

**Nebraska Statewide Workforce & Educational Reporting System (NSWERS)**  
**Executive Council Business Meeting Notification and Agenda**  
April 26, 2021 2:30 p.m. via **ZOOM**

Publicized notice of the Executive Council meeting was given by posting the date, time, and location on the NSWERS.org website.

**1. CALL TO ORDER** – President Dr. Susan Fritz called the meeting to order at 2:30 p.m.

1.1 Roll Call

Roll Call showed the following NSWERS members in attendance:

Dr. Susan Fritz, President  
Dr. Matthew Blomstedt, Secretary/Treasurer  
Dr. Paul Turman, Vice President  
Dr. Paul Illich, Member

1.2 Announcement of the placement of the Open Meetings Act information

President Fritz announced that information regarding the Open Meetings Act is available on the NSWERS.org website.

**2. PUBLIC COMMENT PERIOD**

No public comment.

**3. PRESIDENT'S REPORT**

3.1 Additions or corrections to agenda

No agenda items were removed, added or corrected.

Approval of the agenda as presented passed with a motion by Dr. Paul Turman, second by Dr. Paul Illich.

Dr. Matthew Blomstedt	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Paul Illich	Yea

#### 4. EXECUTIVE DIRECTOR'S REPORT

Dr. Matthew Hastings, Executive Director, NSWERS made a presentation on behalf of himself and the Management Team.

Dr. Hastings presented his Executive Director's Report specifically outlining the two Goals of NSWERS and how to accomplish same through the Strategic Plan that is being proposed for adoption today. (Please see attached power point presentation.)

The proposed Strategic Plan to be approved today has two goals: Establish NSWERS Data System for Sustainable Insights **and** Evaluate the Efficacy of Nebraska's Education and Workforce Training Systems. Objectives, strategies and tactics have been built around the two goals.

##### **Goal 1 – Establishing a Data System.**

**Strategy (Core approach to accomplishing our goals.)** – *Three Phases* – **First phase** accomplished with a Strategic Approach adopted 12/21/2020; **Second phase** includes the adoption of the Strategic Plan (outlining objectives, strategies and tactics), which is on today's agenda as an action item; and **Third phase** will be the Strategic Direction once the Strategic Plan is adopted. This third phase will involve staff/contractors to implement the concept model, roadmap and a resource plan to integrate into the operational plan. The Strategic Direction will be presented to the Executive Council at their June meeting for approval.

Dr. Hastings acknowledged and thanked the Management Council for all their time and effort to bring the proposed Strategic Plan to you today.

*Budget and Finance:* Dr. Hastings reported that he has met one-on-one with each Executive Council member to discuss the proposed budget of NSWERS for 2021-2023, that is on the agenda today for approval.

UNL Business and Finance have offered support, through our Service Agreement, to furnish a series of standard financial reports for the Executive Council. This would allow NSWERS Executive Council Treasurer, Dr. Matthew Blomstedt to have access to year-to-date budgets and offer quarterly reports to coincide with the quarterly meeting cycle.

Dr. Hastings stated that while having conversations with appropriate legislative representatives for continuous future funding, now is the time to get a written plan to rally around to provide an explicit source of information to share and he will be discussing this with each of the Executive Council members in the coming days and weeks.

**Structure (How our work is situated and coordinated.)** – Dr. Hastings stated that he has served as NSWERS Executive Director for seven months. Today's agenda includes as action item of approving an Evaluation and Performance Review process for the Executive Director. This will offer a more formal opportunity for the Executive Council and Management Committee to provide a more formal evaluation and performance review.

Dr. Hastings also discussed with the Executive Council members possible consideration about NSWERS future and possible expansion of public and nonpublic institutions. No one has asked to date but the time may come that NSWERS will be asked that question and it would be good to be prepared with answers or a plan.

Dr. Hastings reported that one of the two Tier-One positions were filled on March 15; but had a failed search for an Applications Development position and will reevaluate needs, tailor description and repost at a later date. The Tier-Two positions proposed to fulfill the impending needs of communications; research and data education will be advertised this fall or early next year.

## **Goal 2 – Evaluate Efficacy.**

To meet the mission of Goal 2 to integrate and organize Nebraska’s education workforce data to inform decision making, an Information Agenda has been developed. Dr. Hastings reported that NSWERS has contracted with Magnolia Research to implement a modern, flexible and scalable analytic unit to create a framework to complete the mission.

Dr. Hastings will be having individual conversations with Executive Council members with focus on decision-making. To explore/describe/explain on which (or types) of decisions they make. What information/support do you need to make that decision? Do you feel you lack information to decide? Are the decisions more focused on identifying problems/solutions, or selecting between existing decision choices?

Dr. Hastings reported that NSWERS currently contracts with UNL IT to provide industry-grade storage, security and IT support for the Proof of Concept (POC) project. Biweekly meetings are held with NSWERS Data & Technology Committee to review technical progress, challenges, and opportunities. NDE has submitted the 2011 cohort files to NSWERS, which then sets in motion the POC data going through the identified cycle, coming back to NSWERS to be refined and disseminate data visualizations, when then leads to how to share the data and managing the data.

The Management Committee and Dr. Hastings have developed a rough draft of a NSWERS Date Sharing and Management Policy. This draft is available in today’s agenda for your review. Dr. Hastings stated that over the next six weeks he will continue to receive feedback on same from legal counsel, Executive Council, Management Council and possibly other external affiliates, which right now would be the Nebraska Department of Labor. Expected action on this policy will be at the June Executive Council meeting.

## **5. COMMITTEE REPORTS (none)**

## **6. EXECUTIVE SESSION**

6.1 Receive, review, and discuss legal advice from the organization’s attorney regarding proposed amendments to the bylaws.

6.2 Receive, review and discuss legal advice from the organization’s attorney regarding auditing requirements.

Motion for the Council to enter closed session to receive, review, and discuss the legal advice from the organization’s attorney as the motion is clearly necessary to protect the public’s interest and to maintain the attorney-client privilege passed with a motion by Dr. Paul Turman, second by Dr. Matthew Blomstedt.

Dr. Paul Illich	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Matthew Blomstedt	Yea

Executive Session began 3:02 p.m.

Motion for the Council to end the closed session to receive, review, and discuss the legal advice from the organization’s attorney passed with a motion by Dr. Matthew Blomstedt, second by Dr. Paul Illich.

Dr. Matthew Blomstedt	Yea
Dr. Paul Illich	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea

Executive Session ended 3:17 p.m.

**7. ACTION ITEMS**

7.1 Approve Minutes of NSWERS business meeting, March 8, 2021.

Motion to approve the minutes of the March 8, 2021 NSWERS Business meeting passed with a motion by Dr. Paul Illich, second by Dr. Matthew Blomstedt.

Dr. Matthew Blomstedt	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Paul Illich	Yea

7.2 Discuss, consider and take all necessary action regarding proposed NSWERS Strategic Plan for 2021-2023

Motion to approve the proposed NSWERS Strategic Plan for 2021-2023 passed with a motion by Dr. Paul Turman, second by Dr. Paul Illich.

Discussion: Dr. Fritz believes this Strategic Plan is very complete and will serve as a great asset for new hires and especially likes the 18 month dashboard idea.

Dr. Paul Turman	Yea
Dr. Matthew Blomstedt	Yea
Dr. Paul Illich	Yea
Dr. Susan Fritz	Yea

7.3 Discuss, consider, and take all necessary action regarding proposed Budget for NSWERS Fiscal Year 2021-2023

Motion to approve proposed NSWERS budget for fiscal year 2021-2023 passed with a motion from Dr. Matthew Blomstedt, second by Dr. Paul Turman.

Discussion: Dr. Fritz thanked Dr. Blomstedt for taking the lead to secure state funding from the Legislature and as discussed earlier believes the Executive Council needs to get together granularly to go forward. Dr. Fritz will meet individually with each Executive Council member before the June 9 meeting.

Dr. Paul Illich	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Matthew Blomstedt	Yea

7.4 Discuss, consider, and take all necessary action regarding NSWERS Data Sharing and Management Policy

Motion to review the proposed NSWERS Data Sharing and Management Policy and make recommendations to the Executive Council and legal counsel within the next three weeks.

Discussion: Dr. Matthew Blomstedt moves to amend the motion with “make recommendations to the Executive Director” and not to the Executive Council, second by Dr. Paul Turman.

Dr. Blomstedt appreciates the efforts of the Management Committee and Dr. Hastings in the writing of this policy. Dr. Hastings stated that changes can easily be incorporated into this document, this is purely policy space and an exercise for the Executive Council of what they want in the policy.

Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Matthew Blomstedt	Yea
Dr. Paul Illich	Yea

7.5 Discuss, consider, and take all necessary action regarding the proposed Annual Evaluation process for the NSWERS Executive Director

Motion to approve the proposed Annual Evaluation Process for NSWERS Executive Director passed with a motion from Dr. Paul Illich, second by Dr. Paul Turman.

Discussion: Dr. Blomstedt just wanted the Executive Council members to be mindful of the importance of the scheduling of this evaluation when the meetings become quarterly, not a concern currently, but just keep that in mind.

Dr. Fritz echoed that thought as the Executive Director's performance evaluation will be mindful of the UNL calendar and allowing a schedule for imperative dates to form a draft, discuss in executive session, etc., before a full Executive Council vote.

Dr. Turman confirmed that the Executive Council president would provide, in advance of the appropriate Executive Session, the evaluation to review.

Dr. Fritz did confirm and stated that it would be a separate packet that would include the Executive Director's Annual report.

Dr. Matthew Blomstedt	Yea
Dr. Paul Illich	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea

7.6 Discuss, consider, and take all necessary action regarding proposed amendments to the bylaws intended to reflect provisions related to insurance coverage and named insureds in light of the recommendation of our carriers and the insurance policies by which we are now covered.

Motion to approve the proposed revisions to the NSWERS bylaws passed with a motion from Dr. Matthew Blomstedt, second by Dr. Paul Illich.

Dr. Paul Illich	Yea
Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Matthew Blomstedt	Yea

## **8. ADDITIONAL BUSINESS**

Dr. Paul Turman recommended that in a future meeting to perhaps amend the NSWERS bylaws to reflect that the Executive Director's Annual Evaluation would be congruent with UNL's schedule.

## **9. SPECIAL PRESENTATIONS AND DISCUSSIONS**

No special presentations and discussion.

**10. INFORMATION ITEMS AND REPORT**

Dr. Susan Fritz announced that her last Executive Council meeting would be June 9, 2021 and at that time Dr. Ted Carter, President, UNL, will step in and assume the duties to serve as the president of NSWERS Executive Council.

**8. ADJOURNMENT**

Motion to adjourn the NSWERS Executive Council Business Meeting passed with a motion from Dr. Matthew Blomstedt, second by Dr. Paul Illich.

Dr. Susan Fritz	Yea
Dr. Paul Turman	Yea
Dr. Matthew Blomstedt	Yea
Dr. Paul Illich	Yea

President Fritz adjourned the meeting at 3:37 p.m.

A NSWERS Executive Council Meeting will be held on Wednesday, June 9, 2021 at a time and place to be determined.