

CHIEF ELECTED OFFICIALS/REGIONAL WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES

MAY 28, 2020  
ZOOM MEETING  
CEDAR RAPIDS, IOWA

CEO Board Members Present: Jon Bell, Ben Rogers, Bob Yoder

RWDB Board Members Present: Jasmine Almoayyed, Kim Becicka, Debbie Craig, Cyd Hanson, Patrick Loeffler, Kristy Lyman, Patty Manuel, Holly Mateer, Scott Mather, Julie Perez, Stefanie Rupert, Mark Schneider

RWDB Board Members Absent: Ashley Ferguson, Wayne Frauenholtz, Rhonda Griffin, Joe Linn, Steve Olson

RWDB Ex-Officio Members: Laurie Worden

STAFF: Carla Andorf, Jennifer Perkins, Terry Rhinehart, Carlos Vega, Jamie Phipps, Linda Rouse

GUESTS: Heather Garcia

The meeting was called to order by Chair Bob Yoder at 10:05 am. The CEO board did not meet quorum. The RWDB board met quorum.

Bob Yoder asked everyone present to introduce themselves.

Bob Yoder asked for a motion to approve the agenda. M/S/C, Julie Perez, Stefanie Rupert, agenda approved.

Bob Yoder asked for a motion to approve the consent agenda. M/S/C, Pat Loeffler, Kim Becicka, motion approved.

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

Bob Yoder asked if there were any member announcements. Kim Becicka shared Kirkwood's plan for returning to campus for staff and students.

Carla Andorf discussed the proposed modification to our Local CSP Plan for the Financial Assistance (FAS) Activity increase due to the COVID-19 outbreak. Bob Yoder asked for motion to approve the Local CSP Plan Modification. M/S/C, Mark Schneider, Julie Perez, motion approved.

Carla Andorf shared the proposed FY21 WIOA Title I Budget and Board Budget proposal. Bob Yoder asked for a motion to approve the FY21 WIOA Title I Budget & Board Budget. M/S/C, Patty Manuel, Julie Perez, motion approved.

Carla Andorf gave an update on the RWDB/CEO and Local Region Monitoring by IWD.

The CEO Board shared the updates on the WIOA Compliance Process.

- a. State Regional Map – shows the new regions statewide. We now have nine regions.
- b. Board Support Position – Heather Garcia will be our Executive Director beginning July 1.
- c. Fiscal Agent – we are still procuring our fiscal agent. Johnson County Auditor’s Office is interested but there are too many unanswered questions regarding the process. Maher & Maher is conducting pilot training with Regions 3&4 so hope to have more answers after that process is done.
- d. Service Provider Contracts Extension – the contract deadline for our region has been extended to December 31, 2020.
- e. Reapplication of RWDB Members Process – our membership has changed quite a bit due to a variety of reasons. We will need to fill 6 business positions and 3 labor positions.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress.

Kim Becicka reviewed the Grants Report. The financials and enrollments were reviewed for the GAP and KPACE programs. We will have carryover funds this year due to COVID-19 affecting our face-to-face classes.

Carla Andorf reviewed the WIOA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals. We normally have 20% unobligated funds for the year but this year we do have concerns about getting to that point. It looks like for the Adult program we will have an excess of \$75,000; for Youth, we will have \$65,000.

Scott Mather reviewed the Region 10 Iowa Workforce Development report for the unemployment insurance statistics for our region. Their team has worked very hard in processing all these claims and assisting clients.

Cyd Hanson reviewed the Adult Education/Literacy report. Their numbers are down to the COVID-19 situation. They have established a technology lending library for their students and continue to work on their social distancing plans to return to campus.

Holly Mateer reviewed the Vocational-Rehabilitation report. Their outcomes and enrollments have been affected by COVID-19 but they are still providing their essential services to their clients.

Jamie Phipps reviewed the Department for the Blind report. Their situation is very similar to Vocational-Rehabilitation. They are working on a virtual summer training session for their clients.

Bob Yoder asked for a motion to adjourn the meeting. M/S/C, Stefanie Rupert, Holly Mateer,

motion approved.

The meeting adjourned at 11:20 am.

**Upcoming Meeting:**

CEO/RWDB, June 25, 2020, 10-11:30 am, TBD