

Iowa Local Workforce Development Board 16  
February 24, 2020

The regular meeting of the Local Workforce Development Board 16 (LWDB) was held on February 24th, 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, Deb Mulch, Carolyn Farley, Joyce Stimpson, Rachel Miller, Dennis Fraise, Dennis Duke, Michelle Mutchler, Wood Stortzum, and Carrie Nudd

**RWDB Members Absent:** Carla McNamee, Cara Sanders, Candice Becker, Jacob Nye, Ryan Drew, Mike Hickey, Cynthia Whalen, Dick Beaird, and Patrick Lacy

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

**Staff Present:** Miranda Swafford (LWDB Staff)

**Guest:** Ashley Spannagel (SCC)

**Ex-Officio Absent:** Hans Trousil

**QUORUM**

A quorum was established for the LWDB.

**APPROVAL OF JANUARY MEETING MINUTES**

Fraise made a motion to approve the January minutes, seconded by Fife-LaFrenz, motion carried.

**VACANCIES**

Swafford gave an update on progress to date for the new nomination process for current and new board members.

**TITLE 1 WIOA UPDATE**

Farley reported that Title 1 is providing a CPR class once a month free of charge to everyone in the community.

**TITLE II AEL UPDATE**

Mulch reported that the Title II grant cycle is moving to a 5-year period, and that the board will be asked to review the proposal and make comments.

**TITLE III UPDATE**

Farley reported that county specific unemployment rates for December 2019 were Des Moines 4.1%, Henry 2.9%, Lee 3.9%, and Louisa 3.4%.

Also, there are currently 500 open job orders on Iowa WORKS.

**TITLE IV VR/IDB UPDATE**

Miller announced that the Iowa Department for the Blind is currently looking for drivers in Southeast Iowa.

**CEO UPDATE**

Quigley provided an update to the board on the progress so far on the checklist distributed by the State. Additionally, the CEOs reported on their current discussions with Region 9 about consolidating Region's. Region 9 consists of Jackson, Muscatine, Scott, and Clinton Counties. This consolidation would happen after both Region's become compliant independently, and if the proposed funding was adequate to cover both

Region's needs. Fife-LaFrenz made a motion to support the CEOs decision moving forward, seconded by Stortzum, motion carried.

### **BYLAWS**

Stortzum made a motion to accept the new bylaws, seconded by Farley, motion carried.

### **SERVICE PROVIDER RFP**

Fife-LaFrenz made a motion for the option of a limited extension on the RFP for both Title 1 Programs, seconded by Stortzum, motion carried.

### **UPCOMING LEGISLATION**

Fife-LaFrenz provided the board with an update on current legislation that includes a Short-Term Pell Grant that would provide funding for up to 150 hours of training. Also, a Second Chance Pell Grant, and a Strengthening Community College Grant were reviewed.

### **OTHER BUSINESS**

The next meeting will be held on March 30<sup>th</sup>.

### **ADJOURNMENT**

Fife-LaFrenz made a motion to adjourn the meeting, seconded by Farley, meeting was adjourned at 5:50 p.m.

**Chief Elected Officials (CEO)  
February 24th, 2020**

The regular meeting of the CEOs was held on February 24<sup>th</sup>, 2020 at 6:00 p.m. at IowaWORKS.

**CALLED TO ORDER**

Quigley called the meeting to order at 6:00 p.m.

**CEO PRESENT**

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

**APPROVAL OF MINUTES**

Cary made a motion to approve the January meeting minutes, seconded by Larkin, motion carried.

**BOARD NOMINATIONS AND APPOINTMENTS**

The following appointments were made and approved unanimously by all CEOs.

Community College	Janet Fife-LaFrenz
Economic Development	Dennis Fraise
Title II AEL	Deb Yuskis-Mulch

The following nominations were received and appointed unanimously by all CEOs.

Vocational Rehabilitation	Cynthia Whalen
Apprenticeship	Jacob Nye
Community Based Org.	Patrick Lacey
Business	Carrie Nudd
Business	Dennis Duke
Business	Cara Sanders
Business	Candice Becker
Business	Carla McNamee
Business	Joyce Stimpson
Business	Wood Stortzum

**CONFLICT OF INTEREST FORMS**

All four CEOs signed their Conflict of Interest Attestation Forms.

**CEO AGREEMENT**

Cary made a motion to approve the CEO Shared Liability Agreement, seconded by See, motion carried. All four CEOs signed the Agreement to be sent to the State.

**BYLAWS**

Tabled until next meeting, so that all CEOs could have their respective board and attorneys review them for approval.

**CONSOLIDATION OF REGIONS**

Quigley reported that we are still waiting to hear what the funding levels will be for each Region for the next fiscal year, and then what the funding level would be if the two Region's consolidated. A letter of intent is on hold until these numbers are received.

**FISCAL AGENT**

Quigley reminded the CEOs that the next fiscal agent meeting with SEIRPC is on March 11<sup>th</sup> at 11:00 a.m. Additionally, we are seeking clarification on the line between the fiscal agent and service provider responsibilities, along with what a reasonable rate is to pay the fiscal agent for there services.

**ADJOURNED**

Quigley adjourned the meeting at 6:30 p.m.