

Regional Workforce Investment Board
Chief Elected Officials
November 24, 2015

The regular meeting of the Regional Workforce Investment Board (RWIB) and Chief Elected Officials (CEO) was held on November 24, 2015 at 5:00 p.m. in the Connections Room at the Burlington Workforce Center.

CALL TO ORDER

Janet Fife-LaFrenz called the meeting to order at 5:05 p.m.

RWIB members present: Brian Blake, Dennis Duke, Monica Dyar, Carolyn Farley, Andy Ferguson, Janet Fife-LaFrenz, Sue Frice, Phil Hecht, Mike Hickey, Ann Mellinger, Jacob Nye, Cara Sanders, and by phone Elizabeth Campbell

RWIB members absent: Rebecca Belzer, Ryan Drew, Michelle Mutchler, Chad Palmer, Kevin Thie, and Karen VonBehren

CEO present: Paula Buckman, Jim Cary, Rick Larkin, and Gary See

Ex-Officio members present: Jesse Howard

Staff present: Robert Ryan, Mike Witt, and Miranda Coleman

Guest present: Miranda Brown

APPROVAL OF MINUTES

Hecht made the motion for the RWIB to approve the Oct. minutes; Seconded by Nye, Motion carried.

Buckman made the motion for the CEO to approve the Oct. minutes; Seconded by Cary, Motion carried.

BOARD LEADERSHIP ELECTION

Duke nominated Hickey to be the new chair for the board, Seconded by Hecht. Frice

made the motion to approve Hickey for chair; Seconded by Duke, Motion carried.

Hickey nominated Duke to be the new vice chair for the board, Seconded by Mellinger.

Frice made the motion to approve Duke as vice chair; Seconded by Hecht, motion carried.

APPROVAL FOR PRINTER

Fife-LaFrenz made the motion for the RWIB to approve the new printer motion; Seconded by Duke, Motion carried.

APPROVAL OF TRAINING PROVIDER- HANNIBAL/LAGRANGE

Vandenberg presented to the board Hannibal/Lagrange's college nursing program and the updated the College has made to the site. Plus the advantages to going to this school, being smaller class sizes and high employment rate right after graduating. Vandenberg explained that her client is already a student there. Her client has recently marriage and moved to the Keokuk area, but continued to attend classes there instead of transferring to another closer college.

Frice made the motion for the RWIB to approve the training provider motion; Seconded by Hecht, Motion carried.

NEW BOARD WEBSITE

Ryan showed the board the issues with the current website that we are currently using for the board. The board decided to look into offer website providers for the board needs. Board would like continue this topic to the next meeting.

NEW BOARD STRUCTURE/COMPOSITION

See sworn in Sanders and Farley as new members.

Ryan explained to the board that Howard and Drew's appointment is still pending at the state level but that we should be able to swear them in at the next meeting.

Ryan explained to the board that they need to rewrite the By-Laws and the CEO Agreement and that the upcoming training in January will help with this process.

NEW VACANCY

The board was asked to help find candidates to fill the new vacancy the Davidson left. The candidate must be a city official.

NEW MISSION STATEMENT/VISION

Ryan explained that these need to be rewritten to meet the new legislation. Hickey suggested that the Board should wait to do this after the Maryanne Lawrence training in January, Hecht suggested that we use some of the information from the WIOA 4-15 TEGL.

STATE UPDATE/ WIOA TRANSITION

Farley asked the board for additional help to rewrite the MOU. It was agreed that she would notify the board about upcoming meeting for this and that she would submit drafts to the board for their input.

Maryanne Lawrence will be in Burlington on January 18th from 9 am to 3 pm for WIOA board training.

There will be a Greg Newton Webinar that will be available for the Board to watch here at the Workforce center on December 15th from 12 pm to 3:30 pm. Plus Greg will be in Burlington on January 12th.

DOL GUIDANCE LETTER

Ryan presented to the board the 4-15 TEGL which explained the One-Stop principles of value, partnership roles, customer service, service design and quality, and staffing.

IWD LOCAL UPDATES

Farley informed the board that by the end of the year our state should have over 6000 non-student and over 1500 students will be NCRC certified.

Farley informed the board that unemployment rates are down to 3.5% for the state and all four of our counties are down as well. Farley told the board that at meeting she attended that they were told anywhere that unemployment rates are below 4% that area is considered fully employed. This would explain the difficulty business are having finding employees.

WIOA LOCAL UPDATES

Ryan presented to the board that the four core partners and regional planning have schedule the first sector meeting for January 29th at the Winegard room down at the Park Place Piazza building.

They hope to add a Health Care sector in 2016.

Ryan presented that WIOA Budget/ Expenditures are below budget at this time.

OTHER BUSINESS/NEXT MEETING

Ryan thanked Fife-LaFrenz for all her hard work as being the board chair. She will still be continuing her service on the board as a member.

The next meeting will be January the 26th, 2016.

ADJOURNMENT

Hickey adjourned the meeting at 6:28 pm.