

Region 14 Regional Workforce Development Board Meeting
IowaWORKS Center, 215 N Elm, Creston
Official Minutes, May 15, 2017

Call to Order – The meeting was called to order at 6:30 P.M.

Roll Call – Regional Workforce Development Board members present: Eula Dolecheck, Steve Gilbert, Karin Freml, Darla Helm, Ann Schlapia, Elizabeth Waigand, Don Keast, Wayne Pantini, Jason Cook, James Schendt, Lana McMann. Ex-Officio member present: Dave Homan. Absent were Fred Staats (excused), Katrina Fleharty (excused), Jolene Griffith (excused), Ronda Wishon (excused), Jane Briley, Judy Hodge, Dorene Rusk. **RWDB Quorum – Yes.**

County Elected Officials present: Bill Black (Clarke Co.), Dennis Brown (Union Co.), Paul Dykstra (Ringgold Co.), Steven Ratcliff (Montgomery Co.), Merlin Dixon (Adams Co.), Dave Homan (Adair Co.), Charles Ambrose (Taylor Co.), Dan Christensen (Decatur Co.). **CEO Quorum – Yes.**

Partners present: Ron Ludwig, MATURA; Mandi Claussen, Proteus. Billie Jo Greenwalt, SIRHA, was excused.

Guest present: Ben Humphries, Iowa Workforce Development Attorney.
WIOA/MATURA staff present: Larry Johnson, Sue McElwain.

Welcome to our new board members: Jason Cook, James Schendt, and Lana McMann.

Agenda – Charles made a motion to accept the agenda as sent. Eula seconded the motion. Motion passed unanimously.

Minutes – Eula made a motion to approve the minutes of the 3/20/17 meeting. Don seconded the motion. Motion passed unanimously.

Ben Humphries, IWD Attorney – Ben discussed what WIOA is and the role of the Boards. The Workforce Innovation and Opportunity Act (WIOA) helps job seekers and workers access employment, education, training, and support services to succeed in the labor market and matches employers with skilled workers they need to compete in the global economy. WIOA is the first legislative reform of the public workforce system in more than 15 years. Some highlights of WIOA includes aligning Federal investments to support job seekers and employers, strengthens governing boards, helps employers find skilled workers, aligns goals, fosters

regional collaboration to meet the needs of our region, targets workforce services to better serve job seekers, improves services to individuals with disabilities, improves access to services.

The RWDB Board will be the hub to direct Title I funds to align our efforts to meet our local needs.

Several initiatives will be rolling out in the next 18 months including trying to align Future Ready Iowa and WIOA, the Disability Access Committee, guidance for operations committees, a new legislative agenda that will impact how boards do business, a new case management system, review by-laws, CEO agreement, etc. Hope to have one stop certification completed by the end of the year. The Disability Access Committee will meet to make sure we are meeting the physical access requirements in our centers. They will identify barriers and create a plan to meet the ADA requirements.

Charles asked about the new case management system. Ben explained it will be a web based system. Customers will be able to register with IWD on-line. The system will identify which programs the customer is eligible for, identify career goals, develop an employment plan, it has a resume and cover letter tool, has pop up job openings, can send automatic letters, emails, and texts, has a business service module that can track job orders, has an employer portal to post job openings, has a finance/budget module, collects personal information for demographics to meet the State's reporting requirements, and more. Intake can be done in English and Spanish. It will include an Adult Ed/Literacy module. A module for the Dept for the Blind can be purchased also. This new system will allow common intake. It will have a responsive screen compatible with tablets, phones, etc. There will be more effective program administration and more one on one attention can be given to those coming in the door. In the future we may create virtual job fairs. Later on we will give demonstrations to folks and familiarize employers with the new system. It will probably go live next summer.

Budget Update – 83% of the year has elapsed and we have expended and obligated 69%. The national emergency grants did not get extended. The State is allowing us to carry-over 30%, instead of the initial 20%. We are in good shape.

State Fiscal Monitoring Update – The report is in the packet. There were no findings. There was a comment made about obtaining Board approval to set up a budget for RWDB expenditures, such as mileage. **Don made a motion to set up a budget of \$200.00 each fiscal year for RWDB expenses. Eula seconded the motion. Motion passed unanimously.**

Referral Process Outcomes - The Outcomes sheet is in the packets. It includes partner services from IowaWORKS, Voc Rehab, Adult Ed/Literacy, and Dept. for the Blind. This report also includes expenditures. Darla pointed out the AEL expenditures do not include staff time.

Youth Standing Committee Update – Eula Dolecheck – Eula met with Larry and Emily Ide, WIOA Youth Employment Specialist today. Their last Youth meeting was about a year ago. The name has changed from the YAC to the Youth Standing Committee. The youth program services 14-21 year olds. About 60 clients are enrolled now. This board will be reactivated and meet again in June. They work with youth with barriers to prepare them for jobs, secure housing, etc. 75% are out-of-school youth and 20% are in work based experimental learning. Eula has been on the youth committee for several years and has seen how the program has changed lives.

Partner Reports – Elizabeth Waigand – Handed out Iowa UI rates for March and compared them to UI rates from a year ago. Our UI rates are low right now. In the packet is a monthly summary of what's going on around the office. They are still teaching classes, but with the low unemployment rates, the focus has been on trying to connect job seekers with businesses. They are talking to K-12 students about the job market, registered apprenticeships, etc. The quarterly Report on Services to Veterans is in the packet. IowaWORKS as an office tries to coordinate quarterly events to honor veterans.

Adult Education Literacy – AEL Review – Darla Helm - Under Title II, the Iowa AEFLA grant application requires local boards to review all AEFLA applications submitted to the IDOE from eligible providers within the local area to determine whether the applications are consistent with their local plans. Upon completing this review, the local board must submit a recommendation to the Iowa Dept of Education that promotes alignment with the local plan. Billie Jo Greenwalt, Larry, Elizabeth and Darla have reviewed the applications and have submitted their responses to select a provider. Darla said they had a WIOA review from the Dept. of Education. The purpose was to assess the risk of non-compliance. Some comments have been implemented and some are still to come. She thought they got the most out of the technical assistance. They discussed how to move forward with WIOA. She feels it was worthwhile. There were no citations. The Dept. of Education recommended working with Ben to make sure the Board is in compliance, and we need to work on sector boards.

Upcoming: Sector Partner Meetings Development and Elect Chair/Vice Chairs

Requests for Agenda Items for Next Meeting on 7/17/17 – Send to Sue.

Adjournment – Eula made a motion to adjourn the meeting. Paul seconded the motion. Meeting adjourned at 7:20 P.M.