

Minutes

Region 3&4 and Chief Elected Official Board

Regional Workforce Development Board (RWDB)

Combined Meeting

Thursday February 25, 2016 9:30 am

Governmental Services Center

217 West 5th Street, Spencer, Iowa, Room B

RWDB Members Present: Tim Kinnetz, Mike Carlson, Kristin Hanson, Janet Dykstra, Reva Arends, Scott Rettey, Carrie Turnquist, Lori Kolbeck, Lisa Washington, Kiley Miller, Gregory Ver Steeg, Ken Vande Brake, Mike Schulte, George Kruger, Vernon Nelson, Linda Gray

RWDB Members Absent: Diane Nelson, Lee Beem, Ranae Sipma, Rhonda Jager-Pippy, Susan Golwitzer, Benjamin VanDonge, Frank DeMilia, Dave Swanson

CEO Members Present: Mike Schulte, Arlyn Kleinwolterink, John Steensma, Dale Arends, Tim Schumacher, Barry Anderson, Pam Wymore

CEO Members Absent: Pam Jordan, Merle Koedam, Ed Noonan

1. **Call to order:** Janet Dykstra called the meeting to order at 9:35 am.
2. **Introduction of Members:** Self-introductions were made.
3. **Welcome:** Janet Dykstra welcomed everyone to the meeting.
4. **Agenda Review:** Agenda was reviewed and approved.
5. **Conflict of Interest Disclosure Forms:** Forms were passed out, completed, and submitted by all Board members present.
6. **Closed Session:** At 9:45 am the RWDB members entered into a closed session with the CEO members asked to leave. The RWDB reviewed and discussed the Request for Proposal for Title I Career Services for Adults and Dislocated Workers and the Request for Proposal for Title I Youth and Young Adult Services.
7. **Open Session:** At 10:30 am the Board returned to an open session.
Kiley Miller made a motion to approve the Request for Proposal for Title I Career Services for Adults and Dislocated Workers to be released on the www.iowawdb.gov website on March 1, 2016 for solicitation for proposals, Ken Vande Brake seconded. A roll call vote was taken of all RWDB members present. Motion was approved unanimously.
Reva Arends made a motion to approve the Request for Proposal for Title I Youth and Young Adult Services to be released on the www.iowawdb.gov website on March 1, 2016 for solicitation for proposals, Carrie Turnquist seconded. A roll call vote was taken of all RWDB members present. Motion was approved unanimously.
8. **Review Committee Volunteers:** Janet Dykstra brought up the need for additional members for the review committee. Currently Janet Dykstra and Linda Gray will be serving on the committee. Gregory Ver Steeg, Tim Kinnetz, and Mike Carlson all volunteered to serve on this

committee. Kiley Miller offered the Iowa Lakes Corridor conference room to hold the review committee meetings.

9. **Confirm next meeting date and adjournment.** The next meeting will be on Thursday, March 24, 2016 at the same location. A motion to adjourn was made by Tim Kinnetz and seconded by Gregory Ver Steeg. Motion carried. Time of adjournment was 11:00 am.