

**DELAWARE WORKFORCE INVESTMENT BOARD**  
**Goodwill Industries of Delaware and Delaware County, Inc.**  
**Board of Directors Meeting – April 7, 2009**  
**9:30 a.m.**

**Attendees:** Jeff Bross, Acting Chair, John Austin, Desmond Baker, Ed Capodanno, John Castle, Alice Coleman, Hon. Charles Copeland, Ben Hsu, Hon. Earl Jaques, Hon. James Johnson, Rob Lau, Hon. John McMahon, James Randall, John Reed, Dana Shreve, Ron Walker

**DOL Staff:** Diane Brooks, Bob Clarkin, Rachel Gold, Eileen Schneese, Tom Smith, Bob Strong,

**DWIB Staff:** Gwen Jones, Bill Potter, Julia Hayward

**DOJ Staff:** Linda Carmichael

**Guest:** Kenneth Anderson, Rev. Maurice Butler, Jennifer Clark, Dana Fenwick, Ann DelNegro, Regina Jones, Sher Valenzuela,

**Quorum achieved.**

**Welcome and Introductions** – Acting Chairman Jeff Bross, requested introductions from everyone in attendance. Jeff congratulated DOL/DWIB staff for a job well done during the Adult/Youth Training RFP process and proposal presentations. He also recognized and congratulated newly appointed State Representative Earl Jaques, Sr., to the Board of Directors.

**Approval of Minutes** – Motion made by Secretary John McMahon to approve the minutes of January 27 and March 3, 2009. Motion seconded by Rob Lau. All in favor. Motion carried.

### **Committee Reports**

**Performance Measures & Customer Satisfaction** – Bob Clarkin reported two (2) out of seventeen (17) of the 80% minimum acceptable level of Performance Measures were not met. Those measures include Older Youth Earnings Change/Replacement in six months and Older Youth Credential/Diploma rate. Bob indicated negotiating levels were set higher in previous years when our performance levels were being met. Performance Measures should be significantly lower because of the economic down turn but realistic adjustments should be made. Therefore DOL/DET submitted a waiver to the Feds requesting the seventeen (17) standard measures be changed to nine (9) common measures. The waiver has been approved. Bob will submit the nine (9) proposed measures to the regional office by April 15, 2009.

Bob presented the WIA Performance Trends from 2000-2009. This is the ninth year of measurements. The first two quarters of 2009 WIA Performance Trends is holding except in a couple of areas. There will be a notable difference in the measurements as they relate to customer satisfaction (will no longer be a performance measurement category) when we change from standard to common measures. A cost savings on the MIS side will be realized.

**Financial Oversight** – Chairman, Rob Lau reported the budget does not reflect \$202 Adult/Dislocated Worker

**Public Relations & Community Outreach** – Bill Potter reported that the DWIB is moving forward with its Website update. The update is taking far longer than anticipated. The test site URL is <http://www.delawareworks.com/wib/index.shtml>. Board members were asked to visit the new site and provide comments. Updates are currently being applied to the Employer and Job Seeker Links. The DWIB continues to push forward with SHARE Network promotions to facilitate job seeker access to Delaware Job Link (DJL) [joblink.delaware.gov](http://joblink.delaware.gov). Although the new site is being developed, the current website has been a workhorse in recent months as we go through RFP, Provider Link. DWIB/DEDO promotion of the Governor’s Entrepreneurial Business Conference <http://www.dedo.delaware.gov/govconf/> is going on. A Green Summit to determine emerging “green” occupations is in its planning stage as per Acting Chairman Jeff Bross and Secretary of Labor John McMahon.

**Youth Council** - Chairman, Dana Shreve reported that The Youth Council continues to review the aspects of a conflict of interest form to be signed by individuals on the Youth Council with regard to participating in the proposal review process. Dana once again asked the board to consider employers from Kent/Sussex counties to bring under the umbrella of the Youth Council. The Council is presently dominated by members/ employers from New Castle County. The next meeting of the Youth Council is scheduled on Tuesday, May 20, 2008, with a primary focus on PY08 planning, continuous process for seeking new members to the Youth Council and parental representation. The location is to be determined.

**Proposal Review & Certification Committee** - Chairman, John Castle requested we encourage those not funded this year to apply again next year and provide feedback as it relates to the RFP process. Tom Smith and his staff will follow-up to see how we can assist those that were not funded this year.

Motion made by Jeff Bross to accept the funding recommendations, seconded by Rob Lau. All in favor. Motion carried.

Chairman McMahon thanked the review committee chairs for their leadership for the review committees this year.

### **Chairman’s Report**

**U. I. Tax Collections** – As of February 18, 2009, the delinquency billing that was issued to employers had an outstanding delinquency balance of \$527,291.57 (this amount excludes bankruptcy/judgment cases). It is important to note that the first delinquency billing amount of each CY is higher because new delinquencies are generated from the regular semi-annual training tax bill issued in December. During this most recent delinquency billing cycle, we collected \$127,778.98, reducing the delinquency balance to \$399,512.59. The next delinquency bill will be mailed this week and the results from this billing cycle will be available near the end of April.

**American Recovery & Reinvestment Act Funds** – Tom Smith and Gwen Jones reported. The American Recovery and Reinvestment Act of 2009 is intended to preserve and create jobs, promote the nation’s economic recovery, and assist those most impacted by the recession. The Recovery Act provides the USDOL and the public workforce investment system with unprecedented levels of funding for a number of employment and training programs to help Americans acquire new skills and get back to work.

The Recovery Act provides grants to the States for adult employment and training activities; dislocated worker employment and training activities; Wagner-Peyser activities to support reemployment services for unemployment insurance claimants; YouthBuild activities and for programs of competitive grants for worker training and placement in high growth and emerging industry sectors of which are for research, labor exchange and job training projects that prepare workers for careers in energy efficiency and renewable energy.

**Technical Assistance/Information Sharing Session** - Gwen Jones reported. "All of us know more than one of us". To ensure we are all sharing important information to serve Delawareans most effectively, a working session of Delaware Department of Labor service partners are invited to participate in a session to share their mission, present service offerings and communicate how in-house services are interrelated and can be improved. This session will be held on April 29<sup>th</sup> at Fox Valley Annex, 8:30 a.m. – 2:00 p.m. This gathering is especially timely given the economic downturn and the increase in customer flow. Sharing information will enable us to direct, advise and inform our clients so they will be able to make decisions that affect their lives today and in the future.

A one-time technical assistance grant from USDOL/ETA, for Specific Technical Assistance Needs-Driving Transformation Teams was issued in December 2008 and approved in January 2009 for technical expenses incurred during this working session.

**ITA Provider Forum** - Scheduled for Wednesday, May 20, 2009 from 10 a.m. – 3 p.m. at the Sheraton Dover Hotel & Conference Center, Chardonnay Room, 1570 N. DuPont Highway, Dover, DE. It is the Delaware Workforce Investment Board's (DWIB) third year maintaining the Individual Training Account (ITA) Certified Provider Renewal process. By attending the Forum, Providers will be updated on current procedures. Providers will also receive labor market information and learn how the DWIB is responding to training needs during these challenging economic times. New providers who have expressed a desire to be approved for Delaware's Certified Provider Training list will also be in attendance.

**Share Network** - Bill Potter reported there are almost 60 listings on the SHARE Network Online Resource directory. The goal for this year is to attain about 100 resources from various state agencies and other FBCO's. The SNAP program is catching fire; we currently have six access points open, with another set to open in April. There are several other points being planned. Although brick and mortar access points are always the goal, we have discovered that because the SHARE Network leverages relationships, it can be used to create ad hoc structures to deliver service in temporary environments. A perfect example is the recent workshops conducted for displaced Invista workers. Several agencies came together temporarily to provide job seeker seminars.

**ABE/GED Training Room Status** – Julia Hayward reported there are currently eighteen (18) individuals that have earned their GED with two more awaiting their results from the April 1<sup>st</sup> and 2<sup>nd</sup> GED test. Students entering the ABE/GED class are at a sixth grade equivalency level in Reading and Math. Twenty-five (25) participants have made level gains since September. Participants receive a Certificate of Educational Attainment (CEA) from the Delaware Department of Education. Recently the attendance has increased from an average of 12 students to an average of 18 students per class. Bus tickets are well over our budget and may present a problem in the new fiscal year. The WIA Assessment Grant has increased the number of referrals from DOL Case

Managers. These individuals referred have high school credentials but are lacking the academic skills necessary to benefit from training.

Mr. William Bailey will be honored at the Goodwill Annual Awards Luncheon in May. Mr. Bailey was referred to the Fox Valley GED class by Sojourner's Place, Inc. (an agency which provides case management, transitional housing, substance abuse education, mental health counseling, access to vocational counseling, job training and placement, life skills, and recreational opportunities). He completed and graduated from Goodwill's Custodial Training Program, funded by DWIB. He has juggled work and attending ABE/GED classes here at Fox Valley. Mr. Bailey has made tremendous level gains and is now working at the GED level. William Bailey represents the endless possibilities that result from agencies (Goodwill/DWIB/DOL/Sojourner's Place, Inc.), working together.

**Uncovering Green Jobs, Occupations & Training** – Bill Potter reported that the DWIB is working with DEDO and the Delaware State Chamber of Commerce to develop a "Green Summit" to research green jobs and training opportunities. An update will be available at the next meeting.

**Old Business** - None

**New Business** - The Delaware Economic Development Office and its partners (Delaware Workforce Investment Board (DWIB), and (Procurement Technical Assistance Center) will be hosting the first Governor's Entrepreneurial Business Conference for Gov. Jack Markell's administration on June 5, 2009 at the Chase Center on the Riverfront in Wilmington, Delaware. This conference will focus on the Delaware small business community in particular and the entire business community at large. The goal of the conference is to usher in the resources Delaware's small businesses need to succeed. It is indeed a "new way for a new day," and involvement and participation in this conference will make a difference in business! This conference will serve as a "small business success road map" to all who attend; a roadmap that will clearly identify small business resources, support entities and their core competencies, all who have a renewed pledge to offer "bull's eye" support and assistance to Delaware's small business both now and in the future. Registration is open: [www.udel.edu/govconference](http://www.udel.edu/govconference).

**Meeting Adjourned**