**Region 14 Regional Workforce Development Board Meeting**

**IowaWORKS Center, 215 N Elm, Creston**

**Official Minutes, September 17, 2018**

**Call to Order** – The meeting was called to order by Chairperson Jolene Griffith at 6:30 P.M.

**Roll Call** – Regional Workforce Development Board members present: Jolene Griffith, Katrina Fleharty, Dorene Rusk, Jane Briley, Ann Schlapia, Karin Freml, Darla Helm, Wayne Pantini. Absent were Steve Gilbert (excused), Don Keast (excused), Lana McMann (excused), Jason Cook. Ex-Officio members present: Rod Shields, Dave Homan. Ex-Officio members absent were Paul Griffen (excused), Tom Kedley. **RWDB Quorum – Yes**.

County Elected Officials present: Paul Dykstra (Ringgold Co.), Steven Ratcliff (Montgomery Co.), Dave Homan (Adair Co.), Merlin Dixon (Adams Co.), Dan Christensen (Decatur Co.). Absent were Dennis Brown (Union Co.) (excused), Dean Robbins (Clarke Co.), and Charles Ambrose (Taylor Co.). . **CEO Quorum – Yes**.

Partners present: Sara Bath, IWD; Billie Jo Greenwalt, SIRHA.

WIOA/MATURA staff present: Ron Ludwig and Sue McElwain.

Introduced Sara Bath, Operations Manager at Creston. She has worked for the State for 18 years. Previously worked for Dept. of Human Services.

**Minutes – Dorene made a motion to approve the minutes of the 7/16/18 meeting. Jane seconded the motion. Motion passed unanimously.**

**Agenda – Updates to the agenda are in red. Dorene made a motion to accept the amended agenda. Jane seconded the motion. Motion passed unanimously.**

**Iowa’s Regional Workforce Structure Update –Ron** – Larry Johnson resigned in August and Ron assumed the role of WIOA Title I Director. The structure of the office will remain the same. Ron has a duel role as he is also the Executive Director of MATURA.

On the smart board is the “Draft Waiver Request: Administrative Cost Arrangements”. This is one of the waivers the State has requested from DOL. It details how costs can be distributed for the one stop shops. After 6/30/19 the WIOA contract will be up for renewal. RFP is not out yet. We need to know the number of regions first. The State recommends 2 regions. DOL needs to define which costs go where first. The State Workforce Board has tabled realignment until their 11/19/18 meeting, waiting on DOL’s response. If no decision can be reached, it will go to the Legislature.

Paul asked the cost savings with Larry leaving? Ron said it goes towards the cuts due to the loss of the Promise Jobs Grant. Have 3 WIOA staff now. Paul asked the reflection of this on the clients? Ron said we are hustling, but are serving the clients. Sara said there are fewer activities offered outside the office. Trying to bring people here.

**Approve Additional Training Provider – Compass Military Services** - Ron said they are out of Walker, Michigan. It is a registered apprenticeship geared towards veterans for EMT training. The training is available in Iowa. Jolene asked if we have an interested participant? Ron said no, he received this in the mail asking for approval. Dorene said SWCC and DMACC have EMT training. Jolene said we usually promote services here. We support training programs that help bring the workforce to our region. Jolene recommends gathering more information. Cost? Ron said $8250/year is the average cost. Sara agrees since it is not established here, we need more information. Dorene pointed out GAP training targets this population and it is all paid for if the people are eligible. Ann asked the business partners for this registered apprenticeship? Ron will get more info.

**CEO Board Approval of Ron Ludwig as WIOA Title I Director** – Jolene asked if this is an interim position? Ron said no, more like a change from full-time to a part-time position. Jolene thinks it is a marginal conflict of interest, since MATURA receives the Title I funds. Ron explained that he does not have access to the fiscal procedures like check writing or signing, and that the bills come to the office and not to him. Jolene suggested information should be going to the RWDB Chair and CEOs. Ron said according to the WIOA new requirements, the RFP will go to the CEO Board. The CEO Board will have more responsibility in the future. Ron said he would remain in this position until we see what happens 7/1/19. Darla asked if we need to have IWD Bureau Chief approval from Des Moines to do this? Ron said it is not required. This is done to demonstrate to the State our CEO Board is engaged in Title I decisions. Jolene asked that she be copied on all correspondence to any CEO Board member. Sara asked if this is an interim position because of money or timing? Ron said that with the funding changes with the loss of the Promise Jobs Grant and the reduction in staff that if Larry had stayed with WIOA, he would have had to assume some duties that current staff are doing. Interim suggests we know the end date and we don’t since the RFP is not out yet. Ron would like approval from the CEO Board as the WIOA Title I Director. Jolene wondered if this would be harder to reverse if we don’t say interim director? Ron said no, because he’s not interested in the position permanently and that once the regionalization is clarified and the RFP is released, we will know more accurately what the future of the Creston office is. Ann asked if there are checks and balances in place? Jolene said the Board has oversight of the Title I funds, so that is a check. **Paul Dykstra made a motion to approve Ron Ludwig as the WIOA Title I Director. Dave Homan seconded the motion. Motion passed unanimously.**

**Partner Report Updates – Title I – Ron Ludwig** – Moving forward the CEO Board will have a more prominent role. The budget summary was handed out.

**Iowa Workforce Development – Sara Bath** – Future Ready Iowa Summit will be held here on 10/25 from 9-3:00. The purpose is to start conversations to help Iowans become self-sufficient.

On 10/23 there will be an open house here for National Disability Employment Awareness month. The guest speaker will be a carpenter with no hands. They are also looking for local success stories.

Ticket-To-Work – This allows people receiving Social Security Disability to go to work and not lose their Medicaid.

IWD Staffing – IWD lost a Promise Jobs worker this week. She went to work at the casino as a recruiter. They are looking to post for this position. Angie Dickey is the interim Promise Jobs Director.

They are prepping for a new computer system. This will change things up front. To increase referrals to Title I, customers will meet for 10-15 minutes one-on-one with an advisor. Timeframe for new system is Feb. Des Moines is taking over the business service team for this region. Some clerical tasks have also moved to Des Moines. Sara and Ron are working on streamlining processes. Ron said IWD is committed to keeping this office open and offering the best services they can. Darla asked how IWD will get people from other counties here? There are trolley passes. Sara said TTW also has gas cards available. Also, a lot can be done over the phone and email. Ron said MATURA has funds to help people with gas, as well as car breakdowns, tires, etc. Sara said they can also provide one-on-one workshops. Registered apprenticeship workshops are available now.

**Adult Education Literacy – Darla Helm** – Their year ended 6/30. They had 320 students in Adult Ed (which includes ABE, ESL, IET, Hi-Set). State goal is 159 eligible and they had 174 (109%). Since they exceeded the goal, their goals will be set higher this year. The pre and post test target is 65%, and SWCC was at 71.4% average. They made 10 of the 11 benchmarks. 43 individuals completed Hi-Set (usually it is 30-35). 11 students were in IET programs. In summary, they had a good year. There is a new IET grant available and it is due next Friday. Four communities have ESL: Red Oak, Creston, Murray, Osceola.

**Iowa Vocational Rehabilitation – Dorene Rusk** – Voc Rehab’s outcomes come out 9/30. Voc Rehab will be the host of the Union County Development Coffee on 10/5 at the Tech Center, 8:15-9:00. On 10/12 The Workforce Center will host the coffee. 10/23 is the open house here.

**Economic Development – Wayne Pantini** – The first Home Based Iowa veteran was placed here this spring. He took a position at SICOG. Wellman’s has a new hire (Home Based Iowa veteran) who will be moving from Seattle, WA working in project management.

They are compiling data from the industry visits over the summer.

They are in the application period of the Adult Leadership program. Wayne would encourage nominations.

10/11/19 – Made in Union County event. October is manufacturing month. This year the focus is on 8th graders.

Wayne’s office has moved to 301 W. Montgomery. Wednesday is their open house.

Ethan Pitt has been hired as the new Small Business Development (SBDC) Director.

**Requests for Agenda Items for Next Meeting on 11/19/18**

**Adjourn –** Jane made a motion to adjourn. Dorene seconded the motion. Meeting adjourned at 7:40 P.M.