

Region 14 Regional Workforce Development Board Meeting
IowaWORKS Center, 215 N Elm, Creston
Official Minutes, May 11, 2020

Call to Order – The meeting was called to order by Chairperson Jolene Griffith at 6:45 P.M.

Approve New Board Member – Micheal Cockrum is the new IWD Operations Manager for this office replacing Randall McQueeney. Dave made a motion to approve Micheal Cockrum to replace Randall McQueeney on the RWDB Board. Dan seconded the motion. Motion passed unanimously.

Roll Call – Regional Workforce Development Board members present: Jolene Griffith, Dorene Rusk, Darla Helm, Jane Briley, Katrina Fleharty, Don Keast, Jason Cook, Wayne Pantini, Billie Jo Greenwalt, Karin Freml, Carol Smith, and Micheal Cockrum. Absent were Ann Schlapia (excused), Steve Gilbert (excused), Lana McMann. Ex-Officio member present: Dave Homan. Ex-Officio members absent were Rod Shields (excused), Paul Griffen and Tom Kedley. **RWDB Quorum – Yes.**

County Elected Officials present: Merlin Dixon (Adams Co.), Dan Christensen (Decatur Co.), Dennis Brown (Union Co.), Dean Robins (Clarke Co), Ron Landphair (Ringgold Co), and Dave Homan (Adair Co.). Absent were Charles Ambrose (Taylor Co.) and Rudy Kinard (Montgomery Co). **CEO Quorum – Yes.**

Partners present: Keri Osterhaus, Department for the Blind; Linda Rouse, IWD District Manager.

WIOA/MATURA staff present: Ron Ludwig, Bonnie Scroggie, Sue McElwain.

Minutes – Dan made a motion to approve the minutes of the 3/16/20 meeting. Jane seconded the motion. Motion passed unanimously.

May Agenda – Jolene added to the agenda: 1) Youth Standing Committee (placed under Title I section), and 2) Regions Merging Across the State (placed at the end of the agenda). Don made a motion to approve the amended agenda. Dan seconded the motion. Motion passed unanimously.

Financials – Financials through 4/30/20 were emailed out today. The WIOA program year ends 6/30/20. Are we on track? No, our expenditures are low due to COVID-19. Are we concerned

about carry-over? How much is carry-over? Typically, carry-over is 20%. Ron is not sure if there will be waiver or not. Bonnie explained no customers are coming in seeking services, which is a hindrance to spending money. Jolene asked if we will be docked next year for not spending our money? Ron did not think we would be docked for missing expenditures 1 year. We anticipate more expenditures when things open up again.

Performance – Ron has no performance stats since the beginning of the year. When he receives these, he will forward them to the group.

CLEO Update – Dennis Brown – a.) Reappoint Wayne Pantini to Region 14 LWDB – Dan made a motion to reappoint Wayne Pantini to the Region 14 LWDB. Dave seconded the motion. Motion passed unanimously.

b.) Extend Existing WIOA Service Program Contract Through 12/31/20, Including the Existing Title I Youth Provider Contract – Jolene said at the March meeting the Youth RFP process was discussed and approved. Why are we extending? Ron explained due to COVID-19 the State is allowing us to extend the existing Adult, Dislocated Worker, and Youth Service Program contracts through 12/31/20. **Dave made a motion to approve extending the existing Adult/Dislocated Worker WIOA Service Program Contract through 12/31/20 including the existing Title I Youth Provider Contract. Merlin seconded the motion. Motion passed unanimously.**

c.) Select Fiscal Agent – Dennis said they held a meeting last week, but they are not ready to make a decision. Southern Iowa RC&D is interested, but they want more information. We could have a special meeting if we need to. Deadline is September. Dan made a motion to table the fiscal agent selection. Merlin seconded the motion. Motion passed unanimously.

Partner Report Updates: Title I – Ron Ludwig – Approve Revised Bylaws – This item was tabled in March. Jolene asked if the effective date would be 5/11/20 if approved tonight? Ron said yes. **Dan made a motion to approve the revised bylaws. Dorene seconded the motion. Motion passed unanimously.**

Youth Standing Committee – After the March meeting Jolene forwarded a committee member application form to Ron. Darla and Ann volunteered for this committee at the March meeting. Wayne nominated Mindy Stalker from his office. Can Darla and Ann reach out to others who may be interested? Yes. Who is the youth coordinator? Ron said Guisela Valladolid. Can she organize the first meeting? Yes. Bonnie found a list of former members. She will review that. Ron's goal is to have the committee report back in July.

Iowa Workforce Development – Micheal Cockrum – He started Monday as the Operations Manager for the Creston office, replacing Randall McQueeney. He has worked for Iowa Works for 7 years. The office is closed except for appointments only. Title III staff are working on UI, which has been the priority the last 2 months.

Title II Adult Education Provider – Approved a review committee in March: Jane, Dorene, Micheal. Micheal is working on this. He will contact Jane and Dorene this week.

Adult Education Literacy – Darla Helm – The Adult Education and Family Literacy Act (AEFLA) Federal grant application was submitted. They are expecting State cuts. They don't know about the Federal allocation yet. On 3/18 they moved to on-line classes. They are not enrolling any new students. The distance education program is available for current students. The Dept. of Education is allowing homework packets to be given to current students. HISET is shut down at this time. They hopefully can begin enrolling new students 7/1.

Iowa Vocational Rehabilitation – Dorene Rusk – Voc Rehab is still doing intake. They have a waiting list which is about 3-4 months out. Pretty much everything is virtual now. They will be offering their transition workshop on-line. It will start 6/1 and run every Tuesday. They will address finances, insurance, housing, budgets, applications, resumes, cover letters, post secondary education options, etc. Identical workshops will be held at 11:00 and 2:00. Jolene asked if they are going to invite outsiders to help with the workshops? Dorene said they will for insurance and housing. Jolene said SHRM may be interested in partnering also.

Economic Development – Wayne Pantini – Their leadership program ended abruptly this spring. Thursday they held a virtual reception for the adult leaders. Youth leadership has finished. Plaques and certificates have been distributed. The fall programming has been postponed until next year.

Reappoint LWDB Members – The terms for the individuals listed below expire 6/30/20. Ron will send out the required paperwork for members to complete, then send it to the State. **Dan made a motion to reappoint the LWDB members listed here and extend their expiration date to 6/30/25. Dennis seconded the motion. Motion passed unanimously. LWDB Members:**

Jolene Griffith

Don Keast

Katrina Fleharty

Karin FremI

Jason Cook

Lana McMann

Darla Helm

Ann Schlapia

Regions Merging Across the State – Jolene heard several regions have decided to merge. Do we have any more information on this? Linda Rouse, IWD, addressed this question. The SWDB meets Friday and the new local areas may be approved then. The new areas include:

Regions 1, 2, 7 – Dubuque, Mason City, Waterloo

Regions 9, 16 – Davenport and Burlington

Regions 6, 15 – Marshalltown and Ottumwa

Regions 8, 12, 13 – Sioux City, Carroll, Council Bluffs

Their CEOs got together and decided to merge. They consulted with their local RWDB Boards. They sent a letter to IWD detailing how they plan to move forward. There will be 1 local board per region. The purpose of this is to be in WIOA compliance. Aligning together makes sense to better serve Iowa constituents. This will free up more money to serve Iowans. Jolene asked which regions will be functioning independently?

Region 3/4 – Spencer

Region 5 – Fort Dodge

Region 10 – Cedar Rapids

Region 11 – Des Moines

Region 14 – Creston

Jolene asked the CEOs if they have any anxiety over our funding being more strapped since we are so small by ourselves? Dennis has anxiety either way. Jolene said we need to keep watching this. Need to show we can keep up our services and stay in compliance to keep our funding. Dan said when we get a fiscal agent, we can move on from there.

Department for the Blind – Keri Osterhaus – Their office is closed. They are conducting business by phone, Zoom, etc. These are challenging times, but they are moving services forward. The summer youth program in the Des Moines area has been postponed to 6/15.

Determine Date For Next Meeting and Topics For Agenda – Next regular meeting is scheduled for 7/20/20. In case we are not able to meet face to face, Ron asked what everyone's meeting preference is? Zoom, Google Hangout, etc. Zoom is easier for Jolene and she has a Zoom account so she can organize the meeting. Jane likes to use Google Meet. Jolene said we could reserve a large room at the college and spread out too.

Adjournment – Dan made a motion to adjourn the meeting. Dave seconded the motion. Meeting adjourned at 7:42 P.M.