

MINUTES
Region 9 Regional Workforce Development Board/CEO Meeting
Tuesday October 3, 2017, 4:30 to 6pm
West Davenport Center, 2950 N Fairmount, Davenport IA

Welcome	Diana opened the meeting at 4:40pm
Introductions	Members in Attendance: Diana Gradert, Jack Willey, Lori Bassow, Sondra Meyers, Sondra Meyers, Carlton Wills, Eugene Rome, Scott Schneider, Chad Pratz, Dave Heiar, Jeremy Ritchie, CEO Members in Attendance: Jack Willey, Brinson Kinzer, Jeff Sorensen Staff in Attendance: Paula Arends, Diana Gradert, Whitney Linnberg
Approval of the Agenda	CEO – Brinson motion 2 by Jack RWDB – Eugene motion 2 by Motion not carried due to no quorum
Approval of the August Minutes	RWDB – Chad motion 2 by CEO – Motion not carried due to no quorum
Training Provider Review – EICC Information Technology	CEO – RWDB – Eugene motion 2 by Motion not carried due to no quorum
Training Provider Review – EICC Social Work Associates Degree	CEO – Jack motioned 2 by Eugene RWDB – Chad motioned 2 by Eugene Motion not carried due to no quorum
Disability Committee	Chad Pratz provided updates on recommendations after review of IowaWorks building - No handicap van accessible parking spot, exit signs not clearly marked, handicap spaces not all within proper distance to the building, no handicap accessible entrance sign, no international symbol of accessibility displayed, Roosevelt Room does not have 5% of seating designated to or equipped for accessible seating, restrooms do not have clear space for accessibility and mirrors, grab bars, and coat hooks not at right height. Door knobs and locks in bathrooms need adjustment. Minor details that can be fixed easily. Questions regarding funding will require meetings with the landlord as changes are not all mandatory. Ticket to Work funds may also be an option and will be discussed.

	<p>Discussed the current lease expiring soon and possible extension of the lease. Questions regarding money being put into a building that IowaWorks may be leaving soon.</p>
<p>Youth Standing Committee Update</p>	<p>Paula provided updates – group focus is on youth with barriers. Initial meeting held to address the necessary community members, needs for meeting frequency and locations with best ways to serve all the counties. Committee will meet quarterly throughout the year. They will keep everyone and the board updated on new grants and initiatives in the community to serve this population.</p>
<p>Success Story – Title 1</p>	<p>Johnna Forbes provided updates – EICC employment and training counselor – shared update from a title 1 client.</p> <p>Jennifer is the client – wanted to get her medical assisting certification, she relocated from Mississippi. She was on unemployment; however it would not cover the entire length of the medical assisting program. Johnna tried to help apply with additional state benefits like FIP and SNAP, but not all were possible. She had several barriers but was successful in school, carrying a 4.0 at Kaplan. Client was an overall program success, completed on time and at top of her class, asked to speak at cap and gown ceremony.</p> <p>Ran into an issue with employment and losing her insurance and not having the coverage she would need to address her medical issues. She took a job at Iowa River Landing in Iowa City. Genesis then offered her a job that has allowed her vacation and benefits that she can be self-sufficient and no longer using the food pantries and other services.</p> <p>Jennifer’s story in her own words provided in a handout.</p> <p>Paula shared a story on an 18 year old student who has cystic fibrosis, who was able to attend a game at Kinnick Stadium and witnessed the wave first hand. She was interviewed on the news and is helping with clerical functions at EICC.</p>
<p>County Updates</p>	<p>Jeremy Ritchie and Paula shared that Scott county is working with 605 Main to arrange programs and Clinton county has reached out to also get involved. Excel 1 & 2 classes have been filling up</p>

	<p>and are doing well.</p> <p>Muscatine county is interested in internships</p> <p>Jackson county is working on OSHA workshops and employer workshops, supervisor alcohol and drug training can be provided at no cost.</p> <p>PROMISE JOBS caseloads are lowering but the focus on classes offered at IOWAWORKS are increasing. Employers are notified through regular business contacts; email job alerts, social media.</p>
<p>Updates on Satellite Offices</p>	<p>Jeremy shared that IOWAWORKS has an advisor that travels to areas that do not have a physical address to provide resume assistance and IOWAWORKS service. Pam Bisbee goes into Maquoketa, Clinton, and Muscatine. Information was provided in the meeting on the number of clients served in each month. Muscatine has moved Pam's physical location and has seen an increase in services and traffic.</p> <p>Clinton locations discussed that may allow for more traffic and clients, such as Operation New View.</p> <p>Discussion held on what IOWAWORKS is doing to increase cliental. Flyers and emails are sent out, Mark Holloway the Business Services Rep reaches out to local businesses. Pam has been on television to promote services. Ads and info cards have been run to IOWAWORKS clients in that area. Social media has been a successful marketing tool.</p>
<p>Quarter 1 CQI</p>	<p>District Meetings – Scott and Jeremy discussed that the reps from Regions 9, 10, and 16.... Go together to discuss best practices throughout the regions, to discuss legislative mandates, problem solve, and how to capitalize on these best practices.</p> <p>After the initial meeting the plan is to continue to meet to work on these things.</p> <p>Videos - Paula discussed that videos were created to address the needs of students and job seekers to discuss workplace skills. Mediacom provided the videos at no cost. They are featured at IOWAWORKS in the classes, in the IOWAWORKS waiting room, and at EICC. Business representatives from around the communities were included; Lori Bassow with Olympic Steel and Suan Zelino with Iowa 80 Group RWDB members participated.</p> <p>Discussion on whether these videos can be used</p>

	<p>for public service segments. Discussion on distribution through Jackson County Economic Development and other relationships that RWDB members have established.</p> <p>Super Sector Meeting – Paula presented - PACE requires local communities to have Sector Boards, which are like minded members of the community who collaborate to advance the needs of the causes relevant to their respective areas. Sector Boards are intended to be executive level representatives.</p> <p>Areas included nursing, IT, manufacturing. Sector boards are industry driven.</p> <p>An event is going to be held to share what different area sector boards are and will be doing. If interested in attending notify Paula and she can get you on the list.</p>
Adjournment	<p>Diana Adjourned</p> <p>Next Meeting December 5</p>