

CHIEF ELECTED OFFICIALS/REGIONAL WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES

MAY 26, 2016
IowaWORKS OFFICE
CEDAR RAPIDS, IOWA

CEO Board Members Present: Don Frese, John Harris, Jim Houser, Amy Johnson, Bob Yoder

RWDB Board Members Present: Gary Dunham, Wayne Frauenholtz, Marcel Kielkucki, Patrick Loeffler, Kristy Lyman (by teleconference), Patty Manuel, Steve Olson, Shelley Parbs

RWDB Board Members Absent: Terry Jones, Julie Perez, Mark Schneider, Susie Weinacht

RWDB Ex-Officio Members: None

STAFF: Carla Andorf, Kim Becicka, Monica Brockway, Liya Fitzpatrick, Holly Mateer, Scott Mather, Carlos Vega

GUESTS: Laura Bragg

The meeting was called to order by Chair Bob Yoder at 10:05 am. The CEO board did not meet quorum. The RWDB board met quorum.

Bob Yoder asked everyone present to introduce themselves.

Bob Yoder asked for a motion to approve the agenda. M/S/C, Marcel Kielkucki, Jim Houser, agenda approved.

Bob Yoder asked for a motion to approve the consent agenda. M/S/C, Shelley Parbs, Jim Houser, motion approved.

Bob Yoder asked if there was any correspondence to share. Information on the Proteus Farmworker Jobs Program Housing Grant application was shared.

Bob Yoder asked if there were any member announcements. Wayne Frauenholtz stated that the Acciona ownership transition plans are on-going. Carla Andorf discussed the companies that they are meeting with regarding layoffs; she also discussed the MOU process that must be completed with our 17 required partners. Shelley Parbs discussed the golf tourney that will be held to raise funds for the Eastern Iowa Honor Flight. Marcel Kielkucki stated that the state is reviewing our Customer Service Plan so we will know soon if we need to make revisions. Jim Houser discussed the new Public Health building which will be the last county building to be replaced from the 2008 flood.

Carla Andorf reviewed the WIOA transition funds and explained that they would like to use the funds to pay for the One Stop Partner MOU meeting and the cost of attending the WIOA conference in June. Bob Yoder asked for a motion to approve the spending of the WIOA transition funds. M/S/C, Shelley Parbs, Steve Olson, motion approved.

Liya Fitzpatrick shared the tentative program year 16 FY17 WIOA budget. We will prepare a final budget once we have our carryover information from the state along with the final staff salary information. Bob Yoder asked for a motion to approve the tentative program year 16 FY17 WIOA budget. M/S/C, Gary Dunham, Shelley Parbs, Marcel Kielkucki abstained, motion approved.

Carla Andorf discussed our current board chair and member vacancies. We have current openings for a county position (female, democrat) and city position (female, republican). Carla will contact the possible options to see if they have an interest in serving on our board. Our RWDB chair position is also vacant. Discussion was held on moving Patty Manuel to chair and appointing Susie Weinacht as vice chair. Bob Yoder asked for a motion to approve Patty Manuel as chair and Susie Weinacht as vice chair. M/S/C, Jim Houser, Marcel Kielkucki, motion approved.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress.

Kim Becicka reviewed the Grants Report. The financials and enrollments were reviewed for the GAP and JRWA programs.

Liya Fitzpatrick reviewed the WIA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals. Our spending is on track to end the year at the maximum allotment of 20% carryover.

Scott Mather reviewed the Region 10 Iowa Workforce Development report for March and April. This report reviewed registrations, job listings and unemployment insurance. Also highlighted were the recruiting events assisted by the Employer Services team and the recently held career fairs.

Marcel Kielkucki reviewed the Adult Education/Literacy report. Performance metrics for the program were shared. We had 240 graduates this year; 48 graduates participated in our graduation ceremony last week.

Holly Mateer gave the Vocational-Rehabilitation report. Their active caseload is 2268 clients with 81 new referrals over the last quarter. They are also looking at an opportunity for potential eligible high school students to participate in a construction simulator program.

Laura Bragg, Program Coordinator, gave an overview of the PATHS program.

Bob Yoder asked for a motion to adjourn the meeting. M/S/C, Jim Houser, Gary Dunham, motion approved.

The meeting adjourned at 11:40 am.

Upcoming Meetings:

RWDB, June 30, 2016, 10-11:30 am, IowaWORKS

CEO/RWDB EXECUTIVE COMMITTEE MEETING MINUTES

JUNE 14, 2016
TELECONFERENCE

Members Present: Patty Manuel, Bob Yoder, Travis Weipert, Susie Weinacht

Staff: Carla Andorf, Kim Becicka, Carlos Vega

The meeting was called to order by Chair Bob Yoder at 7:35 am. The Executive Committee met quorum.

Bob Yoder asked for a motion to approve the agenda. M/S/C, Travis Weipert, Susie Weinacht, agenda approved.

Carla Andorf reviewed the Memorandum of Understanding Forms from our required partners that is due to the state today. We have developed a referral tool that all partners will use; regular meetings will be scheduled. We have also developed a table that outlines what employment/training services each partner provides. Bob Yoder asked for a motion to approve the Memorandum of Understanding Forms from our Required Partners. M/S/C, Patty Manuel, Susie Weinacht, motion approved.

The Executive Committee has an opening for a public seat representative due to Susie Weinacht being appointed as Vice Chair of RWDB. Discussion was held on possible replacements but the vacancy was tabled until the city and county positions on the RWDB are filled.

Bob Yoder asked for a motion to adjourn the meeting. M/S/C, Patty Manuel, Travis Weipert, motion approved.

The meeting adjourned at 7:50 am.