**IOWAWORKS – IOWA VALLEY – REGION 6**

**CHIEF ELECTED OFFICIALS AND REGIONAL WORKFORCE DEVELOPMENT BOARD MEETING**

**Wednesday, July 19, 2017 at 5:00 P.M.**

**Iowa*Works* Building, 2nd Floor**

**3405 S Center Street, Marshalltown, Iowa 50158**

**MINUTES**

**CEO Members**—Attended: Kendall Jordan (Chair), Diana Dawley and Steve Salasek. BJ Hoffman was absent.

**RWDB Members-** Attended: Joyce Lawler (Chair), Jim Hunt, Rachel Bly, Eric Evans, Cindy Litwiller, Brian Sokol, Robert Jeske, Kendall Jordan (CEO Chair), Arturo Sanchez, Jackie Gray and Lori Wildman. Absent- Heath Kellogg, Nancy Roethler(Vice Chair), Jon Nunez, Jason Schomer and Marty Hardon

**Others Present:** Ben Humphrey, Jackie Goodman, Mandi Claussen, Beth Severidt, Ronee Slagle and Neysa Hartzler

**A quorum was met for both the CEO meeting and the RWDB meeting.**

4:45 P.M. – Chief Elected Officials Meeting

1. **Call to Order- Ms. Joyce Lawler**
   1. Additions/Deletions to the Agenda
   2. Approval of the Agenda

CEO Action:

Motion by Dawley, second by Salasek, to approve the agenda as printed.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Hunt, second by Jeske, to approve the agenda as printed.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

1. **Correspondence and/or Visitors-Ms. Joyce Lawler**
   1. Public/Guests-
   2. Introductions- Mr. Ben Humphrey

1. **Economic Development Updates-**
   1. Tama County Update – Kendall Jordan

* Reported on an Iowa Premium Beef expansion
  1. Poweshiek County Update, Diana Dawley-Handout attached
* Education of Workforce-Priority to maintain the employers in Pow. Co.
* Grinnell Mutual Internships for high school seniors
* Career Discovery Day- For students not pursuing a 4-year post high school education. To learn about all the job opportunities available locally.
* Teaching Employees Cont. Ed-June 26-29th
* Business Retention and Expansion and Prospecting
* Marketing available sites
* Iowa Reinvestment Act
  1. Marshall County Update, Jackie Goodman
* Finish Rail Corridor Design

**3.4** Hardin County Update**-**Cindy Litwiller

* Dustin Ingram
* 3 Retail Businesses-Kwik Star, Dollar Tree, Sporting Goods store
* Assessment in Agriculture

1. **Partner Updates-Ms. Joyce Lawler**
   1. Regional Career and Technical Education Partnership-Ms. Lori Wildman

* Purpose- Districts don’t have trained personnel on staff
  1. Accessibility Standing Committee-Eric Evans
* Limelight Leaders Event, June 5th -Target 14-24 year olds to assist them in seeing their full potential, help with leadership skills, workplace readiness skills and practice for job interviews
* Meeting with Departments
* Group met and looked at building, adjustments and overhauls needed,
* meet once a quarter possibly by internet technologies-
* **Action to this item will be next meeting**
  1. Youth Standing Committee-Eric Evans
  2. Replacement for Jennifer Fuchs is Becky Hassett-Jennifer Goodman
  3. AEA 267 name change-Jackie Gray

The name will change from AEA 267 to Central Rivers AEA

**4.6** IowaWORKS report-Arturo Sanchez provided a handout. Handout attached.

**5.0  Discussion/ Information Items: Mr. Ben Humphrey**

**5.1** Draft Guidance on Potential Conflicts of Interest

**5.2** Draft Conflict of Interest Policy-Hope to submit final in November 2017

**5.3** CEO Agreements Guidance-Currently working on an agreement to allow CEO’s to appoint members rather than the Governor that meets MIA and 28E agreement requirements

**5.4** Local Board Bylaws Guidance-Working on being able to nominate 1 person rather that 2 people to as it is currently to the Board.

**5.5** Draft Template of Local Board Bylaws

**5.6** Memo One Stop Certification

**6.0 Action Items-Ms. Joyce Lawler**

**6.1** **Approval of Minutes (April 19, 2017)**

CEO Action:

Motion by Dawley, second by Salasek, to approve the April 19, 2017 minutes as written.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Hunt, second by Jeske, to approve the April 19, 2017 minutes as written.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

**6.2 Approval of Minutes (June 26, 2017, conference call)**

CEO Action:

Motion by Dawley, second by Salasek, to approve the June 26, 2017 conference call minutes as written.

Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Hunt, second by Litwiller, to approve the June 26, 2017 conference call minutes as written.

Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_\_

**6.3 One Stop Certification-Ms. Joyce Lawler**

CEO Action:

Motion by Dawley, second by Jordan, to table the One Stop Certification.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Jeske, second by Litwiller, to table the One Stop

Certification.

Roll Call Vote: Ayes\_\_X\_\_\_ Nays\_\_\_\_\_

**7.0 Schedule for Future Meetings**

Future RWDB/CEO meetings will be held quarterly – January, April, July and October. The meetings will be held at 5:00 p.m. on the 3rd Wednesday of these months. Next meeting will be October, 18th, 2017.

**8.0 Adjournment**

The meeting was adjourned at 6:35 p.m.

Submitted by Lisa R. Gassman

Board Secretary