**Region 14 Regional Workforce Development Board Meeting**

**IowaWORKS Center, 215 N Elm, Creston**

**Official Minutes, July 17, 2017**

**Call to Order** – The meeting was called to order by Chairperson Jolene Griffith at 6:30 P.M.

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

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

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

WIOA/MATURA staff present: Larry Johnson, Sue McElwain.

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

**Minutes – Rod Shields wanted it noted in the minutes that he did not attend the May meeting. Charles made a motion to approve the minutes of the 5/15/17 meeting. Eula seconded the motion. Motion passed unanimously.**

**Partner Reports – Wagner Peyser-UI and State Reports** – Elizabeth reported that MATURA staff held a workout challenge event in partnership with Cross-fit. $400.00 was raised and donated to help pay for freedom flights to Washington for veterans. UI rates are low. Trying to think of out of the box ways to recruit job seekers to line them up with businesses. IWD is in the process of transitioning to a new computer system.

Larry – A smart board was purchased in collaboration with Darla Helm, SWCC AEL. We can use it for classes, it can go anywhere in the center, we can write on it, it is similar to a touch screen computer.

Elizabeth – They are in the process of self-assessments and are evaluating every program. State budgets are tight. They won’t know anything about the budget until after 9/1. Need to make sure people know what we do here is important.

Larry- The one-stop stats are in the packet. Would like to see more new members. Need to make people aware of other services we provide here such as interviewing, writing resumes, on-site training, etc. Need to advocate in the communities.

**Title I Report – PY17 Budget Update** – This just started 7/1/17. We took about a $40,000 hit going into this new year. The handout doesn’t show that because of our carry-over.

**PY16 Closing Budget** – Ended 6/30/17. 77% of the budget was expended. They made a late change saying we could carry-over 30%. We didn’t quite make that, but did carry-over as much as we could. This will help with our new budget.

**Referral Process Outcomes and Expenditures** – These are in the packet and are outcomes from combined services of IowaWORKS, Voc Rehab, Adult Education Literacy, and Dept. for the Blind. It includes expenditures for each agency.

**Adult Education Literacy** – Darla Helm – They just finished their end of fiscal year report. 371 students were served in their programs this year. Their Federal allocation will be cut 23%. This takes them back to 1997 levels. They also have State funding, which will be held harmless this year, but is scheduled for a 50% cut next program year. Their state funding is larger than their federal. They are writing a grant for the ESL program. They are applying for an Integrated Training Proposal. They are looking at apprenticeships, OJT’s, etc. Please advocate in your community. Jolene asked if the 50% cut is on top of the 23% cut? Darla said yes. The 23% cut is Federal and will be maintained for 3 years. Their roll-over funding will help. They are allowing more than the usual15% roll-over.

**Iowa Vocational Rehabilitation** – Dorene Rusk - VR’s waiting list is 2 months out. Their tuition assistance for students is being cut.

**Youth Standing Committee** – Eula – No report at this time. They will be meeting on 7/20/17.

**Disability Standing Committee** – Ron said an assessment of the building was concluded last fall. In response handicap parking spaces were designated, replaced some concrete, adjustments were made to the restrooms, modified restroom piping, added signage, etc.

Jolene mentioned the Business Services Dept of Greater Regional Medical Center has a new PCP machine. It can test lifting capabilities, grip, etc. This may be helpful to see if a person is ready to go back to work after an accident, for example. They can also test people on-site, can make ergonomics recommendations, etc. For more info, call 782-3518.

**Review of RWDB Bylaws** – Larry – The State would like the RWDB Bylaws to be more standardized. We emailed the proposed bylaws to board members today. Please review for discussion and possible approval at our next meeting.

**Election of Officers** – We elect a Chairperson and Vice Chairperson every year. **Eula made a motion to retain our current officers which are Jolene Griffith as Chairperson and Jane Briley as Vice Chairperson. Elizabeth seconded the motion. Motion passed unanimously.**

Elizabeth and the District Manager visited the Clarinda prison. Businesses have been contacting the prison for workers, providing transportation for employees. Clarinda is a minimum security facility. There is a worry about security. They have 800 inmates now and could soon be filled to capacity of 1000. We need conversations with the businesses on how to engage this population when they get out. We could provide workshops geared towards work, bring businesses inside to talk to the inmates, etc. Jolene pointed out DMACC partners with the women’s correctional facility in Mitchellville. Elizabeth said some correctional facilities have IWD staff housed there. Need to look at all populations.

**Requests for Agenda Items for Next Meeting on 9/18/17** – Send to Sue.

**Adjournment** – Charles made a motion to adjourn the meeting. Paul seconded the motion. Meeting adjourned at 7:05 P.M.