

**Region 1 Regional Workforce Development Board (RWDB)**  
**Chief Elected Officials (CEO) Board**  
**Minutes for April 24, 2018**  
[http://www.iowawdb.gov/r1\\_home](http://www.iowawdb.gov/r1_home)

The Chair noted that pursuant to Iowa Code Section 21.8 the meeting was offered via teleconference (ZOOM) because it is impractical to hold a meeting with all persons present in person; all participants were able to hear one another.

**Workforce Development Board Present:** Craig Allen, Dan White, Candace Drahn, Donna Boss, Jayme Kluesner, Fern Rissman, Ron Axtell, Marla Loecke, Josh Pope, Michael Myers  
Present Via ZOOM/Phone: Les Askelson, Tanya Tysland, Carolyn Scheidel, Larry Liliefeld, Jim Vermazen, David Gaylor, Jeanne Helling, and Gissella Aitken-Shadle,  
**RWDB Absent:** Kathy Gunderson, Jaime Phipps, Jennalee Pedretti, Rhonda Kendrick, and Joan Funke  
**Chief Elected Officials Board Present:** Darrel Dolf, Ray Peterson, and Pat Murray  
Present Via ZOOM/Phone: Dan Byrnes  
**CEO Board Absent:** Dave Baker, John Beard, Dave Tilkes ,Jeff Madlom, and Roy Buol

**CALL TO ORDER**

RWDB Chair, Les Askelson, called the joint meeting of the RWDB/CEO Board to order at 4:30 p.m. Les welcomed all and introductions were made. A voice roll call was taken. It was noted that a quorum was present for RWDB; however, no quorum was present for the CEO board.

**BOARD DISCUSSION/ACTION**

Consider Approval of Agenda: RWDB-Motion Boss, seconded Pope, to approve agenda. Motion carried unanimously.

Approval of RWDB/CEO Board Minutes for October 24, 2017: RWDB- Motion White, seconded Boss, to approve minutes from 01/30/18. Motion carried unanimously.

Reappointment of RWDB Board Members: It was noted that four RWDB members' terms would be done June 30, 2018. Carolyn Scheidel, Candace Drahn, Jayme Kluesner, and Dan White, had been contacted by Board Chair Askelson and all agreed be reappointed. RWDB- Motion Boss, seconded Pope, to approve the reappointment of Scheidel, Drahn, Kluesner and White. Motion carried unanimously.

Election of RWDB Officers: It was noted that Ron Koppes, current Vice Chair, was retired and no longer representing business. Boss nominated Askelson as chair, and Kluesner as Vice Chair. Rissman noted that Kluesner represented labor and was not able to serve as Vice Chair. Pope nominated Drahn. Both nominees accepted the nomination. Motion Boss, seconded Pope, to elect Les Askelson as Chair, and Candace Drahn as Vice Chair. All ayes. Motion carried unanimously.

Approval of RWDB Board Expenditures: Expenditures of \$565.67 with a balance of \$1,827.27 of RWDB Fiscal Agent Funds were reviewed and discussed. RWDB- Motion Pope, seconded Kluesner, to approve the expenditures/balance. Motion carried unanimously.

Review and Approval of WIOA Title 1 Service Providers: Axtell explained that the contract for service provider would end June 30, 2018. The contract allowed for the board to approve the current Title 1 Service Providers without doing an RFP. This approval would be for one year at a time. Ron discussed and reviewed the performance levels. Workforce Development Employment rate for the second quarter Adult – 78.9% (negotiated 65%); Employment rate for the second quarter Dislocated Worker – 76.4% (negotiated 66%); Employment or Placement rate for the second quarter Youth – 100% (negotiated 70%). See handout. Full measures should be available in fall. Motion Boss, seconded Drahn to extend the RFP for 1 year. Axtell and Rissman abstained from voting. Otherwise all ayes. Motion carried.

## **BOARD REPORTS**

Realignment Update: Axtell discussed the realignment of the Iowa Workforce Regions. The State Workforce Board Realignment Committee has met three times and the information that they have shared indicates a preference for making a two-region recommendation to the Sate Workforce Board. Shelly Evans had sent an email to all board members with attachments regarding the recommendations of the committee with maps and other information. The Realignment Committee wants input from local boards and chief elected officials. RWDB/CEO boards may submit written comments individually by members or collectively by board on or before May 4, 2018. Board members can send comments to Penny Ingles and they will be compiled and submitted to Shelly Evens. Some board members were not sure they got the information. Fern will send to Penny to send out to board members. Lengthy discussion followed.

- Board agrees that need to realign for budget reasons, but not from 15 regions to 2 regions
- The budget that was included was not realistic
- What kind of representation would there be for the rural areas? Taking the chair from the CEO boards would mean 1 vote for our area.
- Rural areas would be left in cold. Money would go to the urban areas.
- Long distance to drive to offices would burden people already unemployed or with limited resources.
- Need to get away from the notion that we are only for unemployment and emphasize all of the re-employment services that are provided in our offices.
- Unemployment is low and people think there is nothing to do, but we provide more services.
- With unemployment low, Iowa ends up not getting as much funding.
- Board members voiced the fact that they have no problems hiring people, however keeping employees due to drug testing, not coming to work, transportation issues. Soft skills are a concern for most employers.
- Looking at the maps for recommendations, the distance for traveling and the number of large cities is concerning.

Board members will get info to Penny by May 1, for compilation to be sent to Shelly Evens by May 4, 2018.

Open Discussion: The boards engaged in an open discussion. Pope asked how to educate companies about all the opportunities IowaWORKS does offer. IowaWORKS does attend sector boards, economic development boards, and etc. meetings. Passing drug tests was a problem also discussed. How do you get people to show up?

Disability Access Committee Updates: Helling updated the board on the disability access committee. The committee met March 1. Looking at making IowaWORKS office physically accessible by state guidance. They are looking to add members to the group. NICC is set to hire a disability coordinator, needs to be approved by board. Wanting to offer training to other agencies on disability etiquette and how to work with someone with disability. Next meeting is June 19, 2018.

Youth Standing Committee update: YSC held their meeting on April 13. Minutes were sent to the board members.

WIOA Core Partners: Fern referenced the reports, etc. that had been sent to members by board secretary. She noted that they have been very busy with career and job fairs to educate students about jobs in their own back yard.

Gissella reported on the HSED. Rate is up—24 will graduate the program by end of June. They are expecting a State monitoring visit, looking at the WIOA standards and how are they doing. Adult Ed program is working and helping.

#### **FLOOR ITEMS/CLOSURE**

Next Meeting: Next meeting of the RWDB/CEO Boards was set for July 24, 2018, via ZOOM/Teleconference, 4:30 p.m.

Adjournment: With no further business actions to come before this board, there was a motion by Boss, second by Drahn, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:37 p.m.

For more information regarding this meeting, please contact Penny Ingles at Keystone Area Education Agency at 563-245-1480 or [pingles@aea1.k12.ia.us](mailto:pingles@aea1.k12.ia.us). The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

---

Penny Ingles  
Keystone AEA