

RWDB-CEO Joint Meeting Minutes

January 25, 2017

The Regional Workforce Development Board-Chief Elected Officials joint meeting was held in Looft Hall at Iowa Western Community College in Council Bluffs. In attendance were:

RWDB members: Bill Biede, Lori Shields, Kim Gee, Scott Robinson (via phone), Heidi Pringle-Bates (via phone), Lynda Cruickshank (via phone), Donna Crum (via phone), Jason Sherer and Jim Carroll

CEO members: Jim Richardson, Lonnie Mayberry (via phone), Walter Utman, Scott Belt for Marilyn Jo Drake

Others in attendance: Beth Winquist - IowaWORKS, Terri Amaral – IWCC, Shalimar Mazetis – IWCC, Mark Stanley – IWCC and Sally Prange IVRS

Members absent: RWDB members: Dennis Seivers, Dave Pedersen, and Lane Plugge; CEO-RWDB member: Randy Hickey; CEO members: Matt Walsh, Frank Waters and Roger Schmitz

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1. Call to Order and Introductions – Kim Gee
Kim called the meeting to order at 9:10. Scott Belt, Pottawattamie County Board of Supervisor introduced himself. He was sitting in for Marilyn Jo Drake. James Carroll introduced himself. James is a new Board member.
 2. New Board Members – Swearing In – Jim Richardson
James Carroll was appointed as a member of the Workforce Investment Board for Region 13 and was sworn in by Jim Richardson.
 3. Approval of the Minutes of the November 16, 2016 RWDB-CEO Meeting
 - a. A RWDB motion was made by Bill Biede, seconded by Lori Shields to approve the November 16, 2016 meeting minutes. Motion approved unanimously.
 - b. A CEO motion was made by Walter Utman, seconded by Roger Schmitz to approve the November 16, 2016 meeting minutes. Motion approved unanimously.
 4. Approval of the Agenda and Conflict of Interest Review
No potential conflicts of interest were noted for this meeting’s agenda.
 - a. A RWDB motion was made by Lori Shields, seconded by Heidi Pringle-Bates to approve the agenda. Motion approved unanimously.
 - b. A CEO motion was made by Jim Richardson, second

Financial Reports – Beth Winquist

Beth reviewed the financials. Pointed out the expenditure rate on some of the items. Dislocated worker dollars we may want to consider moving those dollars at the next meeting.

Mark Stanley said they would clean-up the financials.

An RWDB motion was made by Heidi Pringle-Bates, seconded by Donna Crum to approve the WIOA Financial Report. Motion Approved Unanimously.

5. Board Member Vacancies – Beth Winquist

Beth provided us with two documents (Guidance RWDB Membership Structure and Field Memo Role of RWDB) that will be our guide going forward when selecting membership. The new rules came out on November 19, 2016. Iowa wasn't adhering to Federal laws regarding the board.

At the next meeting, Beth will try to get someone from the state to come and discuss the new guidelines.

The State is considering allowing us to submit 1 applicant instead of the required minimum of 2. Also considering bypassing the Governor for approval.

Quorum – there were questions as to the percentage of members make up a quorum. Beth will do some research on this.

6. Director's Report – Beth Winquist

Beth pointed out some fiscal monitoring that will be going on. 1. Check stubs will be copied and put in the individual files; 2. A \$20 transportation expense will be implemented.

She suggested that the WIOA Admin budget be set at \$5,500 which will cover the Chamber, transportation and refreshments. No vote taken. Will table until the next meeting.

Renee Erbes will start working at Iowa Western Community College on January 30th.

7. Partner Report

a. Disability Access Committee – Sally Prange

Sally gave a presentation on a Disability Access Committee that is being created for each region by the State Workforce Development Board. The expectation is for regional committees to be formed and approved by February, with implementation in early spring. A handout on this topic was provided.

8. Economic Round Table

Walter Utman – Carryon is looking for workers.

Bill Biede – The YMCA building is looking good.

Scott Belt – Infrastructure in the area is still ongoing.

Shalimar Mazetis – On March 23rd at 9:30 a.m. there will be a Grand Opening for the Center of Excellence for Advanced Manufacture in Clarinda, Iowa.

Lori Shields – Handed out info on an event called Careerokit and the Educator Internship Program.

Kim Gee – Shenandoah passed a code limit for new buildings. Hamburg schools bond issue is coming up. They want to add to an elementary school.

Farragut school building sold and will be converted into housing.

Lynda Cruickshank – There's a drainage issue after the 2011 flood. Some legal issues with it.

9. Other Business

Terri Amaral handed out an updated report on the IWCC Adult Education & Literacy.

10. Adjournment

Bill made a motion to adjourn, seconded by Lori Shields. Motion passed unanimously. The meeting adjourned at 10:50.