

**State Workforce Investment Board
Full Board Meeting Minutes
February 17, 2015**

The public meeting of the State Workforce Investment Board (SWIB) convened at the Jackson Convention Center in Jackson, Mississippi on February 17, 2015.

Board members in attendance:

Ron Aldridge	Brent Christensen	Jay Moon
Jackie Beasley	Robert Clark	David Stephens
Rep. Donnie Bell	Dr. Eric Clark	Lex Taylor
Richard Berry	Dr. Mary Graham	Michael Thomas
Brad Bounds	Charles Holder	Sherrye Thompson
George Butler	Edmund Hughes	Rep. Jerry Turner
		John Turner

There were approximately 25 guests in attendance.

Call to Order

- Chairman Jay Moon called the meeting to order at 10:15 a.m. and welcomed new board members, Representative Donnie Bell and Representative Jerry Turner.

Approval of Minutes

- The Chairman called for a motion to approve the minutes of the SWIB full board meeting of July 22, 2014. A correction to the minutes should reflect Dr. Eric Clark was in attendance at the meeting. The motion to approve the minutes was made by Lex Taylor and seconded by Eric Clark. There was no opposition and the minutes were approved.

WIOA Overview

- Yolonda Boone gave an overview of the new Workforce Innovation Opportunity Act (WIOA). She explained that the SWIB is the “action arm” for early implementation of the Act which is targeted for July 1, 2015. Determination needs to be focused on what the new law makes possible as well as the opportunity for innovation through a comprehensive strategic base system. The unified plan needs to be established by March 2016 and the Department of Labor (DOL) will establish performance measures. The four year unified plan will include WIOA, Wagner Peysner, Adult Literacy, Rehab Services, TANF, SNAP, Career Tech, Economic Development, up to 200 points of service currently.
- WIOA removes barriers on workforce issues and creates opportunities to fill in gaps and streamline services to better prepare Mississippi’s workforce. The SWIB is responsible for leading and identifying strategies and assisting the Governor in drafting the unified plan which will allow for continuous and technological improvement.
- Chairman Jay Moon requested Ron Aldridge read the SWIB Vision Statement, which is “To create a workforce development system that provides the highest levels of resource efficiency, measured performance and public/private sector coordination to ensure the people of Mississippi are sufficiently trained for the jobs of the 21st century.”

SWIB Workforce Needs Study

- Dr. Mimmo Parisi presented the SWIB Workforce Needs Study to the board members. The SWIB responsibilities include ensuring funds are expended for contributing services paid only to service providers selected on a competitive basis. Contracts should contain deliverables that allow assessment of work performed against measurable standards to include milestones for completion. Each contract should include a quality assurance plan. Any commodities provided should be in accordance with provisions in Section 31-7-13.
- A Comprehensive Study of Workforce Development Needs is to be developed by the SWIB and delivered to the Lt. Governor, Speaker of the House, Chairman of the Senate Finance Committee, and Chairman of the House Appropriations Committee by February 2015. Study components are defined to include needs for better ties between public and private sectors so that the partner is providing what is needed. The SWIB should develop a list of strengths/weaknesses/opportunities of the current system and how such relates to needs of employers. Also, result oriented measures should be established.
- SWIB future uses of funds may include branding and marketing to improve workforce development and insuring what is done is relevant to today and the future. Jay Moon stressed the SWIB must promote strategy and initiative and strive for continuous improvement. SWIB members need to develop a statewide career awareness program and work to reduce dropout rates. A long-term plan should address the needs of businesses, industries, and workers of the state. A study needs to be done related to restructuring the state's workforce program and delivery systems.
- A motion was made by Lex Taylor to use the SWIB Workforce Needs Study as the foundation for developing the four-year unified plan. Motion was seconded by Representative Robert Clark and carried unanimously.
- Mike Thomas made the motion to adopt the MDES technology as the platform for establishing a Statewide Integrated Technology System to meet WIOA requirements. Motion was seconded by David Stephens and carried unanimously.

WET Fund Performance Audit Update

- Ms. Sam Atkinson, Office of the State Auditor, presented an update regarding the ongoing performance audit analysis of the SWIB Workforce Enhancement Training (WET) Fund. The main objective of the audit is to determine whether the WET funds are being used in accordance with mandated legislative procedures. Also, the audit is to determine whether the training being provided by the community colleges is most beneficial to the employers, employees, and communities.

SWIB Research Proposal

- Members of the Georgetown were unable to attend the SWIB meeting due to inclement weather. Dr. Mimmo Parisi advised SWIB members that the Georgetown University Center on Education and the Workforce (CEW) aims to assist Mississippi in advancing its workforce and economy. The first step is to establish a baseline characterization of the state economy focusing on the needs of the state's industries. The second step will be to acknowledge Mississippi's expected efforts in economic development, business and industry attraction and address what skill and education requirements will arise should these present efforts continue to be successful. The final step will be to evaluate Mississippi's sectorial and industry-focused strategies and address how successful efforts to grow various industries will lead to different

education needs in the future. Ron Aldridge stated that SWIB appreciates the work by Georgetown University towards the SWIB research proposal. Mr. Aldridge made the motion to approve the ongoing workforce proposal by Georgetown, motion was seconded by David Stephens, and passed.

Memorandum of Understanding -- nSPARC

- Chairman Jay Moon directed the members to the Memorandum of Understanding (MOU) addressing the master agreement for research and analysis services between Mississippi State University (MSU) and the SWIB. The MOU has been negotiated by MDES legal counsel and signed by both parties. nSPARC shall conduct the services requested by SWIB and outlined in each work assignment, whereas nSPARC is experienced and qualified to provide research and analysis services to assist SWIB in meeting statutory obligations. David Stephens made the motion to approve the SWIB and nSPARC MOU. The motion was seconded by Representative Robert Clark and passed unanimously.

Memorandum of Understanding – Mississippi Department of Employment Security

- Chairman Moon advised of the MOU between SWIB and MDES. In accordance with Mississippi Code, MDES shall act as the fiscal agent for the receipt and disbursement of all funds in the SWIB bank account. Pursuant to this, MDES and SWIB will enter into this MOU for the purpose of setting forth the procedures to be followed by both parties in order to assure compliance with the Law. A budget narrative for support services was also presented. The MOU has been signed by the Executive Director of MDES and the SWIB Chairman to continue until terminated by mutual written agreement of both parties. Ron Aldridge made the motion to accept and approve the MOU. Seconded by Representative Robert Clark and passed unanimously.

SWIB Discussion

- SWIB member Charles Holder raised the discussion regarding Conflict of Interest as it relates to serving on the SWIB and on a local board. Mr. Holder made the motion to request the Attorney General for clarification on an earlier ruling related to this issue. Mr. Holder also wants clarification on whether the ruling would preclude a SWIB member from serving on a local board and contracting for training services with Community Colleges, MDES, or SWIB. The motion was seconded by David Stephens and unanimously passed by members present.

There were no announcements at this time. The meeting was adjourned by Chairman Moon.