



# *Iowa Region 3 & 4*

## *CEO - RWDB*

*RWDB Chair: Dale Arends*  
*CEO Chair: Barry Anderson*

Region 3 & 4 Chief Elected Official Board and  
Regional Workforce Development Board Combined Meeting  
Thursday, January 23, 2020  
9:30 a.m. to 11:30 a.m.  
Governmental Services Center, 217 West 5<sup>th</sup> Street, Spencer  
Room B

**CEO Members Present:** Barry Anderson, Pam Jordan, Merle Koedam, Mike Schulte, Tim Schumacher, Kelly Snyder, Kyle Stecker, John Steensma

**CEO Members Absent:** Roger Faulstick, Jerry Muilenburg

**RWDB Members Present:** Reva Arends, Lee Beem, Mike Carlson, Susan Golwitzer, Kristin Hanson, Rhonda Jager-Pippy, Tim Kinnetz, Lori Kolbeck, Steven McCauley, Kiley Miller, Diane Nelsen, Vernon Nelson, Scott Rettey, Mike Schulte, Ranae Sipma, Carrie Turnquist, Benjamin VanDonge, Gregory Ver Steeg

**RWDB Members Absent:** Jason Anderson, Dale Arends, Janet Dykstra, Kenneth Vande Brake

1. Call to Order  
Carrie Turnquist RWDB Vice-Chair, Barry Anderson CEO Chair
2. Introduction of Members, State Staff and Guests
3. Welcome
4. Agenda Review
5. Approval of September 26, 2019 Meeting Minutes
  - a. RWDB Vote- Diane Nelsen motion, Mike Schulte second – approved
  - b. CEO Vote – Mike Schulte motion, Kelly Snyder second – approved
6. Ticket to Work Program  
Opportunity to work with an employment network in our region. Given discussion about realignment, would keep resources locally. CEO and RWDB both spoke on this. Letter read aloud with proposal. Needing approval of the boards.  
Ted Kourousis on hand to speak about this. Recent staff changes lead to the opportunity to keep the staff maintained locally. Erin Pingel had done that position before, and has been part time with NWIPDC and will be picking up some of those duties.  
Discussion – how much money is involved, but it isn't known for certain yet. Ted does feel that it will cash flow and make sense.  
Val – spoke in favor of this in regards to the 10-year partnership NWIPDC has had supporting this position. Discussion – how will letter be conveyed to Director Townsend? Suggested e-mailing to entire board and sending via e-mail and paper mail.  
RWDB Vote – Rhonda Pippy motion, Susan Golwitzer second, roll call vote, approved  
CEO Vote – Tim Schumacher motion, Kyle Stecker second, roll call vote, approved

7. WIOA Core Partner Update – Adult Education and Literacy, Iowa Dept. for the Blind, Iowa Vocational Rehabilitation  
Steve McCauley – we are planning an Inservice February 17<sup>th</sup> – looking at two main items, one is de-escalation in regards to mental health situations. Also apprenticeship 101 and possibly working with Spencer high school principal on career experiences.  
Lori Kolbeck - regarding de-escalation and mental health, Mackenzie Reiling working on contacting the mental health provider  
Mackenzie - reaching out for mental health 101 training, still trying to figure out exactly what the partners will do for that. That's a mental health first aid.  
Jolene Rogers mentioned that their is a certified trainer that Iowa Lakes CC has that she can connect to the group.  
Diane Nelsen – has been through mental health first aid training in the past, Diane recommends the training for anyone who works with the public, regardless of age bracket that they serve. Could be supervisors, customer service staff, or really anyone who works with people. Highly recommended. Others in the room were in agreement.

8. Resignations  
Barry read a resignation letter from Janet Dykstra on the board.  
Motion to accept resignation, Mike Schulte, Tim Schumacher second – approved

Barry read a resignation letter from Linda Gray  
Motion to accept resignation, Tim Schumacher, Kelly Snyder second - approved

Barry – must make sure we stay in compliance to keep quorum and stay in compliance, hoping for no further resignations from the group.

9. Discussion from CEOs on whether to fill the Ex-Officio City Representative Position

Last month tabled the ex officio city official position, will now have Linda's IWD position which will likely remain vacant until that job is filled, Janet Dykstra was a business rep. Ex officio people aren't considered in quorum but can vote if by-laws allow. The main thing is to make sure we are legal with quorum. CEOs will not likely fill the ex-officio city position.

10. Update on Iowa Realignment – CEOs

Barry spoke on this along with Tim Schumacher and Kyle Stecker. There have been a lot of meetings, and lots of changes as it has moved forward. Need 1) CEO agreement, 2) board support, 3) fiscal agent, have had discussions of having a county auditor be a fiscal agent 4) One-Stop operator. These four areas need to be inline as well as quorum to be compliant. Kyle – appeal was successful with U.S. Department of Labor, so we are maintaining the 15 regions as this time and we need to be in compliance under the current structure. One piece is the 28E agreement. Kyle's county attorney is working on this to be approved by each respective board. Tim Schumacher – one thing regarding the 28E agreement, do we have to do the new 28E? Kyle - Yes, in the old 28E one of the conditions in there was when the federal legislation changed, that old agreement fell out of compliance. Tim spoke on the appeal being upheld by the federal DOL, and gave a lot of credit to Pam for her efforts on this. Many of the CEOs came forward with ideas for the letter that was sent, so thank you for that. Also thanks to the CEO members that went to Des Moines for the meeting and taking the time to do that. And thanks to Val for helping with the commitment and passion for the program and local control.

Tim comment on the three key needs

- 1) Fiscal agent: Tim's auditor has been in touch with others in regard to possibly taking a fiscal responsibility. So Emmet county is at least a possibility. There will be a supervisor meeting in Des Moines. Clay County is also considering.
- 2) Board support – will need person for this.
- 3) One Stop operator as a requirement – ways that could be put together would be making sure that the partners are collaborating and cooperating. In the past was called coordinating service providers, Upper Des Moines Opportunity served as the coordinating service provider once upon a time. There will need to be quite a bit more discussion of this in terms of request for bids or templates for this. Heather Garcia is the Region 11 board support person, and she's possibly willing to help this group with some of the details of how Region 11 does that. These positions funded by the administrative portion of the budget.

Group has always been collaborative with the other counties; it just takes time to get everything set up.

Kyle - Reminder of the statewide supervisors meeting, today is the last day to register to attend that. This issue will be discussed more there.

Kristen Hanson – will the state still try to re-align?

Val/Barry - State says focus has now shifted from re-alignment to monitoring, so they will be looking closely at compliance. But we have a quick timeline to get into compliance and move ahead.

Several of the group spoke up on this: Fiscal agent is currently NWIPDC; going forward they will no longer be the service provider. Service Provider will have to be an RFP also. Effective June 30, 2020, all service provider contracts will end, so all boards will have to RFP for a new service provider for youth services and possibly adult and dislocated worker services. Ted Kourousis - Moving into the new fiscal year, NWIPDC will not be putting in an RFP for this. NWIPDC won't continue with the program as of the end of June, will not be submitting for this. Title I across Iowa is going to look very different, could be many new service providers in the future.

Options for service providers could be any entity that wants to do workforce training.

Pam – would hope the state would provide a template for doing the RFP.

Val - All boards in the state will be dealing with this issue.

Ted – With the way the agency has shifted and staffing has changed, NWIPDC simply will not be able to be the WOIA service provider.

Barry – to put a plug in, this group has had good help for years, Val has been tremendous. Our group has been very active, this group has always been accustomed to tackling things and moving ahead and appreciate all NWIPDC has done.

11. Association of Iowa Workforce Partners (AIWP) Legislative Breakfast – February 5, 2020 – State Capitol

Val – reminder of this, any board member who wants to attend certainly could.

12. Association of Iowa Workforce Partners (AIWP) Annual Conference, Thursday and Friday, March 26 and 27, 2020 - Stoney Creek Inn and Conference Center – Johnston, Iowa

Val – reminder of this. It always seems to be a date that we have our board meeting. The March meeting for us is critical, but anyone wanting to attend the conference could. Keep in mind this could cause a quorum issue for this group.

13. Regional Sector Board Update (Jason, Jolene)

Jason isn't in attendance today. Jolene mentioned sector literature on all the different job sets, wages, etc. within all the different sectors. Information technology program is going to be redone. Business and Finance is coming up this coming year to be redone. If you have a passion and would like to be involved locally or at the state level, let Val know. Health sector boards are being launched but no dates set yet.

14. One-Stop Program Updates

a. Region 3-4 One-Stop Statistics

Page 7 to 18 of the packet, was e-mailed to everyone, stats are June of 19 through November 19. These are the statewide numbers for comparison purposes. These are for the current 15 regions.

b. Workforce Innovation and Opportunity Act Individualized/Training Participants/Expenditures

Page 19 – people enrolled at the individualized level, and the funds allocated on their behalf. People that needed training at a more individualized level than One-Stop.

c. WIOA Expenditure Report through 12/31/19

Page 20 – right on target at in most areas, will need to adjust some funds from 3 month to 9 month money in a few cases. The loss of two staff people will slow down the expenditure rate as those staff costs won't be there. Region is going to get an additional \$15,000 to \$16,000 that the state didn't spend in past years, but receiving it may be at a bad time. Will brainstorm more on how to get this spent.

d. PY18 Annual WIOA Performance

Pages 21 to 23 – CEOs made a vote last time to find and report any discrepancies to the state. Final version of performance was submitted without all of those issues being addressed, some were corrected, but not all. Percentages increased but not to the level Val hoped. The data management system transition was the reason for a lot of issues. Val spoke on the pages shown in the packet.

d. PROMISE JOBS Update – IWD

Mackenzie, not a lot of updates, are working to fill the position. Job was posted yesterday.

f. Wagner-Peyser Update - IWD

Linda's position is also posted, if anyone has anyone in mind, encourage them to apply. It will close in three days.

15. Regional Disability Standing Committee – Lori Kolbeck

Lori – disability access committee last met in November and will meet again in March. Lori was going to be working with Bridget, but with her being gone they're having to adjust plans. Considering the de-escalation training for the joint in-service. In Fort Dodge there was a deaf focus group that met and spoke about their experiences. Wanting to improve services for deaf individuals. Some takeaways – there are technical terms in certain industries that don't translate directly to ASL. People have different comfort levels with technology and what they prefer, it's good to be getting that feedback from them. These discussions will continue.

16. State Staff Update

None

17. Partner Update

Jolene – partnering for adult education and literacy grant, anticipate a March deadline, working on that. Once RFP comes out will have 45 days to submit. The board will need to approve the plan that the AEL bidders put together. More details to come, assuming it will come out in March, but don't know. May have to pull a meeting together to review this depending on timeline.

ILCC got professional dog grooming GAP program approved, and a coordinator hired for this. Kirkwood has a credit program, but Iowa Lakes will be a non-credit program. Lots of job opportunities in this right now. Will be at the Emmetsburg campus. Diane – mentioned all the dog wash stations that have opened up in the area.

Shawn Fick – partner to the board for Goodwill Industries – gave plug for the conference. Is director of admission services for Goodwill, oversees northwest quarter of Iowa and is a fiscal agent for ticket to work. Looking at how to partner with the different pieces of title one and WIOA.

Jean Logan from community action agency, reminder of the energy assistance program going on until April 30<sup>th</sup> this year. It would be good to refer people to their local community action agency if they are having this issues.

18. Confirm Next Meeting Date and Adjournment (March 26, 2020)

Barry – reminder that this will be a very important meeting. We do need to make sure we have a quorum. If you'll be gone we'll need you at least on the phone.

Pam - This group has always met CEO and RWDB together, which is unusual in the state. Interesting note that recently the Governor has mentioned reducing the number of licenses and certifications that are required in the state.

Diane – agreed that this is an issue in Iowa, very different in other states as to how some of these things are handled.

Val – gave a plug to the SBDC and the work Michael Wampler does as Regional Director. Told about a client that is an artist that Val referred to the SBDC, and the client gave positive feedback to Val about the services the client received at the SBDC.

Adjourned at 11:08am

Accommodations are available upon request for individuals with disabilities. To request an accommodation, please contact: [access@iwd.iowa.gov](mailto:access@iwd.iowa.gov)