

**Region 1 Regional Workforce Investment Board (RWIB)
Chief Elected Officials (CEO) Board
Minutes for July 28, 2015**

<u>Workforce Investment Board Present:</u>	Les Askelson, Ann Hart, David Gaylor, Kathy Gunderson, Vicki Rowland, Carolyn Scheidel, and Candace Drahn
<u>Present Via Conference Call:</u>	Rev Lonning
<u>RWIB Absent:</u>	Donna Boss, Ric Jones, Ron Koppes, and Jim Vermazen
<u>Chief Elected Officials Board Present:</u>	Darrel Dolf, Gary Bowden, John Anderson, Tom Hancock, Mark Kubik, and Dan Byrnes,
<u>CEO Board Absent:</u>	Doug Dabrowski, Roy Buol and John Beard
<u>Others Present:</u>	IWD Director Beth Townsend, Greer Sisson, Dr. Wendy Mihm-Herold, Fern Rissman, Ron Axtell, Marla Loecke, Peggy Murray, Ronee Slagle, Laura Quade, Kelli Deutmeyer, Ellie Heitritter, Rachele Howe, Grace Howe, and Sue Larson

CALL TO ORDER

RWIB Chair, Les Askelson, called the joint meeting of the RWIB/CEO Board to order at 4:32 p.m. on July 28, 2015. A voice roll call was taken. It was noted that a quorum was present for both boards. Introductions were made, and Les welcomed all.

BOARD DISCUSSION/ACTION

Consider Approval of Agenda: Motion by Gunderson, seconded by Drahn to approve Agenda for July 28, 2015. Motion carried unanimously. Motion by Kubik, seconded by Anderson. Motion carried unanimously.

Approval of RWIB/CEO Board Minutes: Motion by Gunderson, seconded by Drahn to approve Agenda. Motion carried unanimously. Motion by Bowden, seconded by Anderson to approve the April 28, 2015, minutes. Motion carried unanimously.

Beth Townsend, Iowa Workforce Development (IWD) Director, was welcomed to the meeting. She mentioned that someone had recommended she attend an RWIB meeting in each region and meet all of the local board members. Region 1 is her first visit and she wanted everyone to know that the state is here to help. She has been meeting with field offices, stakeholders, and legislators to let them know that the state is hard at work trying to get everyone up to speed for implementation of the Workforce Innovation and Opportunity Act (WIOA). She noted that there will be a conference scheduled sometime in October to provide RWIB members with specific guidance and training to better understand their roles and responsibilities in this process, but additional assistance is always available at the state level. She requested that RWIB members provide ideas on what they need to make resources available to clients and customers in their region. The state is working on doing a better job pushing available resources out to the field offices. She advised the RWIB members to contact her directly with concerns, suggestions, ideas, etc. Townsend thanked everyone for the opportunity to attend the meeting this evening.

Discussion and approval for request of local area designation status under WIOA for Region 1- Les/Darrel

Les Askelson asked members for a motion that our board remain as we are and be grandfathered in. Motion by Hart, seconded by Gunderson. Motion carried unanimously.

Townsend noted that the U.S. Department of Labor (DOL) is going to exert pressure for states to move forward with the new board structure under WIOA legislation, but Iowa is one of a small number of states that have chosen to grandfather their previous board structure from WIA at this time.

Discussion and approval of WIOA board structure – Les/Darrel

Motion by Kubik to approve our current board structure to be grandfathered in and appoint an Exifio by June 2016. Seconded by Dolf. Motion carried unanimously

Budget

a. Approval of WIOA Transition Funds usage –Les

Rissman shared that \$1,417.43 transition dollars were spent for five RWIB Board members to attend the Regional Partners/Managers Training in Des Moines. Travel/hotel costs were paid. Motion made by Hart to approve expenditures, seconded by Drahn. Motion carried unanimously.

b. Approval of Keystone AEA bill – Les

Rissman shared that expenditures for Keystone AEA requested approved for secretarial services for Quarters 1-4 for \$930.58. Motion made by Rowland to approve expenditures, seconded by Gunderson. Motion carried unanimously.

c. Regional budget approval – Les

Rissman shared the Regional budgets for Youth, Adult and Dislocated Workers programs and requested approval. The Dislocated Worker budget for PY15 was drastically reduced. Motion made by Kubik to approve the Regional budget, seconded by Bowden. Motion carried unanimously.

Adult Education & Literacy Local Extension Plan Summary- Dr. Wendy Mihm-Herold

• Letter of Support for ABE – Les

Mihm-Herold summarized the 26-page document that has been prepared. She reported that the Adult Education and Literacy program at NICC has been refocused to create a seamless career pathway for employment where it is needed most. NICC will make sure that clients have a goal and staff will track those goals to determine outcomes. There will be a schedule for students enrolled in adult literacy classes. NICC campuses and centers will continue to hold these classes. There will be a start and end time for all students to graduate together whether they are employed or unemployed. She reported that some students are not completing their classes because they are getting jobs. NICC will be having discussions with those employers to determine what is needed for students to finish their HSED while they are working. Specific employers have been identified and they are open to working with the college. NICC plans to continue developing an Adult Education and Literacy program that will enhance and strengthen the relationship with IowaWORKS in Region 1.

Motion made by Dolf to approve the letter of support for ABE, seconded by Anderson. Motion carried unanimously.

Approval of Certified Training Providers - Fern

a. Century School – Prosthetics Assistant Program

Rissman asked for out-of-state funding to allow a student to attend Century College in Minnesota to obtain an Orthotic and Prosthetic Fitter AAS/Orthotic and Prosthetic Clinical Applications Diploma. Student will gain a Prosthetic Fitting degree. The student is committed and willing to relocate.

b. Rochester Community College- Advanced Hospital Nursing Assistant Program

Rissman also asked for out-of-state tuition for another student to attend Rochester Community and Technical College to gain an Advanced Hospital Nursing Assistant Certificate. \$164 per credit and is a two year program.

WIOA would contribute \$800 per semester or \$2,400 per year. The student would cover the remaining cost. These are two courses that are not offered at our community colleges.

Motion made by Kubik to approve both Certified Training Provider programs and seconded by Anderson. Motion carried unanimously.

PRESENTATIONS:

• Sector Boards – Dr. Wendy Mihm-Herold – NICC

Mihm-Herold walked members through the handout explaining the three sector boards. The Advanced Manufacturing Sector Board in the Dubuque area has been in operation for about 4 years with 30 plus members. The board is comprised of employers and city leaders along with representatives from economic development, education, and workforce, but business members are the most important people at this table. They look at what is happening with job placement to determine if businesses are obtaining the skilled workforce that they need. For this to happen, employers must be engaged in the conversation. The group also tours local businesses to gain a better understanding of individual employer needs and identify possible ways to partner. NICC will focus career pathways for businesses and develop a certificate to start a job. This will help promote employers and the importance of a skilled workforce while creating a starting point for career seekers. The college will continue educating high school students and their parents about the increased opportunities in manufacturing. Guidance counselors have been involved by touring local businesses, also. She reported that local businesses have developed a tool and die apprenticeship program with DOL with an 87% retention rate from businesses. Based on employers input, NICC the college develops training options. These sector boards and partnerships will continue to enhance efforts to address regional workforce needs.

• Apprenticeship – Greer Sisson, Federal Office of Apprenticeship

Also sits on the State Workforce board. Goes out and speaks with all RWIB board members. Registered apprenticeships – on the job learning, skills, share with employers to have employees learn a skill. Jobs that train is what she calls it. Career program with a skill or occupation that someone wants to learn – takes place on the job. Putting it back on the job. Shares in the pay for employees wanting to learn –could last 1 to 5 years.

Represents lots of business and career choices. There are a lot of registered businesses already in Iowa. Youth programs some start at 16 years old and finish with an Associates degree. This program is great for at-risk students. Aligns with many degrees. Would like to make RWIB aware of what is happening. WFD – has web links with a wealth of information on this program.

You will find a list of all employers that start this program. Statewide prison program that is getting great recognition and now statewide.

Grant coming out in September – Iowa is getting a lot of good publicity and press on Registered Apprenticeship. There is a big push on this and more coming. Works with many other organizations to make this happen. There are 8,000 apprentices and 2,000 employers in Iowa. It's an approved secondary program – also recruit veterans back to the state. GI benefits used. All of our employers let GI bill keep their money. Certification guaranteed. Iowa is one of three states picked to do a video promoting Registered Apprenticeship programs. Iowa is also #2 in the nation for new apprenticeship programs.

Beth Thompson noted that the driving force is Greer making this program so successful.

Don't hesitate to call the USDOL/Office of Apprenticeship office with questions. Costs nothing for businesses to start a program. Gives people a job and puts them on a pathway and skilled certification.

BOARD REPORTS

10. RWIB Chair Update – Les

Les attended conference in DC and noted new changes coming down for Workforce Development for 2016. Appreciates everyone attending the meetings. It's critical you are here to see all the changes and take them back to your communities to share especially with your Board of Supervisors.

• Youth Career Connect Grant – Dr. Wendy Mihm-Herold

Career planning for youth through Upper Explorerland. A career planning guide is in the works, but not finalized yet. Tool to design a career plan with students. Working with high school juniors, eight career coaches and 22 school districts. See a great commitment from school personnel. Want kids to be serious about the classes they are taking so hopefully numbers will increase.

• IowaWORKS Reports – Fern/Ron/Marla

Performance reports shared through the third quarter. Goal is to be state negotiations with WIA. Performance could bring in more dollars for Region 1. Adult performance exceeded measures. Dislocated workers are above all measures. Youth performance measures for employment placement rate above. Next meeting will have the final figures. Dubuque offering classes. Job fairs this quarter have been busy. Dubuque received \$100,000 and Decorah received \$50,000 in emergency grants for construction. This is an Apprenticeship grant for dislocated workers who have lost their jobs in construction only. Offering on the job training with a company, reimburse employer for six months of gross wages so there is an incentive to hire. Grant runs through September 2016 and hoping for renewal. Some layoffs at Exide in Manchester and the Telegraph Herald layoffs will take place. Worker information meetings have been held.

Kathy Anderson has left her position as Home Base Iowa Program Manager and they are currently looking to fill her position.

- ***Legislative Update – Ron/Fern/Marla***

Loecke shared the new member data for people who come through our office. These statistics are only for the month of June 2015. Will receive this report every month and will list all new people coming through the centers. This is mean to be a tool for members. Asked the board if they feel these statistics are helpful or not. Board members noted they do want to see these figures.

FLOOR ITEMS/CLOSURE

- ***Next Meeting – October 27, 2015 (in-person)***

Is schedule at Keystone AEA in Elkader, room C1

- **Adjournment**

With no further business actions to come before this board, there was a motion by Kubik, second by Gunderson, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:57 p.m.

For more information regarding this meeting, please contact Penny Ingles at Keystone Area Education Agency at 563-245-1480 or pingles@aeal.k12.ia.us. The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

Sue Larson
Keystone AEA