

# **RWDB-CEO Joint Meeting Minutes**

**May 24, 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: Lori Shields, Kim Gee, Dennis Seivers, Scott Robinson (via phone), Heidi Pringle-Bates and Jim Carroll

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

Others in attendance: Ivy Nielsen – WCCA, Terri Amaral – IWCC, Shalimar Mazetis – IWCC, Mark Stanley – IWCC, Randall McQueeney – IowaWorks, Renee Erbes – IowaWorks/IWCC, Starlyn Isaacson - IWCC and Vicki Corbin - Chamber

Members absent: RWDB members: Bill Biede, Dave Pedersen, Lynda Cruickshank, Donna Crum, Lane Plugge and Jason Sherer

CEO-RWDB member absent: Randy Hickey

CEO members absent: Walter Utman, 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.
  2. Approval of the Minutes of the March 22, 2017 RWDB/CEO Meeting
    - a. RWDB Action – Kim Gee  
A RWDB motion was made by Heidi Pringle-Bates, seconded by Dennis Seivers to approve the March 22, 2017 meeting minutes. Motion approved unanimously.
    - b. CEO Action – Jim Richardson  
A CEO motion was made by Walter Utman, seconded by Matt Walsh to approve the March 22, 2017 meeting minutes. Motion approved unanimously.
  3. Approval of the Minutes of the April 13, 2017 RWDB/CEO Special Conference Call Meeting
    - a. RWDB Action – Kim Gee  
A RWDB motion was made by Lori Shields, seconded by Dennis Seivers to approve the April 13, 2017 meeting minutes. Motion approved unanimously.
    - b. CEO Action – Jim Richardson  
A CEO motion was made by Walter Utman, seconded by Matt Walsh to approve the April 13, 2017 meeting minutes. Motion approved unanimously.
  4. Approval of the Agenda and Conflict of Interest Review  
Due to a member needing to leave the meeting early a RWDB motion was made by Lori Shields to move item # 14 – Select new CEO Chairperson to item #5, seconded by Heidi

Pringle-Bates. Motion approved unanimously.

Due to a member needing to leave the meeting early a CEO motion was made by Walter Utman to move item #14 – Select new CEO Chairperson to item #5, seconded by Matt Walsh. Motion approved unanimously.

No potential conflicts of interest were noted for this meeting's agenda.

5. Select New CEO Chairperson - CEOs

After a brief discussion Walter Utman made a motion to elect Randy Hickey as the new CEO Chairperson and Lonnie Mayberry as the Vice Chair, seconded by Matt Walsh. Motion approved unanimously.

6. Economic Development Round Table

Matt Walsh:

- Riverfront construction should start this summer. Condos will be built next summer.
- Working with the Federal Government to acquire land where the Western Historic Trails Center currently is located.
- Griffin Pipe – no update
- Cold Storage facility – the finance package is out for approval. No update on that. We do have a backup company if this financing doesn't go through.

Lori Shields:

- Pottawattamie County is now a certified Home Base Community. The certification signifies the county as a place welcoming military members returning to civilian life from service.
- The Chamber is currently searching for a new President/CEO.

Walter Ultman:

- Sullivan's broke ground

Randall McQueeney:

- The Home Base Iowa website ([www.homebaseiowa.gov/](http://www.homebaseiowa.gov/)) has been revamped
- Talked about the Future Ready Iowa website ([www.futurereadyiowa.gov/](http://www.futurereadyiowa.gov/))

Mark Stanley:

- Talked about the University of Iowa Entrepreneurship
- Talked about the PACE program

Renee Erbes:

- In Atlantic about 200 people were recently laid off.
- Job Fair was a success

Kim Gee:

- The water plant in Shenandoah opened up
- The ethanol plant is expanding
- Algae farm is going forward
- Eaton in Shenandoah is hiring
- SWIFT Fiber is laying more fiber in Shenandoah. Will take 2-3 years to complete

Scott Belt:

- Having some infrastructure issues

7. Financial Report – Renee Erbes

Renee went over the financial report. There's lots of grant money right now. Next year there won't be as many grants.

8. Sector Board Reports – Shalimar Mazetis, Starlyn Isaacson and Terry Bailey

Shalimar informed us that Starlyn will take over the healthcare and Shalimar and Terry will take over IT. With IT they focus Junior High and what type of careers are available in IT.

Starlyn talked about the Sector Board. They meet 4 times a year and currently there are 17 companies represented. Their website is [www.workforcealignment.com/](http://www.workforcealignment.com/).

9. Fiscal Year 2018 Budget – Renee Erbes and/or Mark Stanley

- a. Renee went over the 2018 budget. Will need to add the Chamber fee and meeting expenses to the budget.

Lori Shields made a motion to approve the budget with an amendment to add the Chamber fee, seconded by Heidi Pringle-Bates.

Budget motion was rescinded pending a conference call at a later date.

10. Partner Report

- a. Course Offering Changes – Matthew Mancuso

Matthew wasn't at the meeting so no information was provided

11. Board Terms Expired or Expiring – Lori Shields and/or Vicki Corbin

Vicki informed the group that we have 5 members whose term has expired or is expiring. I've sent emails to those members and am waiting to hear back from them. I contacted Shelly Evans, State Workforce Development on guidance on reelecting a member. Ben Humphrey go back to me letting me know that the member must meet the applicable WIOA membership criteria for a business representative and that the CEO Board will nominate the member to the Governor.

12. Work Experience Wage Rate – Renee Erbes

The current rate is \$8 and length of employment is 6 months. A company should know if

someone is going to work out after 2 months. Renee would like Board's guidance should the amount be more perhaps cap at \$11 and duration 2 months?  
This is an action item so will table for now.

13. Director's Report – Renee Erbes

Renee went over the handouts for unemployment rate.

599 new members used the center in March and there were 1,579 returning members.

VODEC had a successful reverse job fair.

14. Other Business

Randall McQueeney mention the state goal is to reduce minority unemployment. They are currently compiling data. More information to come.

15. Adjournment

Meeting adjourned at 11:15