

MINUTES

Region 9 Regional Workforce Development Board/CEO Meeting

Tuesday, April 4, 2017, 4:30 p.m. to 6 p.m.

West Davenport Center, 2950 N. Fairmount, Davenport IA

Welcome	
Introductions	<p>Members in Attendance: Diana Gradert, John Tuthill, Jack Willey, Susan Zelnio, Adrienne Wheeler, Stacy Driscoll, Carlton Wills, Roberta Rosheim, Chad Pratz, Greg Aguilar, Dave Heiar, Greg Jenkins, Jeremy Ritchie</p> <p>CEO Members Present: Jack Willey, Tom Detterman, Brinson Kinser, Jeff Sorenson</p> <p>Title I Staff Present: Paula Arends, Melody Young</p> <p>Guests Present: Becky Allgood, Bridget Frisk</p>
Oaths of Office	<p>Diana completed Oaths of Office for Stacy Driscoll and Adrienne Wheeler.</p>
Approval of Agenda	<p>Jack motioned, and Jeff Sorenson seconded agenda approval for the CEO board. CEO's approved unanimously.</p> <p>John Tuthill moved, and Greg Aguilar seconded agenda approval for the RWDB. RWDB members approved unanimously.</p>
Approval of February meetings minutes	<p>Jack moved, and Tom Detterman seconded approval of the February minutes. CEO's approved unanimously.</p> <p>Susan Zelnio moved, and Greg Jenkins seconded approval of the February minutes for the RWDB. The board approved unanimously.</p>
Approval of March Executive Meeting Minutes	<p>Jack moved, and Tom Detterman seconded approval of the March Executive Committee meeting minutes. CEO's approved unanimously.</p> <p>Carlton motioned, and Greg Jenkins seconded approval by the RWDB. The motion was unanimously approved.</p>
Update on Adult Education Proposal Review Process	<p>Information from Scott Schneider regarding the adult education funding process was shared. For the first time this year, the Adult Education funding process will be open to competitive bidding. While funding applications have historically been submitted each year, the new process will establish a designated provider of adult education services for a three-year cycle. There are specific activities covered under the WIOA legislation, four of which are required activities and four that are optional. Funding levels will be determined based upon an entity's ability to provide identified services, the need for</p>

	<p>services in the region, and the number of regions who bid for each of the activities.</p> <p>Applications for funding are due on May 1. At that time, the board committee will have a fairly short turn around to access the applications, review them using an established rubric, and determine their alignment with the needs of the region. They will then forward a recommendation to the state department of education on their chosen provider. The DOE will then assemble a committee to score the applications and identify which programs and proposed activities will be funded and at what level.</p>
Disability Committee Update	<p>Chad shared with the group that the Disability Committee met. The first action of the committee will be an accessibility study of the IowaWORKS office. A representative of Vocational Rehabilitation will provide the study.</p> <p>Board members asked about the addition of other committee members as discussed at the February meeting. Jeremy shared that the committee had approached a Vet Rep counselor who is also a disabled individual, and he has an interest in being part of the group. Chad will also check with the individual recommended from Jackson County, and continue to seek out an individual with a disability for the committee.</p>
Youth Committee Membership	<p>Paula shared a list of individuals being recommended for the Youth Standing Committee. Board members sitting on this committee would include Michelle Wehr and Eugene Rome.</p> <p>Brinson motioned, and Jack seconded the proposed Youth Standing Committee members. All CEO's approved.</p> <p>Susan Zelnio motioned, and Roberta seconded to approved the Youth Standing Committee members. RWBD members approved unanimously.</p>
Transitioning to WIOA Board Structure	<p>Paula shared that the board still has two open business slots to fill. Also, Tim Koehler has resigned, leaving an additional slot. Jack talked with Lori Fey in Jackson County, and she may be interested. He asked Paula to follow up with details.</p> <p>The CEO board will continue to work toward a full WIOA board by June 30, 2017. Please send any recommendations to Paula or Jack for follow up.</p>
Wilton High School Project	<p>Becky Allgood shared information about a high school program in Wilton geared toward getting young people interested in the skilled trades. They would like to reach down to the junior high level as well, but are now focused only on the high school. Soft skills are also a major focus. The board had a lengthy discussion about the need for soft skills for youth, and the impact the lack of soft skills is having on the workforce.</p>

Davenport Teen Job Fair	Paula shared news coverage of the Davenport Teen Job Fair. IowaWORKS has been working with the city to provide this event. The fair will take place on April 13 at the River Center. In addition, the job fair will be used to promote work experience opportunities to teens and businesses. Under the new WIOA legislation, a portion of youth funds must be spent on experiential learning. Youth@Work is struggling to identify locations and enroll youth who are interested in working. Youth@Work can pay wages and provide workers compensation for youth for up to 19 hours per week for 26 weeks.
Adult Education Graduation and Pre-Graduation Event	Bridget shared information about the High School Equivalency graduation and pre-graduation event. The pre-graduation event focuses on services and post-secondary options for students who are completing their HSE.
Small Business Development Workshops	Jeremy shared information about a collaborative project with the Small Business Development Center. Workshops were provided in Jackson and Clinton County. Additional sessions are planned for Muscatine County. The workshops are designed to provide information for individuals who are considering starting their own business. All sessions were promoted to job seekers in each county.
WIOA Participant Success Story	Paula shared a video about a West Davenport High School Equivalency student who was recognized nationally for her work.
Adjournment	The meeting was adjourned at 5:50 p.m.