

DELAWARE WORKFORCE INVESTMENT BOARD
Office Of Labor Market Management
Board of Directors Meeting – February 27, 2007
9:30 a.m.

Attendees: Acting Chairman - Jeff Bross, John Castle, Pat Creedon, Dana Shreve, Duane Wayman,

DOL Staff: Bob Strong, Diane Brooks, Tom Smith

DWIB Staff: Gwen Jones, Julia Hayward

Guests: Beth Brinly, Christopher Ransome, both from USDOL/ETA

Welcome and Introductions – Jeff Bross, Acting Chairman

Approval of Minutes – Motion made by Pat Creedon to approve minutes of the January 30, 2007 meeting. Motion seconded by Duane Wayman. All in favor. Motion carried.

Chairman's Report

Strategic Planning – Jeff Bross reported that about 15 individuals met in Dover on February 8, 2007 for a half day session to develop the Delaware Workforce Investment Board's strategic plan. The plan has been distributed to the Executive Committee for feedback. The Executive Committee will provide "oversight" of the implementation and monitoring of the plan by defining the action steps to be pursued; accountabilities; sequence and timetable; and the process for reviewing and informing the board of each key initiative.

Board Membership – Jeff welcomed new board members and informed the committee of the new Board Member Orientation manual while congratulating DWIB staff on an excellent manual. Jeff suggested that DWIB staff follow-up with new Board members to solicit them for a standing committee. Duane Wayman and Jeff Bross stated an actual orientation session should be held for new members appointed to the Board. Presently at 54% of the business community, there are no vacancies on this Board.

ABE/GED Update (Fox Valley) – Review reports in your packet. Gwen Jones reported there are a total of 28 students attending classes. Both classes are full and there is currently a waiting list for those individuals desiring to remain in the 19802 zip code. All others have been referred to NCC Vo-Tech GED sites in the surrounding area.

U. I. Wage Collections – Review reports in your packet. Duane Wayman reported referring to a "bankers perspective", "How much have you collected?", "How much has not been collected?" and, "Why hasn't it been collected?" Duane stated, "this is indicative that U.I. wage collection is not a priority". Jeff Bross requested that Duane explain exactly what U.I. tax collection is at the Board meeting.

Committee Reports

Proposal Review & Certification – Chairman John Castle informed the committee he was impressed with the attendance at the Proposal Presentations held on February 20, 2007 at John M. Clayton Hall – University of Delaware.

John announced the PY07 Recommended Funding Awards stating funding requests totaled more than \$7,315,363. Funding available totaled \$5,111,966.

Duane Wayman informed the committee that it was decided at the funding consolidation to request \$30,000 be made available from the blue collar set aside funds so that an additional program that the clerical review committee wanted to fund could be funded. A motion was made by Duane Wayman to make the funds available. The motion was seconded by Pat Creedon. All in favor. Motion carried. Tom Smith will make the adjustment to the PY 07 DWIB Recommended Funding award spreadsheet.

Financial Oversight Committee – Review report in your packet. Diane Brooks provided an overall report. Not all reports are in for Blue Collar contracts. Motion made by Pat Creedon to approve the Financial Report as presented. Motion seconded by Duane Wayman. All in favor. Motion carried.

Youth Council – Chairman, Dana Shreve reported the Youth Council continues to see progress. There are currently 12 active members on this committee. A meeting tentatively has been scheduled during the last week in March to visit the Strategic Plan to be sure the Youth Council mission is in line with the Strategic Plan and to react to the proposal for technical assistance to serve the neediest youth. Dana acknowledged the level of cooperation and communication between state agencies and the Youth council.

Performance Measures & Customer Satisfaction – Chairman, Jeff Bross reported that we have met all of our minimum performance levels. We have not met our negotiated measures for dislocated workers retention and earnings change replacement. Wage Record Interchange System (WRIS) wage matches from other states were not available this quarter.

Public Relations & Community Outreach - Chairman Pat Creedon reported the committee met to do an outreach study to determine partners. Pat outlined the marketing tools and means of connecting our services to the business community. Since the last meeting, there have been two press releases, a presentation to New Castle County Vo-Tech teachers and Marine Corps Reserves, a Job Fair scheduled in early Spring at the Dover Air Force Base and a newsletter released in November with another to follow in March. The committee feels it is important to make the "Success Stories" known to the public.

Old Business – Bob Strong informed the committee that requests from business partners to use the Mobile One-Stop van have been overwhelming. He spoke briefly about the Chrysler layoffs and that the Department of Labor is standing by to see what develops and what their needs may be. He also informed the committee that Fran Tracy Mumford, Director of Adult Education is retiring from the Department of Education.

New Business – None

Meeting Adjourned –