP

Section 1. COMPOSITION OF THE GNWDB

In accordance with Section 107(b)(2)(A) and (B) of the federal Workforce Innovation and Opportunity Act, the board shall consist of the following members with representation as follows:

A majority of the members shall be representatives of business in the local area, who:

- Are owners of businesses, chief executives, or operating officers of business, or other business executives or employer with optimum policy making or hiring authority;
- Represent businesses that provide employment opportunities that include high-quality work-relevant training and development in in-demand industry sectors or occupations in the local area; and
- Are appointed from individuals nominated by local business organizations and business trade associations.

Not less than 20 percent of the members of the local board shall be workforce representatives, such as labor organizations, and shall include a representative of an apprenticeship program, and may also include organizations serving the training and employment needs of youth and individuals with barriers to employment.

The local board shall include representatives of entities administering education and training activities in the local area and representatives of governmental and economic and community development entities serving the local area. The local board may also include such other individuals or representatives of entities as the CEOB determines appropriate.

The members of the Local Board shall represent diverse geographic areas of the State of Nebraska, including urban, rural, and suburban areas.

Section 2. APPOINTMENT AND REMOVAL

Subsection a. The Chief Elected Officials Board (CEOB) shall make all appointments to the GNWDB, which shall conform to the requirements of Section 107 of the federal Workforce Innovation and Opportunity Act and state statute, including the Nebraska Workforce Innovation and Opportunity Act. The CEOB may remove any member, at any time, with or without cause. Absence from three (3) consecutive Board meetings may result in removal from the Board.

Subsection b. The CEOB and administrative staff will solicit nominations. All nominations that meet the required membership criteria will be reviewed by the CEOB. The CEOB will then appoint the most suitable candidate.

Subsection c. Individuals serving on the Board who subsequently retire or no longer hold the position that made them eligible board members may not continue to serve on the Board as a representative of that segment.

Section 3. TERM OF APPOINTMENTS

Except as provided in Section 2 above, all members shall serve for a term of three years. **Appointments will be staggered to ensure that the terms of only a portion of the total membership expire in a given year.**

Section 4. RESIGNATION

When members deem it necessary to resign from their appointment to the GNWDB, they shall tender their resignation to the CEOB with copies to the Chair. Such resignation shall be deemed effective upon acceptance of the CEOB. In the event that the Chair resigns, the Vice-Chair shall serve as Acting Chair until such time as the local board elects a new Chair.

Section 5. VACANCY

In the event of a vacancy, the CEOB shall appoint another individual to serve, for the remainder of the unexpired term, in accordance with Section 2 herein.

Section 6. COMPENSATION

Members of the Board shall not receive compensation for their services, but may be reimbursed actual and necessary expenses directly related to the discharge of the Board's affairs.

ARTICLE III. OFFICERS

Section 1. CHAIR

The GNWD shall elect a Chair who is a representative from business and industry that serves at the pleasure of the GNWDB. The Chair shall preside at all meetings of the Board and appoint Chairs and members of all standing and special committees and task groups as deemed necessary or desirable unless otherwise specifically provided for within these Bylaws. The Chair shall represent the Board and has the authority to speak on its behalf before the Governor, Legislature and at all public meetings and functions. The Chair shall have the authority to and shall perform such other duties and functions as may be required by the GNWDB, its bylaws, applicable state and federal statutes, and regulations.

Section 2. VICE-CHAIR

The GNWDB shall elect the Vice-Chair who is a representative from business and industry that serves at the pleasure of the GNWDB. At the request of, or in the absence of the Chair, the Vice-Chair shall perform the duties of the Chair and perform other duties assigned by the Chair or by the Board. The Vice-Chair shall have the authority to and shall perform such other duties and functions as may be required by the GNWDB, its bylaws and applicable state and federal statutes and regulations.

Section 3. ABSENCE OF GNWDB OFFICERS

In the event that the Chair and Vice-Chair are going to be absent from a meeting, the Chair shall designate a member of the GNWDB as the Acting Chair, who shall preside at such meeting only.

Section 4. VACANCIES

Vacancies in the offices of Chair or Vice-Chair shall be filled by election by the **CEOB**.

Section 5. PARTICIPATION

Board members will actively participate in convening the one-stop delivery system stakeholders, brokering relationships with a diverse range of employers, and leveraging support for workforce development activities.

ARTICLE IV. MEETING PROCEDURES, VOTING RIGHTS, AND QUORUM

Section 1. MEETING TIME AND PLACE

The GNWDB shall hold meetings at least annually and at such other times and places as determined by the Board. Additional meetings may be held at the call of the Chair or Executive Committee.

Section 2. MEETING NOTICE

Notice of all meetings requiring public notice shall be in accordance with the Nebraska Open Meetings Act, (Neb. Rev. Stat.

§84-1407 through 84.1414). Written notice of each meeting shall be sent to members prior to the scheduled meeting along with a copy of the proposed minutes of the previous meeting. The notice shall specify the time, date, location, and proposed agenda for the meeting.

Section 3. PUBLIC MEETINGS

All meetings of the GNWDB and its committees shall be conducted in accordance with the Nebraska Open Meetings Act.

Section 4. CONDUCT OF MEETINGS

Subsection a. Unless the Board, by majority vote, shall direct otherwise, the order of business at regular meetings shall be:

1. Call to Order
2. Roll Call
3. Documentation of Compliance With Notice Requirements
4. Approval of Minutes
5. Old Business
6. New Business
7. Time and Location for Next Board Meeting
8. Adjournment

Subsection b. Non-members of the GNWDB shall be permitted to comment on any agenda item(s) requiring action by the Board at such time as "public comment" is solicited by the presiding officer, which, in any event, shall occur at least once prior to the time that any formal action is taken on the item. Non-members may also submit written comment on any agenda item(s), which comment shall be made a part of the permanent record of the meeting. The presiding officer, unless otherwise prescribed by rules adopted by majority vote, may in his/her discretion, limit the amount of time for discussion on any particular agenda item, which limit shall be announced at the time that the agenda items is brought up for discussion.

Subsection c. Each member present shall be allowed to cast one vote.

Subsection d. The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the conduct of the Board's meeting unless those rules are inconsistent with law, these bylaws, or they are waived by majority vote.

Section 5. MANNER OF VOTING

The vote on all questions duly moved and seconded shall be by roll call vote. No question shall be deemed to have passed unless it has received a majority vote. Proxy voting is not permitted.

Section 6. QUORUM

A majority of the members shall constitute a quorum. No non-members may be seated at the Board as a representative of a member, nor shall any such representative be counted for purposes of determining a quorum.

Section 7. CONFLICT OF INTEREST

- a. All members shall comply with the provisions of §§49-1499 through 49-14,103.03 Nebraska Revised Statutes.
- b. No GNWDB member may receive anything of value as a result of a benefit conferred by the GNWDB upon any person, business or organization.

- c. A Local Board member must disclose with particularity the nature and extent of any financial interest in or affiliation with any person, business or organization that is seeking anything of value from the GNWDB prior to consideration of the request by the Local Board. A disclosure period will be provided to the members.
- d. When a potential conflict exists, the Local Board Member must prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict, and if he or she will not abstain from voting, deliberating, or taking other action on the matter, the statement shall state why, despite the potential conflict, he or she intends to vote or otherwise participate; and deliver a copy of the statement to the Board Chair, who shall cause the statement to be filed as a matter of public record.
- e. No member shall vote on a question in which he or she has a direct or indirect personal or pecuniary interest not common to other members of the GNWDB. The member of the State Board may abstain from voting, deliberating, or taking other action on the matter on which the potential conflict exists. The minutes of the meeting shall record compliance with this requirement. The interested member may briefly state his or her position regarding the subject or may answer questions of other members, since his or her knowledge may be of assistance.

Section 8. TECHNOLOGY

The use of technology, such as web-based meetings, may be used to promote board member participation, to the extent allowable under the Nebraska Open Meetings Act.

ARTICLE V. STANDING COMMITTEES AND SPECIAL COMMITTEES

Section 1. CREATION OF STANDING COMMITTEES

- a. There shall be an Executive Committee, and two subcommittees of the Local Board: 1) System Coordination Committee, and 2) Strategic Planning Committee.
- b. The CEOB or the NWDB Chair may create special committees, ad hoc committees, task forces, or similarly designated groups, as he or she deems necessary or desirable

Section 2. APPOINTMENT OF CHAIR

The Chair of the GNWDB shall serve as Chair of the Executive Committee. The Chair of all other committees shall be representatives of business and industry elected by a majority vote of each committee.

Section 3. APPOINTMENT OF MEMBERS

The CEOB shall designate the members of the Executive Committee, consisting of seven members. A majority of Executive Committee members will represent business. Said members to include:

- a. Chair of GNWDB
- b. Vice-Chair of GNWDB
- c. Chair of each standing committee
- d. Representative of Labor category
- e. Representative of One-Stop Partners, provided, one person may be designated to represent more than one One-Stop Partner
- f. Additional representatives from the general membership as needed to complete the seven member body and ensure a

majority of representatives are from business.

The Chair of the GNWDB shall appoint the members to all other committees from the general membership.

Section 4. VOTING RIGHTS

Subsection a. Only GNWDB members appointed to serve on any standing or special committee or subcommittee shall have voting rights on those committees.

Subsection b. All actions or recommend actions shall be by majority vote.

Section 5. COMMITTEE MEMBERSHIP

GNWDB members may serve on more than one committee, subcommittee, special committee, ad hoc committee, task force, or other group that currently exists or that may be created under these bylaws.

Section 6. COMMITTEE MEETINGS

- a. Committees, subcommittees, special committees, or groups created under these bylaws shall meet on an “as needed” basis subject to the call of the Chair of the GNWDB and/or the committee or group Chair.
- b. When required by Nebraska Open Meetings Act, notice of all meetings shall be in accordance with the Nebraska Open Meetings Act. Written notice of each meeting shall be sent to members prior to the scheduled meeting along with a copy of the proposed minutes of the previous meeting. The notice shall specify the time, date, location, and proposed agenda for the meeting.
- c. Pursuant to the Nebraska Open Meetings Act, subcommittees created under these bylaws, including but not limited to the System Coordination Committee and the Strategic Planning Committee, can take no formal action, hold no hearings, have no policy making authority, and shall not be considered public bodies for the purposes of the Nebraska Open Meetings Act.

Section 7. EXECUTIVE COMMITTEE

There shall be an Executive Committee consisting of seven GNWDB members, including the GNWDB Chair and Vice-Chair Chairs, Chairs of each Subcommittee, one representative of labor, one one-stop provider representative, and any other members required from business and industry in order to ensure that the majority of Executive Committee members represent business. The Executive Committee shall have the authority to act on behalf of the GNWDB on issues that require action to develop or implement the local plan between scheduled Board meetings, and may exercise such other powers and perform such other duties or functions as may be authorized by majority vote of the Board. The Executive Committee, as a public body, is subject to Nebraska’s Open Meetings Act.

Section 8. SYSTEM COORDINATION COMMITTEE

There shall be a System Coordination Committee consisting of members appointed by the Chair in accordance with these bylaws. The System Coordination Committee shall be a subcommittee of the Local Board. This subcommittee shall be assigned duties and responsibilities associated with Performance, Roles and Resources associated with One-Stop Partners, Youth Program, Accessibility, Staff Training, Continuous System Improvement, Policy Alignment, Technology Solutions, Public Sector Partnerships, System-related Grant Applications, Local Area Plans, and other duties as assigned by the Chair of the Local Board. As provided in Section 6 of Article V, the System Alignment Committee, as a subcommittee of GNWDB, is not a public body and is not subject to the Nebraska Open Meetings Act.

Section 9. STRATEGIC PLANNING COMMITTEE

There shall be a Strategic Planning Committee consisting of members appointed by the Chair in accordance under these bylaws. The Strategic Planning Committee shall be a subcommittee of the Local Board. This subcommittee shall be assigned duties and responsibilities associated with Employer Engagement, Industry-focused Sector Strategies, Career Pathways, Connecting Workforce Efforts, Regional Plans, Bylaw Review, Financial Monitoring, Workforce-related Grant Applications, and other duties as assigned by the Chair of the Local Board. As provided in Section 6 of Article V, the Strategic Planning Committee, as a subcommittee of GNWDB, is not a public body and is not subject to the Nebraska Open Meetings Act.

ARTICLE VI. AMENDMENTS

Section 1. AMENDMENTS

These bylaws may be amended or repealed by a vote of two-thirds of the members present at any regular or special meeting of the Board.

Section 2. WRITTEN NOTICE

Written notice of proposed bylaw changes shall be sent to members at least ten days in advance of the meeting at which they are to be acted upon. Such notice shall include both the proposed change and the section that it supersedes.

ARTICLE VII. SUSPENSION OF BY LAWS

Section I. SUSPENSION OF BYLAWS

The GNWDB with the approval of the CEOB may, by a vote of two-thirds of the members present, suspend all or any part of these bylaws when to do so would not be in conflict with the laws of the State of Nebraska or applicable federal laws.

ARTICLE VIII. EFFECTIVE DATE

Section I. EFFECTIVE DATE

These bylaws shall become effective immediately upon approval of two-thirds (2/3) of the members present at the meeting of the Board.

Notice of these Bylaws was sent to the members of the Board on January 18th, 2018. These Bylaws of the Greater Nebraska Workforce Development Board were adopted by a vote of ___ in favor, ___ in opposition, and ___ abstaining, the same constituting more than two-thirds of those members of the Board present on January 18th, 2018, at the regular meeting of the Greater Nebraska Workforce Development Board and Chief Elected Officials Board.

Date

Lisa Wilson, Chair

Date

Pam Lancaster, CEOB Chair

Agenda Item **System 2**: Motion to Approve Minutes

System Coordination Committee Meeting Minutes

October 26, 2017; 9 – 10 A.M.
Central Community College – Hastings Campus
Dawson Building – Room 163 (Cedar Room)
550 S Technical Blvd Hastings, NE 68902

Call to Order

The meeting of the System Coordination Committee was called to order at approximately 9:03 a.m. on Thursday, October 26th, 2017.

Roll Call

Members Present (4):

Stacey Weaver	Gary Kelly
Ann Chambers	Jill Smith
Elaine Anderson	Charlene Lant
Wayne Brozek	

Members Absent (3):

Greta Kickland	Kelsey Miller
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Staff and Guests Present:

Nebraska Department of Labor – Dylan Wren

Greater Nebraska Workforce Development Board – Kim Schumacher, Alicia Fries

Review of Minutes

Committee Members reviewed and approved of the May 25, 2017 meeting System Coordination Committee Meeting Minutes.

Old Business

There was no old business to be discussed.

New Business

Plan Revision: Supportive Services

Dylan reviewed the Motion to Approve Supportive Services Amount (Local Revision). Dylan informed the Committee for the need to increase the Supportive Services Amount by \$1000.

The System Coordination Committee proposed that the GNWDB raise the supportive services limit to \$2,000.

Customer Satisfaction

Dylan reviewed with the Committee, the results from the Customer Satisfaction Surveys.

- 78 percent said they would very strongly recommend this program.
- 89 percent said they received all services necessary.
- 78 percent said they were very satisfied with staff.
- 67 percent said they were able to find employment in their field.

Performance

Dylan reviewed the Performance Report with the Committee.

Number of Active Participants/Month for Adult, DLW, OSY and ISY

Program	June	July	August	September	October	Averages for each program over 5 months
Adult	220	205	196	203		206
DLW	140	131	126	123		130
OSY	99	114	117	112		111
ISY	27	25	23	22		24

WIOA performance metrics were not available at time of meeting.

STACEY: Thank you Dylan, are there any questions or further discussion?

Plan Revision: Equal Opportunity Policy

Dylan presented the next item of business, Equal Opportunity Policy.

Service providers are not required to designate an EO Officer. The obligation for ensuring service provider compliance with the nondiscrimination and equal opportunity provisions of WIOA Sec. 188 and 29 CFR Part 38 rests with the Governor or local area grant recipient (i.e., Chief Elected Official), as specified in the state's nondiscrimination plan.

The Nebraska Department of Labor has recently updated its State Nondiscrimination and Equal Opportunity Policy. In order to comply with this policy, it is proposed that the Chief Elected Officials Board adopt an updated version of Greater Nebraska's Nondiscrimination and Equal Opportunity Policy that reflects the recent changes in the State's policy.

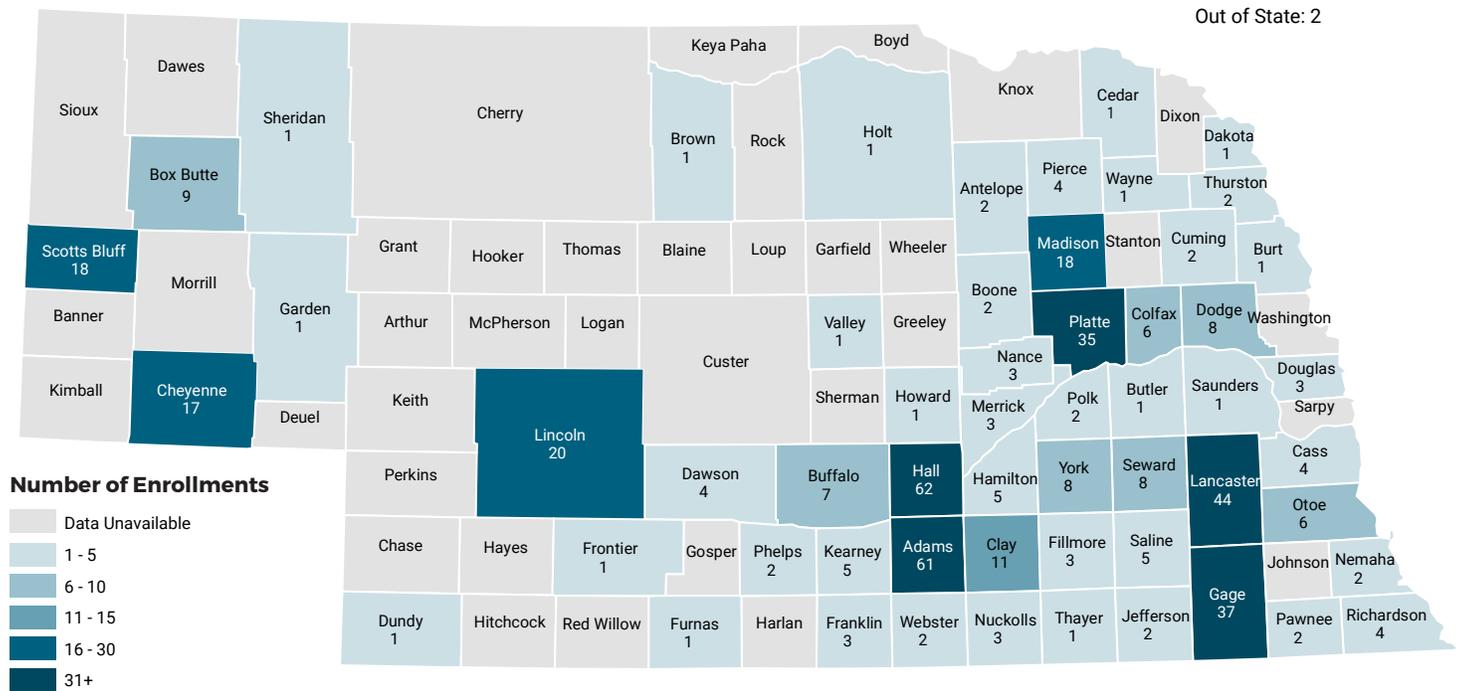
Adjournment

Stacey adjourned the meeting of the Greater Nebraska System Coordination Committee at 9:58 a.m. Thursday, October 26th 2017.

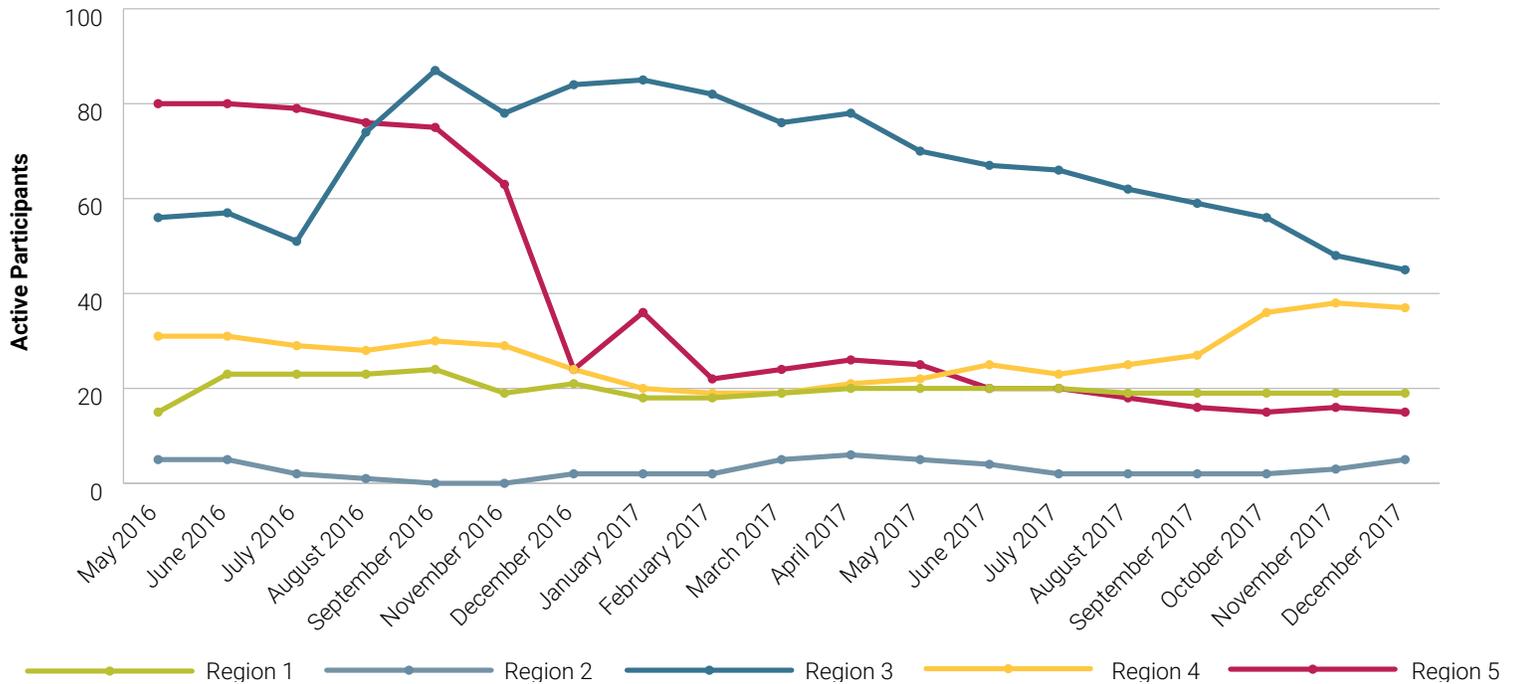
Performance reports from required one-stop partners are to be reported to the local board and reflected in the minutes of local board meetings. WIOA performance outcomes are not available at this time for WIOA Title 1B or any of the required one-stop partners. Performance measures for WIOA Title 1B program include employment in 2nd and 4th quarters after exit from program, median earning in quarter 2, and credential attainment. The number of active participants is provided on the following pages:

Agenda Item **GNWDB 6J** / **System 4b** / **CEOB 6J**: Customer Satisfaction Survey Results

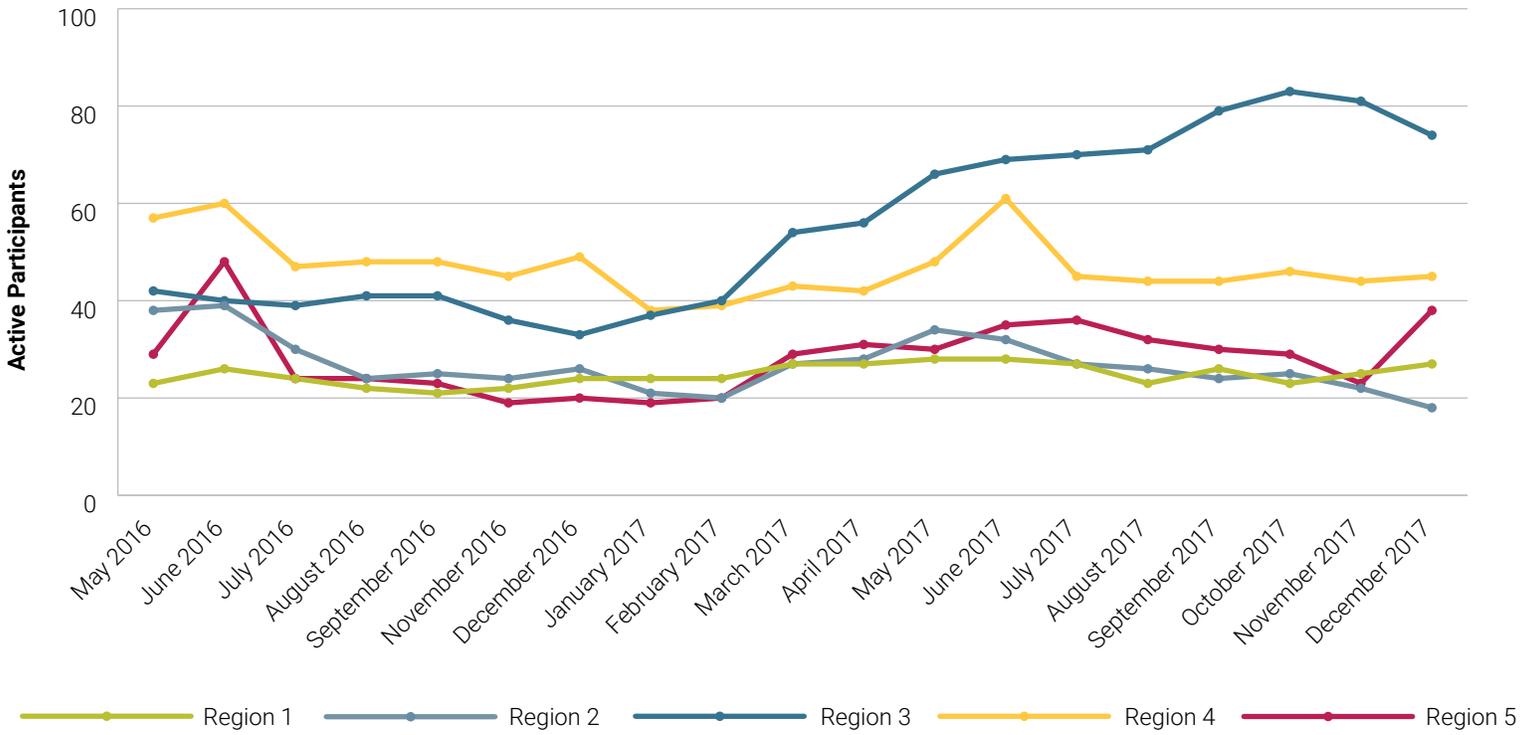
Enrollment by County



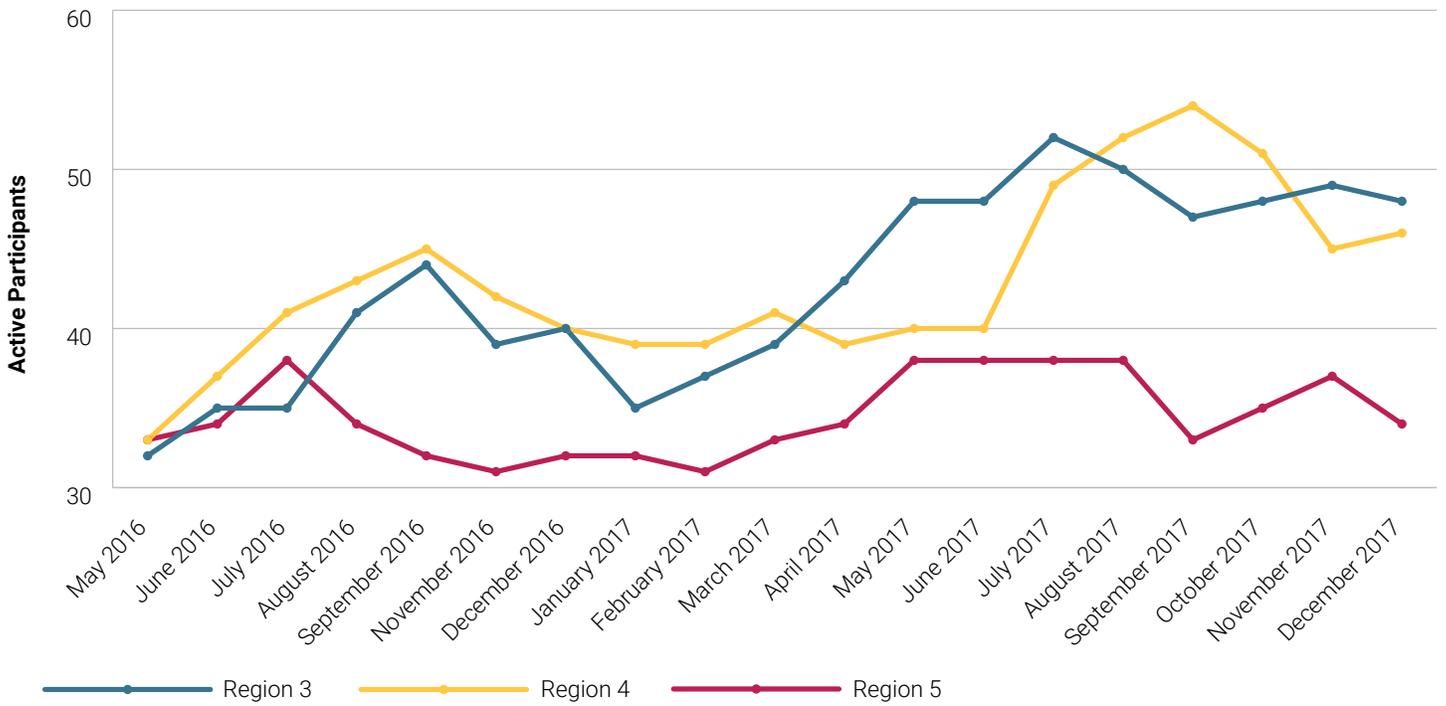
Dislocated Worker Program Enrollment, May 2016 - Dec. 2017



Adult Program Enrollment, May 2016 - Dec. 2017



Youth Program Enrollment, May 2016 - Dec. 2017



*Only three surveys were received. Starting this month, the surveys are now compatible with cell phones. Working with the One-Stop Operator to improve the process for delivering the surveys, should increase the number of overall collected survey results.

	Number of Survey Responses	Percentage
Total Number of Surveys:	3	100%
1. Did you clearly understand your responsibilities to participate in the program?		
1. Yes	2	67%
2. No	1	33%
3. Unsure	0	0%
2. Would you recommend this program?		
1. Would not recommend	0	0%
2. Would possibly recommend	1	33%
3. Would recommend	0	0%
4. Would strongly recommend		0%
5. Would very strongly recommend	2	67%
3. Did you receive the services needed to achieve your goal as outlined in the plan you developed with your case manager?		
1. I don't know	0	0%
2. Received none of the services needed	1	33%
3. Received some of the services needed	0	0%
4. Received most, but not all of the services needed	0	0%
5. Received all services needed	2	67%
4. Overall were you satisfied with services in the Workforce Innovation and Opportunity Act Title 1 Program?		
1. Very dissatisfied	0	0%
2. Dissatisfied	1	33%
3. Neither satisfied nor dissatisfied	0	0%
4. Satisfied	0	0%
5. Very satisfied	2	67%
5. How satisfied were you with the professionalism and accessibility of staff?		
1. Very dissatisfied	0	0%
2. Dissatisfied	0	0%
3. Neither satisfied nor dissatisfied	1	33%
4. Satisfied	0	0%
5. Very satisfied	2	67%
6. Were you able to find employment in your career field after you completed this program?		
1. Not seeking employment at this time	1	33%
2. Not applicable	0	0%
3. No, I did not find employment	0	0%
4. Yes, I did find employment but not in my career field	0	0%
5. Yes, I did find employment in my career field	2	67%
7. If you found employment, are you likely to keep this job over the next six months?		
1. Yes	2	67%
2. No	0	0%

	Number of Survey Responses	Percentage
3. Unsure	1	33%
8. What changes would you suggest to improve the services in this program?		
Free Text		
9. Would you like to be contacted?		
1. Yes	0	0%
2. No	3	100%

Agenda Item **GNWDB 6K / System 4c / CEOB 6K**: Youth Cohort

On December 15th the local area applied to participate in the Youth Cohort, sponsored by the U.S Department of Labor. The cohort will consist of teams of 3-5 participants from a local area that will collaborate through an organized process to develop solutions to improve system integration around the question, “What Does It Take to Effectively Engage and Retain Out-of-School Youth Throughout the Program Lifespan?” The cohort will combine “team time” (within own local area) with cross-local/state/regional collaboration.

The Cohort process will cover 12 weeks during February-April, 2018 and will work towards the following outcomes:

- Help cohort members address the challenge in their own local areas
- Develop a practical solution to the challenge to be disseminated to the field nationally
- Serve as an overall “Innovation Lab” for ideas that could drive integration and promote increased efficiencies and improved outcomes. The cohort challenge will be delivered virtually. We will meet as a group for a series of six to eight facilitated webinars. In addition to the larger cohort meetings, there will be independent activities required, both individually and in small groups.

If selected Kelsey Miller will represent the board for our local team. The selection announcement will be made in late January 2018.

Agenda Item **GNWDB 6L / System 4d / CEOB 6L**: Motion to Approve Mass Layoff Policy

Background: To better meet the needs of dislocated workers involved in a mass layoff a workforce board can provide needs-related payments and expanded funding for out-of-area job search and relocation assistance. Policy 25 provides additional resources for dislocated workers to assist in transitioning to their next job.

It is proposed that the Greater Nebraska Workforce Development Board approve the Mass Layoff Policy.

Mass Layoff Policy

Greater Nebraska Workforce Development Area

550 South 16th Street
Lincoln, NE 68508
402-471-9878

ndol.greaternebraska@nebraska.gov

Dislocated Worker Program Only

Policy No.	25
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Effective Date	1/18/2018
Supersedes	
Revision Date	
Revision No.	
Approval	GNWDB

Policy

When there is a closure or layoff that affects twenty five (25) or more employees, the local area considers this to be a mass layoff. Under such circumstances additional resources will be made available to these dislocated workers, including: access to needs-related payments and expanded funding for out-of-area job search assistance and relocation assistance.

Needs-Related Payments

Needs-related payment provide financial assistance to participants for the purpose of enabling them to participate in training.¹

Qualification

To receive needs-related payments, a dislocated worker must:

1. Be unemployed,² and
2. Have ceased to qualify for unemployment compensation or trade readjustment allowance under TAA,³ and
3. Be a part of a qualifying mass layoff; and
4. The participant is enrolled in a training service
 - A. by the end of the 13th week after the most recent layoff that resulted in a determination of the worker's eligibility for employment and training activities; or
 - B. if later, by the end of the 8th week after the worker is informed that a short-term layoff will exceed 6 months.⁴

Policy

When there is a closure or layoff that affects twenty five (25) or more employees, the local area considers this to be a mass layoff. Under such circumstances additional resources will be made available to these dislocated workers, including: access to needs-related payments and expanded funding for out-of-area job search assistance and relocation assistance.

Needs-Related Payments

Needs-related payment provide financial assistance to participants for the purpose of enabling them to participate in training.⁵

1 20 CFR 680.930
2 20 CFR 680.950 (a)
3 20 CFR 680.950 (a)(1)
4 WIOA sec. 134(c)(3) and 20 CFR 680.950 (a)(2)
5 20 CFR 680.930

Qualification

To receive needs-related payments, a dislocated worker must:

1. Be unemployed,⁶ and
2. Have ceased to qualify for unemployment compensation or trade readjustment allowance under TAA;⁷ and
3. Be a part of a qualifying mass layoff; and
4. The participant is enrolled in a training service
 - A. by the end of the 13th week after the most recent layoff that resulted in a determination of the worker's eligibility for employment and training activities; or
 - B. if later, by the end of the 8th week after the worker is informed that a short-term layoff will exceed 6 months.⁸

Level of Payment

The level of needs-related payment will not exceed the greater of:

1. The applicable weekly level of unemployment compensation benefit, for the participant who was eligible for unemployment compensation as a result of the qualifying dislocation or
2. The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in the total family income.⁹

Payments may be provided while the participant is waiting to start training, if they have been accepted in a training program that will begin within 30 calendar days.¹⁰

The local area reserves the right to make the determination that funds are limited. In the event of such a determination, services will be allocated using the Priority of Services Policy.

Maximum Payment

Participants may receive needs-related payments for up to eight weeks, not to exceed \$3,300. Needs-related payments do not count towards supportive service maximums and are in addition to life time limits.

Out-of-Area Job Search Assistance and Relocation Assistance

Individualized career services include: out-of-area job search assistance and relocation assistance. These services are available to all Adult and Dislocated Worker Program participants if it is determined appropriate by the workforce coordinator. Funds expended are counted toward their lifetime limits. Under a mass layoff or closure funds expended are in addition to the lifetime limits. See Policy 26 for more information.

6 20 CFR 680.950 (a)
7 20 CFR 680.950 (a)(1)
8 WIOA sec. 134(c)(3) and 20 CFR 680.950 (a)(2)
9 20 CFR 680.970
10 20 CFR 680.960

Agenda Item **GNWDB 6M / System 4e / CEOB 6M**: Motion to Approve Relocation Assistance Policy

Background: Individualized Career Services under WIOA include pre-employment interview (out-of-area job search) and relocation assistance. These services are available to enable adults and dislocated workers who are unemployed to find permanent employment outside of their commuting area. Policy 26 sets criteria for providing relocation assistance to adults and dislocated workers.

It is proposed that the Greater Nebraska Workforce Development Board approve the Relocation Assistance Policy.

Relocation Assistance Policy

Greater Nebraska Workforce Development Area

550 South 16th Street
Lincoln, NE 68508
402-471-9878
ndol.greaternebraska@nebraska.gov

Dislocated Worker and Adults Programs

Policy No.	26
Effective Date	1/18/2018
Supersedes	
Revision Date	
Revision No.	
Approval	GNWDB

Policy

Pre-employment interview (out-of-area job search) and relocation assistance is available to enable adults and dislocated workers who are unemployed to find permanent employment outside of their commuting area.¹

Qualification

To receive pre-employment interview and/or relocation assistance, program participants must meet the following criteria:

1. Cannot obtain employment within their commuting area (commute area is considered to be 50 miles) that meets their skill level and/or has a sufficient wage; and
2. Relocation or pre-employment interview is within Nebraska;
- 3A. Have secured self-sufficient, long-duration employment, that has been verified in writing, outside their commuting area;
or
- 3B. Have secured a pre-employment interview for a bona fide job opening, documented by a letter from the prospective employer, in an area outside their commuting area.

Allowable Expenditures

Funds may only be used to cover the costs of relocation or pre-employment interviews which are not paid for by a prospective employer. No payment for relocation and/or pre-employment interview expenditures will be made without receipts or other evidence of actual costs and prior approval from the Regional Manager.

Reasonable and necessary expenses include:

1. Transportation and lodging for the participant's pre-employment interview;

¹ WIOA Sections 134(b)(2)(I)

2. Transportation for the participant to the relocation area;
3. Lodging for the participant during relocation transition;
4. Transportation of household goods to the relocation area including cost of renting a trailer, moving truck, or hiring a commercial carrier; and
5. Temporary storage (up to 60 days) of household effects.

Maximum Payment

Combined assistance cannot exceed \$2,000 for an individual participant. All expenses count towards the lifetime cap, unless covered by the mass layoff exemption, policy 25.

Documentation – Relocation Assistance

1. Written documentation that the participant secured long-duration, unsubsidized employment in an area outside their commuting area;
2. Name and address of employer in the relocation area;
3. Job title with O-NET code or brief job description;
4. Starting date, duration, and wage of employment;
5. Identification of transportation and lodging expenses to be provided;
6. Cost of the relocation minus employer contribution;
7. Signatures of participant;
8. Letter or documented phone confirmation from employer that the participant reported to work, or paystub from new job; and
9. Receipts or other evidence of actual costs.

Documentation – Pre-employment Interview Assistance

1. Name and address of employer for job search area;
2. Copy of job announcement and letter/email from employer setting up interview;
3. Signatures of participant; and
4. Receipts or other evidence of actual costs.

Agenda Item **GNWDB 6N / System 4f / CEOB 6N**: Motion to Approve Revised Contracting with Training Providers Policy (Plan Revision)

Background: This policy was originally approved as part of the local and regional plan by the Executive Committee in February 2017. The revised policy makes it simpler to contract with a training provider if there is a mass layoff.

"If training is in response to a mass layoff (as identified in policy 25), the committee may exclude guidelines 2 and 3 in making a determination."

It is proposed that the Greater Nebraska Workforce Development Board approve the revised Contracting with Training Providers Policy.

Contracting with Training Providers Policy

Greater Nebraska Workforce Development Area

550 South 16th Street
Lincoln, NE 68508
402-471-9878
ndol.greaternebraska@nebraska.gov

Dislocated Worker, Adults, and Youth Programs

Policy No. 10

Effective Date	7/1/2017
Supersedes	Procedure of Individual Training Accounts– Attachment L (7/1/2014)
Revision Date	1/18/2018
Revision No.	1
Approval	GNWDB

Policy

Contracts for services may be used instead of Individual Training Accounts (ITAs) only when one (1) or more of the following five (5) exceptions apply and the local area has fulfilled the consumer choice requirements described below:¹

1. When the services provided are on-the-job training (OJT), customized training, incumbent worker training, or transitional employment;
2. When the local board determines that there are an insufficient number of eligible training providers in the local area;
3. When the local board determines that there is a training services program of demonstrated effectiveness offered in the area by a community-based organization or another private organization to serve individuals with barriers to employment;
4. When the local board determines that it would be most appropriate to contract with an institution of higher education or other eligible provider of training services that will facilitate the training of multiple individuals in in-demand industry sectors or occupations, provided that the contract does not limit consumer choice; or
5. When the local board is considering entering into a pay-for-performance contract, and the local board ensures the contract is consistent with WIOA requirements on pay-for-performance contracts (see 20 CFR § 683.510).

Exceptions are intended to meet special needs and should be used infrequently.

¹ 20 CFR § 680.320(a)

Selecting Training Providers

The Strategic Planning Committee will review and make the determination of whether a program meets the guidelines below:

1. One of the five exceptions apply.
2. Program was not approved as an eligible program by NDOL.
3. Training is limited to short-term training (no more than six months).
4. Serves to provide needed training to participants in order to follow a career path that will lead to H3 employment. H3 employment has high wage, high demand and high skill.
5. Training demonstrates effectiveness particularly as it applies to individuals with barriers to employment to be served. Individuals with barriers to employment may include the following:
 - Displaced homemakers;
 - Low-income individuals
 - Native American Indians, Alaska Natives, and Native Hawaiians;
 - Individuals with disabilities
 - Older individuals, i.e., those aged 55 or over
 - Ex-offenders
 - Homeless individuals;
 - Youth who are in or have aged out of the foster care system;
 - Individuals who are English language learners;
 - Individuals who have low levels of literacy
 - Individuals facing substantial cultural barriers
 - Eligible migrant and seasonal farmworkers [defined in Sec. 167(i) of WIOA]; xvi. individuals with two (2) years of exhausting lifetime eligibility under Temporary Assistance for Needy Families (TANF);
 - Single-parents (including single pregnant women);
 - Long-term unemployed individuals; and
 - Other groups determined by the governor to have barriers to employment.
6. Training aligns with local and regional plan.

If training is in response to a mass layoff (as identified in policy 25), the committee may exclude guidelines 2 and 3 in making a determination.

If the above criteria is met, the Strategic Planning Committee can then make a recommendation to the Greater Nebraska Workforce Development Board (GNWDB). If the motion is approved. The following steps will be taken.

1. Contracting for classes will follow the Department of Administrative Services procurement policy.
2. A thirty (30) day public comment period will be allowed for interested providers.
3. Priority will be given to training provider's institution that have already been approved by NDOL but the individual program was not.
4. The training provider is required to:
 - A. Demonstrate adequate management, administrative capacity, and resources (financial and human) necessary for the proper operation of the Training Provider and to meet obligations to students
 - B. Demonstrate that all educational programs are sound and current and that the employment community is actively involved in discussions about how to develop and maintain programs that are relevant, current, and accurately reflect industry requirements
 - C. Demonstrate that faculty have the appropriate prior work experience, education and teaching qualifications necessary to support the institutions educational programs
 - D. Demonstrate appropriate admissions requirements, recruitment practices, student services, and monitoring of student progress toward graduation
 - E. Measure student outcomes quantitatively in areas such as rates of graduation and graduate employment and to use graduation rates and employment rates as a means to focus qualitative efforts toward continuous institutional effectiveness and improvement
 - F. Demonstrate an institutional mission, vision and/or goals that support the preparation of students to meet local workforce needs
 - G. Demonstrate a commitment to internal services, such as career placement, that support student growth and career support
 - H. Demonstrate commitment to local workforce development initiatives by describing current partnerships with local community agencies and business partners
 - I. Commit to compliance to all WIOA compulsory assurances

Agenda Item GNWDB 60 / System 4g / CEOB 60: Motion to Approve Revised Work-based Learning Policy (Plan Revision)

Background: This policy was originally approved as part of the local and regional plan by the Executive Committee in February 2017. The revised policy provides more flexibility to case managers when following up/monitoring work experience host sites.

"On-site monitoring of worksites or follow-up with host employer via phone or email will take place monthly."

It is proposed that the Greater Nebraska Workforce Development Board approve the revised Work-based Learning Policy.

Work-based Learning Policy

Greater Nebraska Workforce Development Area

550 South 16th Street

Lincoln, NE 68508

402-471-9878

ndol.greaternebraska@nebraska.gov

Dislocated Worker, Adults, and Youth Programs

Purpose

The purpose of the Work-Based Training policy in the WIOA Title I Adult, Dislocated Worker and Youth programs is to provide procedures for implementing and managing training agreements/contracts for Work-Based Training, including On-the-Job Training, Registered Apprenticeship training, Transitional Jobs, Customized Training, Work Experience, Pre-Apprenticeship Training, and Job Shadowing.

Background

Various Work-Based Training activities are available for Adults, Dislocated Workers and Youth under the Workforce Innovation and Opportunity Act. Activities identified as Work-Based Training and addressed in this policy include On-the-Job Training, Registered Apprenticeship training, Transitional Jobs, paid or unpaid Work Experiences, Pre-Apprenticeship training, and Job Shadowing.

Action

Effective 7/1/2017, regional managers, workforce coordinators, and other service provider staff must implement this policy.

Definitions

On-the-Job Training – The term “on-the-job training” means training by an employer that is provided to a paid participant while engaged in productive work in a job that—

- A. Provides knowledge or skills essential to the full and adequate performance of the job;
- B. Is made available through a program that provides reimbursement to the employer of up to 75 percent of the wage rate of the participant, for the extraordinary costs of providing the training and additional supervision related to the training; and
- C. Is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.¹

¹ WIOA Sec. 3 (44)

Policy No. 22

Effective Date	7/1/2017
Supersedes	
Revision Date	1/18/2018
Revision No.	1
Approval	GNWDB

Registered Apprenticeship – Registered Apprenticeship is an "Earn and Learn" training model, providing a unique combination of structured learning with on-the-job training from an assigned mentor. Related instruction, technical training or other certified training is provided by apprenticeship training centers, technical schools, community colleges, and/or institutions employing distance and computer-based learning approaches. The goal is to provide workers with advanced skillsets that meet the specific needs of employers. Upon completion of a Registered Apprenticeship program, participants receive an industry issued, nationally recognized credential that certifies occupational proficiency and is portable.

Transitional jobs – Transitional jobs are defined as time-limited subsidized work experiences that help individuals who are chronically unemployed and have barriers to employment establish a work history and develop skills to access unsubsidized employment and progress in the workplace.

Customized Training – The term "customized training" means training—

- A. that is designed to meet the specific requirements of an employer (including a group of employers);
- B. that is conducted with a commitment by the employer to employ an individual upon successful completion of the training; and
- C. for which the employer pays—
 - a. a significant portion of the cost of training, as determined by the local board involved, taking into account the size of the employer and such other factors as the local board determines to be appropriate, which may include the number of employees participating in training, wage and benefit levels of those employees (at present and anticipated upon completion of the training), relation of the training to the competitiveness of a participant, and other employer-provided training and advancement opportunities; and
 - b. in the case of customized training involving an employer located in multiple local areas in the State, a significant portion of the cost of the training, as determined by the Governor of the State, taking into account the size of the employer and such other factors as the Governor determines appropriate.²

Work Experience – Paid (subsidized) or unpaid work experience is a planned, structured learning experience in a workplace for a limited period of time that provide participants with opportunities for career exploration and skill development.³

Pre-Apprenticeship – Pre-apprenticeship is a program or set of strategies designed to prepare individuals to enter and succeed in registered apprenticeship programs and has a documented partnership with at least one, if not more, registered apprenticeship programs(s).⁴

Job Shadowing – A work experience option where youth learn about a job by walking through the work day as a shadow to a competent worker. The job shadowing work experience is a temporary, unpaid exposure to the workplace in an occupational area of interest to the youth.⁵

Policy

General Requirements for Participant Eligibility

- Work-based training opportunities must be identified as an appropriate activity for program participants on the IEP or ISS.

² WIOA Sec. 3 (14)(A)(B)(C) and 680.760

³ 681.600 (a)

⁴ 681.600 (c)(2)

⁵ 681.600 (c)(3)

- IEPs or ISSs and/or case notes will specify goals of the Work-Based Training activity by –
 - Identifying purpose of the activity and
 - Outcomes expected.

Work Experience and Transitional Jobs

1. Work experience and transitional jobs may be in the private-for-profit sector, the non-profit sector or in the public sector, for participants whose assessment and employment development plan / individual service strategy indicate that work experience and/or transitional jobs are appropriate. Work experiences may be paid or unpaid.
2. Work experiences and transitional jobs will be in positions that are entry-level.
3. For paid work experiences and transitional jobs, WIOA will pay the participants' wages. Wages are set at the Nebraska's minimum wage.
4. Participants in work experience and transitional jobs can work up 40 hours or less a week. The duration of the work experience and transitional job will be determined based upon the expected outcomes; however, duration of a work experience or transitional job assignment will not exceed 500 hours. Overtime is not approved. WIOA Youth program participants must include an academic and occupational education.

NOTE: WIOA Youth program participants might participate in more than one work experience assignment over the duration of their program participation – i.e. summer employment, job shadowing, pre-apprenticeship programs.

5. No participant will work in any subsidized work experience position or transitional job when the same or substantially equivalent position is vacant due to a hiring freeze.
6. The worksite supervisor is expected to provide supervision and training for participants, as well as monitor progress and application of job readiness skills. The ratio of trainee to supervisor will not exceed 5 to 1.
7. Work Experience and Transitional Jobs participants are considered trainees. Therefore staff developing such training opportunities must ensure adequate supervision at the worksites. A supervisor must be on-site at all times during the trainee's work hours.
8. The number of work experience or transitional jobs participants assigned per work site will not be greater than 51% of total employees at the worksite. Exceptions must be presented to the Administrative Entity with justification of adequate training.
9. Future work experience or transitional jobs requests from worksites will be denied if those worksites have not honored the requirements set forth in previous worksite agreements.
10. On site monitoring of worksites or follow-up with host employer via phone or email will take place monthly.
11. Work Experiences must have academic and occupational educations components.

On-the-Job Training (OJT) – See policy 16, On-the-Job Training

Customized Training

1. Customized training is designed to meet the special requirements of an employer or group of employers.
2. The employer(s) must pay not less than 50 percent of the cost of the training.
3. Employer matching costs must be in cash, or in-kind, must be documented, and are subject to audit.

4. Customized training may be provided to WIOA program participants eligible for training services.
5. The employer (or group of employers) must commit to hire individuals who successfully complete the customized training program and trainees must agree to accept employment offers from the employer.
6. The employer groups will assist WIOA staff in identifying appropriate training providers. As appropriate, local procurement of training providers will occur.
7. An agreement between WIOA, the training provider and the employer (or group of employers) will be finalized and signed prior to the start of training.
8. A customized training contract may also be written to train a customer who is already working for the employer (or group of employers) for which the customized training is being provided, when the employee is not earning a self-sufficient wage. In this situation, customized training provided to a previously employed worker must elevate the employee to reach at least a self-sufficient wage through skill upgrade training that relates to either:
 - a. The introduction by the employer of new technologies;
 - b. The introduction to new production or service procedures; or
 - c. Upgrading to new jobs that require additional skills/workplace literacy.

Registered Apprenticeship

1. Registered Apprenticeship is an important component of potential training and employment services that are based on an "Earn and Learn" model. Registered Apprenticeship can be funded through several mechanisms. Registered Apprenticeship program sponsors can be Eligible Training Providers.
 - a. Some Employers who provide related instructions with Registered Apprenticeship programs can provide formal in-house instructions as well as the on the job training at the worksite.
 - b. Some Employers will use an outside educational provider for the classroom instruction. Employers can use two- or four-year post-secondary institutions, technical training schools or on-line courses for related instructions. The employer is the Eligible Training Provider and must identify its instructional provider.
 - c. For multiple year apprenticeships, funding to cover the costs of related training will be negotiated and obligated by quarter.
2. On-the-Job Training Agreements and procedures will be utilized for the on the job training hours of the apprenticeship.

Disclaimer

This policy is based on Greater Nebraska's reading of the applicable statutes, regulations, rules and guidance released by the U.S. Government and the State of Nebraska. This policy is subject to change as revised or additional statutes, regulations, rules and guidance are issued.

Attachment 1: Board Members

Board Chairs

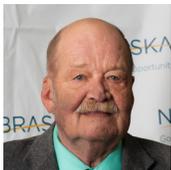


Pamela Lancaster
Board Chair
County Commissioner,
Hall County
Grand Island



Stanley Clouse
Vice-Chair
Mayor, City of Kearney
Kearney

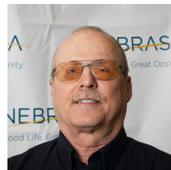
Board Members



Jack Andersen
County Commissioner,
Sheridan County
Lakeside



Bryan Bequette
Mayor, Nebraska City
Nebraska City



John Fagot
Mayor,
City of Lexington
Lexington



Kent Greenwalt
Mayor, City of
Terrytown
Terrytown



Hal Haeker
Mayor, City of Alma
Alma



Joe Hewgley
County Commissioner,
Lincoln County
North Platte



Hilary Maricle
County Commissioner,
Boone County
Albion



Christian Ohl
County Commissioner,
Madison County
Norfolk



William Stewart
County Commissioner,
Dawson County
Lexington

American Job Center (AJC) and NDOL Career Center Managers



Pat Comfort
Alliance & Scottsbluff
Career Centers
Panhandle Region,
including: Sidney,
Chadron, & Bridgeport



Bernie Hansen
Columbus Career
Center
Northeast Region,
including: Fremont,
David City, & Schuyler



Randy Kissinger
Grand Island AJC
& Hastings Career
Center
Central Region,
including: Kearney,
Holdredge, & Broken
Bow



Becky Maggart
Norfolk Career Center
Northeast Region,
including: South
Sioux City, West Point,
Ainsworth, & O'Neil



Kelsey Miller
North Platte,
Lexington, & McCook
Career Centers
Mid-Plains Region,
including: Valentine,
Ogallala, & Imperial



Karen Stohs
Beatrice AJC,
Nebraska City & York
Career Centers
Southeast Region,
including: Falls City,
Fairbury, & Auburn

GREATER NEBRASKA WORKFORCE DEVELOPMENT BOARD

Board Chairs



Lisa Wilson
Chair
Case New Holland
Industrial
St. Paul



Jill Smith
Vice-Chair
BD Life Sciences -
Preanalytical Systems
Broken Bow

Board Members



Elaine Anderson
Nebraska VR
Kearney



Erin Brandyberry
Nebraska
Commission for the
Blind and Visually
Impaired
North Platte



Wayne Brozek
21st Century
Equipment
Gering



Chris Callihan
IBEW Local 265
Lincoln



Ann Chambers
Central Community
College
Grand Island



Alicia Fries
Allo Communications
Imperial



Matt Gotschall
Central Community
College
Columbus



Gary Kelly
Thompson Specialty
Services
Colon

Administrative Entity Staff



Dylan Wren
Job Training Program
Coordinator
Nebraska Department
of Labor



Shannon Grotrian
Administrator of
Workforce Services
Nebraska Department
of Labor



Wendy Sieler
Staff Assistant
Nebraska Department
of Labor



Greta Kickland
Cameco Resources -
Crow Butte Operations
Chadron



Roy Lamb II
IBEW Local 265
Lincoln



Charlene Lant
CHI St. Mary's
Nebraska City



Dan Mauk
Nebraska City
Area Economic
Development
Corporation
Nebraska City



Kelsey Miller
Nebraska Department
of Labor
North Platte



Denise Pfeifer
UTC Aerospace
Systems
Waco



Kim Schumacher
Cargill, Inc.
Columbus



Stacey Weaver
Chief Agri
Kearney

Revised: 12/18/17

Contact: 402-471-9878
or NDOL.GreaterNebraska@nebraska.gov

Equal Opportunity Program/Employer TDD: 800-833-7352
Auxiliary aids and services are available upon request to individuals with disabilities.

Member Updates

New Member: Greater Nebraska Workforce Development Board



Erin Brandyberry

Erin Brandyberry is the North Platte District Supervisor for the Nebraska Commission for the Blind and Visually Impaired (NCBVI). She has been with the agency just over 2 years, and is really looking forward to building relationships through the GNWDB. Erin has a Master's degree in Social Work and previously worked as a social worker in a nursing home in Kearney. She and her husband Kyle, who is a clinical supervisor for Lutheran Family Services, now reside in North Platte. They enjoy spending time outdoors (when it's warm!) and woodworking crafts.

Vision:
Grow Nebraska

Mission:
Create opportunity through more effective, more efficient, and customer focused state government.



Priorities:

- Efficiency & Effectiveness
- Customer Service
- Growth
- Public Safety
- Reduced Regulatory Burden

We Value:

- The Taxpayer
- Our Team
- Simplicity
- Transparency
- Accountability
- Integrity
- Respect

NEBRASKA

Good Life. Great Opportunity.

GOVERNOR PETE RICKETTS

Greater Nebraska Meeting Schedule

Date	Time	Location	Board(s)
May 24, 2018	TBD	Columbus	GNWDB & CEOB
October 18, 2018	TBD	North Platte	GNWDB & CEOB

System Coordination Committee and **Strategic Planning Committee** meetings will be held at each GNWDB scheduled event.

Agency Contacts

Topic	Contact
Meeting Schedules, Communication, and Expense Reimbursement	Wendy Sieler <i>Staff Assistant Employment and Training</i> Nebraska Department of Labor PHONE 402-471-2565 wendy.sieler@nebraska.gov
Board Planning, Support, Program Coordination, and Compliance	Dylan Wren <i>Program Coordinator Employment and Training</i> Nebraska Department of Labor PHONE 402-471-9878 dylan.wren@nebraska.gov
Program Oversight	Shannon Grotrian <i>Administrator Employment and Training</i> Nebraska Department of Labor PHONE 402-471-9897 shannon.grotrian@nebraska.gov
One-Stop Operator	Linda Black <i>Industry/Talent Manager</i> Nebraska Department of Economic Development PHONE 308-991-2986 linda.black@nebraska.gov

