



**CEO MEETING
THURSDAY, APRIL 16, 2020
2:00 – 3:00 PM**

CONFERENCE CALL

AGENDA

1. CALL TO ORDER
2. INTRODUCTION OF MEMBERS
3. MOTION TO APPROVE AGENDA
4. MOTION TO APPROVE CONSENT AGENDA (ATTACHMENT A)
 - MEETING MINUTES – APRIL 2, 2020
5. CORRESPONDENCE
6. WIOA COMPLIANCE DISCUSSION
 - REVIEW BOARD SUPPORT POSITION PROPOSAL (ATTACHMENT B)
 - FISCAL AGENT
 - SERVICE PROVIDER CONTRACTS EXTENSION LETTER (ATTACHMENT C)
7. UPDATE ON THE RWDB MEMBERS RE-APPLICATION PROCESS (ATTACHMENT D)
8. MOTION TO ADJOURN

Region 10 Website: <https://www.iowawdb.gov/region-10-meetings>

Conference Call Instructions

1. Dial 1-866-685-1580.
2. When prompted enter the conference code 0009991752 followed by #.

Next Meeting

Thursday, April 30; 2-3 pm

CHIEF ELECTED OFFICIALS BOARD MEETING MINUTES

APRIL 2, 2020
CONFERENCE CALL MEETING

CEO Board Members Present: Bruce Adams, Jon Bell, Pat Heiden, Joe Oswald, Bob Yoder

CEO Board Members Absent: Ben Rogers, Gary Bierschenk

The meeting was called to order by Chair Bob Yoder at 2:00 pm. The CEO board met quorum.

Bob Yoder asked everyone present to introduce themselves.

Bob Yoder asked for a motion to approve the agenda. M/S/C, Bruce Adams, Pat Heiden, agenda approved.

Bob Yoder asked for a motion to approve the consent agenda. M/S/C, Jon Bell, Bruce Adams, motion approved.

Bob Yoder asked if there was any correspondence to share. There was none.

WIOA Compliance Discussion

- Board Support Position – we did not receive the proposal from Heather Garcia so as soon as we do, it will be sent out to board members. We can review at our April 16 meeting.
- Fiscal Agent – the follow-up responses to Travis Weipert's questions has been sent; we have received no other questions from him and are awaiting his decision.
- Service Provider Contracts – the CEO board members received an update from Michelle McNertney on March 19 regarding WIOA compliance timelines. They are allowing for flexibility with the deadlines due to the coronavirus crisis. If the board feels like we will not meet our deadlines, we should let them know and they will work with us to maintain WIOA services in our region. Bob Yoder asked for a motion to send a letter to IWD asking for flexibility in meeting the WIOA compliance deadlines. M/S/C, Jon Bell, Pat Heiden, motion approved.

We reviewed the Regional Workforce Development Board's meeting discussion regarding the failed merger between Region 10 and 6. Most of their discussion revolved around getting Linn County to participate in the CEO meetings. A suggestion was made to have the other counties still vote on the merger so that we can show solidarity. We asked Bob Yoder to contact Region 6 to see if they are still interested in this merger because it does not make sense to put it on our county agendas without knowing that information.

The make-up of the Regional Workforce Development Board membership was reviewed. We

will need to receive an application to serve form from each member who wants to be reappointed to the board. We have reached out again to those members who have not returned the form to see if they are still interested in participating in our board.

Bob Yoder asked for a motion to adjourn the meeting. M/S/C, Jon Bell, Bruce Adams, motion approved.

The meeting adjourned at 2:30 pm.

Upcoming Meeting:

Thursday, April 16; 2-3 pm

Garcia Professional Solutions

Region 10 Options for Contracted Local Board Executive Services

<p>Comprehensive Executive Director Services and Board Support \$84,000 Annually (\$7,000/Month)</p>	<p>In addition to the Essential Executive Director Services (listed below), Comprehensive Services include:</p> <ul style="list-style-type: none"> • Organize and manage committee meetings • Maintain website and storage of official records for all board related documents • Coordinate board membership process and related documents • Prepare board budget for approval • Develop and execute board member onboarding education • Oversee and keep the board informed of organizational and administrative matters • Coordinate actions/responses as appropriate to state and federal legislation, regulations, and policies
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<p>Essential Executive Director Services* ** \$66,000 Annually (\$5,500/Month)</p>	<ul style="list-style-type: none"> • Organize and manage meetings for the CEO Board and Local Workforce Development Board • Prepare, disseminate and post CEO/LWDB documents, agendas and minutes • Handle contracts and other agreements • Prepare and manage MOU • Manage procurements • Assist with local plan development • Ensure compliance with federal, state and local regulations • Update bylaws • Develop and implement policies and procedures as approved by the board • Monitor state and federal legislation, regulations and policies • Report and advise on significant developments and trends in the workforce development field
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* Local Board is responsible for the coordination of all committee meetings and the creation, dissemination and posting of committee documents.

** This option provides up to 32 hours/week of service. Additional hours of service for items not listed in contract will be billed at a rate of \$75/hour.

<p>Training Price determined by location, length and audience</p>	<ul style="list-style-type: none"> • Board Education • Professional Development for Board Staff
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515.669.0998



April 3, 2020

Michelle McNertney
Division Administrator - Workforce Services
Iowa Workforce Development
1000 East Grand Avenue
Des Moines, IA 50319

Dear Michelle:

On behalf of the Chief Elected Officials of Region 10, I am writing to extend the following Title 1 contracts:

- Existing Title I Adult and Dislocated Worker contract - extended to 12/31/20
- Existing Title I Youth contract - extended to 12/31/20

We will use this extension of existing contracts to complete the other required steps in the system transformation timeline correctly while ensuring the availability of services to our constituents in Region 10.

Cordially,

A handwritten signature in blue ink, appearing to read "Bob Yoder".

Bob Yoder, Chair
Region 10

LOCAL WDB MEMBERSHIP REQUIREMENTS

Business: Majority

- At least two representatives must be from small businesses
- Business must be in an in-demand industry sector and/or have in-demand occupations
- Representative must have optimum policy-making or ultimate hiring authority for the business
- Representatives must be appointed from a list of individuals nominated by local business groups such as the ECI or Chamber of Commerce
- See Section 9 of the Guidance for the full details

Name	Company	Application to Serve Form Received
Ashley Ferguson	TrueNorth Companies	Yes
Rhonda Griffin	Centro, Inc.	
Joe Linn	UnityPoint Health St. Luke's	
Kristy Lyman	JM Swank	
Patty Manuel	Maquoketa Valley Electric Coop	Yes
Michelle Mexcur	Weland Clinic Laboratories	
Steve Olson	CBI Bank & Trust, Retired	Yes
Julie Perez	Toyota Financial Services	Yes
Stefanie Rupert	Collins Community Credit Union	
Kory Schreiner	Xerxes	
Steve Shriver	EcoLips	
Vacant		

Workforce: At Least 20%

- At least two must be representatives of labor organizations, who are appointed from a list of individuals nominated by local labor organizations
- At least one must be a representative of a joint labor-management Registered Apprenticeship program
- Others may be representatives from community-based organizations with experience and expertise in the field of workforce development
- See Section 10 of the Guidance for the full details

Name	Company	Application to Serve Form Received
Debbie Craig	Four Oaks	Yes
Wayne Frauenholtz	Letter Carrier, Retired	Yes
Patrick Loeffler	Carpenters Local 308	Yes
Susie Weinacht	RWDSU-UFCW Local 110	Has Resigned from Board
Vacant		

One - Stop Delivery System

- One IWD operations manager at the local Iowa *WORKS* field office, representing the Wagner-Peyser Employment Service Program under WIOA Title III
- One representative of an entity that is an eligible provider of Adult Education and Family Literacy Act activities under WIOA Title II
- At least one representative of a Vocational Rehabilitation program under WIOA Title IV, nominated by IVRS and IDB
- These members are excluded from the gender balance requirement and political affiliation limitation under Iowa Code chapter 69
- See Section 11 of the Guidance for the full details

Name	Company	Application to Serve Form Received
Terry Rhinehart	Title II, Kirkwood Community College	Yes
Scott Mather	Title III, Iowa Workforce Development	Yes
Holly Mateer	Title IV, Iowa Voc-Rehab	Yes

Higher Education and Economic Development

- At least one representative of an institution of higher education providing workforce investment activities, including community colleges
- At least one representative of an economic and community development entity
- See Section 12 of the Guidance for the full details

Name	Company	Application to Serve Form Received
Kim Becicka	Kirkwood Community College	Yes
Jasmine Almoayyed	City of Cedar Rapids	Yes

Optional

A Local WDB may include other members such as representatives of:

- Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment
- Governmental and economic and community development entities that represent transportation, housing, and public assistance programs
- Philanthropic organizations service the region
- Other appropriate representatives as determined by the Chief Elected Official Board
- See Section 13 of the Guidance for the full details

Name	Company	Application to Serve Form Received
Mark Schneider	Mid-Prairie Community Schools	Yes