

# **IAACE Board Meeting**

Vincennes University Logistics Training & Education Center

August 19, 2016

10:00 a.m. – 12:00 (EST)

**Mission:** To advocate for adult education in Indiana.

**Vision:** We cultivate leaders who advance adult education for stronger communities in Indiana.

## **I. Call to Order—Jeff Clutter**

- a. In attendance: Rob, Marilyn, Jennifer, Pat, Jeff, Michelle, Chris, Deb, Tara, Sara, Bonnie, Brandi, Mandi, Natalie, Jan**

## **II. Approval of June Minutes – Deb Sherwood**

- a. Change to be made: September 16<sup>th</sup> should read September 9<sup>th</sup>, November 18<sup>th</sup> should read November 4<sup>th</sup>**
- b. Deb went over June minutes. Rob made motion to approve June minutes as corrected, Michelle seconded. Approved.**

## **III. Treasurer Report—Jennifer Wigginton/Bonnie Cardwell**

- a. Bonnie distributed P&L statement and went over conference expenses. Received DWD reimbursement. Bank total is \$45,400.94**
- b. Transfer from 5<sup>th</sup> 3<sup>rd</sup> to TCU is happening today at 11:30am**
- c. Sara motioned to approve treasurer's report, Chris seconded. Approved**

## **IV. State AE Update—DWD**

- a. Marilyn Pitzulo in attendance. Provided overview of where adult ed is currently. Three focus areas: WIOA implementation, PY 17 grant, demand in workforce driven system. What do we have for talent? Resources? Gaps? We'll see overall structural changes and**

**job realignments at DWD. Jerry Haffner onboard as assessments manager and may fill in when Marilyn cannot be in attendance. Marilyn in process of doing a lot of training at NRS Leap training – goes over performance measurers, state directors training, and National Training Institute. Hopes to have WIOA slides in next webinar that programs can use. Sate plan on adult ed side is close to being approved. Goal for programs: demand-driven workforce systems, WIOA implementation, measureable skill gain (HSE or entry into workforce training). View Marilyn’s slide from August statewide call re: WIOA (may be discussed in programs). A director’s meeting will happen prior to NCPN meeting on Wednesday. Will be a roundtable discussion. INPIN will have one-hour session on Thursday. Adult educators are encouraged to attend and be involved.**

## **V. Committees**

- a. Advocacy—Michelle Davis
  - i. Michelle will come up with something for fall newsletter
  - ii. How to contact your legislators,
- b. Communications—Tara Kenjockety
  - i. September/Fall newsletter
  - ii. Student of the Year & Teacher of the Year – Mandi
  - iii. Rockville prison – have Ted write something up (get his press release
  - iv. Add Brandi email to press release list
  - v. Tara to do Teacher’s Corner for September/fall newsletter
    - 1. Chris might have teacher’s with some good ideas
  - vi. Alice Culp (Ambassador training) – ask Tara to have Alice Culp write something up for the newsletter
- c. Professional Development—Jan Hehman/Sara Gutting
  - i. PD video
  - ii. DWD wants our PD team to reflect what the person in video is discussing

1. Specifically asked Sara to do it. Sara would like a few people to offer comments
- iii. Sara to send the video out
  1. Board can offer some points to discuss and include in September newsletter (w/ link to video)
- iv. Sara would like to have someone research the COABE \$10,000 research grant: due date, what do we write on, 2 or 3 ideas on what we want to apply for, etc (parameters, guidelines, etc)
  - 1. Brandi & Sara to get parameters to present for next board meeting**
- v. Mandi wants to have our directors explain more to programs regarding WIOA, table #4 importance, transitions,
- vi. Paraprofessional PD requirements
- vii. Warren – having PD training this fall
- viii. Push out waiver discussion – in newsletter?
  1. Programs will accept PD hours 99% of the time
- d. Membership—Mandi Logsdon
  - i. Focus more on teachers
  - ii. Email directory to Mandi
  - iii. Set up separate email address ([IAACEmembership@gmail.com](mailto:IAACEmembership@gmail.com))
  - iv. Needs benefits of TCU, etc
    1. Mass marketing efforts to others in the field aside from directors
  - v. On website: Pertinent pieces of information certain staff needs to know (ex: Table #4)
    1. Links to DWD, LINCS, Amplify websites with pertinent information
    2. Partnerships b/w ILA, WorkOne's,
- e. Mentoring—Deb Sherwood/Natalie Rueter
- f. Alumni—Linda Warner/Timmie Westfall
- g. Conference Committee—Rob Moore
  - I. Reviewed feedback from 2016 conference
  - II. Theme: Oh the Places You'll Go: New Directions, New Opportunities, New Careers
    - a. Last year in French Lick
  - III. Next meeting to discuss fees, schedule, timeline, DWD partnership, app, keynote
  - IV. Jennifer suggesting putting out an RFP to potential conference meeting locations

## VI. Other Business

a. Old Business

i. TCU Account

1. Presentation of benefits, etc by Lindsay Wurtz & Sandy Seacott
2. Business checking account: Pays monthly dividend, No fees, ½% rebate with debit card
3. Largest credit union in IN (with locations in SW Michigan)
4. Has alliance with other credit unions nationwide (thousands)
5. Services are open to all board members
  - a. Traditional services, lending needs (auto, cc's, lines of credit)
  - b. Non-traditional services: travel agency, investment department, insurance agency (auto, life, pet)
  - c. Mortgage department
6. Has been with IAACE for 15-16 years. Supports the conference, presents at conference.
7. Sponsors an award at our conference

ii. Book Read Updates

1. Thoughts on drumming up participation
  - a. Participate for a chance to win a free membership
  - b. 10 substantial/quality posts (emoji & one-word comments do not qualify)
  - c. Book leaders will send out an email and they will send
    - i. Jeff will send board a sample email
2. Natalie motioned to enter name in drawing to give a free IAACE membership to anybody who posts 10+ comments on book discussion (one membership per book) (add a year to existing membership) at end of book discussion. Tara seconded. Approved

b. New Business

i. NCPN Conference – Sara Gutting

1. Transition people to career pathways
2. IAACE has a booth with COABE & OAAE
  - a. Participants at booth: Tara, Michelle (Thursday morning), Deb (Thursday morning), Sara
  - b. Rob motioned to pay \$50 for 2 board members to man the booth at the NCPN conference, Jan seconded. Approved

ii. COABE Capitol Hill Day – Jeff Clutter

1. Get stories, data, etc to Jeff so he can take with

- iii. SWIC update from SWIC (State Workforce Investment Council)  
rep Rob Moore
  - 1. Taskforce is proposing some employment performance measures with partner agencies
  - 2. Eligible training provider list – there is a proposal to modify criteria to stay on that list.
  - 3. Hearing regions workforce investment plans.
- c. Announcements
  - i. 11:30 am presentation by TCU
  - ii. Next meeting will be held on September 9, 2016

VII. **Adjourn Board:** Jennifer motioned to adjourn. Mandi seconded. Approved