

# Local Workforce Development Board & Chief Elected Officials Meeting Minutes September 17, 2020 Board Meeting

**LWDB Present:** J.R. Ackley, James Arvidson, Jennifer Breister, Sandra Leake, Terri Swanson, Gayla Toebe

**LWDB Absent:** Sherry Becker, Hunter Callahan, Julie Dannen, James Erb, Cindy Harris, Eric Kingland, Mary Ott,

**CEO Present:** Corey Eberling, Sis Grieman, Tim Latham

**CEO Absent:** Barb Francis, Mark Smeby, Mike Stensrud, Linda Tjaden

**Staff:** Taylor Williams, Regional Director, Caroline McManigal, Board Support

**Guests:** Patti Hanson, Dean Continuing Ed-NIACC, Amy Markham, Vocational Rehabilitation Agency

## AGENDA SEPTEMBER 17, 2020

**1.0 Welcome:** Corey Eberling welcomed everyone to meeting and Caroline McManigal took roll.

### **2.0 Action Items**

a. LWDB/CEO Approval of September 17, 2020 Agenda

LWDB Motion: Quorum not present, no vote.

CEO Motion: Quorum not present, no vote.

b. LWDB/CEO Approval of August 6, 2020 meeting minutes

LWDB Motion: Quorum not present, no vote.

CEO Motion: Quorum not present, no vote.

**3.0 Director's Announcements / Title I Updates :** Julie Kiger will be holding office hours at the NIACC Charles City Center every Tuesday from 1:30-4:00. We hope that we can gain some more Title I referrals being in that setting. The center in Charles City has been busy with walk-in's lately.

With the IowaWorks office opening September 8th Title I plans to continue as we have been. The virtual and phone appts. have been going well and we plan to continue as much of that as possible. With the IowaWorks office opening if we have a need to meet someone in person, we plan to meet with them in one of the conference rooms up front where we can easily social distance. Title I along with the State staff will be getting their temperatures taken every day before entering the building. Title I staff members will be following NIACC guidelines and wearing their face masks when out in public places of the IowaWorks building. When we are in our offices no masks are required. NIACC has also provided all Title I staff face shields to use as needed.

Title I plans to have laminated flyers set up around each of the computers once the office opens to hopefully attract the attention of some of the folks coming into the building. This will help with the decline in referrals that we have experienced throughout COVID.

DREP update we hired another driver and lost one.

The State received the results from the DOL monitoring that took place for the DREP program.

Finding 1:

The State is not on track to meet the performance outcomes specified in the grant agreement by the end of the grant period. A total of 150 individuals are to be enrolled in the grant. As of 5/31/20, the grant has a 6 percent enrollment rate.

Finding 2:

The grant is considerably under-expended. Fifty percent of the grant period has elapsed, but comparatively, only 14 percent of the grant funds have been expended. The total amount of funds for this grant is \$1,000,000. As of May 31, 2020, drawdowns for this grant were \$144,107, leaving a balance of \$855,893 to be expended before the grant ends April 31, 2021.

Region 2 has been really the only region that has participated in the DREP grant. The other two regions are just now getting set up to begin. We are glad about our participation thus far. COVID has not helped us gain new referrals however, the work has continued during this time.

#### **4.0 Title II: Adult Education / Literacy Updates**

Title II Report and Fall 2020 AEL and ELL Schedules provided in board packet. Lower numbers due to different formats of classes. Examining the option of loaning out devices and/or hotspots for adult students.

#### **5.0 Title III: Wagner – Peyser Updates**

Title III Report provided by James Arvidson. September 8, 2020, Mason City site reopened with limited capacity and by appointment, only. No workshops, training or unemployment questions being done.

#### **6.0 Title IV: Investing in Iowans Report**

Title IV Programs Report provided in board packet. Referrals are still down due to COVID 19 and will continue to work with clients virtually until December 4, 2020.

#### **7.0 Discussion / Information Items:**

Realignment Update provided by Corey Eberling. Realignment process moving forward. Passed 28E agreement and it has been emailed to all 20 counties for signatures. Fiscal Agent had been decided on and it is to be Central Iowa Juvenile Detention Center out of Eldora, IA. They have been the fiscal agent for other regions and have the required experience. Appointments to the board are set to take place on Thursday, September 24, 2020. Labor appointments are the challenge, right now. RFPs are due on November 1, 2020 and will need to be out for bids, by October 15, 2020.

Taylor supplied information to the board of new grant application – COVID-19 IA Employment Recover Dislocated Worker Grant – in which, the new NE IA Area Board may apply.

**8.0 Upcoming Meeting for your Calendar:** No date set for next meeting.

**9.0 Adjournment**

- a. LWDB/CEO Adjournment of meeting  
LWDB Motion: Quorum not present, no vote.  
CEO Motion: Quorum not present, no vote.