

CHIEF ELECTED OFFICIALS/REGIONAL WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING MINUTES

JANUARY 17, 2017  
KIRKWOOD COMMUNITY COLLEGE  
CEDAR RAPIDS, IOWA

Executive Committee Members Present: Bob Yoder, Patty Manuel, Susie Weinacht (all by teleconference)

Staff: Carla Andorf, Carlos Vega, Scott Mather, Kim Becicka

The meeting was called to order by Chair Bob Yoder at 3:34 pm. The Executive Committee met quorum.

Bob Yoder asked everyone present to introduce themselves.

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

Discussion was held on the proposed board structure changes as a result of the rule changes under WIOA. Carla Andorf gave an overview of the handout that was developed by Ben Humphrey and discussed at our December meeting. We have been strongly encouraged to make the recommended changes to be in board compliance.

The composition of the new board would be:

- 50% business representation
- 20% workforce representation
- One-stop delivery partners: IVRS or IDB, Adult Education Provider, IWD
- Institution of higher education
- Economic organization
- Optional members

We must maintain general and political party balance; geographical balance is recommended. Discussion was held regarding the option to have 19 or 23 board members. If we chose 23, we could add a K-12 representative as an optional member. Bob Yoder asked for a motion to begin the process of transferring the Region 10 Workforce board to the new WIOA structure with a total of 23 voting members. M/S/C, Susie Weinacht, Patty Manuel, motion approved. We will continue this discussion at our January 26 meeting.

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

The meeting adjourned at 4:25 pm.

CHIEF ELECTED OFFICIALS/REGIONAL WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES

THURSDAY, DECEMBER 1, 2016  
IowaWORKS OFFICE  
CEDAR RAPIDS, IOWA

CEO Board Members Present: Don Frese, Joe Oswald, Justin Shields, Susie Weinacht

RWDB Board Members Present: Wayne Frauenholtz, Mary Gudenkauf, Kristy Lyman, Patty Manuel, Steve Olson, Shelley Parbs, Julie Perez, Mark Schneider, Susie Weinacht

RWDB Board Members Absent: Marcel Kielkucki, Patrick Loeffler, Kim Painter

RWDB Ex-Officio Members: Carmen Heck

STAFF: Carla Andorf, Liya Fitzpatrick, Scott Mather, Holly Mateer

GUESTS: Ben Humphrey

The meeting was called to order by Chair Patty Manuel at 10:03 am. The RWDB board met quorum. The CEO board did not meet quorum.

Patty Manuel asked everyone present to introduce themselves.

Patty Manuel asked for a motion to approve the agenda. M/S/C, Steve Olson, Don Frese, agenda approved.

Patty Manuel asked for a motion to approve the consent agenda. M/S/C, Julie Perez, Mark Schneider, motion approved.

Patty Manuel asked if there was any correspondence to share. There was none.

Patty Manuel asked if there were any member announcements. Mark Schneider asked that at a future board meeting we discuss working with persons with disabilities and if we should create a subcommittee for that area. Ben Humphrey remarked that information on forming a Disability Access Committee will be coming from the state. Holly Mateer could present at our next meeting. Carla Andorf shared that our region recently had a large layoff (over 450 employees) at IAC in Iowa City. We have eleven meetings scheduled to meet with the affected employees and will also be holding a job fair on December 7. Steve Olson discussed the MoneySmart program which concluded with 17 graduates.

Carla Andorf reviewed the WIA Training Provider application for Western Illinois University for their Supply Chain Management program. If approved, this will allow clients to receive WIA

funding for this program. Patty Manuel asked for a motion to approve the WIA Training Provider application. M/S/C, Julie Perez, Mark Schneider, motion approved.

Karen Friederich distributed the 2017 meeting schedule.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress. We hosted an apprentice awareness event in November. They recently met with representatives from the Financial Services/Insurance/Customer Service sector board on how to work more with IowaWORKS.

Carla Andorf reviewed the Grants Report. The financials and enrollments were reviewed for the GAP, KPACE and JRWA programs.

Liya Fitzpatrick and Carla Andorf reviewed the WIA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals.

Scott Mather reviewed the Region 10 Iowa Workforce Development report for September and October. This report reviewed registrations, job listings and unemployment insurance. Also highlighted were the recruiting events assisted by the Business Services team and information on the state apprenticeship grant.

The Adult Education/Literacy report which highlights their performance metrics for the program was shared.

Holly Mateer reviewed the Vocational-Rehabilitation report. In our region, we had 356 successful outcomes for our clients in FY16.

Ben Humphrey, attorney with Iowa Workforce Development, gave a presentation on the WIOA board structure and shared handouts on the proposed new composition of our board members. His suggestion was to look at recruiting new business members from chambers of commerce, sector boards, and the Employers Council of Iowa group. Carla Andorf proposed that our next steps would be to have a committee meet in January to review these guidelines and make a recommendation at our January meeting on how to proceed.

Patty Manuel asked for a motion to adjourn the meeting. M/S/C, Shelley Parbs, Don Frese, motion approved.

The meeting adjourned at 12:05 pm.

**Upcoming Meetings:**

RWDB, January 27, 2017, IowaWORKS