

**Regional Workforce Development Board/
Chief Elected Officials Meeting
February 6, 2020**

RWDB Present: James Ackely, Jennifer Brewster, Hunter Callanan, Julie Dannen, James Erb, Nick Foley, Sis Grieman, Cindy Harris, Sandra Leake, Mary Ott, Gayla Toebe,
RWDB Absent: Sherry Becker, Kelly Hansen, Eric Kingland, Terri Swanson
CEO Present: Corey Eberling, Barb Francis, Sis Grieman, Tim Latham, Mark Smeby, Linda Tjaden
CEO Absent: Mark Stensrud

Staff: Patti Hanson, Dean Continuing Ed-NIACC, Taylor Williams, Regional Director, Caroline McManigal, Board Support

1.0 Welcome

Corey thanked everyone for attending and presented the letter from the U.S. DOL on the decision regarding the appeal.

- RWDB/CEO Approval of February 6, 2020 Agenda and October 31,2019 meeting minutes.
RWDB Motion
Foley _____ 2nd Ott _____ Vote: Unanimous
CEO Motion
Smeby _____ 2nd Tjaden _____ Vote: Unanimous
- Corey Eberling, CEO Chair, administered the Oath of Office for Gayla Toebe to represent Business of NIACC to the Region 2 LWDB.
- Vote on Title 9 Appointment – Youth Standing Committee Chairperson
RWDB Motion
Ott _____ 2nd Callanan _____ Vote: Unanimous
CEO Motion
Francis _____ 2nd Tjaden _____ Vote: Unanimous
- Vote on Hunter Callanan for Chairperson of Youth Standing Committee
RWDB Motion
Ott _____ 2nd Callanan _____ Vote: Unanimous
CEO Motion
Francis _____ 2nd Tjaden _____ Vote: Unanimous
- Conversation regarding absence of Kelly Hansen, took position in Sioux Falls and no resignation letter has been received. Sis Grieman is acting interim Business Chair. Have electronic meeting to accept resignation.
- Sue, Success Story: Angel and Steve, Stellar Industries, Garner, IA.

3.0 Title 1 Reports

- **Staffing Changes:** Kris Dunn’s last day was 11/22/19. We have filled her position with an individual, Maddie Eilertson, that is currently working part-time and is not funded through Title I dollars. Patti Hanson the current Title I Director has accepted the Dean of Continuing Education position at NIACC. Taylor Williams was appointed to Interim WIOA Title I Director position.

- **Youth:** The outreach to youth for enrollment has been a challenge this program year due to the staff time utilized for the increased dislocated worker events in this region. Staff will focus on increasing outreach to youth in our area during the last half of this program year.
- **Adult:** When possible, all individuals are co-enrolled so that they can benefit from all programs they are eligible for. Typically, individuals that are recently separated from employment that was good paying do not qualify as an adult. However, we do have some individuals currently co-enrolled.
- **Dislocated Worker:** Region 2 continues to be busy for dislocated worker events. Trinity Financial Services has not issued a warn notice yet, but it will likely occur very soon. We have been notified of Kmart in Charles City closing, however, they have not been responsive to messages left for the local store.
- **Trade:** Eaton had their first round of layoffs on January 31, 2020. The hiring process for the Trade Workforce Advisor position continues. Nick Foley will be the supervisor for this position now, so hopefully that will help ensure the initial intent occurs.
- **Franklin County Flood Grant:** Quarterly report submitted on 1/19/20.
- **Ticket to Work:** We currently have 27 tickets assigned to the Employment Network. We also have several that are in the process of being assigned.

4.0 Title II Reports

- 4.1 Enrollment update as of 01/01/2020
- ESL Schedule of locations and dates/times January – May 2020
- Adult Basic Education/High School Equivalency Diploma Schedule of locations and dates/times January – May 2020

5.0 Title III Reports

- 2019 Q4 Wagner Peyser Report and Maps
- Staffing changes

6.0 Title IV Reports

- 6.1 IVRS Report Program Year 2018
- Serving more people with disabilities

7.0 Discussion/Information Items: DOL approved appeal in November 2019. Corey met with CEOs to discuss items going forward. CEOs are in charge of process, but, need input from the LWDB. There are items that must be met to be compliant. The provider and fiscal agent have to be separate powers. Since NIACC is doing both will need to find a different fiscal agent and have an RFP approved. Need to secure a one stop operator. Local board needs to be reorganized and is required to have a minimum 17 members, currently have 12 members. Members have to be nominated by the Chamber of Commerce. Could it be Chamber or Economic Development? Need some guidance. Do all on our own or do some collaboration? Board Support and One Stop Operator will take up most of the admin dollars and only 10% of our dollars can be used for admin. Timeline very short to meet guidelines. Ask for an extension? Multiple meetings are needed for the reorganization. Replacement for Terri Ewers on Executive Committee?

- Vote on application/request for 6-month extension for reorganization.
RWDB Motion
Foley _____ 2nd Leake _____ Vote: Unanimous
CEO Motion
Latham _____ 2nd Francis _____ Vote: Unanimous
- Vote on Julie Dannen and Hunter Callanan appointment to Executive Committee
RWDB Motion
Foley _____ 2nd Briester _____ Vote: Unanimous

Adjournment

- RWDB Motion
Callanan _____ 2nd Foley _____ Vote: Unanimous
- CEO Motion
Grieman _____ 2nd Latham _____ Vote: Unanimous

Next Meeting will be April 30, 2020 and August 27, 2020 at noon at the IowaWORKS center.