

**REGION 7
CEO
MEETING MINUTES**

Thursday, August 21, 2017 – 2:30 p.m. – 3:30 p.m.

**Cedar Valley IowaWorks
3420 University Ave.
Waterloo, IA**

Chief Elected Official

Present

Greg Barnett
Harlyn Riekema, Chair
Linda Laylin
Ken Kammeyer, Vice Chair

Representing

Butler County Supervisor
Grundy County Supervisor
Black Hawk County Supervisor
Bremer County Supervisor

Other Category

Chris Hannan
Dustin Brocka
Mike Howell
Andy Trower

WIOA Title I, Workforce Development Director
WIOA Title I, Workforce Development Associate Director
Vocational Rehabilitation
WIOA Title III, Operations Manager

Absent

Clayton Ohrt
Sandy Jensen

Buchanan County Supervisor
Director of Urban Centers & Adult Literacy

Welcome

Harlyn Riekema, Chair, called the meeting to order at 2:30 PM.

Review and Action:

- Approval of CEO May 16, 2017 Minutes and August 27, 2011 Agenda

Linda Laylin made a motion to approve the minutes and Ken Kammeyer seconded. **All Approved.**

None Opposed. Motion Approved.

- Greg Barnett made a motion to approve the agenda and Ken Kammeyer seconded.

All Approved. None Opposed. Motion Approved.

Director's Announcements

- Workforce Staffing Updates

Chris Hannan reported that as of July 1st, the state of Iowa due to massive budget cuts at the state and federal levels has cut back on funding of the Welfare-To-Work program and as a result, the region has cut back on staffing. Also, the state of Iowa Department of Human Services provided contract that was \$2M less than the previous year. \$1.6M of this cut was absorbed by contractors of which Hawkeye Community College is one. The absorption resulted in loss of five full-time

employees (FTEs) among the 24 counties being served between Marshall Town, Mason City, Dubuque and Decorah. Some FTEs were transferred to other funding sources. These cuts create a bottle-neck in the WTW program due to less staff available to do the functions usually performed.

Mike Howell reported the Vocational Rehabilitation Services is down by two counsellors and a third leaving sometime this month but will be replaced. He also reported that a probationary assistant did not make probation and the Voc. Rehab. Services will therefore be replacing two assistant positions.

- Center Report

Title I report by Chris Hannan. Chris reminded those present to contact him or Dustin, his Assistant Director by email when there's knowledge or report of any businesses closing. The Dislocated Worker Job-Driven National Emergency Grant (JD-NEG) had a total invested funds by the feds as a pass-through to the local area increase from \$630,000 to \$804,000 in 18 months. The funds was directed to employers who were reimbursed wages from hiring dislocated workers or long-term unemployed, bought people tools, paid for childcare, paid mileage, send people to school. Chris also reported that the Sector Partnership grant (SP-NEG) that ran simultaneously with the JD-NEG ended June 30th and the state did not grant extension for the grant. Hawkeye did not spend any of that so lost \$350,000 but served 278 concurrent job seekers with the JD-NEG. Further report was on on-going old Trade activity for Terex, OcWen and John Deere. For Terex, Hawkeye was contracted to serve 50 dislocated workers and as of June 30th, 41 had been served. For OcWen, Hawkeye was contracted to serve 55 affected workers and have served 128 workers. The DEI Ticket-to-Work program information have also changed, in the last 12 months it generated \$178,000 in reimbursement through social security benefits which means there's been more people employed and the region has reached some milestone. The Young-Adult program served 40 young people ages 14-24 in the last year. Eight of those have been K-12 students and 16 graduated from high school or going through High School Completion program and they were placed at employers in the community to gain experience through the Work Experience Program (WEP). None of the 40 had recognized credentials.

Title III report by Andy Trower. Andy reported that there were two listening tours held in Waterloo and that due to the enormous outcome, there is another one coming up on October 4th, 2017 between 4:15 PM – 5:15 PM. Location is yet to be determined. Governor Reynold and Senator Joni Ernst are expected to be there. He implored everyone present to Save the Date for the Minority Hiring Initiative Listening Tour. Other reports include: one of the Business Services Representatives have been going to the schools working with the counselors. Also, Douglas Marshal- a Business Service representative is undergoing the Train the Trainer program for Offender Workforce Development Specialist Training in Indiana to help returning citizens integrate into the workforce.

Titles II report- Sandy Jensen was not present to report updates in the Adult Education Area.

Title IV report- No updates

- RWDB Resignations

Ken Kammeyer verbally gave his resignation from the board but not the CEO. He has converted his realtor's license to inactive and he wants to be considered a retired individual.

Chris Hannan stated that Crystal Buzza, new board member and CTE Director for the Waterloo Schools resigned from the school district on July 14th moving to Georgia and thus resigned from the board. Chris Hannan is working to replace her position with Crystal's replacement at Waterloo

Schools District. Danny Laudick is now on part-time status with the Greater Cedar Valley Alliance & Chamber and his resignation is anticipated.

Review & Act Items

- **Modification of RWDB By-laws**

This is officially notifying board members that there's a new bylaws document which is in compliance with the Department of Labor and IWD's requirement. The document is attached. Ken Kammeyer moved to approve the modified Bylaws and Greg Barnett seconded. **All Approved. None Opposed. Motion Approved.**

- **RWDB Appointments**

Chris presented the application of Jeff Frost, Crystal Buzza's replacement at the Waterloo Schools, to be appointed for the open position on the RWDB Board. Linda Laylin made the motion to approve the appointment and Greg Barnett seconded. **All Approved. None Opposed. Motion Approved.**

- **RWDB Budget**

In order to have a board budget on a yearly basis, there's need to transfer \$1,000 as a set-aside for board members to utilize for mileage and board expenses. If not used, the funds revert to the pool from which it was taken from. This transfer needs the board and the CEO approvals. Ken Kammeyer moved to approve the transfer of \$1,000 from the WIOA Admin Title I funds to Board Admin pool for fiscal year 2017-2018 and Greg Barnett seconded. **All Approved. None Opposed. Motion Approved.**

Informational Items

Chris had available handouts on the Unemployment Rates for Iowa Counties and Adult Education Demographics. Both are attached.

Scheduling Upcoming Meeting Date

- **CEO Full Meeting**

Adjournment

Ken Kammeyer moved to adjourn the meeting and Greg Barnett seconded. **All Approved. None Opposed. Motion Approved.** The meeting ended at 3:02 PM.

Respectfully submitted by,
Funmi Obitayo
