

Regional Workforce Development Board
Chief Elected Officials
November 28th, 2016

The regular meeting of the Regional Workforce Development Board (RWDB) and Chief Elected Officials (CEO) was held on November 28th, 2016 at 5:00 p.m. in the Connections Room at the Burlington Workforce Center.

CALL TO ORDER

Hickey called the meeting to order at 5:00PM.

ATTENDEES

RWDB Members Present: Mike Hickey, Janet Fife-LaFrenz, Monica Dyar, Phil Hecht, Jacob Nye, Andy Ferguson, Karen Von Behren, and Dennis Duke

RWDB Members Absent: Ryan Drew, Sue Frice, Carolyn Farley, Ann Mellinger, Brian Blake, Michelle Mutchler, Cara Sanders, and Chad Palmer

CEO Present: Jim Cary and Rick Larkin,

CEO Absent: Paula Buckman and Gary See

Staff Present: Robert Ryan, Kollin Alfred, Miranda Brown, Teresa Garcia

Guests: Rachel Miller, Iowa Department for the Blind (IDB) and Kristina Martinez Adult Education and Literacy (AEL) Director

BOARD VACANCIES AND ATTENDANCE

Ryan reported that there is a new CEO vacancy to replace Paula Buckman. Ryan reported that there is still an open City Elected Official position and presented a list of city councils in Louisa County. The CEO's recommended that a letter be sent to the Mayor's in these towns.

Ryan reported that a new AEL director had been hired and that the new WIOA structure requires an AEL member. The CEO recommended Kristine Martinez to fill this board vacancy position.

Ryan reviewed the attendance policy stating that board members who miss three consecutive board meetings can be dismissed. Ryan will reach out to a board member who has reached this limit.

APPROVAL OF MINUTES

Fife-LaFrenz made the motion for the RWDB to approve the October minutes, seconded by Hecht, motion carried.

BOARD COMMITTEES

Hickey stated that board members should think about which committee they would be interested in serving on. Hickey also stated that the committee meetings could replace some of the board meetings.

RWDB ROLES

Ryan reviewed the 18 roles and expectations under the new WIOA Federal legislation for RWDB.

WIOA LOCAL UPDATE

Ryan reported that the year was 33% complete and current expenditures were Adult 34%, DW 19% and Youth 33%.

IWD UPDATE

A report was not given for unemployment rates or skilled Iowa but will be emailed to the board later in the week.

Ryan reported that the Annual Veterans Appreciation Luncheon was held on November 10th and was well attended. He also stated that the Apprenticeship Open House was held last week with several employers.

Ryan reported that the new IWD Deputy Director was Marvin Lynn.

LOCAL CUSTOMER SERVICE PLAN

Ryan reformatted the CSP and a copy will be sent out to the board.

ONE-STOP OPERATOR PROCUREMENT

Ryan informed the board that the procurement for the One-Stop Operator is due July 1st, 2017 and that guidance will be coming from the state in the next several months.

MEETING IN KEOKUK

A discussion was held to hold the January 23rd RWDB meeting in Keokuk at the new trailer.

OTHER BUSINESS

Ryan reported that the next legislative breakfast was in February 2017.

ADJOURNMENT

Nye made a motion to adjourn the meeting, seconded by Cary; the meeting was adjourned at 6:00PM.