

**Region 1 Regional Workforce Development Board (RWDB)
Chief Elected Officials (CEO) Board
Minutes for April 25, 2017**

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Workforce Development Board Present: Les Askelson, Ron Koppes, Donna Boss, and Carolyn Scheidel
Present Via Conference Call: Dan White, Ric Jones, Candace Drahn, David Gaylor, Kathy Gunderson, and Jayme Kluesner
RWDB Absent: Rev Lonning, Jim Vermazen, Ann Hart,
Chief Elected Officials Board Present: Darrel Dolf, Ray Peterson, and Pat Murray
CEO Board Absent: Dave Tilkes, Dave Baker, Jeff Madlom, John Beard, Dan Byrnes, and Roy Buol
Others Present: Fern Rissman, Ron Axtell, Marla Loecke, Jeannie Helling, Jamie Phipps,
Others Present Via Conference Call: Wendy Mihm-Herold, Steve Faulkner, and Ben Humphrey

CALL TO ORDER

RWDB Chair, Les Askelson, called the joint meeting of the RWDB/CEO Board to order at 4:33 p.m. A voice roll call was taken. It was noted that a quorum was present for RWDB, however no quorum was present for the CEO board.

BOARD DISCUSSION/ACTION

Consider Approval of Agenda: RWDB-Motion Boss, seconded Koppes, to approve agenda. Motion carried unanimously. CEO-No quorum.

Approval of RWDB/CEO Board Minutes for February 21, 2017: Motion Koppes, seconded Drahn, to approve minutes from 2/21/17 for RWDB only as CEO did not have quorum. Motion carried unanimously.

Approval of CEO Board Minutes for April 12, 2017: This item was tabled because CEO Board did not have quorum.

Swearing in of new RWDB Board members: With the change to WIOA, CORE members' applications to become voting members of the board were submitted to the Governor, and approved. Les gave the oath of office to new RWDB members: Ron Axtell, Fern Rissman, Marla Loecke, Jamie Phipps, and Jeanne Helling. Affidavits were signed and notarized.

Discussion and approval of RWDB Board member recruitment: Darrel discussed the applications the CEO Board had reviewed for membership to the RWDB Board. They are Mike Meyers, CEO Veterans Memorial Hospital, Waukon, Allamakee Co.; Josh Pope, Mayor of Elkader, Manager-Farm Fleet, Owner-J-N-J Pizza, Clayton Co.; Larry Lelifeld, Co-Owner & President, Geothermal Eco Options, Inc. Decorah, Howard Co. Since there was no quorum for the CEO Board, no action could be taken. The CEO Board will need to schedule a meeting at the end of May. Would like to have board filled by July 1, 2017, or would need to submit 2 nominations per vacancy instead of 1 nomination needed now. The need for 7 more nominations was discussed as follows: Chickasaw Co.-2; Fayette Co.-2 (Oelwein/West Union); Howard Co.-1; Winneshiek Co.-1; Dubuque Co.-1. Board was reminded that membership needs to be equal male/female, Republican/Democrat, and nominee must be CEO or have hiring/firing authority and to look for Demand Occupations.

Approval of RWDB Board Expenditures: Motion Koppes, seconded Boss, to approve the expenditures of \$1,215.40 with a balance of \$1,72.28. Motion carried unanimously.

Ben Humphrey noted that the case management system should be ready this week or early next week to go live late May to be in use by June 2018. This system will assist in consistency in reporting and collaboration. Humphrey also updated the board on funding situation. Discussion regarding Local Board by-laws followed. Ben will send a template to Ron/Fern/Marla.

BOARD REPORTS

WIOA Title 1 & 3 – IowaWORKS update: Fern, Ron, and Marla the report that included information regarding dislocated workers, center updates, expanded services, veterans service and other statistics. (See handouts)

WIOA Title 2 – NICC HSED update: Wendy Mihm-Herald shared that Gisella has been busy working on a grant and would not be available for giving the report.

WIOA Title 4 – Voc Rehab and Dept. of Blind: Jeanne and Jamie shared their report and discussed services that are being provided to persons with disabilities in Delaware/Clayton/ Dubuque counties. (see handout). Jeanne also shared a handout on the State Rehabilitation Council. Steve Faulkner introduced himself and shared his report for Winneshiek/Allamakee/Howard Counties.

Sector Board update: Wendy Mihm-Herald noted that there are 10 functioning Sector Boards and other information regarding the boards. She offered to reach out to those sector boards for interested parties for the RWDB nominations.

FLOOR ITEMS/CLOSURE

Next Meeting: Next meeting of the RWDB/CEO Boards was set for July 25, 2017, 4:30-6:30 p.m. at Keystone AEA Conference Center, Elkader, Iowa.

CEO Board set a meeting for Tuesday, May 23, 2017, 4:00 p.m. to look through applications/make nominations to send to Governor. CEO will possibly need to meet in June also.

If not able to attend in person, board members are encouraged to use the conference call option.

Adjournment: With no further business actions to come before this board, there was a motion by Boss, second by Scheidel, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:48 p.m.

For more information regarding this meeting, please contact Penny Ingles at Keystone Area Education Agency at 563-245-1480 or pingles@aea1.k12.ia.us. The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

Penny Ingles
Keystone AEA