

V. Approval of Minutes –
a. September 14, 2017 –

- i. RWDB** – Tom Grau made the motion to approve, Seconded by Dan Dewall. Motion passed unanimously.
- ii. CEOs** - David Lee made the motion to approve, Seconded by Mike Cooper. Motion passed unanimously.

VI. Open Issues

- a. Board Transition Update** – Nate Krause will be taking the oath of office and is filling the last business representative position. The last two open positions have been submitted and are pending approval. Once those are approved, the board will be fully compliant.
- b. Fiscal Update – Melissa Vorrie** – see handout. Dislocated worker carry over has been spent and now working on 9 month money. Adult still has some carryover but looking to be spent by December. All money is on track to be spent by July. State funded Pace & GAP – all money needs to be spent by July. Accomplishing this by offering more tuition assistance, new programs and advertising.

VII. New Business

- a. Physical Accessibility Report (Fort Dodge)** – Most things are accessible. Minor fixes like replacing a sign, move hooks, toilet flush on wrong side, move a table to meet guidelines. See handout.
 - i. RWDB Approval** – Dan DeWall made the motion to approve the report, Seconded by Nancy Webb. Each RWDB member in attendance voted to accept. Motion passed unanimously.
- b. Physical Accessibility Report (Webster City)** - Again, most things are accessible. Minor fixes like parking needs marked, signed raised, landlord upkeep like filling a crack. See handout.
 - i. RWDB Approval** – Lynn Dryer made the motion to approve the report, Seconded by Kyle Bangert. Each RWDB member in attendance voted to accept. Motion passed unanimously.
- c. Focus Group** - 5 individuals committed to attend the focus group with 3 actually attending and 2 providing additional feedback. They shared their experiences with utilizing the center reporting appreciation for staff effort and attention getting to them and then directing to services. Would like to see a peer to peer network established. See handout.
 - i. RWDB Approval** – Kyle Bangert made the motion to approve the report, Seconded by Ann Waynar. Each RWDB member in attendance voted to accept. Motion passed unanimously.
- d. One Stop Certification** – Struggled to understand what was actually being asked in the certification questions. A lot of staff of cross over programs. Wanting yes/no answers with no place for comments to describe unique situations. Overall it was a good representation of what a One Stop does and areas to improve. See handout.
 - i. RWDB Approval** - Nancy Webb made the motion to approve the report, Seconded by Dan DeWall. Each RWDB member in attendance voted to accept. Motion passed unanimously.
- e. DOL Monitoring Report/One Stop Operator – Ben Humphrey** - DOL conducted formal review of Fort Dodge Center. Specific findings with required actions report was sent out to the boards. One finding was that there are too many local areas. Iowa has limited funds, 15 regions and those funds are being spread too thin. Directive was given to conduct a review and realign services. The state board elected to form a realignment committee. The result is going to be less local areas and this board will work to find the best way to balance the needs and meet all requirements. Need board input. A survey tool will be set up and sent out to facilitate getting feedback back to Ben.

VIII. Core Partner Updates

- a. **Title I – Adult, DW, Youth** – Teresa reported. She is now fully staffed. Had a drop in numbers due to students moving into post programs and not able to take referrals during transition of hiring new staff. Will be able to take those again. United Way donated \$15,000.00 to be used for meeting participant needs & program costs that other funds cannot be used for.
- b. **Title II – Adult Ed** - Ann reported. IMAP has started and is successfully running. Completed first class. Students get basic manufacturing skills that can go back to the employer.
- c. **Title III – Wagner Peyser** – Sara Reported. See handout regarding unemployment numbers for the regions. Region 5 counties are trending downward and are lower than the state average. Had National Manufacturing Day activities in October, job fair focused on hiring veterans at the National Guard in November as well as staff attending various veterans appreciation day activities. National Apprenticeship week was also represented focusing on promoting apprenticeships to businesses. Rapid response meetings for JC Penney, AmeriHealth Caritas, DuPont and Jack Link.
- d. **Title IV – Vocational Rehabilitation** – Lori gave report during discussion of disability access survey and focus group. She will email statistics specifically focusing on VR successful closures, number of JCs being served, number of high school students being served etc. .

IX. Career Navigator Success – guest speaker shared her success story. She utilized the Gateway Program, achieved HiSet, took college courses and is now getting ready to take her finals. If not for PACE she would not have gone to college or done as well as she has. She is going to school to become a substance abuse counselor.

X. Board Committee Updates – Met in October, Kyle Bangert agreed to serve on the board as a business representative. Reviewed tasks under WIOA with a potential focus group of 14-24 year old participants.

XI. County & Additional Partner Updates- None in attendance

XII. Public Comments – No public attendance

XIII. Adjournment - Lynn Dreyer made the motion to adjourn, seconded by Ann Waynar, motion unanimously approved for the RWDB. David Lee made the motion to adjourn, seconded by Clarence Siepker, motion unanimously approved by the CEO's. Meeting was adjourned at 4:55 p.m.