

RWIB-CEO Joint Meeting Minutes

July 22, 2015

The RWIB-CEO Joint meeting was held at Iowa Western Community College in Council Bluffs. In attendance were:

RWIB: Terry Bailey, Bill Biede, Lynda Cruickshank (phone), Randy Hickey, Deb Johnsen, Heidi Pringle-Bates (phone), Scott Robinson (phone), Dennis Sievers (phone) and John Slobodnik

CEO: Randy Hickey, Melvyn Houser, Lonnie Mayberry, Jim Richardson, and Walter Utman

Beth Winqvist, IWCC Workforce Development; Jason Landess, Iowa Workforce Development; Terri Amaral, IWCC; Ivy Nielsen, West Central Community Action; Carrie Congdon, PROTEUS and Mary Warren, Board Liaison.

Members absent: Donna Crum, Kim Gee, Greg Olenick, David Pedersen and Martha Smith, RWIB; Roger Schmitz, Matt Walsh, and Frank Waters, CEO.

A quorum was reached for both the RWIB and CEO boards.

CALL TO ORDER / INTRODUCTIONS

Terry Bailey called the meeting to order at 9:03 AM. Visitors were introduced – Terri Amaral, IWCC; Ivy Nielsen, West Central Community Action; and Carrie Condon, PROTEUS.

APPROVAL OF MAY 27, 2015 RWIB MEETING MINUTES

An RWIB motion was made by Biede, seconded by Slobodnik to approve the May 27, 2015 meeting minutes.

Motion Approved Unanimously

APPROVAL OF JUNE 8, 2015 CEO TELECONFERENCE MEETING MINUTES

A CEO motion was made by Houser, seconded by Hickey to approve the June 8, 2015 meeting minutes.

Motion Approved Unanimously

APPROVAL OF THE AGENDA AND CONFLICT OF INTEREST REVIEW

No potential conflicts of interest were noted for this meeting's agenda.

An RWIB motion was made by Biede, seconded by Johnsen to approve the agenda.

Motion Approved Unanimously

WIA FINANCIAL REPORT

Beth Winquist reviewed the FY 15 Expenditure Report as of 6/30/15. With 100% of the year elapsed, we have expended 89% of the funding. Beth told members that there will still be expenses paid until the fiscal year closeout occurs in August, so the amount of funds expended is expected to rise. The final report will be presented at the September board meeting.

An RWIB motion was made by Biede, seconded by Slobodnik to approve the current FY 15 Financial Report.

Motion Approved Unanimously

Beth also distributed a revised Fiscal Year 2016 budget. The state had some errors on the previous budgets that were given to the regions that have been corrected. This provided some positive news for our region, as the revised budget figures were somewhat higher. The total budget for FY16 is now \$417,307, which represents an increase of more than \$30,000 over the previous amount.

DESIGNATION OF THE WIOA LOCAL SERVICE REGION

Mary Warren reviewed the requirement for the board to submit a letter to the State Workforce Investment Board stating their preference for the geographic service area for Region 13 under WIOA. This topic was discussed at the May meeting and the consensus of opinion is to continue with the current seven county region of Cass, Fremont, Harrison, Mills, Page, Pottawattamie and Shelby counties.

An RWIB motion was made by Johnsen, seconded by Biede to send a letter to the State Board requesting continuation of the seven county service region.

Motion Approved Unanimously

A CEO motion was made by Hickey, seconded by Houser to send a letter to the State Board requesting continuation of the seven county service region.

Motion Approved Unanimously

LOCAL WORKFORCE BOARD COMPOSITION

Mary Warren reviewed the requirement for the CEOs to send a request to the Governor regarding the local workforce board structure and composition. The WIOA legislation specifies a local board structure that differs from the current structure of most of the Iowa RWIBs, including a requirement that 50% of the members be from the business sector. Local CEOs have the option of requesting that the current board structure and membership be “grandfathered” for Program Years 2015 and 2016. Members discussed and stated that this would be a good option while the WIOA transition takes place. The state is also encouraging local boards to add ex officio members to represent adult education, vocational rehabilitation, senior employment programs and others. Mary is contacting appropriate individuals to fill those positions.

A CEO motion was made by Utman, seconded by Mayberry to send a letter to Governor Branstad requesting continuation of the current RWIB structure and membership for PY 15 and 16.

Motion Approved Unanimously

WIOA FUNDING LIABILITY REVIEW

Beth discussed WIOA funding liability and illustrated the responsibilities for WIOA program oversight. The CEOs are responsible for selecting RWIB members and for ensuring that funds are used appropriately. The RWIB is responsible for selecting the Fiscal Agent and the Service Provider (IWCC currently). IWD, IWCC and workforce partner organizations deliver workforce services in the region. If WIOA funds were misused, the counties would be liable for repayment of the funds. The CEOs would then require the Fiscal Agent to repay funds. The CEOs requested that they be routinely given copies of the portions of IWCC's annual audit reports that pertain to WIOA. This report will be presented at the September meeting.

IOWAWORKS MEMBERSHIP REPORT

Beth Winquist reviewed the May Membership Statistics report for the region. There were 671 new IowaWORKS members during the month, 36% of whom lacked a high school diploma. This is higher than the typical 20%, due to an influx of people from temporary layoffs at a food processing plant that employs a large number of immigrants who do not have high school diplomas.

THIRD QUARTER PERFORMANCE REPORT

Beth discussed the third quarter Performance Report for the region. All performance measures were met or exceeded, with the exception of the Youth Literacy/Numeracy standard which was 30.4% (goal was 33.6%). The Literacy/Numeracy standard is based on academic pre and post-tests. All youth participants take the pre-test, but not all return to complete the post-test.

WIOA IMPLEMENTATION REPORT

Beth told members that the state will provide a timeline and a procedures handbook for the program, but it has not yet been released. Iowa is in good shape with WIOA compliance because of the integrated service model which was implemented several years ago.

ECONOMIC DEVELOPMENT ROUNDTABLE

Jason Landess reported that unemployment rates are down in all of our counties, with most of them dipping below the 4% level. This is good news for job seekers but presents a challenge for employers who are having difficulties obtaining the skilled workers they need. Richardson said the Shenandoah hospital is doing a \$25 million expansion. Johnsen said Woodbine has received a downtown revitalization grant. Mayberry reported that Vermeer is constructing a new building in Mills County. Hickey said the elevator in Randolph is expanding. Utman said Boyer Valley Schools are adding an agricultural training program for students partially funded by a grant. Bailey mentioned that construction is starting on the XTL cold storage warehouse in Council Bluffs. He also said that 95 acres are being purchased for industrial development.

ADJOURNMENT

An RWIB motion to adjourn was made by Biede, seconded by Slobodnik.

Motion Approved Unanimously

Meeting was adjourned at 10:17 AM. A Registered Apprenticeship presentation by Richard Madden with the US Department of Labor followed the meeting.