

Region 1 Regional Workforce Development Board (RWDB)
Chief Elected Officials (CEO) Board
Minutes for October 24, 2017
http://www.iowawdb.gov/r1_home

The Chair noted that pursuant to Iowa Code Section 21.8 the meeting was offered via teleconference (ZOOM) because it is impractical to hold a meeting with all persons present in person; all participants were able to hear one another.

Workforce Development Board Present: Les Askelson, Candace Drahn, Fern Rissman, Ron Axtell, Marla Loecke,
Present Via Zoom/Phone: Rev Lonning, Jim Vermazen, Dan White, Donna Boss, David Gaylor, Carolyn Scheidel, Jeannie Helling, Jamie Phipps, Gissella Aitken-Shadle, Tanya Tysland, Rhonda Kendrick, and Joan Funke
RWDB Absent: Ron Koppes, Kathy Gunderson, Michael Myers, Larry Leliefeld, Jennalee Pedretti, Josh Pope, and Jayme Kluesner
Chief Elected Officials Board Present: John Beard, Ray Peterson, and Pat Murray
Present Via Zoom/Phone: Dave Tilkes, Jeff Madlom, and Dan Byrnes
CEO Board Absent: Darrel Dolf, Dave Baker, and Roy Buol
Others Present: Rosie Thierer
Others Present Via Zoom/Phone: Ronee Slagle

PRESENTATION: Rosie Thierer, Executive Director, Iowa Department on Aging, spoke with the boards regarding what is offered for people 55 years and older. Department on Aging is part of WIOA under Title 1. There are three providers in Region 1: **AARP Foundation** serving Allamakee, Delaware, Dubuque, and Winneshiek Counties; **National Able Network** serving Allamakee, Chickasaw, Clayton, Fayette, Howard, and Winneshiek Counties, and **State of Iowa** serves Allamakee and Winneshiek Counties as well. Participants have a lifetime maximum of 48 months for training. See handouts for more information and contact information.

CALL TO ORDER

RWDB Chair, Les Askelson, called the joint meeting of the RWDB/CEO Board to order at 4:32 p.m. A voice roll call was taken. It was noted that a quorum was present for both boards.

BOARD DISCUSSION/ACTION

Consider Approval of Agenda: RWDB-Motion White, seconded Drahn, to approve agenda. Motion carried unanimously. CEO- Motion Murray, seconded Byrnes, to approve agenda. Motion carried unanimously.

Approval of RWDB Board Minutes for July 25, 2017: RWDB - Motion Boss, seconded White, to approve minutes from 7/25/17. Motion carried unanimously. CEO - Motion Murray, seconded Byrnes, to approve minutes from 7/25/17. Motion carried unanimously.

Review and Approval of RWDB board member: CEO members reviewed an application for RWDB member representing Fayette County – Craig Allen, Nursing Home Administrator, Grandview HealthCare Center, Oelwein. CEO- Motion Murray, seconded Peterson, to approve Craig Allen as new member. Motion carried unanimously.

Approval of the PY16 Annual Report: The boards reviewed the Annual Report Program Year 2016 for Region 1 – Dubuque/Decorah. Loecke made note of the success stories, particularly the Iowa Job Honor Awards honoree

Tonya Valley. RWDB- Motion Boss, seconded Drahn, to approve the Annual Report. Motion carried unanimously. CEO- Motion Madlom, seconded Peterson, to approve the Annual Report. Motion carried unanimously

Approval of RWDB/CEO By-Laws: Discussion followed regarding changes to the by-laws approved in July. The change was to remove the section regarding Operations Standing Committee as Core members meet monthly and submit reports. RWDB-Motion Drahn, seconded White, to approve by-laws with amendment discussed. Motion carried unanimously. CEO-Motion Baker, seconded Murray, to approve by-laws with amendment discussed . Motion carried unanimously.

Approval of UERPC as Fiscal Agent for SFY 16 Ticket to Work Funds : Motion Boss, seconded Drahn, to approve. Motion carried unanimously.

Review and Approval of Local Service Plan Modification: RWDB--Motion Boss, seconded Gunderson, to approve the modification as presented. Motion carried unanimously. CEO--Motion Murray, seconded Baker, to approve the modification as presented. Motion carried unanimously.

Review and Approval of One Stop Certification: Discussion followed regarding the One Stop Certification. Copies were shared with board members electronically. Axtell, Loecke, and Rissman discussed the one stop center in Dubuque and accessibility being the biggest issue. Not just physical accessibility but language and accommodations. This is due to the State by November 1 and Department of Labor by December 31. RWDB--Motion Drahn, seconded Boss, to approve the One Stop Certification. Motion carried unanimously. CEO--Motion Murray, seconded Madlom, to approve the One Stop Certification. Motion carried unanimously.

Modification to the Disability Access Committee: Helling shared changes to the Disability Access Committee. In the Leadership Structure--Nancy Steffensmeier, Secretary; In the Appointees--James Sigwarth/IowaWORKS, Lisa Farley/Promise Jobs, Helen Billmeyer, IVRS Counselor. RWDB--Motion Drahn, seconded Loecke, to approve the changes to DAC Members. Motion carried unanimously. CEO--Motion Baker, seconded Madlom, to approve the changes to DAC Members. Motion carried unanimously.

Modification to Local Service Plan: Discussion followed the modification to include State Negotiated Levels of Performance for PY 2016 and 2017 in the Local Service Plan. RWDB--Motion Boss, seconded White, to approve modification. Motion carried unanimously. CEO--Motion Murray, seconded Peterson, to approve the modification. Motion carried unanimously.

BOARD REPORTS

State Staff Update....: Not available

Open Discussion for board members of regional workforce needs: Rissman noted that this had been added to the agenda as an open forum for members to discuss needs, get helpful information, etc. Drahn noted that business/manufacturing was struggling with employment. They have a 60% turnover—hire 3/retain 1. Looking for suggestions to help this. Peterson noted the same thing in the construction area. Suggestions to explore Home Based Iowa Website and search resumes; possibly recruit from counties with higher unemployment percentage; explore not only people on unemployment, but people that have been out of the workforce and looking to return; possibly change the work schedule to accommodate working mothers; hiring retirees for less labor intensive jobs.

Disability Access Committee update: Helling discussed trying to start a focus group to identify people with disabilities access. Ninety invites were sent out with little/no response.

Youth Standing Committee update: The YSC met on October 20, 2017. New structure was discussed. Need for help to find new members as it is not limited to certain criteria. Looking for people to work with the board.

WIOA Core Partner Reports: Iowa WORKS report and IVRS report were sent electronically. Board members were encouraged to reference those reports and contact partners with questions.

FLOOR ITEMS/CLOSURE

Next Meeting: Next meeting of the RWDB/CEO Boards was set for January 23, 2018, 4:30 via ZOOM/Teleconference.

Adjournment: With no further business actions to come before this board, there was a motion by Baker, second by White, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:52 p.m.

For more information regarding this meeting, please contact Penny Ingles at Keystone Area Education Agency at 563-245-1480 or pingles@aea1.k12.ia.us. The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

Penny Ingles
Keystone AEA