

Regional Workforce Development Board Meeting

October 18, 2016

Minutes

RWDB Members in Attendance:

Martha Wick
Ed Miller
Ann Stocker
Justine Heffron
Richard Nichols
Becky Schmitz

CEO in attendance:

Neal Smith

Partners in Attendance:

Iowa Workforce Development – Christy Roush, Operations Manager

Indian Hills Community College in attendance: Jennifer Erdmann, Operations Manager, Lisa Stek, Administrative Aide and Noel Gordon, Department Chair of Learning Services.

Job Corp – Mark Douglas and Megan Yeager

IVRS – Kelli Hugo

Apprenticeship- Richard Madden

Martha Wick called the meeting to order.

- Approval of Agenda – Motion to approve Ann Stocker and second Ed Miller.
- Approval of Minutes – Motion to approve Justine Heffron and Ann Stocker.

Finance Committee Report – Ed reported that he, Dave Krutzfeldt and Jen had a phone conversation this morning to go over the finances. Everything seems to be on track but asked Jen if she would start providing the expenditures from this time last year to compare with where we are at now. We have received our 3 month and WIOA Carry-in funds as of today; we should be receiving our 9 month soon.

- Approval of Finance Committee Report – Motion to approve Becky Schmitz and second Justine Heffron.

New business/WIOA Update

- DOL visited/audited September 13th, we have not received a report back from them yet, there was one comment made that the RWIB Boards could not be grand-fathered into RWDB. We will wait until we receive the report on how to continue with the transition of the board.
- State Auditors were here for three weeks in September monitoring Indian Hills Community College and the WIOA program was selected to be reviewed by them also. We have not received a report back from them yet, but Martha Wick talked with Kala Mulder the Controller for Indian Hills Community College and she stated that they were quite pleased with the WOA program.
- Board appointments, Jen stated that she emailed Ben Humphrey again this morning about the board appointments that were turned in last June and one from a year ago and has not received any feedback from him as of today.
- Ottumwa Labor shed Analysis, Jen passed around a folder for each board member to review this report.

- Poverty Simulation- on October 13th the Iowa WORKS , IVRS and Job Corp participated in a Poverty Simulation at the Tom Arnold Net Center on the Indian Hills Community College campus. Martha stated she was a volunteer and it was enlightening to see what people go through to get assistance in their time of need. Kelli stated her staff really enjoyed the day, it was very much appreciated that Job Corp provided us with students to take part in the families with crisis's.
- Advanced Manufacturing Day was October 7th on the Indian Hills Community College campus; there were 375 students and 9 industries that participated at the event.
- Job Readiness Boot Camp sponsored by IowaWORKS and Goodwill Industries of Iowa was October 13th on the Job Corp campus for people with disabilities; there were over 200 that attended the workshops.
- National Apprenticeships Week is November 14-18th. We are having a job fair at Sigourney High School for students to learn about apprenticeships, Jeff Henderson, IHCC will be there to answer any questions students may have about the HVAC program for apprenticeships. We will also be having an ECI event for employers regarding apprenticeships. We still have the Apprenticeship Coordinator position so if you know anyone please have them go to the IHCC Web page and apply.
- Burlington English Licenses is a program we are thinking about buying for our office; it has career pathways and basic words for industries.
- The new negotiated rates for performance are in your packets along with PY15 Final Performance reports are out, we made 80% in all the negotiated areas and 90% in several of them.
- State Financial Monitoring is next week.

Youth Standing Committee Appointments- It was decided to table the approval of the appointments until we update the by-laws for the Youth Standing Committee. We can email the revised by-laws and appointments to the board members for approval at a later time

Partner Updates

Noel Gordon, Department Chair Learning Services- said that this is the first time that there has been a competition for the AEFLA grant funding, IHCC has always received the funding for Adult education program.

Mark Douglas, Director of Job Corp- announced that they have a registered CNA apprenticeship course, it was just approved recently. We are over capacity at Job Corp, we currently have 255 students on campus and 65 on a waiting list. We are working to have the capacity level raised to accommodate more students.

Richard Madden, Apprenticeship – Iowa currently has 455 apprenticeship programs established with over 4,000 students enrolled.

Kelli Hugo, Rehabilitation Supervisor, IVRS announced that they just received a grant through IHCC Career Academies to work with individuals with disabilities.

Youth Standing Committee Updates

I have in your packets the current list of members and the minutes from the last meeting, we had four individuals ask to attend our meeting to see if they could be an asset to the committee. We are in need of a schools counselor since Sara Swanson has changed careers and Keri VandenHeuvel has not been able to attend any meetings. Luann Eakins worked for IHCC High School programs before accepting her new position as Counselor for Pehn CSD, so she would like be added to the committee. Angelisa Fynaardt, Associate Administrator for Great

Prairie Area Education Agency asked if she could join the committee, her agency covers 15 counties of the 10 that we serve. Joan Garrett, Early Childhood Behavior Intervention Project Coordinator for GPAEA works with a lot of older youth she teaches parenting classes and assisting youth with any obstacles that may have in their life. Lindsay Anderson, Promise Jobs Counselor works with parenting youth and getting them to self-sufficiency. With so many resources in the meeting, business cards and emails were being passed around, by the end of the meeting they each filled out an application for the Youth Standing Committee. I handed out the Youth Resource Guide book and asked everyone to email me any corrections/additions so I could have new booklets ready for the December 8th meeting.

Annual Report – Jen stated that the annual report has not been sent out yet, will forward it on to the board once it is received.

Approval to adjourn meeting was made by Ann Stocker and second by Ed Miller.