

**IOWA STATE WORKFORCE DEVELOPMENT  
BOARD MEETING CONFERENCE CALL  
February 26, 2016  
1:00 p.m.**

**APPROVED MEETING MINUTES**

The Iowa Workforce Development Board met Friday, February 26, 2016, originating in the Supreme Court Chamber Room 103 of the Iowa State Capitol, Des Moines, Iowa. Board Vice-Chair Dee Vanderhoef called the meeting to order at 1:03 pm.

Voting Board members in attendance included: Vice-Chair Dee Vanderhoef, John Krogman, Robert Gilmore, Ken Sagar, Norene Mostkoff, in person.

Non-Voting Board members attending: Drew Conrad, Greg Lewis, Steve Ovel, Jeremy Varner, Senator William Dotzler, Senator Jake Chapman, David Mitchell. Greer Sission participated via conference call. After roll call was taken, Representative Kirstin Running-Marquardt participated via conference call.

Board members absent were: Joe Greving, Suzanne Kmet, Chair Andy Roberts, Gary Steinke, Rita Grimm and Representative Greg Forristall

IWD staff in attendance included: Director Beth Townsend, Deputy Director Ed Wallace, Paul Mikkelsen, Gary Bateman, Courtney Greene, Ben Humphrey, Martin Moen, Nick Olivencia, Cathy Ross, Ryan West, Commissioner Joe Cortes, Commissioner Michael Mauro, Pam Conner and Diana Sisler.

**Approval of the Meeting Agenda**

**Motion:** J. Krogman moved to approve the February 2016 Agenda. K. Sagar second. **All Approved. None Opposed. Motion Approved.**

**Roll call was taken and quorum was established for this meeting**

**Director Townsend introduced Governor Branstad and Lt. Governor Kim Reynolds.**

**Governor Branstad and Lt. Governor Kim Reynolds Remarks on Iowa Workforce Initiatives\***

Director Townsend opened the floor for Remarks/Q&A\*

Director Townsend Remarks/Q&A\*

Dee Vanderhoef Remarks/Q&A\*

Steve Ovel Remarks/Q&A\*

Ed Wallace Remarks/Q&A\*

Senator William Dotzler Remarks/Q&A\*

Beth Townsend Closing Remarks/Q&A\*

Governor Branstad and Lt. Governor Kim Reynolds Closing Remarks\*

**\*The entire audio copy for the above Remarks/Q&A session is available for review at IWD. Please contact Diana Sisler at 515.281.5365 for request.**

### **Approval of Meeting Minutes**

Minutes from the November 19, 2015 State Workforce Board meeting and meeting minutes from the January 8, 2016 State Workforce Board meeting were previously provided for review in the board packets.

No corrections to November 19, 2015 meeting minutes

Correction to the January 8, 2016 meeting minutes listing Steve Ovel as IWD staff member *corrected to* listing Steve Ovel as IWD Board Member.

**Motion:** S. Kmet moved to approve the minutes from the November 19, 2015, and January 8, 2015, with corrections, State Workforce Board meeting. N. Mostkoff second.

**All Approved. None Opposed. Motion Approved.**

### **Director's Report – Beth Townsend**

Director Townsend reviewed the handouts provided in the board packet and the additional items provided at the meeting.

Director Townsend briefed the State Board on IWD personnel changes. Director Townsend introduced Cathy Ross as the new PMO manager and Marketa Oliver as the new Workforce Services Division Administrator. Director Townsend announced the retirement of Joe Bervid, effective December 31, 2015. Ben Humphrey will be the new State Board Attorney. Director Townsend also announced Ted Schoonover, the former IWD Program Manager, is no longer with IWD. Director Townsend is working to fill the Program Manager vacancy.

Director Townsend and senior staff presented to the Iowa General Assembly's Economic Growth Appropriations Subcommittee on February 5, 2016. IWD is requesting no changes to the 2017 FY budget.

There will be three State Board vacancies by May 2016. All three replacements are required to be filled by women to maintain board balance. The three areas that need to be filled are a business representative, a labor representative and a non-profit representative. Director Townsend asked that if any board members had recommendations to fill any positions, to please contact either her or Deputy Director Wallace.

Director Townsend addressed the issue of the importance of regular meeting attendance from all board members. Not having a quorum at meetings is counterproductive to board business. Director Townsend encouraged all board members to participate in board meetings either in person or via conference call.

Director Townsend has been meeting to connect with partners from across the state in education. Director Townsend has been meeting with Iowa Community Colleges, Universities, the Department of Education, and the School Administrators Association (SIA) group. Director Townsend attended a SAI meeting in December which brought together education, business and industry leaders for a roundtable discussion. Director Townsend is working on improving communication with the private colleges.

IWD is continuing to work on the WIOA State Unified Plan. Director Townsend thanked all of the partners and IWD staff who have been working on the plan.

### **2016 State Audit's Report Presentation – Director Townsend, IWD Unemployment Insurance Division Administrator Ryan West**

Director Townsend gave a PowerPoint presentation reviewing the findings of the State Auditor's Report, entitled: "Review of certain Unemployment Insurance Payments made by IWD for the period of January 1, 2012 to January 13, 2015" (State Auditor's Report). The State Auditor's Report can be found online at the following link:

<http://auditor.iowa.gov/reports/1360-3090-BE01.pdf>

"Auditor's Report Breakdown" handouts were given to everyone in attendance and the power point presentation was posted on IWD website after the meeting. The "Auditor's Report Breakdown" can be accessed online at the following link:

<https://www.iowaworkforcedevelopment.gov/sites/search.iowaworkforcedevelopment.gov/files/State%20Board%20Auditor%20Report%20Breakdown%202016.02.26.pdf>

Director Townsend reviewed the audit report in detail.\*

Senator William Dotzler Remarks/Q&A\*

John Krogman Remarks/Q&A\*

Noreen Mostkoff Remarks/Q&A\*

Senator Jake Chapman Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

Senator Jake Chapman Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

Noreen Mostkoff Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

Dee Vanderhoef Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

John Krogman Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

John Krogman Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

John Krogman Remarks/Q&A\*

Senator William Dotzler Remarks/Q&A\*

Ken Sagar Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

Ken Sagar Remarks/Q&A\*

Director Townsend Response, Remarks/Q&A\*

Ken Sagar Remarks/Q&A\*

Noreen Mostkoff Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

Vice-Chair Vanderhoef opened the floor for further comments/discussion.

Ken Sagar Remarks/Q&A\*

Senator William Dotzler Remarks/Q&A\*

Noreen Mostkoff Remarks/Q&A\*

Senator William Dotzler Remarks/Q&A\*

Ed Wallace Remarks/Q&A\*

Senator William Dotzler Remarks/Q&A\*

Director Townsend reviewed the hand out provide to the Board “White Sheet”

John Krogman Remarks/Q&A\*

Ryan West Response, Remarks/Q&A\*

Vice-Chair Dee Vanderhoef Remarks/Q&A\*

Director Townsend Remarks/Q&A\*

Senator William Dotzler Remarks/Q&A\*

Representative Kirsten Running-Marquardt Remarks/Q&A\*

Director Townsend Response, Remarks/Q&A\*

Representative Kirsten Running-Marquardt Remarks/Q&A\*

Director Townsend Response, Remarks/Q&A\*

**\*The entire audio copy for the above Presentation, Discussion, Remarks and Q&A session is available for review at IWD. Please contact Diana Sisler at 515.281.5365 for request.**

**Motion No. 1:** K. Sagar moved to recommend that IWD forgive the unemployment insurance benefits overpayments made to individuals that were caused by the March 8, 2014 system malfunction.

**Second:** R. Gilmore.

Vice-Chair Vanderhoef asked for any additional comments/discussion.

John Krogman stated he appreciated the open discussion and input to the subject matter of recovering the overpayment funds however, he feels that the board should not make the passing of time since the malfunction a factor to try and recover the overpayments from Iowans.

Vice-Chair Vanderhoef asked for a Roll Call Vote on **Motion No. 1.**

- John Krogman – NO
- Dee Vanderhoef – YES
- Robert Gilmore – YES
- Ken Sagar – YES
- Noreen Mostkoff - YES

**Motion No. 1 Motion Carried 4-1.**

**Motion No. 2:** K. Saga moved to recommend that the Iowa legislature authorize moneys from federal Reed Act transfers be used for unemployment insurance benefits in an amount equal to the amount of overpayments caused by the March 8, 2014 system malfunction in order to make the unemployment insurance trust fund whole.

**Second:** R. Gilmore

Vice-Chair Vanderhoef asked for a Roll Call Vote on **Vote No. 2.**

- John Krogman – YES
- Dee Vanderhoef – YES
- Robert Gilmore – YES
- Ken Sagar – YES
- Noreen Mostkoff - YES

**Vote No. 2 Motion Carried 5-0.**

### **Legislative Update – Ed Wallace**

As a follow up to the directors report IWD has requested the 2017 FY budget to remain the same.

Deputy Wallace is working closely with Senator William Dotzler on a bill that will be introduced through the Senate Appropriations Committee that would authorize the use of the federal Reed Act funds to modernize IWD's 1974 legacy unemployment insurance benefits system. The bill will also include federal Workforce Innovation and Opportunity Act (WIOA) conformity language.

### **Budget Update – Paul Mikkelsen**

Paul reviewed the Iowa Workforce Development Foundation Report and the Iowa Workforce Development Board Report handouts previously provided in the Board packet.

There are not any significant issues or items to report. Paul projected IWD will end the State FY2016/17 in good financial standing.

Paul gave the Annual Financial Foundation Report. There were very little changes from last year. There are not any significant issues or items to report.

### **JD NEG Grant Update – Jeff Chamberlin**

Jeff implements the federal United States Department of Labor (USDOL) Job Driven National Emergency Grant (JD NEG) grant for the state of Iowa which totals \$6.175 million. The grant funds are designed to work for apprenticeship driven jobs across the state. Many of the programs outlined in the Governor and Lt. Governor's presentation are a direct result of the JD NEG grant. One of the biggest components to this grant are the funds are used for rapid response to areas that are being impacted by layoffs and closures.

### **Fraud, Detection, Debt/Collections Update – Ryan West**

Ryan presented to the board a Debt Resolution Overview and Plan. Ryan reviewed the handout previously provide to the board in the board packet.

IWD currently has \$162,268,313.74 in employee tax debt and \$50,000,000 in Claimant benefit debt on the books. The presentation outlined the plan IWD would like to implement over the next 12 months. The presentation outlined a list of actions IWD would like to put into place to start collecting employer tax debt and then collecting claimant benefit debt.\*

**\*The entire audio copy for the above Presentation, Discussion, Remarks and Q&A session is available for review at IWD. Please contact Diana Sisler at 515.281.5365 for request.**

Vice-Chair Vanderhoef asked for a motion based on the Fraud, Detection, Debt/Collections report.

**Vote No. 3:** K. Saga moved to recommend setting aside the oldest debts into the bunker.

**Second:** J. Krogman

Vice-Chair Vanderhoef asked for a Roll Call Vote on **Vote No. 3.**

- John Krogman – YES
- Dee Vanderhoef – YES
- Robert Gilmore – YES
- Ken Sagar – YES
- Noreen Mostkoff - YES

**Vote No. 3 Motion Carried 5-0.**

### **Misclassification Unit Update – Ben Humphrey**

Ben Humphrey reported on the challenges of staffing the Misclassification Unit. As part of an IWD Unemployment Insurance Division reorganization, the Misclassification Unit is being placed under the supervision of an investigation manager as a part of a unit that also includes the unemployment insurance fraud unit. Both of the units do similar investigations and both units address both types of fraud. The unit is currently in the process of hiring a manager and expanding the number of positions of investigators.

### **Workforce Innovation and Opportunity Act (WIOA) Update – Ben Humphrey**

IWD, Iowa Vocational Rehabilitation Services (IVRS), Iowa Department for the Blind (IDB), and the Department of Education, Adult Education and Literacy (IDOE), are the State of Iowa's Core Partners under WIOA. Since the last WIOA briefing at the November 2015 meeting of the State Board, the Core Partners have continued their WIOA implementation efforts. This has included training, outreach and consultation with WIOA Required Partners and stakeholders, and Work Group meetings to finish the Unified State Plan.

Dates discussed for next board meetings:

March 25, 2016 to address WIOA deadlines via conference call

May 12, 2016 for next quarterly board meeting place to-be-determined.

**Adjournment: Motion:** K. Sagar moved to adjourn this meeting of the State Workforce Development Board. Motion seconded by J. Krogman  
**All Approved. None Opposed. Motion Approved.**

The meeting adjourned at 4:09pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Diana E. Sisler".

Diana Sisler, Recorder



**IOWA STATE WORKFORCE DEVELOPMENT  
BOARD MEETING CONFERENCE CALL  
Friday, March 25, 2016  
11:00 a.m.**

**APPROVED MEETING MINUTES**

The Iowa Workforce Development Board met Friday, March 25, 2016, originating in the Iowa Workforce Development Capitol View Room at 100 East Grand Ave, Des Moines. Iowa. Board Chair Andy Roberts called the meeting to order at 11:04 a.m.

Voting Board members in attendance included: Chair Andy Roberts, Joe Greving, Suzanne Kmet, John Krogman, and Norene Mostkoff.

Non-Voting Board members attending: Drew Conrad, Steve Ovel, Jeremy Varner, Greer Sisson, Jeremy Varner and Rita Grim

Board members absent were: Vice-Chair Dee Vanderhoef, Robert Gilmore, Ken Sagar, Gary Steinke, Representative Kirsten Running-Marquardt, Senator William Dotzler, Senator Jake Chapman, Representative Greg Forristall, and David Mitchell

IWD staff in attendance included: Director Beth Townsend, Deputy Director Ed Wallace Ben Humphrey, Courtney Green, and Diana Sisler.

**Approval of the Meeting Agenda**

**Motion:** J. Krogman moved to approve the March 2016 Agenda. J. Greving second. **All Approved. None Opposed. Motion Approved.**

**Roll call was taken and quorum was established for this meeting**

Director Townsend introduced Ben Humphrey to present an update on the WIOA Unified State Plan.

Ben stated the great appreciation for IWD staff, IWD partners, and state agencies from across the state in their efforts to put together the 300+ page WIOA State Unified Plan.

Ben outlined the updated WIOA State Unified Plan previously provided to the board. The final .pdf version will be posted on the IWD website by April 8, 2016. Ben opened the floor up for questions and comments of the draft final plan.

**Motion:** N. Mostkoff moved to approve the Workforce Innovation and Opportunity Act (WIOA) Unified State plan.

S. Kmet second.

Chair Andy Roberts asked for any additional comments

Chair Andy Robert asked for a Roll Call Vote.

Joe Greving – YES

Sue Kmet - YES

John Krogman – YES

Chair Andy Roberts– YES

Noreen Mostkoff - YES

**Motion Carried Approved.**

**Adjournment: Motion:** J. Krogman moved to adjourn this meeting of the State Workforce Development Board. Motion seconded by N. Mostkoff

**All Approved. None Opposed. Motion Approved.**

The meeting adjourned at 11:09 a.m.

Respectfully Submitted,



Diana Sisler, Recorder

