

Local Workforce Development Board  
January 27<sup>th</sup>, 2020

The regular meeting of the Local 16 Workforce Development Board (RWDB) was held on January 27<sup>th</sup>, 2020 at 5:00 p.m. at IowaWORKS.

**CALL TO ORDER**

Duke called the meeting to order at 5:00 p.m.

**ATTENDEES**

**RWDB Members Present:** Janet Fife-LaFrenz, Jacob Nye, Deb Mulch, Carolyn Farley, Patrick Lacy, Joyce Stimpson, Rachel Miller, Dennis Fraise, Ryan Drew, Mike Hickey, Dennis Duke, Cynthia Whalen, Dick Beard, and Michelle Mutchler,

**RWDB Members Absent:** Carla McNamee, Wood Stortzum, Cara Sanders, Candice Becker, and Carrie Nudd

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

**Ex-Officio Present:** Hans Trousil

**Staff Present:** Miranda Swafford (LWDB Staff), and Kelsey Howard (WIOA Co-Director)

**QUORUM**

A quorum was established for the LWDB.

**APPROVAL OF NOVEMBER MEETING MINUTES**

Beard made the motion to approve the November minutes, seconded by Farley, motion carried.

**VACANCIES**

Brown reported that currently there are two vacancies, one business and one labor. Additionally, in March there will be another business vacancy due to a member's change in status. She reported that the nomination process has changed and that moving forward nominations must be sought from appropriate entities, a conflict of interest form must be signed by nominees, and a letter must be received by the nominee's organization stating their role within the organization and their political affiliation. Also, moving forward they must ensure the board has gender and political affiliation balance.

**TITLE III IWD UPDATE**

Farley reported that all county specific unemployment rates for the month of November had increased, Des Moines 3.5%, Henry 3.4%, Lee 3.4%, and Louisa 2.6%. She also stated that the BOS numbers for December were 1358. Additionally, she stated that they had finished up with their first group at the Fort Madison Prison, where they were providing soft skills training.

**TITLE 1 WIOA UPDATE**

Howard reported that the fiscal year was a little over 50% complete and that 31.7% of Adult, 47.4% Youth, and 35.7% of DW had been expended.

She stated that moving forward all ETPL's will be approved at the state level through a new online system.

Also, they have hired a new CPR/First Aid instructor that will hold classes once a month, and the first class will be held on February 13<sup>th</sup>. Lastly, the AWIP legislative breakfast will be held on February 5<sup>th</sup>, where success stories will be shared with legislators.

**LOCAL PLAN MODIFICATION**

Hickey made a motion to accept the changes to the local plan, seconded by Fife-LaFrenze, motion carried.

## **TITLE II AEL UPDATE**

Mulch reported that they are currently fully staffed at the Mt. Pleasant Correctional Facility.

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

Whalen reported that starting January 13<sup>th</sup> IVRS had started a waiting list for individuals requesting services.

Miller stated that they are down to six counselors across the state to serve over 500 individuals.

## **CEO UPDATE**

Brown provided the board with an update regarding the DOL's decision regarding realignment and the steps that need to be taken to become compliant by July 1<sup>st</sup>.

## **NAWB CONVENTION**

Beaird made a motion to send Brown to the full NAWB convention to be held in Washington D.C. seconded by Hickey, motion carried.

## **ADJOURNMENT**

Hickey made a motion to adjourn the meeting, seconded by Fife-LaFrenz, meeting was adjourned at 5:45 p.m.

### **Chief Elected Officials (CEO) January 27<sup>th</sup>, 2020**

The regular meeting of the CEOs was held on January 27th, 2020 at 5:50 p.m. at IowaWORKS.

## **CALLED TO ORDER**

See called the meeting to order at 5:50 p.m.

## **CEO PRESENT**

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

## **VACANCIES**

Tabled until further information is received from the state.

## **ISAC MEETING**

See made a motion to send Brown to the IWD meeting to be held at the ISAC meeting on January 30<sup>th</sup> and to cover the cost of a driver, seconded by Cary, motion carried.

## **ELECTION OF CLEO**

Larkin made a motion to approve Quigley as the CLEO, seconded by Cary, motion carried.

## **CEO AGREEMENT**

Tabled until after January 30th meeting in Des Moines. Next CEO meeting will be held on February 3<sup>rd</sup> at 12:00 p.m. to finalize the agreement.

## **ADJOURNED**

Cary made a motion to adjourn, seconded by Larkin, meeting was adjourned at 6:25 p.m.