

Regional Workforce Development Board  
Chief Elected Officials  
November 25, 2019

The regular meeting of the Region 16 Workforce Development Board (RWDB) and Chief Elected Officials (CEO) was held on November 25, 2019 at 5:00 p.m. at IowaWORKS.

**CALL TO ORDER**

Fife-LaFrenz called the meeting to order at 5:03 p.m.

**ATTENDEES**

**RWDB Members Present:** Janet Fife-LaFrenz, Jacob Nye, Deb Mulch, Cara Sanders, Carrie Nudd, Carolyn Farley, Patrick Lacy, and Joyce Stimpson

**Present Via Conference Line:** Candice Becker and Rachel Miller

**RWDB Members Absent:** Carla McNamee, Dennis Fraise, Ryan Drew, Mike Hickey, Dennis Duke, Cynthia Whalen, Dick Beaird, Michelle Mutchler, and Wood Stortzum

**CEO Present:** Gary See

**CEO Absent:** Jim Cary, Rick Larkin, and Brad Quigley

**Ex-Officio Present:** Hans Trousil

**Staff Present:** Miranda Brown (RWDB Staff), Kelsey Howard (WIOA Co-Directors)

**QUORUM**

A quorum was established for the RWDB, but not the CEOs.

**CEO APPROVAL OF SEPTEMBER MINUTES**

Tabled until next meeting.

**APPROVAL OF OCTOBER MEETING MINUTES**

Farley made the motion to approve the October minutes, seconded by Sanders, motion carried.

**VACANCIES**

Brown reported that currently there are three vacancies, a labor, business, and school ex-officio vacancy.

**TITLE 1 WIOA UPDATE**

Howard reported that the A-Game training was completed in October. The A-Game is one of the classes taught in the school systems, along with NCRC and Colors trainings.

She also reported that they are currently under spent in Adult but have hired a part-time staff person to assist in bringing their numbers up. This person is serving as the liaison between the Burlington Correctional Facility and Adult programs. The Youth program is where it should be and DW is slightly under budget.

**TITLE II AEL UPDATE**

Mulch reported that they have hired another part-time instructor.

She also stated that graduation was last week at the Mt. Pleasant Correctional Facility and that 11 individuals were eligible to participate in the ceremony, however, only ten individuals did participate.

**TITLE III IWD UPDATE**

Farley reported that all counties unemployment rates decreased except Des Moines for the previous period, and that the state rate remained flat.

She shared two graphs regarding Lee County Travel Numbers and 2019 Burlington VOS Numbers with the board.

She stated that currently there are 670 jobs listed on IowaWORKS site. They held a job fair at the Mt. Pleasant Correctional Facility where over 150 individuals voluntarily participated, along with ten businesses. Also, they have started a pilot program with the Iowa State Penitentiary to provide classes.

Lastly, she announced that they served more than 100 veterans and their families at the annual veteran luncheon.

#### **TITLE IV VR/IDB UPDATE**

Howard discussed a flyer for the Deaf Community event that was distributed to board members.

Miller had no update.

#### **CEO TRAINING UPDATE**

CEO See gave a brief overview of his experience with the training that took place on November 20<sup>th</sup>, and stated that they are waiting on direction for the next steps.

#### **ADJOURNMENT**

Nye made a motion to adjourn the meeting, seconded by Farley, Fife-LaFrenz adjourned the meeting at 5:35 p.m.

#### **ADDENDUM**

The Chief Elected Officials (CEO) met via conference call on December 19th, at 11:00 a.m.

#### **ATTENDEES**

**CEO Present:** Gary See, Jim Cary, Rick Larkin, and Brad Quigley

**Staff Present:** Miranda Brown (RWDB Staff)

#### **CALL TO ORDER**

See called the meeting to order at 11:10 a.m.

#### **SEPTEMBER MINUTES**

Larkin made the motion to approve the September minutes, seconded by Cary, motion carried.

#### **OCTOBER MINUTES**

Larkin made the motion to approve the October minutes, seconded by Cary, motion carried.

#### **ADJOURNMENT**

See adjourned the meeting at 11:15 a.m.