

DRAFT MINUTES – PENDING APPROVAL
Region 5 WORKFORCE DEVELOPMENT BOARD
(RWDB)
CHIEF ELECTED OFFICIALS
(CEO’S)
Tuesday, March 20, 2018
3:00 p.m.
IowaWORKS
Three Triton Circle
Fort Dodge, IA 50501

RWDB in attendance:	Kyle Bangert Tom Grau Larry McBain Alison O’Brion Nancy Webb	Daniel DeWall Dan Kinney Shawn Morgan Ann Waynar
RWDB in attendance via phone:	Jane Hambleton	Sarah Messerly
RWDB absent:	Lynn Dreyer Julie Geopfert Jon Perrin Moly Varangkounh	Pat Essing Lori Kolbeck Tom Salvatore
CEO’s in attendance:	Doug Bailey Rick Rasmussen	David Lee Clarence Siepker
CEO’s absent:	Nick Carlson	Mike Cooper
Guests in attendance:	Michelle Hammersland Teresa Larson-White Melissa Vorrie	Shelly Blunk Jessica Badding Tony Finn
Guests in attendance via phone:	Diane Barry	Ben Humphrey

I. Call the Meeting to Order

RWDB Chairperson Larry McBain called the regular meeting of the Region 5 RWDB/CEO to order on March 20, 2018 @ 3:02 p.m. in the IowaWORKS office, Three Triton Circle, Fort Dodge, Iowa.

II. Roll call for RWDB and CEO, Introduction of Guests – each person introduced themselves and their position or relationship to the board. Quorum was met for both RWDB and CEOs.

III. Oath of Office Alison O’Brion – Alison took the oath of office and was sworn in as a voting member of the RWDB.

IV. Approval of Agenda –

- a. RWDB** – Dan DeWall made the motion to approve, Seconded by Nancy Webb. Motion passed unanimously.
- b. CEO** – Clarence Siepker made the motion to approve, Seconded by David Lee. Motion passed unanimously.

V. Approval of Minutes –

a. December 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 Rick Rasmussen. Motion passed unanimously.

VI. Open Issues

- a. **Board Transition Update** – Nate Krause has withdrawn his application to become an RWDB member having accepted a new job and moving out of state. Shawn Morgan is filling the spot of registered apprenticeship. Renae Kruckenberg has submitted her application. Once approved, all positions on the board will be filled.
- b. **Fiscal Update – Melissa Vorrie** – On track for spending. \$30,000 must be spent by 9-30-18 All funds will be used up through salaries, expenses and tuition. All obligations have been met.

VII. New Business

- a. **Addition of Veterans Priority of Service to Local Service Plan** – See handout. Document outlining the addition of rules that if there is a waiting list for services, veterans will be moved to the top.
 - i. **RWDB** – Dan Kinney made the motion to approve, Seconded by Nancy Webb. Motion passed unanimously.
 - ii. **CEOs** – Rick Rasmussen made the motion to approve, Seconded by David Lee. Motion passed unanimously
- b. **SCSEP – Rosie Thierer** – Presented on Senior Community Service Employment Program – see handout. They are a required partner. Participants must be 55 years old or older at time of application. They do job training at host agencies with the goal of exiting them for employment. Maximum length of participation is 48 months but this does not have to be consecutive months.
- c. **DOL Response Letter/Realignment of State – Ben Humphrey** – in September of 2017 DOL reviewed the IWD System and issued a guidance on change. State Board formed a realignment committee who reached a consensus on the new framework. See handout. The local board structure that has been being developed is no longer the focus DOL changed direction and wants to develop an advisory committee instead. Hoping members can continue to serve in some capacity to continue providing best service and avoid catastrophic impact. Do not foresee that DOL requirements will change unless federal regulations change and they are not issuing any waivers. Noted that most areas only have one Title 1 provider for youth and adult. Only regions 5 & 11 have it separated out. Need to look at if this is how we want it to continue. There would be a cost savings to combining them. Questions that were asked:
 - i. **Where did the budget numbers come from for board support?** One Full Time Equivalent is equal to \$100,000.00 average salary in Iowa.
 - ii. **How will advisory boards be effective with this realignment?** Required board to establish advisory committee for service delivery area. Conduct oversight and provide feedback. Advisory committee would have less involvement with the budget. Could keep the same board members as advisors.
 - iii. **How are business & employment needs going to be represented with only 2 regions? Smaller areas don't have the same needs as larger areas, Northwest Iowa needs are different than Southwest Iowa needs.** Local plan requirements identify needs, advisory committee responsible to report needs to local area board. Potentially allows more flexibility for more employer and stakeholder involvement. Develop strategies to meet local needs.
 - iv. **How will the realignment effect other titles?** They won't be spread as thin. Demands will be less. Still have to work together as partners. Still be advisors on the committee. Less strain of government function. Focus more on providing services.
 - v. **How will the local plans & processes look?** Workforce board will still be intact. Still have diverse representation. Larger boards will meet WIOA requirements & maintain local representation. Members from committees will serve on larger local board.
 - vi. **What is the timeline for this process to be fully completed?** Hoping by October 1, 2019. Will begin transition over this summer (2018). Want the local boards to decide who the providers are.

- vii. **Were benchmarks done with other states?** Yes, Illinois and Nebraska were reviewed. Felt that Nebraska structure was closest to Iowa. Looked at required factors and used statutory formulas for funds distribution per territory.
 - viii. **How do we maintain quality of service?** Proposed that advisory committees for regions will be created and report back to local area boards.
 - ix. **Any proposed map layouts looking better than others?** At this time still looking at all options with a possible decision in May. Planning to not close any one stop offices with the exception of some changes to the Webster City office.
 - x. **What should we do now?** Look at and review what has been distributed and provide feedback. Consider if people will serve on advisory committee and new local board. Deadline for feedback is May 4th.
- d. **I-MAP Class – Tony Finn** – Integrated Advanced Manufacturing Program – currently in its 3rd session. Sessions run 7-9 weeks with a participants receiving a certification upon successful completion. Supported by PACE/GAP and Adult Ed. Offer manufacturing based support for participants as well as work place readiness and work skills for manufacturing.

VIII. Core Partner Updates

- a. **Title I – Adult, DW** – Melissa Vorrie reported – see handout. A Facebook page has been created – careernavigators@ICCC. There is a student spotlight feature. A basic safety class is coming up as well.
- b. **Youth** – Theresa Larson-White reported – success story, had a youth since he was 15 years old and is now graduated, working full-time and is a member of the ARMY Reserves.
- c. **Title II – Adult Ed** - Ann Waynar reported – the I-MAP class is connected to the grant and Tony had a big part in making that happen. They are working more closely with PACE and connecting students to resources.
- d. **Title III – Wagner Peyser** – Sarah Messerly reported - see newsletter - hired Shannon Wirtz who is ½ time a Vet Rep and ½ time Promise Jobs.
- e. **Title IV – Vocational Rehabilitation** – Michelle reported – open counselor position has been posted. Jessica Badding reported for IDB – 8 week camp coming up and April retreat will feature an escape room

IX. **Success Story** – IVRS – Michelle reported on a recent VR success story. See newsletter. Link also on DesMoinesRegister.com. Job Candidate who was in her last term of pursuing teaching degree and suddenly became deaf. Explored essential function of her job and barriers and VR was able to purchase a hearing system. She was hired as a 6th grade special education teacher for Fort Dodge Schools.

X. Board Committee Updates –

- a. **Youth Standing Committee** – Theresa Larson-White reported – met on January 25th and she was back down to no staff at that time. As of this date, she is fully staffed again with a full-time YEP employee and a ½ time behavioral health and ½ time YEP employee. Have been participating in youth forum to get ideas on how to get youth to communicate their needs to better serve them.
- b. **Disability Committee** – Committee is meeting on March 26th.

XI. County & Additional Partner Updates- None

XII. **Public Comments** – Rosie Thierer stated that she sits on the realignment board and wanted to have discussion and hear concerns from local board regarding the realignment. Concerns were: losing local control

equals losing quality, time constraints on board members who have to travel, how will communication flow, needs are very different in different areas, employers feel the current board is working and are in tune to what they need developing programs to help plan for the future. Rosie suggested that a Best Practices of a Board be created and submitted. Melissa Vorrie will assist with getting these developed and submitted.

XIII. Adjournment –

a. RWDB – Dan Kinney made the motion to approve, Seconded by Nancy Webb. Motion passed unanimously.

Meeting was adjourned at 5:08 p.m.