



## NORTHEAST INDIANA WORKS BOARD

OCTOBER 2, 2020

9:00-10:30 AM

VIRTUAL MEETING

FINAL MINUTES

**BOARD MEMBERS PRESENT:** Bill Bradley, Patrick Buesching, Jordi Disler, Alan Duff, Beth Green, Darryl Esterline, Jane Porter Gresham, Tim Hartigan, Jeff Kellam, Mark Michael, John Niederman, James Phillips, John Sampson, Shelly Stearns, Chris Straw, Jim Walmsley and Tonya Weaver.

**STAFF PRESENT:** Andrea Bolinger, Rick Farrant, Karen Green, Rafat Halboob, Connie Kellogg, Jennifer Koebler, Nancy Magginnis, Anne Meyer, Edmond O’Neal, Kathleen Randolph, Lori Rice and Kim Tempel.

**ALSO ATTENDING:** Lance Halsey, Kent Sellers.

I. **Call to Order**

The meeting was called to order at 9:10; a quorum was present.

II. **Board Executive Session**

The board entered into an executive session to discuss transition of executive leadership of the agency. Northeast Indiana Works CEO Kathleen Randolph informed the board of her intent to retire at the end of the calendar year. Board Secretary/Treasurer John Niederman made a motion to approve the appointment of President Edmond O’Neal to the position of President and CEO at the point of Randolph’s retirement on January 1, 2021. Jeff Kellam seconded the motion and the motion carried.

III. **Regular Meeting**

Niederman resumed the regular meeting at 9:25 a.m. Niederman announced Randolph would retire, effective December 31, and O’Neal would become President and CEO. Randolph said it is the intent of her and her husband to transition to the roles of doting grandparents. Niederman – and other board members – thanked her for her distinguished service and welcomed O’Neal to his new position. O’Neal said he was honored that the board had placed trust in him to assume leadership of Northeast Indiana Works. John Sampson inquired how the leadership changes would be announced and Randolph described a communication plan that included reaching out to staff, key stakeholders and the media.

IV. **Consent Agenda**

The minutes of the June 5, 2020 meeting and financials were provided in the packet of advance materials. Sampson moved to approve the minutes and financial report. Darryl Esterline seconded the motion. The motion passed unanimously.

V. **Program Overview – Edmond O’Neal**

O’Neal outlined how Northeast Indiana Works responded operationally to the pandemic, including WorkOne Northeast career center openings and PPE strategies; virtual job fairs; virtual business retention visits; and stepping up public exposure through providing essential employment and unemployment labor market information. He also highlighted activity associated with \$2.1 million in CARES Act funding for expanded training programs. To date, he said, Workforce Ready Grant (WRG) funds have been obligated to support 161 individuals for CDL, Welding, CCMA, CNA, Cybersecurity and other training. In advance of another presentation about Employer Training Grants (ETG), Randolph explained that although Northeast Indiana Works was so successful that it exceeded its \$2.1-million allocation, the state would be able to cover the

expense with money recouped from other regions that could not reach their goals. O’Neal also explained Program Year 2020 and 2021 negotiated levels of performance metrics covering employment, credential attainment, median earnings and measurable skill gains. Jane Gresham moved to accept the levels of performance. Kellam seconded the motion. The motion passed unanimously.

**VI. Employer Training Grant Update – Kim Tempel**

Kim Tempel provided background on the parameters of the ETG program, explained how it has been expanded through the end of the year, and reported that thus far training agreements with region employers have numbered 107 (tied for first in the state with Region 5) and agreement amounts have totaled \$6,921,076, which leads the state. She said the Region 3 dollar total represents 24 percent of the statewide allocation. Randolph said the ETG numbers are an incredible accomplishment, achieved through the tenacity of Tempel and her business services team. Niederman, on behalf of the board, thanked Tempel and the rest of the Northeast Indiana Works staff for their efforts. Chris Straw noted that the ETG program not only provided a financial benefit for his company, it lifted the spirit and moral of the company’s workers.

**VII. Board Chair’s Remarks – John Niederman**

Niederman reiterated that the board is grateful for the work of the Northeast Indiana Works staff. Several board members suggested that Randolph return when it is possible to give her an in-person celebratory send-off. Niederman wished everyone a happy holiday season.

**VIII. Other**

Kellam reported on a successful CDL program at Heartland Career Center, planning for a learning center, and the advent of a pilot precision agriculture program.

**IX. Adjourn**

The meeting adjourned at 10:12 a.m.

(The next meeting of the board will be from 9 a.m. to 10:30 a.m. January 8, 2021 at 200 E. Main St., Suite 910, Fort Wayne.)