

REGIONAL WORKFORCE INVESTMENT BOARD  
MEETING MINUTES

SEPTEMBER 24, 2015  
BHFO  
CEDAR RAPIDS, IOWA

RWIB Board Members Present: Marcel Kielkucki, Linda Langston, Patty Manuel, Shelley Parbs, Kristy Lyman

RWIB Board Members Absent: Gary Dunham, Wayne Frauenholtz, Terry Jones, Steve Olson, Michelle Payne, Julie Perez, Mark Schneider, Susie Weinacht

RWIB Ex-Officio Members: Laurie Worden, Judy Stoffel

STAFF: Carla Andorf, Kim Becicka, Scott Mather

GUESTS: Jolene Bruno, Jamie Swacker

The meeting was called to order by Vice Chair Patty Manuel at 10:05 am. The RWIB board did not meet quorum.

Patty Manuel asked everyone present to introduce themselves.

There was not quorum so we did not approve the agenda or the consent agenda.

Patty Manuel asked if there was any correspondence to share. There was none.

Patty Manuel asked if there were any member announcements. Carla Andorf stated that there will be a follow-up session to the June WIOA transition meeting on October 29 from 9am-4pm in Des Moines.

Carla Andorf reviewed the WIA Training Provider applications for Kirkwood Community College for their following programs: Computer Software Development and Gas Metal Arc Welding Short Circuit Transfer. If approved, this will allow clients to receive WIOA funding for these programs. Since we did not have quorum, we will table this motion to a future meeting.

Carla Andorf explained how she would like to use WIOA transition funds for consultation and training. We have received \$8000 to use for this initiative; it must be spent by June 30, 2016. She would like to bring Greg Newton in for a two-day session; the fee would be approximately \$6000. Greg led the earlier statewide training that was done in June. Since we did not have quorum, we will table this motion to a future meeting.

Jamie Swacker discussed the Ticket to Work funding. The board needs to identify what agency will be the fiscal agent for the funds that will be spent in Region 10. Since we did not have quorum, we will table this motion to a future meeting.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress. She highlighted some of the key learnings from the statewide transition training done in June: we will rewrite our customer service plan, the key groups all share the same customers so we should share costs; and more guidance will be coming from the state on the process.

Kim Becicka reviewed the Grants Report. The financials and enrollments were reviewed for the GAP, WBF and JRWA programs. The Walmart Brighter Futures grant will end in November; we feel confident we will meet our metrics. The Job Ready, Willing and Able grant is extended through March 2017.

Carla Andorf reviewed the WIA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals. She also announced that Laura Donovan has left Kirkwood; she has hired a new Operations Manager who will be at our December meeting.

Scott Mather reviewed the Region 10 Iowa Workforce Development report for June through August. This report reviewed registrations, job listings and unemployment insurance. Also highlighted were the recruiting events assisted by the Employer Services team. He also discussed the HyVee Career Fair that was very successful.

The meeting adjourned at 10:50 pm. A tour of the BHFO facility was given.

**Upcoming Meetings:**

CEO/RWIB, December 3, 2015, 10am-noon, IowaWORKS