

Regional Workforce Development Board  
Chief Elected Officials  
September 24, 2018

The regular meeting of the Region 16 Workforce Development Board (RWDB) and Chief Elected Officials (CEO) was held on September 24, 2018 at 5:00 PM at IowaWORKS.

**CALL TO ORDER**

Duke called the meeting to order at 5:05 p.m.

**ATTENDEES**

**RWDB Members Present:** Jacob Nye, Wood Stortzum, Janet Fife-LaFrenz, Monica Dyar, Dennis Fraise, Joyce Stimpson, Rachel Miller, Cynthia Whalen, Dennis Duke, Carla McNamee, and Candice Becker

**RWDB Members Absent:** Ryan Drew, Andrew Ferguson, Carolyn Farley, Cara Sanders, Mike Hickey, Michelle Mutchler, and Dick Beard

**CEO Present:** Gary See, Rick Larkin, Jim Cary and Brad Quigley

**Staff Present:** Robert Ryan (WIOA), and Miranda Brown (RWDB Secretary)

**Quorum**

A quorum was established for both RWDB and CEOs.

**INTRODUCTION OF GUESTS**

Carla McNamee and Candice Becker were introduced as new members filling the business vacancies.

**APPROVAL OF MINUTES**

Fraise made the motion to approve the July 2018 minutes, seconded by Fife-LaFrenz, motion carried.

**CEO NEW APPLICATIONS**

CEO Cary made a motion to accept Deb Mulch's application to fill the Title II vacancy, seconded by CEO Quigley, motion carried.

**VACANCIES AND EXPIRATIONS**

Brown reported that currently the labor vacancy is the only remaining position to fill on the board.

**ELECTIONS**

The RWDB nominated Mike Hickey to continue serving as the Chair, along with nominating Dennis Duke to continue to fill the Vice-Chair position. CEO Cary made a motion to accept the nominations, seconded by CEO Larkin, motion carried.

**COMMITTEES**

Brown reported under the current bylaws that the board is to have established three committees. She reported that the Disability Access committee and Operations committees are currently

active, however there is no Youth Committee. Members expressed wanting further information before committing to the committee or determining future actions.

### **TITLE I WIOA UPDATE**

Ryan reported that the Title I program had received additional money from the state and that all expenditures were on track. He also reported on a success story of one of the clients from the Burlington Residential Correctional Facility utilizing the new van service.

### **TITLE II AEL UPDATE**

There was no update.

### **TITLE III IWD UPDATE**

Ryan reported that current unemployment information will not be released until tomorrow, however the state unemployment rate is at 2.5%. He also announced that the Future Ready Iowa Summit will be taking place on September 25, at Comfort Suites in Burlington.

### **TITLE IV VR/IDB UPDATE**

Whalen announced that IVRS will be holding a Regional Transition Resource Fair for students to be held at Burlington High School on November 28. She also gave an update on the progress of the Disability Access Committee. She announced that on October 8 they will be holding a staff in-service training on disability awareness and etiquette.

### **PUBLIC COMMENTS – TITLE I PROGRAMS**

Ryan reported that there were no significant changes.

### **CONFLICT OF INTEREST POLICY**

Fife-LaFrenz made the motion to approve the conflict of interest policy, seconded by Dyar, motion carried. CEO Cary made a motion to accept the conflict of interest policy, seconded by Larkin, motion carried.

### **AMENDMENTS TO BYLAWS**

Brown reported that the amendments reflect the new nomination and application process for members along with minor changes to the wording of the sections regarding number of members. Fife-LaFrenz made the motion to accept the amendments and submit to the CEOs for approval, seconded by Nye, motion carried. CEO Quigley made a motion to accept the amendments, seconded by Cary, motion carried.

### **OTHER BUSINESS**

Ryan announced that he will be retiring at a date yet to be determined.

### **ADJOURNMENT**

Nye made a motion to adjourn the meeting, seconded by Dyar, motion carried. Meeting was adjourned at 5:55 p.m.