

**Region 1 Regional Workforce Investment Board (RWIB)
Chief Elected Officials (CEO) Board
Minutes for December 21, 2015, Conference Call**

Workforce Investment Board Present Les Askelson, Candace Drahn, Ron Koppes,
via Conference Call: David Gaylor, Vicki Rowland, Donna Boss, and
Jayme Kluesner

RWIB Absent: Rev Lonning, Ann Hart, Jim Vermazen, Dan
White, Ric Jones, Kathy Gunderson, and Carolyn
Scheidel

Chief Elected Officials Board Present Darrel Dolf, Dan Byrnes, Mark Kubik, Gary
via Conference Call: Bowden, John Anderson, and John Beard

CEO Board Absent: Roy Buol, Tom Hancock, and Doug Dabrowski

Others Present: Fern Rissman, Ron Axtell, Marla Loecke, Gisella
Aitken-Shadle, and Penny Ingles

CALL TO ORDER

RWIB Chair, Les Askelson, called the joint meeting of the RWIB/CEO Board to order at 4:35 p.m. on December 21, 2015. A voice roll call was taken. It was noted that a quorum was **not** present for RWIB, however, a quorum was present for the CEO Board.

BOARD DISCUSSION/ACTION

Consider Approval of Agenda: CEO–Motion Bowden, seconded Anderson to approve Agenda. Motion carried unanimously.

Approval of RWIB/CEO Board Minutes of October 27, 2015: CEO–Motion Anderson, seconded Bowden to approve the minutes. Motion carried unanimously.

Approval of Greg Newton training using transition funds: Fern and Ron discussed the upcoming Newton WIOA training on January 14, 2016 at a cost of \$3,360. It was noted that this training is tailored for front-line staff of partner agencies. (See the handout “Iowa WIOA Training Purposes and Agenda”) Fern shared the WIOA Transition Funds Budget/Expenditures. Motion Beard, seconded Anderson, to approve using transition funds for the Newton training. Motion carried unanimously.

DISCUSSION ITEMS

Fern reviewed the Mary Ann Lawrence training from December 4. She noted that she had visited with the state regarding the information shared from Lawrence. Fern outlined the Board Functions/Responsibilities (see handout Local Workforce Board Functions). First step is Developing a Local Plan.

FLOOR ITEMS/CLOSURE

- ***MOU Partner Meeting – January 12, 2016 (in-person)***
Schedule at Keystone AEA in Elkader, rooms D 5, 10:00 a.m.

- ***Next RWIB/CEO Meeting – January 19, 2016 (in-person)***

Schedule at Keystone AEA in Elkader, rooms D 2/3, 4:30 p.m. Will possibly be needing to meet monthly to work on Local Plan, MOU Draft, By-laws, and RFP.

- ***Adjournment***

With no further business actions to come before this board, motion Bowden, second Koppes, to adjourn. Motion carried unanimously. Meeting adjourned at 5:05 p.m.

For more information regarding this meeting, please contact Penny Ingles at Keystone Area Education Agency at 563-245-1480 or pingles@aea1.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.

Penny Ingles
Keystone AEA