

MT SWIB

STATE WORKFORCE INNOVATION BOARD

WIOA COMMITTEE

GoToMeeting® 10:00 – 12:00 PM
Wednesday, May 10, 2017
Walt Sullivan Building, Helena, MT

MEMBERS PRESENT: Commissioner Jane Weber (Chair); Casey Blumenthal, Commissioner Mike McGinley, Robert Minto, Arlene Templer, Katie Spalinger, and Paul Hopfauf

MEMBERS EXCUSED: Jim Marks

STAFF: Shannon Lewis

CALL TO ORDER/ROLL CALL: Chair Weber called the meeting to order at 12:00.

ROLL CALL: Shannon Lewis conducted roll call and established a quorum.

AGENDA: Chair Weber asked for a motion to approve the agenda.

Mr. Hopfauf moved, and Ms. Blumenthal seconded a motion to approve the agenda.

The motion carried.

April 11, 2017: Chair Weber asked for a motion to approve the draft meeting minutes from the April 11, 2017 WIOA Committee meeting.

Ms. Templer moved and Mr. Hopfauf seconded a motion to approve the April 11, 2017 WIOA Committee draft meeting minutes.

The motion carried.

NEW BUSINESS:

SWIB MOU REVIEW AND APPROVAL:

Chair Weber asked that Ms. Harris walk the Committee through the five proposed MOUs administering functions of the SWIB.

MOU #1 BETWEEN SWIB AND THE JOB SERVICE OPERATIONS BUREAU:

This MOU designates the Job Service Operations Bureau as the manager of the WIOA Adult and Dislocated Worker Programs on behalf of the SWIB. The committee agreed that letter F under SWIB's section should be modified by removing "Youth Program" and adding "Adult and Dislocated Worker" to accurately reflect the responsibilities outlined in this MOU.

***Mr. Minto moved and Ms. Blumenthal seconded a motion to approve the amended MOU between SWIB and the Job Service Operations Bureau and move the MOU to the Executive Committee for final review and approval.
The motion carried.***

MOU #2 BETWEEN SWIB AND THE WORKFORCE SERVICES DIVISION'S MANAGEMENT SERVICES BUREAU FOR FISCAL MANAGEMENT:

This MOU designates the Workforce Services Division's Management Services Bureau as the fiscal agent for the SWIB. The Committee asked that section F of the SWIB responsibilities be removed from this MOU as it related to provider selection and termination, and is not relevant to this MOU.

***Mr. Minto moved and Ms. Templer seconded a motion to approve the amended MOU between SWIB and the Management Services Bureau and move the MOU to the Executive Committee for final review and approval.
The motion carried.***

MOU #3 BETWEEN SWIB AND THE WORKFORCE SERVICES DIVISION FOR STAFF MANAGEMENT:

This MOU designates the Workforce Services Division as the manager of the two staff who administer the SWIB.

***Mr. Hopfauf moved and Ms. Templer seconded a motion to approve the MOU between SWIB and the Workforce Services Division and move the MOU to the Executive Committee for final review and approval.
The motion carried.***

MOU #4 BETWEEN SWIB AND THE WORKFORCE SERVICES DIVISION'S MANAGEMENT SERVICES BUREAU:

This MOU designates the Workforce Services Division's Management Services Bureau as the administrative entity overseeing the WIOA Youth Program Management on behalf of the SWIB.

***Ms. Templer moved and Mr. Minto seconded a motion to approve the MOU between SWIB and the Workforce Services Division's Management Services Bureau for the administration of the WIOA Youth Program and move the MOU to the Executive Committee for final review and approval.
The motion carried.***

MOU #5 BETWEEN SWIB AND THE STRATEGIC INITIATIVE AND WORKFORCE PROGRAMS BUREAU:

This MOU designates SWIB's monitoring function to the Strategic Initiative and Workforce Programs Bureau.

Mr. Minto moved and Ms. Templer seconded a motion to approve the MOU between SWIB and the Strategic Initiative and Workforce Programs Bureau for the monitoring function of the WIOA programs.

The motion carried.

ADULT BASIC EDUCATION RFP REVIEW:

Katie Spalinger gave an update on the Adult Basic Education RFP's, which the WIOA Committee is reviewing to weigh in on the workforce aspects of each application. The WIOA Committee's comments are due back to Shannon on Friday, May 26. Shannon will distill the information for each RFP and send all the documents to Katie.

NEXT MEETING DATE:

The WIOA Committee will meet directly after the full SWIB meeting in Billings.

ADJOURNMENT:

Chair Weber adjourned the meeting at 11:00 AM.