

**Region 9 Regional Workforce Development Board Meeting
October 4, 2016
West Davenport Center**

Welcome	Eugene Rome opened the meeting at 4:34 p.m.
Introductions	Board members present: Erika Cox, Joni Dittmer, John Tuthill, Jack Willey, Carlton Wills, Eugene Rome, David Arnold, Roberta Rosheim, Scott Schneider, Chad Pratz, Greg Aguilar, Greg Jenkins, Jeremy Ritchie CEO Members present: Jack Willey, John Steszewski, Brinson Kinser, Jeff Sorenson
Oaths of Office	Gene completed the Oaths of Office for the following new members: Greg Aguilar, Jeremy Ritchie, Greg Jenkins, Scott Schneider, and Chad Pratz
Approval of Agenda	RWDB: Erika motioned, and Roberta seconded to approve the agenda. Unanimously approved. CEO: Jeff motioned, and John seconded to approve the agenda. Unanimously approved.
Approval of June meeting minutes	RWDB: Erika motioned, and Dave seconded to approve the June meeting minutes. Unanimously approved. CEO: Brinson motioned, and Jeff seconded to approve the June minutes. Unanimously approved.
Confirmation vote for Executive Committee training program approvals	The following training provider applications were approved by the executive committee prior to the meeting. Mid-West Tech HVAC RWDB: Greg motioned, and John seconded to confirm executive approval. Unanimously approved. CEO: Jack motioned, and Jeff seconded to confirm executive committee approval. Unanimously approved. EICC Electrical Certification RWDB: John motioned, and Greg seconded to confirm executive committee approval. Unanimously approved. CEO: Jack motioned, and Jeff seconded to confirm executive committee approval. Unanimously approved. EICC Agriculture Management RWDB: Greg motioned, and Roberta seconded to confirm executive committee approval. Unanimously approved. CEO: Jack motioned, and Brinson seconded to confirm executive committee approval. Unanimously approved.

<p>Training Provider Review</p>	<p>RWDB: Roberta motioned, and Joni seconded approval of Rayz Barber College. Unanimously approved.</p> <p>CEO: Jack motioned, and Brinson seconded approval of Rayz Barber College. Unanimously approved.</p>
<p>Confirmation of CSP Modification regarding training limits</p>	<p>Paula explained that the reason the increase was requested was due to increased tuition costs, and the region’s current funding. At times when funding has been low, the board has approved a decrease so that more individuals could receive assistance. When funding levels are up, and the cost of training has increased steadily, raising the limit enables Title I to better assist participants and ensures that they are able to complete training. She also explained that a Financial Needs Determination is completed on all adults and dislocated workers to determine their unmet need once all financial aid, scholarships, and other resources are applied. Title I can only pay the unmet need, and it is often less than the limit set in the plan.</p> <p>RWDB: Joni motioned, and John seconded to confirm the executive committee’s approval of a CSP modification increasing the training limit for adults, youth, and dislocated workers.</p> <p>CEO: John motioned, and Brinson seconded voted to confirm the executive committee’s approval of the CSP modification increasing the training limit for adults, youth, and dislocated workers.</p>
<p>Ticket to Work Fiscal Agent</p>	<p>Paula shared that the region is submitting a letter to request that Eastern Iowa continue as the fiscal agent for the Ticket to Work program. The WIOA management team will be responsible for determining how Ticket to Work funds are used to support customers with disabilities in the region.</p>
<p>Board Staffing</p>	<p>Paula reminded the board that Karin Till has resigned her position as board staff, so the region is again in need of a staff person to provide support. The individual must be hired by the board, and cannot be associated with the Title I service provided (Eastern Iowa Community Colleges). Paula is going to check with state staff to determine whether the board might be able to utilize a new administrative assistant being hired by Title I through an employment agency.</p>
<p>County Team Reports</p>	<p>WIOA management team members shared updates on county teams. These teams have been established in Clinton, Jackson, and Muscatine counties to address workforce needs. Teams are made up of representatives from each WIOA entity (Title I, Wagner Peyser, Vocational Rehabilitation, Department for the Blind and Adult Education). In Clinton County, the team hosted its first event, a Mock Interview session. Nine employers participated, and 22 individuals attended the session. All counties continue to work on marketing materials. Clinton and Jackson Counties are now offering Basic Computer sessions.</p>

Vocational Rehabilitation Services Update	Chad told the board about a Construction Simulator they provided for high school students with disabilities. He also shared information about Project Search, which is a program that provides an opportunity for students with disabilities to work in area hospitals. The program currently has six students in Clinton and 8 in Bettendorf. Job coaching and an on-site teacher are provided. Davenport Schools would like to participate in 2017-2018.
Adult Education Update	Scott reported that registration is up 13% this program year with 538 enrolled. They have started an enhanced orientation program to increase retention. The program focuses on learning styles, personality, and brings in a new curriculum design. Classes will be grouped as social studies/English or science/math. In October, Adult Education kicked off a Student Success Store. Students will be able to earn points and purchase items in the store. The store will include donated items. Adult Education is in need of a new instructor in Maquoketa. The position is 7-10 hours per week.
IowaWORKS Update	Jeremy and Paula shared information about mock interview events in Davenport and Clinton, and the Veterans' Event. They also provided information on the POETS camp and Pre-Apprenticeship/Manufacturing boot camp. Mike told the group that the state will be hiring a statewide apprenticeship coordinator to help reach the goal of doubling the number of apprenticeships and apprentices in Iowa.
Transitioning to WIOA board structure	Jack shared progress that the CEO's have had in moving toward the WIOA board structure. In order to fully staff the board, we needed to add eight additional members. CEO's, along with our Economic Development members met to brainstorm individuals who would be good additions to the RWDB. Suggested individuals were then contacted. Three applications were received, leaving five openings. The CEO's will continue to work to meet this requirement in the coming months. Members are asked to forward any recommendations they might have. CEO's are striving to meeting the male/female, and political affiliation requirements, while keeping a good mix of county representation and sector representation.
Adjournment	Gene adjourned the meeting at 6:12 p.m.