



# Iowa Region 3 & 4

## ***CEO - RWDB***

*RWDB Chair: Janet Dykstra*

*CEO Chair: Dale Arends*

Region 3 & 4 Chief Elected Official Board and  
Regional Workforce Development Board Combined Meeting

**Thursday, May 24, 2018**

**9:30 a.m. to 11:30 a.m.**

**Governmental Services Center, 217 West 5<sup>th</sup> Street, Spencer  
Room B**

**RWDB Members Present:** Reva Arends, Mike Carlson, Janet Dykstra, Linda Gray, Kristin Hanson, Rhonda Jager-Pippy, Tim Kinnetz, Lori Kolbeck, Janet Leifeld, Diane Nelsen, Mike Schulte, Ranae Sipma, Carrie Turnquist, Kenneth Vande Brake, Benjamin VanDonge

**RWDB Members Absent:** Jason Anderson, Lee Beem, Steven Bomgaars, Susan Golwitzer, Kiley Miller, Vernon Nelson, Scott Rettey, Dave Swanson, Gregory Ver Steeg

**CEO Members Present:** Barry Anderson, Dale Arends, Pam Jordan, Arlyn Kleinwolterink, Merle Koedam, Mike Schulte, Tim Schumacher, John Steensma, Pam Wymore

**CEO Absent:** Roger Faulstick

1. Call to Order  
Janet called the meeting to order at 9:32am
2. Introduction of Members, State Staff and Guests
3. Welcome
4. Agenda Review
5. Approval of March 22, 2018 Meeting Minutes
  - a. RWDB Vote – Motion Ken VandeBrake, Mike Schulte second - approved
  - b. CEO Vote – Motion Mike Schulte, Barry Anderson second – approved
6. WIOA Core Partner Update – Adult Education and Literacy, Iowa Dept. for the Blind, Iowa Vocational Rehabilitation  
Lori updated via phone – Putting together integrated services team with a member from each of the partners. Looking at it systematically and making sure that we have all the pieces in place. Working on developing core marketing materials, talking points to ensure all staff are on the same page, goals and outcomes for what we want the team to accomplish, etc. Team is designed so that all members know what all the other members do, and reach out to businesses in a cohesive manner.  
Val – Michelle Krefft, IVRS business marketing specialist came and met with the group to help strategize how to move forward collaboratively. We all work with businesses as core partners, and we want to represent a cohesive vision as a team. Initial visits will be about learning about each business and understanding what their challenges and needs might be. Follow-up will be more about how we can help and fill gaps.

7. Regional Sector Board Update (Jason, Jolene)  
Neither Jason nor Jolene were able to attend. Val updated: Regional Sector board that Jolene is facilitating from the Iowa Lakes Region has a meeting again this afternoon. They are moving forward with doing a manufacturing day in October where all those businesses will work together to have open houses on the same day to welcome people into their facilities. Can be an opportunity to advertise job openings and attract new people to those companies. Sector board is also discussing housing challenges and what they might be able to do to better the housing situations in those communities. They have been talking with local landlords to advertise the landlord's housing availability to employees at these manufacturing facilities. Core partners have been involved in the sector board operating out of Corridor region.
8. Oath of Office Region 3-4 RWDB Members - Adult Education and Literacy and City Elected Janet Leifeld and Steve Bomgaars
  - a. CEO Chair –Janet Leifeld is with Adult Education and Literacy at ILCC. She gave a brief history of her background. Dale gave the oath of office to Janet and the group welcomed her. Steve Bomgaars was unable to attend due to coaching a golf team at state competition. Oath provided to Steve at a later date.
9. Update and Discussion of Realignment Committee meetings – Pam Jordan, Pam Wymore  
Pam Jordan and Pam Wymore gave an update. Few people on realignment conference calls, maybe less than 10. There is a group from Kirkwood College who had drafted some different realignment options based on cost. They argued that the cost projected in the two-region scenario was not realistic. It was emphasized that it will be the CEOs who have the decision making power from the department of labor, not this state committee. A two-region system would make us the fewest region state in the Midwest. It contradicts the Future Ready Iowa goals. Transportation is a critical factor in Iowa, and vast geographic regions would be inconsistent with those Future Ready Iowa goals. Both Pam's attended local meetings that shared statistics about the workforce needs in Iowa – lot of available jobs that will require either a certificate, diploma, or degree.  
  
Val – hearing that next meeting in June 8. Agenda hasn't been published yet. Pam Jordan and Pam Wymore will be in attendance at this meeting.  
  
Pam Wymore – we aren't all alike throughout the state of Iowa, different areas have different needs. Group thanked both Pam Jordan and Pam Wymore for their work on this group.  
  
A few members have spoken to the governor about this issue at recent functions.
10. Report on Association of Iowa Workforce Partners (AIWP) Annual Conference - Reva and Diane  
Reva and Diane gave an update on the AIWP Conference. Diane estimated around 40 people weren't able to attend due to the snowy weather. It was a good conference, with a lot of discussion on youth and immigration, and apprenticeships and talking about them more in our school systems. They felt the sessions were very informative and practical. These included sessions on our own biases and how we participate in racism without even thinking about it. It was very interesting to see the interaction between participants in the room. Diane was a presenter at the conference.
11. Region 3-4 Workforce Plan Modification – RWDB Funds  
See page 8 of your packets.
  - a. RWDB Vote – Motion Rhonda Jager-Pippy, Ken Vande Brake second. Approved
  - b. CEO Vote Motion Arlyn Kleinwolterink, Tim Schumacher second. Approved

Some talk of how our budget is on the low end compared to other regional budgets.

12. One-Stop Program Updates – Val gave updates
  - a. Region 3-4 Integration Statistics – See page 9 of your packet.
  - b. Workforce Innovation and Opportunity Act Individualized/Training Participants/Expenditures See page 10 for statistics as of May 16.

Group discussed some of the challenges of students graduating high school with no work experience. This is often due to students being busy in multiple sports, band, summer programs, etc. Then it becomes a challenge for them to find work because they have no work experience. Val does work with a summer employment program. (More notes below, group jumped to item letter I and then came back to item C).
  - c. WIOA Expenditure Report through 04/30/17 See page 11 of the packet
  - d. WIOA Performance through 2<sup>nd</sup> Quarter See page 12, 13, and 14 of the packet
  - e. Draft WIOA Budgets PY18 Val doesn't have drafts yet to share. Anticipating level funded with last year. Probably business as usual at least for the next year if those budgets hold true.
  - f. PROMISE JOBS Update Linda gave an update. Three staff were able to go to a conference in Sioux City. Was good for them to get to go. State decided to discontinue the sub-contract with several entities in the state. Those people had to be laid off, and Iowa Workforce will rehire some people back to hire those positions. This issues will not affect our area, other than a change in supervisor for this area.
  - g. Wagner-Peyser Update Linda updated – busy with job fairs lately. Meet and greets seem to be working well. Great success at last two companies that participated; lots of people came through. Linda and Bob went to an apprentice training recently, and that's really a big push right now. Bob is getting out to businesses to talk to them about the apprenticeship initiatives in the state.
  - h. Disability Employment Initiative Update – Bridget updated. Grant is starting to wind down, so funding is still being spent. 50 people in the caseload right now.
  - i. Supervised Career Preparation Program Update – kids of all levels and all career interests involved. Students look at their jobs differently when they journal what skills they are learning through their employment. These are transferable job skills, and students need to recognize how they are transferable skills. Students get academic credit for this program. Several members of the group shared good experiences they have seen through this program.
  - j. Career Prep and Financial Aide Workshop – IowaWORKS and Buena Vista University – See page 15 of your packet. Helps people understand all the aspects of going to school, financial aspect, time commitment, etc. Will give examples of scholarship essays to make the process seem less daunting. Event is going to be July 27 at 10am. Past session in April was not well attended, but Val thought it was very well presented by the BVU partners. Lots of discussion from the group about challenges of scholarship writing.

13. RWDB Reappointments 2018  
CEO's vote to reappoint the following:
  - Janet Dykstra
  - Ken VandeBrake
  - Diane Nelsen
  - Mike Schulte
  - Ranae Sipma

Motion Tim Schumacher, Pam Wymore second, approved.

Discussion – Val has gotten updated résumés from these individuals which will be submitted to the governor's office.

14. Youth Standing Committee Update – Diane Nelson

Group hasn't met, but has set up time to meet on July 27. Have held off on meeting not knowing what is going to happen statewide.

15. Regional Disability Standing Committee – Lori Kolbeck  
Lori – One of the goals of the committee is to improve accessibility of the center, so working to follow the guidance from the state committee. We've talked in the past about the physical accessibility report, next step is looking at programmatic accessibility of the center and services. Looking at what is needed within the center. Completed an accommodation checklist which outlines what accommodations are already available in the center, what staff are comfortable using those accommodations, and what gaps still exist. Learning difficulties, hearing loss, blindness, etc. have all been discussed. Center has purchased five iPads with applications that provide some of the needed accommodations. Staff identified ongoing training that may be needed to familiarize everyone with the accommodation tools that are available.
16. State Staff Update  
No state staff in attendance.
17. Partner Update  
Diane mentioned that the AEA merger situation has been stopped, no longer on the agenda. Dale asked about stopping so many professional development days. Diane mentioned that this is legislated, but it is very much in the local control of the school districts for how they want to allocate their training days, whether it be half days each month, days before or after the school year, etc. There was lots of discussion between Diane, Dale, and others on this issue.
18. Confirm Next Meeting Date and Adjournment (September 27, 2018)  
Note: an additional meeting may be called for CEOs depending on what happens for the re-alignment issue.  
Meeting adjourned at 11:24am