

REGION 7

CEO Board Meeting Minutes

June 14, 2016 – 12:00 – 1:00 p.m.
IowaWORKS, Conference Room D

Chief Elected Official

Present

Ellen Gaffney
Ken Kammeyer
Rex Ackerman
Harlyn Riekana

Buchanan County Supervisor
Bremer County Supervisor
Butler County Supervisor
Grundy County Supervisor

Workforce Partners

Christi Mason
Andy Trower

IowaWORKS - Hawkeye Community College
IowaWORKS – IWD

Harlyn Riekana commenced the meeting at 12:00 p.m.

Approval of Revised Agenda

The agenda was revised to include New CEO Officers instead of New CEO Chair under new business. Ken Kammeyer moved to approve the updated agenda and Ellen Gaffney seconded. **All Approved. None Opposed. Motion Approved.**

Approval of CEO Board November Minutes

Rex Ackerman moved to approve the November minutes and Ellen Gaffney seconded. **All Approved. None Opposed. Motion Approved.**

New business

NEW CEO Officers

Discussion took place regarding a new CEO Chair due to Craig White's resignation and the need to fill the Vice Chair and Secretary position. The CEOs agreed to nominate Harlyn Riekana as Chair, Ken Kammeyer as Vice Chair, and Ellen Gaffney as Secretary. Ellen Gaffney moved to approve the nomination and appointment of CEO officers and Rex Ackerman seconded. **All Approved. None Opposed. Motion Approved.**

Appointment of Black Hawk County CEO

Craig White's resignation also leaves an opening for a county elected official to represent Black Hawk County. Christi Mason reported that Black Hawk County Board of Supervisor, Linda Laylin, who is also a RWDB member is willing to represent Black Hawk County on the CEO Board. Ken Kammeyer moved to approve the nomination and appointment of Linda Laylin to the CEO Board and Ellen Gaffney seconded. **All Approved. None Opposed. Motion Approved.**

Reappointment of Linda Laylin & Ken Kammeyer to RWDB

Christi reported that Linda Laylin and Ken Kammeyer's term on RWDB ends 6/30/16. Both are willing to serve another term. Ellen Gaffney moved to approve the nomination and appointment of Linda Laylin and Ken Kammeyer to another term on RWDB from 2016-2020, with the Governor's approval. **All Approved. None Opposed. Motion Approved.**

Transition to WIOA Board Matrix

Christi reported that RWDB has a few openings due to the resignation of Craig White and Natalie Kracht, and Donita Dettmer no longer representing labor. RWDB had discussed at their last board meeting the possibility of transitioning to the new WIOA compliant board structure. They felt it wouldn't make sense to fill the two labor openings when the transition to the new board structure might occur by July 1, 2017. The State has allowed a small window of opportunity to submit one nomination for each opening through the end of June, 2016, instead of the normal two nominations. Christi provided a handout of what the new board structure would look like and the CEO board agreed it made sense to transition at this time. Ken Kammeyer moved to approve the transition to the WIOA Board Matrix and Ellen Gaffney seconded. **All Approved. None Opposed. Motion Approved.**

Approval of New RWDB Members

The CEO board has been recruiting new board members. Harlyn reported that he recruited Aaron Wedo, HR Manager with Grundy County Memorial Hospital, and has a connection with PCI Construction. He asked Christi to follow up with Gale 'Cork' Peterson to provide further information, including the roles and responsibilities of RWDB members. The following nominations for new RWDB Members have been accepted:

Danny Laudick – Economic Development
Sandy Jensen – Adult Education & Literacy
Michael Howell – Iowa Vocational Rehabilitation Services
Deb Hodges-Harmon – Employment Services (IWD)
Aaron Wedo – Grundy County Memorial Hospital
Stefanie Niemann – Allen Occupational Health/Unity Point Health
Rex Ackerman – Small Business, Orly's Meat Locker
Ellen Gaffney – Ex-Officio County Elected

Ken Kammeyer moved to approve the nomination and appointment of the above-mentioned 8 candidates, with the Governor's approval, and Ellen Gaffney seconded. **All Approved. None Opposed. Motion Approved.**

Approval of Memorandum of Understanding (MOU)

Christi reported that the MOU is an agreement between the WIOA Partners, the CEO Board, and RWDB regarding the Service Delivery System under WIOA. The goal is to provide a network of services to our customer despite their entry point that is seamless, customer focused, and results in better customer outcomes. The CEO Board reviewed the MOU document and attachments. Rex Ackerman moved to approve the MOU and Ken Kammeyer seconded. **All Approved. None Opposed. Motion Approved.**

Approval of Note Taker Invoice

Christi reported that an invoice for Funmi Obitayo's services as note taker for RWDB meetings was received in the amount of \$300, to include 5 meetings at \$60 each. A person to staff RWDB is required under WIOA and the expense comes out of RWDB admin funds with CEO & RWDB approval. Rex Ackerman moved to approve the invoice and Ken Kammeyer seconded it. **All Approved. None Opposed. Motion Approved.**

Old Business

Discussion took place regarding future dates/times for upcoming meetings. Everyone was in agreement that it works best to have a separate meeting from RWDB to make the voting less confusing. The CEOs agreed to meet prior to the RWDB meetings when their business to conduct and their vote is needed. Since there are still two open positions for RWDB members, the CEOs agreed to meet at 3:30 p.m. on June 23, 2016, prior to RWDB to approve the nominations for these positions on the new board structure.

Adjournment

Rex Ackerman moved to adjourn the meeting and Ken Kammyer seconded it. The meeting adjourned at 12:50 p.m.

Respectfully submitted by,
Ellen Gaffney
