

# **IAACE Board Meeting**

**Belterra Resort**

**June 14, 2019**

**9:00 A.M. - 11:00 P.M.**

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

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

## **1) Call to Order-Michelle Davis**

- a) Present: Sheila Butler, Michelle Davis, Rob Moore, Ted Pearson, Cynthia Warner-Lowe,, Jennifer Wigginton, Lisa Cruea, Jerry Haffner, Konnie McCollum**
- b) Call In: Polly Redmond, Laura Smart**
- c) Absent: Natalie Reuter, Caroline Foster, Christy McIntyre-Gray, Mike Landrum, Lara Pastore**

## **2) Approval of Minutes-Natalie Reuter**

- a) Motion to approve minutes as presented by Konnie, seconded by Lara. All approve.**

## **3) Treasurer Report-Sheila Butler**

- a) Balances**
  - i) TCU Checking: \$ 85,512.20**
  - ii) TCU Savings: \$5025.35**
  - iii) PayPal: \$0**

**Make correction of Barnes and Thornburg, LLP and Jerry asked if we had received State Check – as of Tuesday we had not.**

- b) Motion to approve treasurer's report as corrected made by Rob, seconded by Polly. All approve.**

## **4) State AE Update-Jerry Haffner**

- a) At Region 5 Consortium – Success Stories – Asked how IAACE can access? Jerry was reluctant to share all the stories with any group because success comes in all shapes and forms. Some are not written well and pictures not flattering. If it is not a good representation not wanting to make it look poorly on the student. Jerry has put out 20 – 25 success stories that have been edited. They will post these on the DWD website that will make it possible for IAACE and COABE to share on their websites. Marilyn and Jerry feel IAACE should look at the COABE site and make sure our stories represent how we want Indiana represented.**

- b) The past report of us being number 1 in and number 3 in HSE's but were waiting on official report. That has come in. 2017 to 2018 still number 1 in Skills gain and number 3 in graduates. In last column K, Indiana is number 2 edged out by Missouri by periods of participation. According to Column H last year column I this year and we are number 1. Missouri has a news release they are number 1 but we will have our own news release. We edged them out by 5/100ths of a point.
- c) Currently we are at 63% on Table 4 – he feels we will exceed the 64% goal we have. We have picked up on HSE's.
- Discussion: Michelle was with commissioner at her graduation and he told her that CAN and CDL would be approved at Next Level Jobs but she doesn't know timeline. That is step forward letting 4 flames approves and these are 3 flames.
- Konnie said they had 90 CNL's this year.
- Michelle was at the Central 9 meeting and they are getting a new CTE director. She was told they might be combining money- Perkins Money and Adult Ed – not this year. Next year is grant competition year – Michelle asked what Jerry knew? He wasn't aware of this, it might be leveraging of money but he just didn't see that. DOE would dissolve and CTE would be moving to Workforce Cabinet. Jerry did confirm this. We will all be under same umbrella. It was also mentioned that Workforce Development Boards were going away. No knowledge here either. They also said subcommittees were being created – Michelle is trying to get on one of these subcommittees. Marilyn gave opinion on which would be best. Rob is on the youth one.
- Cynthia asked if budgets were out. Answer: Yes and revisions were due end of May – Cynthia wasn't aware.
- The Federal and State breakdown is still to come – Jerry confirmed. The WEI's and IET's will be Federal and ABE will be State and Federal. Michelle said in region 5 meeting she asked Jerry about not knowing the points breakdown and how do directors distribute the money to help with performance for new grant? She would like direction on how to allocate the money. Jerry: For ABE spend state dollars first. Federal dollars can be rolled over. For the Grant Competition are we using our performance? Jerry said he wasn't sure how this was going to happen. His preference was to look at Performance and past performance could be used but what about new providers? We could do a base allocation

and then existing providers. There are several options that could happen. Sub Grantee could apply on their own as well.

**5) Governor Cabinet Update-Michelle Davis**

- a) Michelle met with Commissioner in May with Marilyn. They talked about Next Level Jobs. The HVAC training class was going to be removed effective July 1 – Michelle went to Duncan supply and had them write a letter and Christy from Wayne and shared those letters and he said he would work on getting HVAC to stay. They discussed the 5, 4 and 3 flames issues. Adult Ed directors are reluctant because NLJ seems like “a mess” and she feels the commissioner got the point. As directors we need to do our part and you can’t complain if you haven’t done it yet. We need to step up and become providers. One problem is there no admin dollars – Polly said they made 150 follow-ups and got 1 student. Rob has not had any referrals. Commissioner has been invited to Michelle’s Consortium Meeting and he is going to come and she offered helping get him to yours. As mentioned – they are listening – NO HSE is required and they added CNA and CDL will be on next level jobs. Polly suggested using IET money to pay for ABE services and NLJ to get certification.**

**6) COABE Update-Sara Gutting**

- a) No report**

**7) Committees**

**a) Audit-Michelle Davis**

- i) Nothing has started giving to Laura when new board starts**

**b) Advocacy-Rob Moore**

- i) Working with Joe – will come to board meeting to discuss advocacy for the upcoming year. He will need a calendar of our meetings.**
- ii) PJ McGrew – trying to get a meeting set with him. He is the executive director of the Governor’s workforce Cabinet. Want to know how he sees us fitting in.**

**c) Communications-Jenn/Caroline**

- i) Newsletter for month of June – need letter from Michelle, Sheila will send our graduation story and Cynthia. Laura asked if they can show pictures from their graduation – he said they needed releases.**
- ii) Wed, Thurs, Friday of October 9, 10 and 11 in St. Louis AAACE conference if anyone wants to go on board if not will put out to membership.**

- iii) **Committee recruitment and membership works information. Set ups some Zooms for questions and discussions. Jenn would like to do this.**
- iv) **TCU blog went out – will use a success story for next Blog.**
- d) **Membership-Laura Smart**
  - i) **471 accounts – 52 without membership – those are the ones who have not renewed.**  
*Sheila asked if we were doing anything to go out after those 52. Jenn showed us the folders she had. Currently potential members get communication. OCU has 110 whose payment has not been received. Cynthia asked if we could know these 52 names. Jenn will send out the list to the entire board for directors to check their regions.*
- e) **Employer Engagement-Christi McIntyre**
  - i) **100 gift card for the best IET contribution. We need to market it and extend the deadline. Jenn will push it out in the newsletter again. She has gotten one submission.**
- f) **Conference Committee-Ted Pearson/Jennifer Wigginton**
  - i) **OCU, DWD, Elkhart, Vigo, Hinds Center, Brittany Belkieweitz is a problem her emails are bouncing and has not paid – does anyone know her?**
  - ii) **Income: net profit 37,718.66**
  - iii) **Ted – gentleman that was not happy about door prize to come to conference contacted Ted. He was not in the room and he was mad. Laura offered him another door prize. The person who won it said they were from same area and that their program paid for them to come so he didn't technically need it. The board decided not to do anything about it. Michelle liked the silent auction as did the commissioner. Michelle thought we should reach out to his supervisor. Cynthia said leave it alone. Polly said she would want to know her employees were unprofessional. Let him know we will take this in consideration in the future thank you for the feedback.**
  - iv) **Michelle asked about survey results. Jenn sent out a link. Survey sent to all members in newsletter. Only 18 people responded. Jenn read the comments. Michelle asked if we wanted to reach any of the conference centers in Indy. Jenn has reached out to visit INDY and they are working on RFP we sent. We are scoping out Indy. We have done Bloomington twice – Polly suggested. We will also reach out to Ft. Wayne. The Merrillville place was torn down. If we leave French Lick**

*we lose it for at least 3 years. Polly suggested that the week we have it, there is a big test given that week for K-12 teachers, could we consider a different week? We talked about moving date.*

**g) IN Literacy Association**

*i) Mike Landrum is resigning position from ILA board because he is changing careers. We will need to appoint different people.*

*ii) We need to discuss what we will do with money from silent auction.*

**8) Other Business**

**a) Old Business**

**i) Proposal professional Development Opportunity**

**(1) If we want to explore this we would assign a committee.**

**Board needs to decide if they want to assign this or not. Will table to transition meeting**

**ii) Success Story Book**

**(1) Jerry gave his thoughts. It will be on website to use how we want.**

**iii) Open Board Positions**

**(1) Treasurer – Ted nominates Lisa Cruea and Cynthia seconds All Approve.**

**(2) Smart's ½ term : We can go back to those who had votes. We can table this until July. Laura suggested Karen Crawford – Crawfordsville. Laura will ask her and ask for bio. Polly – suggested looking at map for representation.**

**iv) Executive Director Evaluation**

**It will be ready by July board meeting.**

**iv) Board Shirts**

**b) New Business**

**i) Transition Meeting Team building 1:00-1:30**

**c) Announcements**

**9) Adjourn Board**

**a) Motion to adjourn made by Rob seconded by Polly. All approve.**

**b) Next meeting is 10 a.m. EST Oakland City University Plainfield.**