STATE WORKFORCE INNOVATION COUNCIL
EDUCATIONAL REVIEW COMMITTEE
May 5, 2011, 10:00 a.m.
Indiana Government Center South
Conference Room 12
INDIANAPOLIS, IN

Present: Daniel Clark, James Dunn, Dennis Rohrs
Present via conference call: Teresa Lubbers
Also Present: From the Indiana Department of Workforce Development (DWD): Gina DelSanto, Jackie Dowd, Marie Mackintosh, Brenda Johnson, Marguerite Carpenter, Cory Mahon, Nancy Olsen, Donna Lovelady

The meeting was called to order by Marie Mackintosh, at 10:11 a.m.
No voting was conducted because a quorum was not present.

SWIC State Business
The minutes from the previous meeting, held on February 17, 2011, have not been approved, due to lack of quorum.

Marie Mackintosh gave a brief overview of the State Workforce Innovation Council (SWIC) for new member, Dennis Rohrs.
Eligible Training Providers Updates
Brenda Johnson reported that INTraining now has over 1,700 approved programs and 192 approved providers. The INTraining Website has had over 13,000 hits during the most recent two month period.
Brenda Johnson reviewed three training providers that need approval or denial by this Committee (see Handouts 1-3).
In addition, a summary of Ivy Tech Community College programs were presented to the committee for a decision (see Handout 4).

Discussion
Question: What does a denial (of a program) mean?
Answer (from Marie Mackintosh): The provider can still offer the program, but Workforce Investment Act (WIA) clients will not be funded until the program is approved.
Question: Are there by-laws that govern the committee's approval/denial process?
Answer: Yes. A training provider policy will be sent to new committee members for review.

Policy Discussion on Master's Degree Programs: Should Workforce Investment Act funds be utilized for Master's degrees?

- Two more Master's degree programs were submitted for approval.
- Master's degree programs are not Pell Grant eligible.
- A core level of services is available to anyone at the WorkOne centers.
- The next level of services, including training, is aimed at those most vulnerable.
- Limited resources need to be used for those who do not yet have a degree.
- Create a policy regarding WIA funding of Master's-level programs.

(SWIC State Business, continued)

Brenda Johnson presented some training programs statistics for the period February 16-May 3, 2011 (see Handout 6). Program statistics were distributed to the committee for review and comment.

Marie Mackintosh referred to the Eligible Training Providers Policy, for information on automatically approved providers/program.

(Excerpts from the Eligible Training Provider Policy, dated May 26, 2010.)

Attachment 2: Approval Criteria Guidelines for WIBs

- **Initial Eligibility Provider Approval**
  - Institutions approved to receive Title IV funding are automatically eligible under WIA.
  - Entities approved to carry out programs under the National Apprenticeship Act are automatically eligible under WIA.
  - Public and private providers that are accredited by an approved US Department of Education accrediting body and/or accredited by the Indiana Commission on Proprietary Education (COPE) are automatically eligible.
  - All other institutions will be subject to the audit described below.
- **Initial Eligibility Program Approval for Title IV and Approved Apprenticeship Programs**
  - All apprenticeship programs approved by the Department of Labor are automatically eligible for the first year.
  - All programs offered at Title IV institutions are automatically eligible for the first year as long as they meet the following conditions:
    - The programs must be credit-bearing (baccalaureate, associate's, or certificate) and Pell-eligible; if they are not, then that particular program is not automatically eligible and must go through the more extensive program approval process outlined below (for non-Title IV proprietary programs).
    - Program application must be accurate and complete.

Adult Education Updates—Jackie Dowd

Review

Over the past two years, the Indiana departments of Workforce Development (DWD) and Education (DOE) have been moving toward combining, rather than overlapping, services. The DOE superintendent, Dr. Tony Bennett, is focusing his agency on K-12 services.

Last year, adult education federal funds were competed; DWD added $5 million toward programs and additional staffing at the regional levels.

As of April 1, 2011, legislation grants DWD eligible agency status to be the sole recipient, with oversight authority for adult education and administration of U. S. Department of Education funding for Indiana.

(Adult Education Updates, continued)

DWD oversight of the GED testing program in Indiana went into effect with the governor's signature.
Responsibilities formerly performed by the Indiana Board of Education will now be conducted by SWIC and ERC. Adult education policies and developmental plans will be brought to ERC or to SWIC, per Gina DelSanto.

Gina DelSanto spoke to the committee about adult education fiscal allocations and reimbursement strategy.

Question: Who is considered an "adult?"
Answer: Students age 16 years old may attend GED classes. Residents of Indiana cannot take the GED test until age 18 years old, unless written permission from a school corporation superintendent is presented at time of registration. (Marie Mackintosh)
DWD will work with DOE to inform superintendents of this new policy.

There were some comments about funding dollars following the student in programs such as GED, ASC (Adult Secondary Credit) and Fast Track.
Gina DelSanto provided a brief description of the Excel Center, a charter school begun in September, 2010. This school is sponsored by Goodwill Industries; is for adult learners; focuses on credit recovery, toward a high school diploma. Initially, 325 students were enrolled. The Excel Center requires 12 hours per week of instruction time per student; offers alternate schedules, including weekends; has ADM funding of $6,600 per student. DWD is encouraging the Excel Center to use some of this money for GED programs, which are not currently part of the curricula.

Gina DelSanto spoke of the combination of adult education and SWIC leading to a more robust, vigorous program. The longer an adult learner stays in an adult education program, the less likely they are to complete goals. "Time is the enemy of the adult learner," said Gina.
In Indiana, roughly 1 in 5 workers has no GED or HS diploma. We are working to get a more accurate count of adult education learners—approximately 20,000-30,000.

Going forward, preparing and sitting for the GED tests would be combined with an occupational credential (OC), such as pharmacy technician, commercial truck driver, computer networker, or clinical nursing assistant. The OC certificate would be earned after passing an objective assessment test. Adult education funds will not be used for OC programs; other identified funds will be used instead (see Handout 7).

Question: What is the "vetting" process for these occupational certificates? (Please see the ERC minutes for February 17, 2011, for the OC framework information.)
Pursuing or attaining an OC is a country-wide movement because it is a nationally portable certificate that is industry recognized.

Gina DelSanto shared information on micro-grants that will be available for adult career programs. Monies to support these micro-grants will come from the Unemployment Insurance Penalty & Interest fund, (approved by their board), in increments of $500,000 annually, for three years. Some state Career and Technical Education (CTE) funds will also be re-allocated to this endeavor.
Oversight of the adult education system in Indiana has gone from 79 school corporations to 12 regions. Adult education monies (state and federal) will be equitably distributed throughout the state (see Handout 8 for regional allocations for 2011 and 2012).
In the past, distribution was based on enrollment. Beginning next year, funding will be based on outcomes/productivity (see Handout 9 for Formula Description).
At the half-year point, SWIC/ERC will review the programs' performance and possibly re-allocate funding for the remainder of the year.

Note: Approximately 58,000 of 18-44 year olds currently on Unemployment Insurance in Indiana do not have a high school or GED diploma. Of that 58,000, about 59% (35,000) are enrolled in Adult Education programs.

Gina DelSanto discussed the Adult Education Reimbursement for Outcomes (see Handout 10).
Question: Can adult education be offered for the amounts shown on Handout 10?
Answer (from Gina): Yes. Previous grants were not an impetus to enroll more students. This formula will standardize what each student's education costs.

Note: Ivy Tech Community Colleges cost $6.67 per hour for remediation. With the new adult education formula, our programs will spend $5.00 per hour.

In the first year of this new formula, 85% of the allocation is guaranteed, with the remaining 15% being earned incrementally, as shown on Handout 10. In the future, SWIC/ERC will decide if/when to change these percentages.

This allocations formula will be presented to the full SWIC at the June 16, 2011, meeting.

Our programs will need to move to a 12-month calendar with fewer breaks in order to advance students through each level more quickly (see Handout 10 for reimbursement amounts for number of weeks per level).

Question: The current adult education system does not see the need for speed in advancing the student. How will we change this thinking? (Dennis Rohrs)
Answer (Gina DelSanto): The change in thinking will come through professional development, reimbursement incentives, and demonstrating that better learning is the result of repetition + consolidated time in classroom.
Gina discussed the three stages of learning—mechanical, functional and communicative.

Mechanical—knowing the formula/rules, **memorization**
Functional—putting the formula/rules into practice, **application**
Communicative (or autonomous)—analyzing formulas/rules and creating new knowledge, **innovation**

It is vital that adult education and occupational certificate programs move our students toward the innovative thinking that is required for employment and promotion.

SWIC BOS-WIB Business
Due to lack of a quorum, the committee did not vote on approval/denial of BOS-WIB training programs.

There were no public comments.

The meeting was adjourned at 12:30 p.m.

EDUCATIONAL REVIEW COMMITTEE

_____
Carol D'Amico, Chairman

_____
Date

ATTEST:

_____
Jaclyn P. Dowd, Director of Educational and Training Programs
Indiana Department of Workforce Development

05/16/11

HANDOUT 1

ETI Performance Improvement
8900 Keystone Crossing, Suite 990
Indianapolis, IN 46240

Dawn Johnson, Manager, Business Development

Background

ETI Performance Improvement is a private for-profit training entity founded in 1989 by Raymond and Julie Rothsberger. ETI was formerly called ExecuTrain. The Indiana Commission on Proprietary Education (COPE) ruled that ETI did not fall under its jurisdiction. Consequently, the Indiana Department of Workforce Development (DWD) audited this training provider and has referred it to the Educational Review Committee for a decision.

Audit

An audit was performed on ETI Performance by Jennifer Biddle, Planning Analyst, DWD. ETI had no tax clearance issues and was registered with the Indiana Secretary of State.

Keith Chandler, Program Director at DWD, performed a site evaluation and met with Dawn Johnson. ETI has the facilities, resources, programs and capabilities to run the training programs. Keith recommends approval of ETI.

Program Details

ETI Performance Improvement offers non-degree certification programs, focusing on computer skills training but also offering business skills training. Its primary customer is the corporate world but will accept requests for training from the general public. ETI provides training to local and international clients of all sizes and with a wide range of training needs.

ETI has worked closely with WorkOne staff providing training to WorkOne clients, some of which was customized to meet the unique needs of businesses that listed job openings in Indiana Career Connect but were not able to fill them. ETI hopes to provide some of the software skills training at a discount for WorkOne clients in the near future.

Approval of this training provider will allow ETI Performance Improvement to submit its programs for approval.

Recommendation

DWD recommends approval of ETI Performance Improvement.

HANDOUT 2

Certifying Tech Skills Institute, LLC - CTSI

6817 East 82nd Street

Indianapolis, IN 46250

Owner: Donald Smith

Background

The Certifying Tech Skills Institute, LLC (CTSI) is a private for-profit organization that was referred to the Indiana Commission on Proprietary Education (ICOPE) for accreditation. ICOPE determined that CTSI did not fall under its jurisdiction since it was not open to the public. Consequently, DWD audited this training provider and has referred CTSI to the Educational Review Committee for a decision.

Audit

The CTSI has no outstanding compliance issues with state government, and it is registered with the Secretary of State.

No training site visit was conducted as Mr. Smith does not have a training facility. He recruits individuals through an on-line web-site and provides the training at WorkOne Offices, churches, etc. CTSI does not have regularly scheduled classes. The classes are set up based on the number of students applying for the course. The minimum number of students for a class is ten with a maximum of twenty. His plan is to recruit potential students and refer them to the WorkOne for funding.

Mr. Smith gave conflicting information to ICOPE and to DWD regarding whether his programs were open to the general public. DWD policy stipulates that programs must be "generally available to the public, must have regularly scheduled training classes, and must result in a recognized certification by industry or employer." When told of this policy, Mr. Smith said that his classes were open to the public and those who did not qualify for WIA funding would have their training paid for by one of his grants. When asked for the names and types of grants, he admitted that he currently did not have any.

Program Details

CTSI offers a variety of programs that include computer applications, project management, and Medical Billing and Coding. Upon successful completion of the program, graduates qualify for certification of course completion and are then given the certification exam from Comp TIA, Microsoft, or PMI training. The courses range from 5 to 21 days of training and the trainers are hired from Account Temp.

Ms. Gigi Brown, formerly of the Marion County Workforce Investment Board, recommended denial based on the facts presented above.

Recommendations

DWD recommends denial of the CTSI programs.

HANDOUT 3

Industrial Training Solutions

2401 Almon St

Huntertown, IN 46748

Owner: Robert Boxell

Background

Industrial Training Solutions is a private, for-profit enterprise that does not fall under the jurisdiction of the Indiana Commission on Proprietary Education. Consequently, the Indiana Department of Workforce Development audited this training provider and referred it to the Educational Review Committee for a decision.

Audit

The Industrial Training Solutions has no outstanding compliance issues with state government, and it is registered with the Secretary of State.

The Industrial Training Solutions currently has an articulation agreement with Vincennes University (VU), which allows it to issue VU credit for some of its programs. According to Jim Russell, Director – Business & Industry Training at VU, Industrial Training Solutions underwent a rigorous approval process and was subsequently approved.

Pat Fox, site manager in Region 3, was contacted and informed us that numerous students were referred to Industrial Training Solutions. He stated there had been no complaints about the program and that many of the graduates were very satisfied with the small class sizes and the individualized attention. He noted that its best asset was the fact that the small class sizes led to lot of individualized and specialized attention for the students. Mr. Fox further stated that it was a very good program for students who were susceptible to getting "lost" in larger settings.

Program Details

Industrial Training Solutions offers a wide variety of programs aimed at differing skill levels that include welding, computer applications and programming, and industrial maintenance. Upon successful completion of the programs, graduates qualify for certifications.

The programs are open to the general public and the stated aim is to provide career access and exploration along with career technical training and networking with employers in the area. The classes are small and employ a good deal of hands-on training.

Approval of this training provider will allow Industrial Training Solutions to submit its programs for approval.

Recommendations

DWD recommends approval of Industrial Training Solutions.

Pending Ivy Tech Community College Programs - 5-5-11

	Comments	ID#	Program Name	Training Provider	BRIEF_DESCRIPTION	Cost	Length	Unit	Credential
1	Certification test prep for experienced welders. Recommendation: Denial	563	American Welding Society (AWS) Certification Preparation	Ivy Tech Community College - Lafayette	American Welding Society (AWS) Welding Certification Preparation provides experienced welders a focused opportunity to develop and hone the skills necessary for a specific AWS certification among those using the following processes: Gas Metal Arc Welding (GMAW), Gas Tungsten Arc Welding (GTAW), or Shielded Metal Arc Welding (SMAW). One certification attempt is included. Candidates are required to bring all personal protective equipment (PPE).	699	11	hours	American Welding Society (AWS) Certification for one Welding Process Specification (WPS)
2	This program requires three years work experience as well as the Third and Second Class credentials. Most people seeking the First Class Credential are established in the industry, not walking into a WorkOne center looking for help with emplolment. Recommendation: Denial	619	ASPOPE Facilities Operating Engineers First Class [should actually be ASOPE]	Ivy Tech Community College - Terre Haute, Wabash	Introduce a thorough overview of boilers, operation and maintenance, as well as the basic knowledge and skills necessary to safely and efficiently operate a facilities plant. Prepare participants to sit for the ASOPE Facility Plant Operator First Class License exam.	695	42	hours	FOE Certification
3	To attain this licensure one must first complete the Level 3 training. Level 2 is not introductory, and therefore, not applicable to this project. Recommendation: Denial	620	ASPOPE Facilities Operating Engineers Second Class [should actually be ASOPE]	Ivy Tech Community College - Terre Haute, Warsaw	Introduces a thorough overview of boilers, operation and maintenance, as well as the basic knowledge and skills necessary to safely and efficiently operate a facilities plant. Prepares participants to sit for the ASOPE Facility Plant Operator Second Class License exam.	695	41	hours	FOE Certification
4	The ASPOPE training requires one year of experience. For an individual that was laid off and seeking to improve his or her skills to be marketable this is good training. However, it does appear that this training is best suited for incumbent workers. Gray Area.	621	ASPOPE Facilities Operating Engineers Third Class [should actually be ASOPE]	Ivy Tech Community College - Terre Haute, Wabash	Introduces a thorough overview of boilers, operation and maintenance, as well as the basic knowledge and skills necessary to safely and efficiently operate a facilities plant. Prepares participants to sit for the ASOPE Facility Plant Operator Third Class License exam.	695	40	hours	FOE Certification
5	Many positions in the Robotics field require some post-secondary training and/or degree with a few exceptions such as machine assembly, maintenance positions, and a die cast machine operator. This training does not appear substantial enough to prepare graduates for entrance into a career, and there is no credential associated with this program. Recommendation: Denial	629	Basic Robotics Programming	Ivy Tech Community College - Columbus	Robotics is ranked among Indiana's high growth and emerging industries. Working with Motoman robots, the leading manufacturer and supplier of industrial robots and factory automation systems in the world, students will gain hands-on experience and will be introduced to the basics of programming with real-world examples and applications. No prior knowledge of robotics programming is required.	1,500	32	hours	n/a
6	Participants cannot fully complete the course by attaining the Boiler Pressure Vessel Certification without first getting 3 years field experience. This is suggested to be done prior to the course, but it can also be done after sitting for the exam. Because the experience can be attained after the exam this one becomes a gray area.	618	Boiler Pressure & Vessel Inspector's In-Service Commission	Ivy Tech Community College - Terre Haute, Wabash	Ivy Tech Community College of Indiana, in cooperation with the State of Indiana's Boiler and Pressure Vessel Division, offers a special training course for persons interested in acquiring eligibility for securing certification from the National Board of Boiler and Pressure Vessel Inspectors as an authorized inspector, owner-user inspector or jurisdictional competency recognition. The course is designed for the understanding of ASME code standards, inspection concepts and preparation to sit for the National Board Examination. Persons not possessing all of the requisite experience or who are not employed by a recognized inspection agency at the time they sit for the exam, may attend the class and sit for the examination, but not anticipate receiving a commission until they have gained the required experience or have been employed by a recognized inspection agency. They must, however, be a high school graduate (or the equivalent) and possess a working knowledge of algebra, particularly transposition of formulas and order of operations.	2,995	100	hours	Boiler Pressure Vessel Certification

Pending Ivy Tech Community College Programs - 5-5-11

	Comments	ID#	Program Name	Training Provider	BRIEF_DESCRIPTION	Cost	Length	Unit	Credential
7	This seems like solid training, but there is such low demand for these skills; in the past month the Building Performance Institute has only posted 6 jobs for this nation-wide, none of which were in Indiana. Also, this program is targeted to incumbent workers skilled in a relevant field. This program was previously denied. Due to lack of opportunities and previous denial, we recommend denial.	602	BPI Building Analyst	Ivy Tech Community College - Kokomo	The BPI Combination course combines Building Analyst and Envelope-Shell training to provide a dual certification for individuals as energy auditors and envelope-shell professionals. This dual certification provides specialization in thermal envelope and pressure boundary. Students will learn the fundamentals of energy and energy transfer, energy systems within a home, the "home as a system" concept, common construction errors that reduce comfort and efficiency, and ways to enhance a home envelope's thermal and pressure boundaries through insulations & air sealing techniques.	2,395	38	hours	BPI Building Analyst/Envelope Shell Energy Auditor Certification
8	This seems like solid training, but there is such low demand for these skills; in the past month the Building Performance Institute has only posted 6 jobs for this nation-wide, none of which were in Indiana. Training also is targeted to skilled workers in a relevant field. Program was denied previously. Due to lack of opportunities and previous denial, we recommend denial.	612	BPI Building Analyst/Envelope Shell Energy Auditor Certification Operator	Ivy Tech Community College - Kokomo	The BPI Combination course combines Building Analyst and Envelope-Shell training to provide a dual certification for individuals as energy auditors and envelope-shell professionals. This dual certification provides specialization in thermal envelope and pressure boundary. Students will learn the fundamentals of energy and energy transfer, energy systems within a home, the "home as a system" concept, common construction errors that reduce comfort and efficiency, and ways to enhance a home envelope's thermal and pressure boundaries through insulation & air sealing techniques.	2,395	38	hours	Analyst and Auditor Certification
9	Lack of credential and no job opportunities resulting from training. Recommend denial.	145	Business Essentials I: Ivy Tech-Tulane University	Ivy Tech Community College	Enhance your leadership abilities by learning the latest business practices and trends in Business Essentials I, an eight-week course that helps you build a solid understanding of business disciplines. Whether you're sharpening your skills or studying business for the first time, this course demonstrates your ongoing commitment to excellence enhancing your reputation.	2,012	8	weeks	Certificate of Completion
10	This course offers a Certificate of Completion without anything industry-recognized behind it. Also, all of the jobs affiliated with this line of work (even the ones suggested in the Program Application) require Bachelor's degrees. Recommend denial.	626	Certified Green Supply Chain Professional (online)	Ivy Tech Community College	A program that prepares individuals to manage and coordinate all logistical functions in an enterprise, ranging from acquisitions to receiving and handling, through internal allocation of resources to operations units, to the handling and delivery of output. Includes instruction in acquisitions and purchasing, inventory control, storage and handling, just-in-time manufacturing, logistics planning, shipping and delivery management, transportation, quality control, resource estimation and allocation, and budgeting. Examples: [Logistics Management], [Materials Management], [Acquisition Logistics], [Supply Management]	1,595	60	hours	Certificate of completion
11	This certification will not give the holder anything more than a short-term job instead of an introduction to a new career. This certification only has to be held by one person per location; therefore, for a restaurant to be open it must already have at least one employee with this cert. Also, the course is only 12 hours; this seems like intensive training that can be covered via other funds available to the WorkOne Centers. Review of ICC proved that occupations that required this certification were dieticians and chefs. Recommend denial.	521	Certified Professional Food Handler (ServSafe)	Ivy Tech Community College - Columbus	The ServSafe program is the restaurant and food service industry's leading food safety training solution. The ServSafe program is more than a certification; it is a mindset that incorporates a higher standard of training. This course is designed to assist employees in the food service industry with the knowledge needed to successfully pass the ServSafe Certification Exam.	139	8	hours	ServSafe Food Handler Certification

Pending Ivy Tech Community College Programs - 5-5-11

	Comments	ID#	Program Name	Training Provider	BRIEF_DESCRIPTION	Cost	Length	Unit	Credential
12	This certification will not give the holder anything more than a short-term job instead of an introduction to a new career. This certification only has to be held by one person per location; therefore, for a restaurant to be open it must already have at least one employee with this cert. Also, the course is only 12 hours; this seems like intensive training that can be covered via other funds available to the WorkOne Centers. Review of ICC proved that occupations that required this certification were dieticians and chefs. Recommend denial.	577	Certified Professional Food Handler (ServSafe)	Ivy Tech Community College - Evansville	The ServSafe program is the restaurant and food service industry's leading food safety training solution. The ServSafe program is more than a certification; it is a mindset that incorporates a higher standard of training. This course is designed to assist employees in the food service industry with the knowledge needed to successfully pass the ServSafe Certification Exam.	139	8	hours	ServSafe Food Handler Certification
13	This certification will give the holder anything more than a short term job instead of an introduction to a new career. This certification only has to be held by one person per location; therefore, for a restaurant to be open it must already have atleast one employee with this cert. Also, the course is only 12 hours; this seems like intensive training that can be covered via other funds available to the WorkOne Centers. Recommend denial.	519	Certified Professional Food Handler (ServSafe)	Ivy Tech Community College - Lafayette	The ServSafe program is the restaurant and food service industry's leading food safety training solution. The ServSafe program is more than a certification; it is a mindset that incorporates a higher standard of training. This course is designed to assist employees in the food service industry with the knowledge needed to successfully pass the ServSafe Certification Exam.	265	12	hours	ServSafe Food Handler Certification
14	This certification will not give the holder anything more than a short-term job instead of an introduction to a new career. This certification only has to be held by one person per location; therefore, for a restaurant to be open it must already have at least one employee with this cert. Also, the course is only 12 hours; this seems like intensive training that can be covered via other funds available to the WorkOne Centers. Review of ICC proved that occupations that required this certification were dieticians and chefs. Recommend denial.	520	Certified Professional Food Handler (ServSafe)	Ivy Tech Community College - Terre Haute	The ServSafe program is the restaurant and food service industry's leading food safety training solution. The ServSafe program is more than a certification; it is a mindset that incorporates a higher standard of training. This course is designed to assist employees in the food service industry with the knowledge needed to successfully pass the ServSafe Certification Exam.	150	8	hours	ServSafe Food Handler Certification
15	This is the same course as the ServSafe certification except that the exam is administered by a different company. Concern that this certification will give the holder nothing more than a short term job instead of an introduction to a new career. This certification only has to be held by one person per location; therefore, for a restaurant to be open it must already have at least one employee with this cert. Also, the course is only 12 hours; this seems like intensive training that can be covered via other funds available to the WorkOne Centers. Recommend denial.	522	Certified Professional Food Manager	Ivy Tech Community College	This course will prepare individuals to take the exam set by the Indiana Code 410-IAC7-22, which requires mandatory certification of at least one person who oversees food safety operation within a food establishment. This instructor-led course focuses on completing all preparations necessary for an individual to successfully complete their CPFM certification exam. Topical areas of study include sanitation management, food safety hazards, factors affecting food-borne illnesses, personal hygiene, and the use and calibration of temperature-measuring instruments. Upon successfully completion, students will receive their CPFM certification, and their names will be added to the National Registry of Food Managers.	125	9	hours	Certified Professional Food Manager

Pending Ivy Tech Community College Programs - 5-5-11

	Comments	ID#	Program Name	Training Provider	BRIEF_DESCRIPTION	Cost	Length	Unit	Credential
16	This is the same course as the ServSafe cert except that the exam is administered by a different company. This certification will give the holder nothing more than a short-term job instead of an introduction to a new career. This certification only has to be held by one person per location; therefore, for a restaurant to be open it must already have atleast one employee with this cert. Also, the course is only 12 hours; this seems like intensive training that can be covered via other funds available to the WorkOne Centers. Recommend denial.	627	Certified Professional Food Manager	Ivy Tech Community College	This course will prepare individuals to take the exam set by the Indiana Code 410-IAC7-22, which requires mandatory certification of at least one person who oversees food safety operation within a food establishment. This instructor-led course focuses on completing all preparations necessary for an individual to successfully complete their CPFM certification exam. Topical areas of study include sanitation management, food safety hazards, factors affecting food-borne illnesses, personal hygiene, and the use and calibration of temperature-measuring instruments. Upon successfully completion, students will receive their CPFM certification, and their names will be added to the National Registry of Food Managers.	95	2	hours	Certificate of completion
17	Licensure as a Master Electrician is done county-to-county in Indiana, so Ivy Tech is unable to provide more than test preparation in this area. Also, 7 years experience or a Bachelor's degree is required to take the exam; this is for incumbant workers. Recommend denial.	585	Master Electricians License Exam Prep	Ivy Tech Community College - Columbus	This course allows holders and direct employees to perform on all types of commercial, apartment, and residential (class 1 & 2 structures). NEC CODE This course covers: Introduction to the NEC-NFPA general installation requirements, temporary wiring, branch circuit, feeder and service calculations, switchboards and panel boards, over current protection, grounding, boxes and enclosures, etc. ELECTRICIANS BLOCK TEST PREP This course will provide instructions to help students prepare for the Master Electricians License test used by various Municipals and County Governments in Indiana. It covers theories and calculations required for the license test, practice on sample questions and codebook references. Additional information can be found at: http://www.bartholomewco.com/code/electrician.php	695	48	hours	Master Electrician License
18	The pre-requisites for this course limit it to incumbent workers. Recommend denial.	581	National Electrical Code	Ivy Tech Community College	This course is designed to assist master and journeyman electricians who are preparing to take the National Block licensing examination. This course reviews the National Electrical Code for 2011 including electrical concepts and applications. This course includes practice performing electrical calculations and locating articles using the codebook.	450	48	hours	Certificate
19	Ivy Tech reports that there is no certification granted for this program. Recommend denial.	650	Precision Machines - Lathes	Ivy Tech Community College - Evansville	This course is for the beginner or the person who needs to brush up on his skills in running lathes. The class consists of grinding a tool bit, facing, turning to size using a micrometer, using a cut off tool and threading, turning a four jaw chuck, drilling, boring, cutting an angle and turning a taper.	275	36	hours	Certification
20	Ivy Tech reports that there is no certification granted for this program. Recommend denial.	651	Precision Machines - Milling	Ivy Tech Community College - Evansville	This class covers both horizontal and vertical milling machines, as well as advanced machine operation. Methods of holding the work and types of cutters are covered. Set-up procedures and use of the dial indicator are practiced. The students make a set of V- blocks. They learn to mill a steel block square, cut grooves, slots and vees.	275	36	hours	Certification

Pending Ivy Tech Community College Programs - 5-5-11

	Comments	ID#	Program Name	Training Provider	BRIEF_DESCRIPTION	Cost	Length	Unit	Credential
21	Training targeted specifically to incumbent workers in a seminar format. An individual must have extensive certification (HVAC, AC Tech, etc.) before this R410A certification has any relevance. Recommend denial.	653	R410A Certification	Ivy Tech Community College - Evansville	Since the EPA has established the phase out of the HCFC R-22, more manufacturers are building air conditioning equipment using the HFC-410 presently marketed under the brand names of Puron, Suva 410A, and Gentron AZ-20. Product 410-A operates at substantially higher temperatures, requires different tools and equipment, and requires new safety standards when installing, repairing or retrofitting systems. Learn how to work with 410-A and get industry certified. This seminar will prepare you for the certification exam. The certification exam is included in course cost.	150	8	hours	R410A Certification
22	To sit for the state Wastwater Operator Certificate requires one year of experience in the field. This is very short-term intensive training for incumbent workers. Recommend denial.	652	Wastewater Plant Ops	Ivy Tech Community College - Evansville	This course will provide students with an understanding of the industrial wastewater treatment process and regulations concerning the discharge of treated wastes. Areas covered include preliminary treatment, minimizing wastes at the source, physical-chemical treatment, and biological treatment. Included in discussion of the various treatment processes will be information concerning lab tests and useful plant mathematics associated with those processes. Compliance with state and federal regulations and operator safety will be stressed.	345	10	hours	Wastewater Certification
23	This certification carries no merit in the field. Lack of a credential. Recommend denial.	642	Woodworking	Ivy Tech Community College - Evansville	A program that generally prepares individuals to apply technical knowledge and skills to lay out and shape stock; assemble wooden articles or subassemblies; mark, bind, saw, carve, and sand wooden products; repair wooden articles, and use a variety of hand and power tools.	200	36	hours	Certificate

Policy Discussion on Master's Degree Programs: Should Workforce Investment Act funds be utilized for Master's degrees?

Training Program	Provider	Program Description	Cost
Master of Science Public Service Administration	University of Evansville	Any instructional program in public administration and services not listed above. This program offers an in-depth study of the tools needed for successful leaders in today's service-oriented work environment: leadership, marketing, management, communication, and professional skills.	16195
Master of Arts in Clinical Mental Health Counseling	Grace College	A program that prepares individuals for the independent professional practice of psychological counseling, involving the rendering of therapeutic services to individuals and groups experiencing psychological problems and exhibiting distress symptoms. Includes instruction in counseling theory, therapeutic intervention strategies, patient/counselor relationships, testing and assessment methods and procedures, group therapy, marital and family therapy, child and adolescent therapy, supervised counseling practice, ethical standards, and applicable regulations.	32080

HANDOUT 6

Training Program Stats
2-16-11 through 5-3-11

SWIC State Business

Review of Training Programs: Marion County Workforce Investment Board

118 Programs decided (20%)
99 Approved (84%)
59 automatically eligible (60%) (Title IV)
40 audited and approved (40%) (CDL, IT, Health Care, Logistics)
19 Denied (16%) (Six Sigma, PMP, SHRM, or Lack of Credential)

20 Pending

SWIC BOS-WIB Business

Review of Training Programs: Balance of State

485 Programs decided (80%)
449 Approved (93%)
269 automatically eligible (60%) (Title IV)
180 audited and approved (40%) (IT, Health Care, MSSC, Welding, Other)
36 Denied (6%) (PMP or Lacking credential)

80 Pending

Statewide

603 Programs decided
548 Approved (91%)
328 automatically eligible (60%) (Title IV)
220 audited and approved (40%) (Healthcare,IT, CDL, Logistics, Welding, MSSC, Other)
55 Denied (9%) (Six Sigma or Lacking credential)

100 Pending

04-May-11

HANDOUT 7

Total Funding--Adult Education and Occupational Certifications

Adult Education		
	Federal allocation	$9M
	State allocation	$12.6M
	Subtotal	$21.6M
Occupational Certifications		
	WIA Title I	$2.5M
	Penalties and Interest Funds	$1M
	Subtotal	$3.5M
Curruiculum Development--Occupational Certifications		
	Penalties and Interest Funds	$500K
	State Career and Technical Ed Funds	$250K
		$750K
Total		$25.85M

HANDOUT 8

	Region	2012				2011				Comparison of Changes					
		State	Federal	State and Federal Combined	Title I	State	Federal	State and Federal Combined	Title I	State change	Fed change	Total Change	%	Title I Change	%
1	Jasper, Lake, LaPorte, Newton, Porter, Pulaski, Starke	$2,190,029	$1,261,257	$3,451,286	$258,641	$2,334,970	$826,015	$3,160,985	$301,840	-$144,941	$435,242	$290,301	9.2%	-$43,199	-14%
2	Elkhart, Fulton, Kosciusko, Marshall, St. Joseph	$1,219,148	$702,118	$1,921,266	$540,406	$1,128,690	$923,438	$2,052,128	$337,439	$90,458	-$221,320	-$130,862	-6.4%	$202,967	60%
3	Adams, Allen, DeKalb, Grant, Huntington, LaGrange, Noble, Steuben, Wabash, Wells, Whitley	$1,306,976	$752,699	$2,059,676	$386,387	$1,156,023	$792,253	$1,948,276	$289,502	$150,953	-$39,554	$111,400	5.7%	$96,885	33%
4	Benton, Carroll, Cass, Clinton, Fountain, Howard, Miami, Montgomery, Tippecanoe, Tipton, Warren, White	$1,315,778	$757,768	$2,073,546	$247,028	$1,022,316	$671,669	$1,693,985	$245,439	$293,462	$86,099	$379,561	22.4%	$1,589	1%
5	Marion, Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Morgan, Shelby	$3,376,906	$1,944,790	$5,321,696	$824,699	$3,765,172	$1,872,201	$5,637,373	$684,133	-$388,266	$72,589	-$315,677	-5.6%	$140,566	21%
6	Blackford, Delaware, Fayette, Henry, Jay, Randolph, Rush, Union, Wayne	$984,633	$567,059	$1,551,692	$161,451	$1,069,319	$489,921	$1,559,240	$179,025	-$84,686	$77,138	-$7,548	-0.5%	-$17,574	-10%
7	Clay, Parke, Putnam, Sullivan, Vermillion, Vigo	$330,595	$190,392	$520,987	$97,965	$293,767	$186,390	$480,157	$68,110	$36,828	$4,002	$40,830	8.5%	$29,855	44%
8	Brown, Daviess, Greene, Lawrence, Martin, Monroe, Orange, Owen	$410,539	$236,433	$646,972	$121,656	$331,009	$274,268	$605,277	$100,222	$79,530	-$37,835	$41,695	6.9%	$21,434	21%
9	Bartholomew, Dearborn, Decatur, Franklin, Jackson, Jefferson, Jennings, Ohio, Ripley, Switzerland	$608,565	$350,478	$959,044	$123,153	$827,114	$321,777	$1,148,891	$117,583	-$218,549	$28,701	-$189,847	-16.5%	$5,570	5%
10	Clark, Crawford, Floyd, Harrison, Scott, Washington	$352,231	$202,853	$555,084	$105,191	$365,877	$206,997	$572,874	$75,640	-$13,646	-$4,144	-$17,790	-3.1%	$29,551	39%
11	Dubois, Gibson, Knox, Perry, Pike, Posey, Spencer, Vanderburgh, Warrick	$504,601	$290,604	$795,206	$133,424	$305,743	$387,704	$693,447	$101,067	$198,858	-$97,100	$101,759	14.7%	$32,357	32%
12	Ind. Department of Corrections														
	TOTALS	$12,600,000	$7,256,453	$19,856,453	$3,000,000	$12,600,000	$6,952,633	$19,552,633	$2,500,000	$0	$303,820	$303,820		$500,000	

INDIANA WORKFORCE DEVELOPMENT AND ITS WorkOne CENTERS

Formula Description

$\$/R_n = UIC_{Rn} (\$_{ST} / UIC_{ST}) (X_{Rn} / X_{ST})$
Total \$ ($\$_{ST}$) = \$19, 856, 453
Total UI Claimants (UIC_{ST}) = 58,123
Total enrolled statewide (E_{ST}) =34,359
State productivity index = $X_{ST} = E_{ST} / UIC_{ST}$ = 59.1%
Regional productivity index = $X_{RN} = E_{RN} / UIC_{RN}$
Average $\$_{ST} / UIC_{ST}$ = \$341.63

HANDOUT 10

Adult Education Reimbursement for Outcomes

GED/HS Diploma

Number of Weeks	<4 weeks	4-6 weeks	>6 weeks
Reimbursement Amt	$292.50	$225.00	$157.50

9-12.9

Number of Weeks	<12 weeks	12-14 weeks	>14 weeks
Reimbursement Amt	$ 585	$ 450	$ 315

6-8.9

Number of Weeks	<22 weeks	22-24 weeks	>24 weeks
Reimbursement Amt	$ 585	$ 450	$ 315

E-5.9

Number of Weeks	<22 weeks	22-24 weeks	>24 weeks
Reimbursement Amt	$ 585	$ 450	$ 315

ESL Int/Advanced

Number of Weeks	<22 weeks	22-24 weeks	>24 weeks
Reimbursement Amt	$ 650	$ 500	$ 350

ESL Beginning

Number of Weeks	<22 weeks	22-24 weeks	>24 weeks
Reimbursement Amt	$ 650	$ 500	$ 350

All Enrolled

Number of Weeks	n/a	1-2 weeks	n/a
Reimbursement Amt	n/a	$ 60	n/a