

Location: Western Iowa Tech Community College

Date: 10/18/18

PRESENT - RWDB MEMBERS				ABSENT - RWDB MEMBERS			
John Hamm	X	James O'Donnell	X	John Hamm		James O'Donnell	
Janet Hansen	X	Judy Peterson	X	Janet Hansen		Judy Peterson	
Bridget Hoefling		Dr. Robert Rasmus	X	Bridget Hoefling	X	Dr. Robert Rasmus	
Christine Kennedy	X	MacKenzie Reiling	X	Christine Kennedy		MacKenzie Reiling	
Craig Levine	X	Marcia Rosacker	X	Craig Levine		Marcia Rosacker	
Jean Logan		Dan Schoenherr	X	Jean Logan	X	Dan Schoenherr	
Dan Moore	X	Mary Tyler	X	Dan Moore		Mary Tyler	
		Pam Woolridge	X			Pam Woolridge	

ABSENT - CEO MEMBERS			
Craig Anderson	X	Pete Groetken	X
Tom Brouillette		Keith Radig	X
Raymond Drey	X	Jeff Simonsen	X

PRESENT		PRESENT	
Alana Tweet – WIOA Title I	X	Guest: Siouxland Pipe Welding School–Whitney Ingram	X
Janet Gill – WIOA Title I	X	Guest:Siouxland Pipe Welding School-Gaylon Parker	X
Lori Knight – WIOA Title I	X	Guest:Shawn Fick – Goodwill	X

- 1. Call to Order & Roll Call:**
 CEO @ 4:00 p.m.-Craig Anderson, Chair
Approval of RWDB Appointment (Dan Schoenherr) and Reappointments of Dan Moore, James O'Donnell and Christine Kennedy
 Oaths of Office – Craig Anderson, CEO Chair
 RWDB installation of New Board Member -- Dan Schoenherr
 Reappointments of Dan Moore, James O'Donnell and Christine Kennedy
 RWDB @ 4:10 p.m.-Dan Moore, Chair
- 2. Approval of Agenda— RWDB – Dan Moore & CEO – Craig Anderson**
- 3. Approval of Meeting Minutes:** May 24, 2018 Joint RWDB/CEO Minutes – RWDB – Dan Moore & CEO – Craig Anderson
- 4. New Business:** New Board Structure; New Eligible Training Provider List (ETPL) Process; RWDB/CEO Admin Budget 2018-2019 /Transfer Approval – RWDB – Dan Moore & CEO – Craig Anderson (PY17 Carryover of 208.72); Training Programs Consideration–Siouxland Pipe Welding School – RWDB – Dan Moore; {GMAW/FCAW (MIG), Structural/Plate Certificate Program, SMAW (Stick) Pipe Welding Certificate Program, GTAW (Tig) Pipe Welding Certificate Program, GTAW/SMAW (Combination) Pipe Welding Certificate Program}; Training Program Consideration–Western Iowa Tech Community College – RWDB – Dan Moore {Medical Transcriptionist – Diploma}
- 5. Old Business:** Realignment Update; Approval Disability Access Committee Staff Changes – RWDB – Dan Moore & CEO – Craig Anderson
- 6. WIOA Core Partner Reports:**
- 7. RWDB Chair Report:** Dan Moore - Title I Final Monitoring Report Spring 2018
- 8. Policy/Field Memo Updates:**
- 9. WIOA Regional Alignment Update:**
- 10. Reports from Individual RWDB/CEO Members**
- 11. Report from State Representative**
- 12. Adjournment**

Motions Taken - Decisions Reached

APPROVALS	1ST	2ND	Unanimously Approved
1. RWDB Appointment of Dan Schoenherr and Reappointments of Dan Moore, James O'Donnell and Christine Kennedy – CEO	Pete Groetken	Jeff Simonsen	X
2. October 18, 2018 Agenda– RWDB	Marcia Rosacker	John Hamm	X
2. October 18, 2018 Agenda– CEO	Keith Radig	Raymond Drey	X
3a. May 24, 2018 Joint RWDB/CEO Minutes- RWDB	Dr. Robert Rasmus	Christine Kennedy	X
3a. May 24, 2018 Joint RWDB/CEO Minutes – CEO	Pete Groetken	Jeff Simonsen	X
4a. RWDB/CEO Admin Budget 2018-2019 /Transfer Approval of \$1,291.28 – RWDB (PY17 Carryover of 208.72) Overall Total \$1500.00	Marcia Rosacker	James O'Donnell	X
4a. RWDB/CEO Admin Budget 2018-2019 /Transfer Approval of \$1,291.28 – CEO (PY17 Carryover of 208.72) Overall Total \$1500.00	Jeff Simonsen	Raymond Drey	X
4b. Motion was made to table this discussion until the next meeting on November 29, 2018 to get more information. Training Programs Consideration–Siouxland Pipe Welding School – RWDB – Attachment “D” <ul style="list-style-type: none"> ○ GMAW/FCAW (MIG) Structural/Plate Certificate Program ○ SMAW (Stick) Pipe Welding Certificate Program ○ GTAW (Tig) Pipe Welding Certificate Program ○ GTAW/SMAW (Combination) Pipe Welding Certificate Program 	Table to November 29, 2018 Meeting Janet Hansen	Table to November 29, 2018 Meeting Marcia Rosacker	X
4c. Training Programs Consideration–Western Iowa Tech Community College – RWDB <ul style="list-style-type: none"> ○ Medical Transcriptionist – Diploma–Attachment “E” 	James O'Donnell	Judy Peterson	Motion passed 8 In Favor/Yes: Hamm, Hansen, Kennedy, Moore, O'Donnell, Peterson, Rosacker & Tyler 2 Against/No: Levine & Reiling 3 Abstained: Rasmus, Schoenherr & Woolridge

5a. Motion was made to table until the next meeting on November 29, 2018. Disability Access Committee Staff Changes – RWDB	Table to November 29, 2018 Meeting Marcia Rosacker	Table to November 29, 2018 Meeting Christine Kennedy	X
5a. Motion was made to table until the next meeting on November 29, 2018. Disability Access Committee Staff Changes – CEO	Table to November 29, 2018 Meeting Pete Groetken	Table to November 29, 2018 Meeting Keith Radig	X
13. Adjournment – RWDB @ 5:20 p.m.	Christine Kennedy	James O'Donnell	X
13. Adjournment – CEO @ 5:20 p.m.	Keith Radig	Pete Groetken	X

Meeting Notes

Reports/Discussion:

IV. New Business

New Board Structure – Janet Gill discussed. Chambers of Commerce and Leadership Sioux City were suggested to be contacted to get suggestions of interested businesses. CEO's will also contact businesses in their counties. Need 4 or 5 more businesses and an economic development person. Send notices out and hopefully have names by next month's meeting.

New Eligible Training Provider List (ETPL) Process – Janet Gill discussed. Information is due from training providers by December 15th, 2018 to facilitate a statewide database.

The RWDB/CEO Admin Budget 2018-2019 Transfer of 1,291.28 was discussed and approved.

Welding training Programs from Siouxland Pipe Welding School Inc. were discussed. Whitney Ingram and Gaylon Parker from the school were present to provide information. John Hamm stated a person needs to be certified to become a welder and the union apprenticeship program is the only U.S. Department of Labor approved program. Whitney Ingram stated that all of the students from Siouxland Pipe Welding School Inc. have been placed in jobs at this time. Businesses have contacted them requesting their students. After discussion pursued, a motion was made to table the consideration of the training programs from Siouxland Pipe Welding School Inc. to the next meeting on November 29, 2018. The Siouxland Pipe Welding School Inc. will supply further information on their training programs.

Medical Transcriptionist training program from Western Iowa Tech Community College was discussed. Alana Tweet stated the program was one semester before and now has gone to three semesters. The annual salary range is \$25,000 to \$41,000 and there is a person interested in the program at this time.

V. Old Business –

Realignment Update – Janet Gill discussed. No new realignment maps. Looking at local control but regional delivery. Will know more by next meeting after the State Workforce Development Board Meeting on November 29, 2018.

Disability Access Committee staff changes – MacKenzie Reiling stated did not have the information. A motion was made to table to the next meeting.

VI. Partner Reports –

Title I. – Janet Gill reviewed the Title I report. The budget has been finalized. Title I has partnered with GAP and the DHS Grant program called SNAP. The Fall Career Fair is scheduled for Thursday, November 15th from 10:00-3:00 at WITCC.

Title II. – Pam Woolridge reviewed the Title II report. ABE currently has 663 students enrolled in the program (372 ELL and 291 HSED) which is a 64 student increase. In 9 weeks of class, total attendance was 15,265 hours.

Title III. – MacKenzie Reiling reviewed the Title III report. A new DVOP Shawn Vodenik was hired in July 2018 to work with Veterans. MacKenzie stated she was appointed to a STEM board. Staff (Norma DeLao, Jess Hand and MacKenzie Reiling) have been writing standard operating procedures.

VII. RWDB Chair Report – Dan Moore stated the Title I Monitoring Report for spring 2018 was a good report with no findings. Shawn Fick from Goodwill Industries was introduced by Dan Moore.

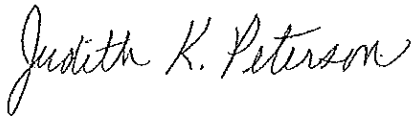
VIII. Policy/Field Memo Updates – None

IX. Reports from Individuals RWDB/CEO Member-None

XI. Reports from State Representative – None

XII. Adjournment

RESPECTIVELY SUBMITTED



Judith Peterson
Date: 10/18/18

“The Mission of our group is to fully engage the Region 12 community in strengthening the economy through workforce development making it a better place to live, work, and grow.”

**State of Iowa
Iowa Workforce Development
Workforce Services Division
1000 East Grand Avenue
Des Moines, IA 50319**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128, Department of Labor, Employment and Training Administration, 20 CFR Parts 680-530. Approval as an Eligible WIOA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, training providers should submit it to their closest IowaWORKS Center with attention to the Local Workforce Development Board. Addresses for IowaWORKS Centers can be found at <http://www.iowaworkforcedevelopment.gov/locations>.

PART I - GENERAL INFORMATION

Date of Application 11/05/18

Name of Institution Western Iowa Tech Community College

Address 4647 Stone Avenue

Telephone Number 712-274-6400 Fax 712-274-6412

Location of Training Facility Sioux City

Name of Chief Executive Officer Dr. Terry Murrell

Program Contact Information Josh Elgert

Telephone Number 712 274 8400 2747 Email Address josh.elgert@witcc.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Residential Plumbing

B. A brief program description This certificate will prepare the students to install, maintain, repair, and troubleshoot residential plumbing equipment and fixtures.

The student will be introduced to residential codes in both the Uniform Plumbing Code (UPC), and International Plumbing Code (IPC).

Students will be trained in a real world environment with hands-on lab activities. Students attaining this certificate will be eligible

for employment as an apprentice, by plumbing contractors. Students may receive credit for coursework taken and

skills learned toward completion of Apprenticeship Related Training Instruction (RTI) requirements.

C. Length of Program 1 semester Total Credit Hours Required 20

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$178
1b. Tuition (Out-of-State, per credit hour)	\$179
2. Supplies, including tools, uniforms, etc.	\$600
3. Fees, including laboratory, student rentals, deposits	\$1517 (books and lab fees)
4. Miscellaneous charges	
5. Average cost per year for program	\$5677
6. Total cost to complete this program	\$5677

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION


If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

Post-Secondary Educational Institution registered under HEA
 Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Darin Moeller certify that I am the Exec. Dean of Instruction of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.


Signature

11-9-18
Date

If you are a Training Institution applying for program certification, applications must be forwarded to Local Workforce Development Board for consideration. Non-LWDB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

FOR LWDB USE ONLY

Date Received by LWDB	_____	Date Approved by LWDB	_____
Application Date	_____	Date LWDB Submitted to	_____
		IWD Region #:	_____
Authorized LWDB	_____		
Signature	_____		

Approved forms must be sent to: ETPL Unit, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, IA 50319 (ETPL@iwd.iowa.gov)

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: 1966
2. Number of years the institution has been in continuous operation: 52
3. Is the institution accountable to a policy or governmental board? Yes No
If so, what board? Board of Directors WITCC Merged Area 12 Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: yes

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.
2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your refund policy: see attached

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Availability of suitable training equipment
- *Handicap accessibility
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.

A program completer is a person who has:

- a. obtained a certificate, degree or diploma; or
- b. received credit for completing the program; or
- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:

- *how the information was obtained
- *what percentage of all student's data was collected
- *what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$32,000/year

State of Iowa
Iowa Workforce Development
Workforce Services Division
1000 East Grand Avenue
Des Moines, IA 50319

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Program Contact Information Josh Elgert

Telephone Number 712 274 6400 2747 Email Address josh.elgert@witcc.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Plumbing Systems

B. A brief program description This program prepares individuals to pursue a career as a licensed plumber. Plumbers make it possible to transport water, air, steam, gases, wastes, and different kinds of liquids throughout all types of buildings, from homes and offices to factories and hospitals. The students will have hands-on opportunities to install, maintain, and repair plumbing pipes, fixtures and appliances. This program also includes instruction in blueprint reading and final inspection and testing of all finished systems while adhering to the local codes and standards that are enforced by the State of Iowa. Students who complete the WITCC Plumbing Systems Diploma Program have the opportunity to take a test to enter the WITCC Plumbing Apprenticeship program. If students pass the test, at a 75% rate, they may earn credit for Year 1 of the WITCC Plumbing Apprenticeship program. In order for students to begin Year 2 of the apprenticeship program, they must be business sponsored and working 2000 hours annually. Upon completing the WITCC Plumbing Apprenticeship Program, which has had the standards approved by the Department of Labor, Office of Apprenticeship, completers will be eligible to take the Iowa journeyman plumbing licensing examination.

C. Length of Program 2 semester Total Credit Hours Required 38

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$178
1b. Tuition (Out-of-State, per credit hour)	\$179
2. Supplies, including tools, uniforms, etc.	\$600
3. Fees, including laboratory, student rentals, deposits	\$1813 (books and lab fees)
4. Miscellaneous charges	_____
5. Average cost per year for program	\$9177
6. Total cost to complete this program	\$9177

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

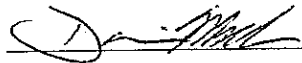
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Post-Secondary Educational Institution registered under HEA
 Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I Darin Moeller certify that I am the Exec. Dean of Instruction of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.


Signature

11-9-18
Date

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Application Date _____	Date LWDB Submitted to _____
Authorized LWDB _____	IWD Region #: _____
Signature _____	

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3. Is the institution accountable to a policy or governmental board? Yes No
If so, what board? Board of Directors WITCC Merged Area 12 Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: yes

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.
2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your
refund policy:

see attached

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Availability of suitable training equipment
- *Handicap accessibility
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.

A program completer is a person who has:

- a. obtained a certificate, degree or diploma; or
- b. received credit for completing the program; or
- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:

- *how the information was obtained
- *what percentage of all student's data was collected
- *what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$57,000/year

Local Plan Modification Transmittal Form

To Be Completed by LWDB		STATE USE ONLY	
LWDB:	12	Date Received:	
Date Submitted:		Date Approved:	
Provide a description of Local Plan changes below:		Effective Date:	
		Title I Rep:	

Due to the change in wages of similarly situated employees at the employer of record increasing the pay of WEP & INT participants effective 1/6/19. See strikethrough:

Performance Goals (Joint Goals across Core Programs)

****State Joint Performance Goals (Pending)****

How will core partners contribute toward the State's expected level of performance based on primary indicators:

Training is made available to individuals after an interview, assessment or evaluation determines that the individual requires training to obtain employment or remain employed:

- a) On-the-Job Training (OJT);
- b) Entrepreneurial Training (ENT);
- c) Customized Training (CUS);
- d) Institutional/Occupational Skill Training (IST);
- e) Registered Apprenticeship (APP);
- f) Remedial and Basic Skill Training (RBS)*; *(for individuals enrolled in A/DW, must be in conjunction with another training activity); or
- g) Secondary Education Certificate (SEC);
- h) Incumbent Worker Training;
- i) Transitional Jobs.
- j) Workplace Experience (WEP)
- k) Internships (INT) (formerly Limited Internships-LIN)-paid and unpaid

Participants enrolled in a paid WEP activity will be paid ~~\$8.00~~ \$9.00 per hour. Participants enrolled in an INT activity will be paid at the same rate as similarly situated employees or trainees of the employer of record. However, if there are no similarly situated employees with the employer of record, an hourly wage of ~~\$9.00~~ \$10.00 will be the default. Paid WEP and INT participants will not receive any payment for scheduled hours that they fail to work. Hours worked will be verified by the worksite supervisor.

14 Elements of WIOA Youth Program

1. Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent (including a recognized certificate of attendance or similar document for individuals with disabilities) or for a recognized post-secondary credential (RBS) (SEC)
2. Alternative secondary school services, or dropout recovery services, as appropriate (SEC)
3. Experiential Learning, Paid and unpaid work experiences that have as a component, academic and occupational education, which may include:
 - i. Summer employment opportunities and other employment opportunities available throughout the school year (WEP)
 - ii. Pre-apprenticeship programs (PRE)
 - iii. Internships and job shadowing (INT), (SHW)
 - iv. On-the-job training opportunities (OJT)

Participants enrolled in a paid WEP activity will be paid ~~\$8.00~~ **\$9.00** per hour. Participants enrolled in an INT activity will be paid at the same rate as similarly situated employees or trainees of the employer of record. However, if there are no similarly situated employees with the employer of record, an hourly wage of ~~\$9.00~~ **\$10.00** will be the default. Paid WEP and INT participants will not receive any payment for scheduled hours that they fail to work. Hours worked will be verified by the worksite supervisor.

(If additional space is needed, add blank pages and label with page number.)

Approvals:

LWDB Chair

Date

CEO Chair

Date

**State of Iowa
Iowa Workforce Development
Workforce Services Division
1000 East Grand Avenue
Des Moines, IA 50319**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128, Department of Labor, Employment and Training Administration, 20 CFR Parts 680-530. Approval as an Eligible WIOA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, training providers should submit it to their closest IowaWORKS Center with attention to the Local Workforce Development Board. Addresses for IowaWORKS Centers can be found at <http://www.iowaworkforcedevelopment.gov/locations>.

PART I - GENERAL INFORMATION

Date of Application 9-7-18

Name of Institution Siouxland Pipe Welding School Inc

Address 3300 Northbrook Dr. STE A Sioux City, IA 51105

Telephone Number 712-454-5959 Fax _____

Location of Training Facility 3300 Northbrook Dr. STE A Sioux City, IA 51105

Name of Chief Executive Officer Gaylon Parker

Program Contact Information Whitney Ingram

Telephone Number 712-635-4992 Email Address Whitney.rose.ingram@gmail.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Please see attached form

B. A brief program description

C. Length of Program _____ Total Credit Hours Required _____

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

1a. Tuition (per credit hour) please see attached form

1b. Tuition (Out-of-State, per credit hour) N/A

2. Supplies, including tools, uniforms, etc. included

3. Fees, including laboratory, student rentals, deposits included

4. Miscellaneous charges included

5. Average cost per year for program see form

6. Total cost to complete this program see form

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Gaylon Parker Name certify that I am the President Title of the training

Institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Gaylon W. Parker Signature Date 9-6-18

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FOR LWDB USE ONLY

Date Received by LWDB _____	Date Approved by LWDB _____
Application Date _____	Date LWDB Submitted to _____
	IWD Region #: _____
Authorized LWDB _____	
Signature _____	

Approved forms must be sent to: ETPL Unit, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, IA 50319 (ETPL@iwd.iowa.gov)

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: April 25, 2017
2. Number of years the institution has been in continuous operation: 1.5
3. Is the institution accountable to a policy or governmental board? Yes No
If so, what board? Iowa College aid commission Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: Yes, all students obtain certification upon completion

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.
2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?
Please state your refund policy: please see attached form

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Availability of suitable training equipment
- *Handicap accessibility
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.
A program completer is a person who has:

- a. obtained a certificate, degree or diploma; or
- b. received credit for completing the program; or
- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:
*how the information was obtained
*what percentage of all student's data was collected
*what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: please see form attached



Part II (a) Program Information

1. GMAW/FCAW (MIG) Structural/Plate Certificate Program

- Duration: 6 weeks
- Class 5 days per week/8 hours per day/ 5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$4,600.00

Students will learn the Gas Metal Arc Welding (GMAW) processes and techniques of Flux Core Arc Welding (FCAW), both self-shielded and gas-shielded. The class includes fillet welds and groove welds in all positions on carbon steel plates. The student will also identify and initiate recommended repairs for given weld defects. Students will also learn oxy-fuel cutting set-up and safety, and layout and blueprint reading.

2. SMAW [Stick] Pipe Welding Certificate Program

- Duration: 8 weeks
- 5 days per week/ 8 hours per day/ 5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$5500.00

Skill level: No SMAW welding experience required. The class starts with basic arc control in structural positions and moves to cover carbon steel pipe with E6010 root/hot pass and 7018 fill/cap. Includes uphill progressions for root pass in 6-G position and finishes students at a first-class skill level for full penetration joints.

3. GTAW [TIG] Pipe Welding Certificate Program

- Duration: 10 weeks
- 5 days per week/ 8 hours per day/ 5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$7500.00

This course will cover carbon steel and stainless-steel training up to first class skill level for full penetration joints.

4. GTAW/SMAW (Combination) Pipe Welding Certificate Program

- Duration: 18 weeks
- Class 5 days per week/ 8 hours per day/5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$12,000.00

This course is offered to students who are interested in becoming a "combo" welder. Combo welders are capable of both GTAW and SMAW processes. This course follows the curriculum for GTAW and SMAW, but at an advanced pace and includes combination welding tests to a first-class skill level for full penetration joints.



Part III – Financial Information

1. Please see attached copy of financial liability
2. Not applicable
3. Yes, refund policy per Iowa law is stated on page 14 of our school catalog

Part IV – Facilities

Number of Buildings-1

Handicap Accessible- Yes

Availability of suitable training equipment- All needed equipment is available at all times

Compliance with fire, building and safety codes- Yes, in compliance

Part V – Organization of the Training Institution

Number of persons employed- 3

Current number of students enrolled- 10

Class size to instructor ratio- 2:10 Instructor to Student Ratio

School Calendar- Rolling enrollment at this time

Availability of Transcripts- All student records are kept in a fire-safe filing cabinet. Student transcripts are available upon request.

Part VI – Initial Performance Information Required on Each Program

1. A, C, D
2. Percentage of students who obtained employment- 100%
 - Information was obtained due to students being placed on jobs by the school owner
 - 100% of all student's data was collected
 - Year used – 2017/2018
3. Average hourly wages of students that have completed- \$32.00 per hour- \$40.00 per hour



CRUM & FORSTER

FAIRMONT SPECIALTY COMPANY

UNITED STATES FIRE INSURANCE COMPANY
NOTICE OF BOND REINSTATEMENT

Dated: August 27, 2018

IOWA COLLEGE AID
430 E GRAND AVE FLOOR 3
DES MOINES, IA 50309

Bond Number: 615991874

RE: Notice of Bond Reinstatement for Principal Siouxland Pipe Welding School Inc

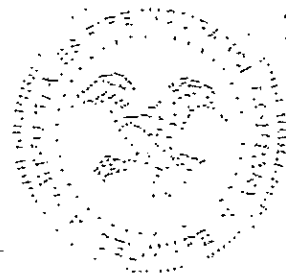
You are hereby notified that the above noted Surety Bond on behalf of Siouxland Pipe Welding School Inc as Principal and in favor of IOWA COLLEGE AID as Obligee issued by United States Fire Insurance Company as Surety, is hereby reinstated with no lapse in accordance with the terms and conditions of said bond.

United States Fire Insurance Company

By: _____

Valerie A. Aber

VALERIE ABER,
Attorney-in-Fact





Iowa College Aid Board of Commissioners

Ms. Kathleen Mulholland, Chair

Represents general public*

Appointed 07/01/17; expires 06/30/19

Ms. Rachael Johnson

Regent, State Board of Regents

Represents State Board of Regents

Appointed 05/01/17; expires 06/30/19

Dr. Mark Putnam

President, Central College

Represents private colleges and universities*

Appointed 07/01/17; expires 06/30/19

Dr. Michael Ash

President, Southeastern Community College

Represents community colleges*

Appointed 07/01/13; expires 06/30/21

Mr. Manny Atwood

Guidance Counselor, Central Decatur School

Represents K-12 practitioners*

Appointed 07/01/17; expires 06/30/21

Ms. Cassandra Bond

Represents Iowa College students*

Appointed 07/01/18; expires 06/30/22

Ms. Barbara Sloniker

Represents parents of Iowa students*

Appointed 07/01/18; expires 06/30/22

Mr. Jeremy Varner

Division Administrator, Division of Community Colleges, Iowa

Department of Education

Represents Iowa Department of Education

Designee of director of Department of Education

Mr. Doug Shull

Represents general public*

Appointed 07/01/11; expires 06/30/19

Mr. Timothy Fitzgibbon

Represents general public*

Appointed 07/01/17; expires 06/30/21

Ms. Emily Stork

Represents the general public*

Appointed 07/01/18; expires 06/30/22

Sen. Herman Quirnbach

Represents Iowa Senate

Appointed 03/04/03; expires 01/13/19

Sen. Jeff Edler

Represents Iowa Senate**

Appointed 03/08/17; expires 01/13/19

Rep. Cindy Winckler

Represents Iowa House**

Appointed 08/01/07; expires 01/13/19

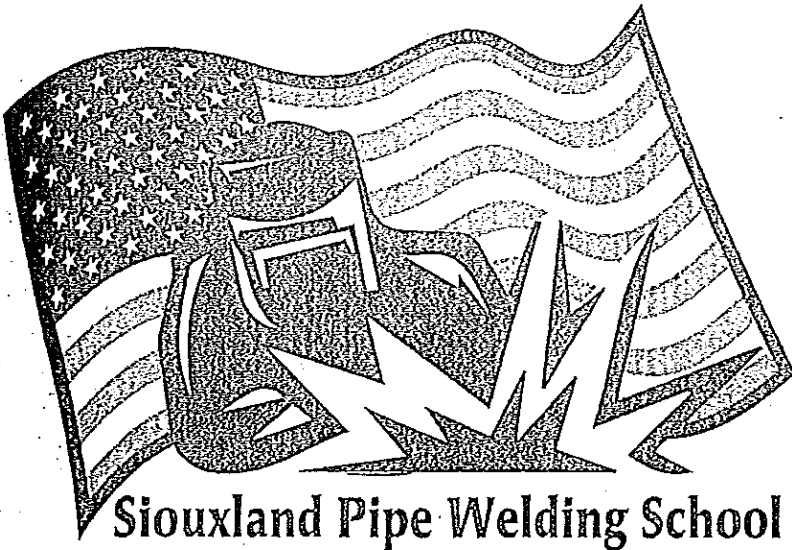
Rep. Cecil Dolecheck

Represents Iowa House**

Appointed 04/07/17; expires 01/13/19

2018

Orientation Guide for Siouxland Pipe Welding School Students



Siouxland Pipe Welding School Inc.
3300 Northbrook Dr. STE A
Sioux City, IA 51105

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Our Mission

Our mission is to provide superior quality, journeyman-level training, and create technically skilled and efficient individuals entering the pipe welding profession.

School Faculty Information

The faculty at Slouxland Pipe Welding School is well qualified, experienced and driven. The instructors and administrators have worked in every level of the occupation from mechanical to pipe welding to supervising and directing welders and fitters in the piping industry.

Gaylon Parker- Owner, Director and Lead Instructor

Gaylon is an AWS Certified Welding Inspector (CWI) which confirms his ability, talent and knowledge to accurately direct and perform operations associated with welder training and classroom instruction. Gaylon has 21 years of experience in pipe welding with all major welding processes, GTAW (gas tungsten arc welding), SMAW (shielded metal arc welding), GMAW (gas metal arc welding) and FCAW (flux-cored arc welding). He has extensive experience welding many alloy metals in the construction industry. He has worked as a pipe fitter, pipe welder, foreman, supervisor and superintendent in the industrial field. He is NCCER+ (National Center for Construction Education and Research) certified and an NCCER performance evaluator for pipefitting, boiler making and ironworking as part of the Standardized Craft Training and National Craft Assessment and Certification program.

Whitney Ingram- Owner, Director of Admissions, Registrar and Business Manager

Whitney is available to answer questions regarding our programs, class schedule, and will also be available to assist both students and parents with financial matters.

Justin Parker-Instructor

Justin is an AWS Certified Welding Inspector (CWI) with a background in pipefitting and welding. He has 11 years of experience in the construction industry. He has extensive experience with all four major welding processes; GTAW, SMAW, GMAW, and FCAW. Justin has worked in several jobs in chemical plants, papermills, steel mills, boiler and steam generating systems and holds a NCCER+ pipe fitter certification, that has shaped him into a well-rounded craftsman and instructor.

Corporate Board of Directors

Gaylon Parker-President

Whitney Ingram- Corporate Secretary

School and Staff Contact Information

Siouxland Pipe Welding School Inc.

3300 Northbrook Dr. Suite A

Sioux City, IA 51105

712-454-5959

www.siouxlandpipeweldingschool.com

Gaylon Parker-Owner/Lead Instructor

601-770-9748

gaylonp@gmail.com

Whitney Ingram-Owner/Office Manager

712-635-4992

wingram@siouxlandpipeweldingschool.com

Justin Parker-Instructor

251-751-5514

Hours of Operation

Office Hours: Monday-Friday 8 AM to 5 PM

Shop Hours: 8 AM to 9 PM

New students will begin class on Mondays. The start date will be set and agreed to at the time of enrollment.

Classes are held during daytime and evening hours

Holidays/Makeup Days

Major Holidays are: New Year's Eve and Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving and Friday and Christmas Eve and Day. Siouxland Pipe Welding School reserves the right to add additional days as necessary. All current students will be notified immediately of any changes to the class schedule.

Class Cancellation: We will notify each student in the event of a class cancellation due to unforeseen circumstances or inclement weather.

Class Schedule

Daytime Schedule

8:00-9:00am-Curriculum

9:00-9:15am-Break

9:15am-12:00pm-Shop

12:00-12:30pm-Lunch Break

12:30-4:15pm-Shop

4:15-4:30pm-Cleanup

4:30pm-Leave for the day

Evening Schedule

4:00 pm-9:30- Shop

All classroom material will be given to you and completed on your own time. Instructors are always available for questions regarding the curriculum.

Course Information and Tuition Rates/Day Rate Fee

GMAW/FCAW (MIG) Structural/Plate Certificate Program

- Duration: 6 weeks
- Class 5 days per week/8 hours per day/ 5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$4,600.00

Students will learn the Gas Metal Arc Welding (GMAW) processes and techniques of Flux Core Arc Welding (FCAW), both self-shielded and gas-shielded. The class includes fillet welds and groove welds in all positions on carbon steel plates. The student will also identify and initiate recommended repairs for given weld defects. Students will also learn oxy-fuel cutting set-up and safety, and layout and blueprint reading.

SMAW [Stick] Pipe Welding Certificate Program

- Duration: 8 weeks
- 5 days per week/ 8 hours per day/ 5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$5500.00

Skill level: No SMAW welding experience required. The class starts with basic arc control in structural positions and moves to cover carbon steel pipe with E6010 root/hot pass and 7018 fill/cap. Includes uphill progressions for root pass in 6-G position and finishes students at a first-class skill level for full penetration joints.

GTAW [TIG] Pipe Welding Certificate Program

- Duration: 10 weeks
- 5 days per week/ 8 hours per day/ 5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$7500.00

This course will cover carbon steel and stainless-steel training up to first class skill level for full penetration joints.

GTAW/SMAW (Combination) Pipe Welding Certificate Program

- Duration: 18 weeks
- Class 5 days per week/ 8 hours per day/5.5 hours in the evening
- Tuition includes all consumable supplies and books
- \$12,000.00

This course is offered to students who are interested in becoming a "combo" welder. Combo welders are capable of both GTAW and SMAW processes. This course follows the curriculum for GTAW and SMAW, but at an advanced pace and includes combination welding tests to a first-class skill level for full penetration joints.

Day Rate-\$175.00

Students must maintain passing grades and meet school attendance requirements to graduate. Upon completion of designated course requirements, students will be awarded an AWS (American Welding Society) Certificate, included in the tuition cost.

Tools and Supplies

Equipment Supplied by Siouxland Pipe Welding School:

The following tools will be supplied by the school on the first day of class. Students will be responsible for the cost of any replacement.

- Siouxland Pipe Welding School Curriculum (yours to keep)
- Safety Glasses (if lost, school will supply you with a new pair at cost)
- Welding Hood (yours to keep)
- First pair of welding gloves (TIG or Stick, yours to keep) (school will supply more gloves to you at cost)
- 4- ½" Electric Angle Grinder (yours to keep) *you will be responsible for damage/repair/replacement resulting from the use
- All Carbon Steel Materials and Consumables
- All Stainless-Steel Materials and Consumables
- Welding Machines, Grinders, Grinding Wheel and other consumables for class use
- 5-Gallon Plastic Bucket to store tools
- 12" crescent wrench for using table fixtures
- Long sleeve shirt made from cotton (this will protect you from UV lighting)
- Pair of lineman-type electrical pliers or heavy-duty wire cutters
- Small inspection flashlight
- Half round file
- Inspection mirror (one-inch diameter, telescoping)

Safety Equipment Supplied by Student:

The student must provide the following tools and daily personal protective equipment. Instructors will be able to answer questions about where to obtain any welding equipment needed.

- Steel-toed safety boots (these will be required in class and necessary for any employment at all fabrication facilities)
- Long sleeve shirt made from cotton (this will protect you from UV lighting)

Admission Policies and Requirements for all Students

Our welding instructors will perform skill level assessments prior to enrollment. Once your skill level has been determined by an instructor, the director of admissions will be notified of the appropriate/recommended training level.

Once you begin classes, your graduation date will be determined by objectives completed within the given timeframes.

Step 1: Complete Application

You will need to completely fill out your application completely. The director will review the application.

Step 2: Payment

You will need to pay your tuition fee. Once received, you will be set up for orientation with the director.

Step 3: Orientation

Enrollment packets and financial paperwork should be completed and reviewed by both the director and the student before the first day of class. All students will also sign an acknowledgment of school policies, as listed in this course catalog. Any oversight to these policies, accidental or intentional, on the part of the student may be grounds for removal from the program.

Step 4: Start Date

It will be imperative that you attend your assigned start date. Start date will be determined at the time of orientation and agreed upon between director and student.

Method of Instruction

The language of instruction used is English. Faculty members are carefully selected for their knowledge and experience and their ability to stimulate and develop each student's potential.

Hands-on training offers students the experience and the self-assurance required to expand their understanding of information processing techniques. Siouxland Pipe Welding School uses ideal equipment as instructional devices to boost the learning experience of the students. The work of all students at Siouxland Pipe Welding School is reported in terms of grades. Instructors are required to assign grades for each student registered in the program.

Students will be expected to maintain passing grades while attending school. Grading is as follows:

- 70% Hands-on training
- 10% Classroom participation
- 10% Following safety procedures
- 10% Attendance

Grading Scale

Letter	Percentile/Detail	Point
A	90-100	4
B	80-89	3
C	70-79	2
D	Fail, <69	1
I	Incomplete	NA
W	Withdraw/Terminated	NA

Grade Point Average (GPA)

Students grade-point average is determined by dividing the total number of grade points earned by the number of weeks attempted. The total grade points earned for each course equals the number of weekly grade points assigned for the class. Students must maintain a C average, or a 2.0 GPA in all courses taken, for satisfactory standing.

I – Indicates that a portion of required coursework has not been completed and assessed in the given period due to unexpected, but fully justified reasons, and that there is still a possibility of earning a grade. It shall be the responsibility of the student to bring applicable information to the attention of the instructor in writing to determine the remaining course requirements to remove or replace the Incomplete. The final grade is assigned when that work has been completed and assessed.

W – Indicates that the student was permitted to drop a course. It carries no suggestion of quality of student performance and is not used in calculating student's GPA.

***Credits earned at Siouxland Pipe Welding School may not transfer to accredited schools and may not qualify for employment.

Attendance Policy

Siouxland Pipe Welding School's attendance policy is designed to ensure that students uphold satisfactory academic development in all the courses required in their program of study. Students will be expected to present for classes on time, attend all classes, stay for the duration of the class and be an active participant in class.

Attendance Records and Unexcused Absences

Attendance is recorded, and our records are maintained daily to ensure that you meet graduation requirements. Students should only be absent for urgent reasons such as illness or other extenuating circumstances. Students should notify a staff member in advance of any anticipated absences if possible. Arrangements for make-up work must be made with the instructor. Students will be permitted three (3) absences per course.

Siouxland Pipe Welding School will monitor the student's attendance by the following procedure:

1. Attendance will be recorded daily
2. Tardies/leaving early you are considered tardy if you are not in class or your designated area for your scheduled shift. Students who leave before dismissal will be docked for the time not present. Two instances of either occurrence shall equal one unexcused absence.
3. The instructor shall report each absence in the weekly evaluation sheets kept for each student.
4. Three consecutive absences will result in automatic probation or termination (subject to the discretion of the school director).
5. If attendance drops below 90% during any course, the student will be subject to a period of attendance probation. The probation period will last 30 days. During the probation period the student will remain in school and must maintain 90% attendance (9 out of every 10 days elapsed) during the designated probationary period. If the student complies with probationary requirements successfully the student shall return to good standing. If absences continue during the probationary period, the student shall be terminated from the program.

Anti-Discrimination Policy

Siouxland Pipe Welding School will not deny any admission to the program based on age (see age requirements), race, color, religion, gender or national origin.

Age Requirements and Previous Training

Applicants must be 18 years or older. A parent or legal guardian will be required to sign a consent form and co-sign the enrollment agreement for all students under the age of 18.

Applicable previous training may be taken into consideration when beginning this program. Students who can progress quickly through the program may be eligible for early, successful completion, given that they are able to perform all requirements of Siouxland Pipe Welding School skills assessments, and complete final coursework.

Minimum Physical Requirements

Siouxland Pipe Welding School requires all students to certify they are capable of the following physical performance, to ensure that they meet the minimum employment requirements of the welding industry.

By completing all Siouxland Pipe Welding School application forms, you are certifying that you meet the following minimum physical requirements.

- Students must be able to squat, kneel, sit or stand for extended periods without rest
- Students must be able to lift and carry fifty (50) pounds or less
- Students must be capable of reading, hearing and understanding the spoken instructions in English. (Hearing devices may be allowed given they will not affect safety or PPE (personal protective equipment) requirements of Siouxland Pipe Welding School.
- Have the ability to freely perform fine, detailed movement in both arms, during a complete work day.
- Students must have 20/20 vision, naturally or corrected. If asked to do so, you must be able to pass a school-issued eyesight check at any time throughout the program. If at any time an instructor suspects the vision of a student is impaired, Siouxland Pipe Welding School reserves the right to require proof of a professional eye examination.
- Students must have reliable transportation to and from class for the duration of this program
- Students must provide a list of any prescription medications that may impair their ability to perform physical tasks, concentrate, may create a safety risk in any aspect, or any medicines that may prevent them from obtaining employment.

Student Conduct/Standards

Students are expected to act appropriately and professionally at all times. Siouxland Pipe Welding School aims to create a real-life working environment, therefore holds high expectations for student behavior to develop professionalism for entering the workforce upon completion of this program. Potential employers seek individuals who will be valuable additions to their company.

The following behavior is grounds for immediate dismissal from the premises and/or termination from the program:

- Any violation of the safety rules or repeat of minor offenses
- Dishonesty including cheating, plagiarism, giving false information, forgery or using false documents
- Intentional disruption or obstruction of teaching
- Harassment of any kind will not be tolerated. There will be no physical or verbal altercations. If this occurs, students will be suspended until the board members meet and choose actions to be taken.
- Theft of any kind. Any removal of items from school constitutes as theft and actions will be taken accordingly.
- Intentional damage to property or vandalism of any kind.
- Use or possession of any alcohol, any illegal substances, firearms, weapons or any other dangerous chemicals on school grounds.
- Any violation of federal, state or local laws on school grounds.

Drug and Alcohol-Free Campus

Siouxland Pipe Welding School maintains a drug- and alcohol-free campus. Students and employees must refrain from the use of alcohol and illegal drugs while on campus or at school-sponsored activities. It is unlawful to manufacture, distribute, dispense, possess, or use a controlled substance or drug on premises.

All students and employees shall observe federal, state, and local laws regarding the sale and use of alcohol and drugs. The use by Siouxland Pipe Welding School students and employees of a controlled substance that is not medically authorized, is strictly prohibited.

Students and employees who violate the drug- and alcohol-free campus regulations on campus or within the institution's jurisdiction or at any event controlled by Siouxland Pipe Welding School may be subject to, as applicable, discipline, suspension, expulsion, or termination of employment. In addition, violating this policy (and concurrent law) may subject students and employees to criminal prosecution. Drug paraphernalia, particularly that containing drug residue, may be considered evidence of drug use. Documented violations of illegal possession, consumption, provision, or sale of narcotics or drugs, or possession of paraphernalia, may result in disciplinary sanctions from Siouxland Pipe Welding School and/or referral to law enforcement officials.

Sexual Misconduct Policy

Siouxland Pipe Welding School is committed to providing and maintaining a positive learning and working environment, free of any form of sexual abuse or assault, for all students, staff, faculty, and other members of the school community.

Individuals who violate this policy will be disciplined and potentially subjected to further corrective action up to and including termination or expulsion as well as having the event reported to the local authorities.

Siouxland Pipe Welding School administrators are responsible for assuring that effective measures are taken to implement this policy's procedures. It is a violation of this policy for any member of the SPWS community to engage in any form of sexual abuse or assault. It is a violation of this policy for any member of the SPWS community to make an intentionally false accusation of sexual harassment. Any person who has been accused of sexual abuse or assault pursuant to the terms of this policy who retaliates against his or her accuser in any manner will be charged with violating this policy. Any member of the SPWS community who is found in violation of this policy will be subject to appropriate sanctions, which may include discharge or expulsion.

Pursuant to Iowa Code Section 261.9(1)(h), any Siouxland Pipe Welding School employee located in Iowa who in the scope of the person's employment responsibilities examines, attends, counsels or treats a child must report suspected physical or sexual abuse to the institution's administration and to law enforcement. Any report of suspected child physical or sexual abuse should be made as soon as possible, but within 48 hours, to Whitney Ingram and the employee shall immediately make a report to local law enforcement.

Military Excusal

Iowa Code Section 261.9(1)(g)

A member, or the spouse of a member if the member has a dependent child, of the Iowa national guard or reserve forces of the United States and who is ordered to national guard duty or federal active duty is entitled to any of the following options:

- (a) Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
- (b) Make arrangements with the student's instructors for course grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact and tuition and mandatory fees shall be assessed for the courses in full.
- (c) Make arrangements with only some of the student's instructors for grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact and tuition and mandatory fees shall be assessed for those courses. Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped and the tuition and mandatory fees for the course refunded.

Student Records

Files will be kept confidential and will be made available as needed. All student records will be kept on file. The student, parent or legal guardian must sign a release of information for any student files to be released to another person or agency. Students may obtain a copy of their academic records at any time with no fee. Student records will be kept in a fire safe filing cabinet.

A student may request a copy of his or her attendance record, grades or course completion certificate by contacting:

Whitney Ingram
3300 Northbrook Dr.
Sioux City, IA, 51105
712-635-4992
Whitney.rose.ingram@gmail.com

Grievance Procedure

Fairness is important to Siouxland Pipe Welding School faculty. Siouxland Pipe Welding School aims to ensure that students with a grievance related to their schooling can use a procedure which will help resolve all grievances as quickly and fairly as possible.

*A grievance is defined as a real or imagined wrong or other cause for complaint or protest due to unfair treatment. Steps to file a grievance are as followed:

1. Student will first try to resolve the issue verbally with the person or persons involved. We hope majority of concerns can be resolved this way.
2. If a student feels the matter has not been resolved through informal discussion, the student will submit a written letter to include the student's name, all parties involved in the complaint, and any appropriate documentation supporting the concern. It will be turned in to the director. Director will review the letter and resolution will be attempted at the lowest level possible. If a solution cannot be reached within a reasonable period, the grievance will be presented to the board members.
3. If a solution cannot be reached within a reasonable period, students have the right to contact the Iowa College Student Aid Commission (Iowa College Aid), 430 E. Grand Ave., 3rd floor, Des Moines, IA 50309. Students with a concern or complaint about Siouxland Pipe Welding School may call Iowa College Aid toll-free at (877) 272-4456 or complete an online Student Dispute Resolution Form at <https://www.iowacollegeaid.gov/sdrf-start>.

Information Updates

It will be student's responsibility to notify school faculty when any information changes (i.e., address change, new phone number/email address) This may be done verbally.

Shop Safety Rules

Siouxland Pipe Welding School is preparing students for a real work-like environment. Safety is the number one priority while working in the industrial field. The places you will work for have a zero tolerance for safety violations. For that reason, we take safety very seriously and students violating any safety rules will be penalized.

*Unsafe practices will be logged in the student's files. Repeat offenders of any safety rules will be dismissed from the program.

General Shop Rules

- No cell phone usage of any kind will be allowed in the shop. You will not be able to use your cell phone on a job site. Special allowances will be issues for emergencies only, but must be approved in advance by the instructor.
- There will be no smoking in the shop. Students may smoke outside of the shop at break times only, and must properly dispose of all butts. Failure to do this will result in Siouxland Pipe Welding School being a smoke-free campus.
- If you use smokeless tobacco, you may not spit on the floor, sinks, fountains, toilets or trash cans. You must spit in a container with a lid, and you must take it with you when you leave.
- Breaks will be taken at break times only. If you need to use the restroom, cool off or get a drink, you must quickly and quietly do so and return to your station.
- You must clean up all messes that you make. If the area you are working in is messy at the beginning of the day, notify the instructor.

PPE (Personal Protective Equipment)-will be worn at all times while in the shop and is also required on any job site.

- Safety glasses shall be worn at all times
- Earplugs (voluntary but encouraged)
- Steel-toe boots are mandatory
- Gloves (except when using specific equipment)
- Clothing-long sleeve cotton shirt, pants to protect you from UV light when welding.

**Students shall be required to abide by Siouxland Pipe Welding School's standards of behavior. The standards, regulations, and shop rules will be posted in the shop area, visible to all students. These standards will be reviewed with each student and will be strictly enforced.

Financial Aid and Tuition Policy

The educational cost will be primarily the responsibility of students and their families. Siouxland Pipe Welding School may assist in financial advising and applying for aid through financial assistance programs available to the school at the time of application.

Payment

All tuition and fees are due on or before starting date.

Siouxland Pipe Welding School is not responsible for any equipment left behind when students graduate or terminate.

- Payments may be made with cash, check, credit card, or money order. Make payable to Siouxland Pipe Welding School Inc.
- Payments should be made in person during regular office hours or mailed prior to the start date. Students will be charged a \$25 processing fee on returned checks for non-sufficient funds and will no longer be able to use checks as a form of payment.

Determination of Absences and Tardies

Absences are determined by failing to attend class. Tardies/leaving early is determined when a student is not present for class after the designated start time or leaves before dismissal from the lead instructor.

Students with excused absences must notify a Slouxlund Pipe Welding School staff member as soon as possible the day of the absence. Excused absences are subject to review and shall fall within the overall attendance policy.

Examples of excused absences include:

- Doctors appointment or injury
- Illness of self, child or spouse
- Family emergencies including funerals
- Work (one-day maximum per month)

Examples of unexcused absences include:

- Car trouble
- Oversleeping

Leave of Absence

Slouxlund Pipe Welding School recognizes that there may be times when a student may require a leave due to an extreme circumstance. In these situations, the school director may approve a leave of absence in writing for up to 180 days. Under no circumstances can leave of absence be extended past 180 days. Slouxlund Pipe Welding School requires that a student request for a leave if he/she is planning to be absent for more than five (5) consecutive school days.

Reasons for a leave of absence include, but are not limited to:

- Serious student medical problem
- Military duty
- Death of an immediate family member

Time for approved leave of absence may be included in the calculation of a student's maximum program length. If a leave of absence begins before student completes the program of study, grade of "I" will be recorded in the student's record. With notification of the student's plan to return, the student may be scheduled for reinstatement.

Withdrawal or Termination from Program

Students have the right to withdraw from the program at any time. The student shall be considered to have withdrawn from the program when any of the following occurs:

- The student notifies the school of withdrawal by written statement
- Slouxlund Pipe Welding School terminates your enrollment
- You fail to attend any classes for five (5) consecutive scheduled class days, excluding school holidays.

Refer to Refund Policies and Procedures section for more information on the issuance of refunds for student withdrawals.

Determination of the Withdrawal Date

The student's withdrawal date is the last date of academic attendance as determined by the institution from its attendance records. The withdrawal date for a student who does not return from an approved leave of absence is set retroactively to the last date of attendance, as determined by the institution's attendance records. Refer to Refund Policies and Procedures section for more information on the issuance of refunds for student withdrawals.

Refund Policies and Procedures

Siouxland Pipe Welding School will make a pro-rata refund of tuition charges to a student who terminates from any of our postsecondary educational programs in an amount that is not less than ninety (90) percent of the amount of tuition charged to the student for the program multiplied by the ratio of the number of scheduled clock hours remaining in sixty (60) percent of the program to the total number of scheduled clock hours in sixty (60) percent of the program.

If a terminating student has completed sixty (60) percent or more of the program, the student is not entitled to a refund of any tuition charges.

However, if, at any time a student terminates one of our postsecondary educational programs due to the student's physical incapacity or due to the transfer of the student's spouse's employment to another city, the terminating student shall receive a refund of tuition charges in an amount that equals the amount of tuition charged to the student for the program multiplied by the ratio of the remaining number of scheduled clock hours in the program to the total number of scheduled clock hours in the program.

Siouxland Pipe Welding School will determine whether a terminating student is eligible for a refund of tuition charges and, if applicable, adjust the student's account accordingly within 45 days of determining that the student withdrew.

Student Services/Resources

The staff is available to attend to the needs of the student body at Siouxland Pipe Welding School. Such services include providing students with information regarding transportation, childcare, professional counseling services available within the community, as well as attend to any other particular concerns which may arise while attending Siouxland Pipe Welding School.

Special Instructional Assistance

Students who have occasional difficulty with study are urged to seek assistance from their instructor during class hours. Informal guidance services are available for students depending on their individual needs. Assistance in program selection is available.

Students encountering problems which interfere with their education are encouraged to bring these issues to the attention of their instructor.

Siouxland Pipe Welding School recognizes the existence of external factors, which may interfere with study of the program, such as physical or substance abuse. Siouxland Pipe Welding School will offer referrals to student to services available through local agencies. Students must take the initiative in asking for guidance.

Referral Services

Medical Care

Siouxland Pipe Welding School is located near clinics and hospitals and will make any needed referrals. In case of emergencies, 911 will be called.

Drug, Alcohol and Sexual Abuse Resources

IOWA:

Transitional Services of Iowa

1221 Pierce St.

Sioux City, IA 51105

712-255-0204

www.transitionalservicesofiowa.org

Siouxland Counseling Services

409 11th St.

Sioux City, IA 51105

712-560-7045

Council on Sexual Assault and Domestic Violence (CSADV)

712-258-7233

NATIONAL:

Alcoholics Anonymous

<http://www.aa.org/>

National Institute on Alcohol Abuse and Alcoholism

Alcohol & Your Health

<http://www.niaaa.nih.gov/alcohol-health>

Public education materials

<https://niaaa.nih.gov/publications/brochures-and-fact-sheets>

Federal Substance Abuse and Mental Health Services Administration

Behavioral Health Treatment Services Locator

<https://findtreatment.samhsa.gov/locator/home>

Rape, Abuse & Incest National Network (RAINN)

(800) 656 HOPE (4673)

Safety and Prevention

<https://www.rainn.org/safety-prevention>

Center for Changing our Campus Culture

Victim Services/Advocates

<http://changingourcampus.org/category/victim-services/>

Housing

Siouxland Pipe Welding School does not have on-campus housing. Several apartments, rental homes, RV sites and motel accommodations are available within easy commuting distance. Siouxland Pipe Welding School assumes no responsibility for student housing but can make recommendations.

Employment Assistance

Siouxland Pipe Welding School can provide training on job search. The instructors maintain contact with many employers, as well as construction projects needing welders. Opportunity for employment is the true reward a student graduate will receive.

Siouxland Pipe Welding School does not guarantee a job to anyone. Job placement assistance is available.

CERTIFYING STATEMENT

"I certify that the content and policies contained herein are true and correct."

-Gaylon W. Parker

Signature:



Title: President

Date: 9-15-2017



TITLE I DIRECTOR'S REPORT
NOVEMBER 29, 2018

Fall Career Event Recap

A very successful Career Fair was held at Western Iowa Tech on Thursday November 15th. The event was jointly coordinated between IowaWORKS Greater Siouxland and Western Iowa Tech. Over 80 employers attended the event and the feedback was very positive.

K-Mart Update

Contact has been made to company officials in Cherokee. We are currently in the process of determining dates and times to meet with impacted employees at the Cherokee location.

Local Workforce Development Board (LWDB) Update


Efforts are moving forward to fill business positions on the Board. Outreach to local chambers and economic development groups and individuals resulted in four applications to the Board. As we add new Board Members to the LWDB, we might want to consider a Board Training in the 1st Quarter of 2019.

Eligible Training and Provider List (ETPL) Update

Entities that have had approved programs for Title I funding are being asked to enter program information into an interface to be incorporated into the new GEO-Solutions IWD data management system. The process has been communicated to training providers and a deadline of December 15th has been established to enter training programs. We feel our educational partners are making headway with this process. After the December 15th deadline for current providers, new programs and providers won't be accepted for review until March 2019.

State Workforce Board & Realignment Committee Update

The State Workforce Board met on Monday, November 19th. Much of the business meeting focused on designating high demand career programs that will be supported by Future Ready Iowa funding and scholarships. It was mentioned in the meeting that in addition to the state wide list, there will be the ability to add up to 5 local programs that are in high demand. It was reported at the meeting that the state has not yet heard from the Department of Labor (DOL) regarding the waiver requests submitted earlier this year. Without responses on the waivers, the realignment of Regions is currently on hold. The next meeting of this board is scheduled for February 19, 2019. The Waiver requests that were submitted to the DOL by the State of Iowa are titled: One Stop Operator Location Requirement, Administrative Cost Arrangements, and Eligible Training and Provider Lists.

	NOTICE: STATE WORKFORCE DEVELOPMENT BOARD PUBLIC MEETING
Date:	Monday, November 19, 2018
Time:	1:00 p.m. – 3:00 p.m.
Place:	Greater Des Moines Botanical Garden 909 Robert D. Ray Drive - DuPont Room Des Moines, IA 50309-2897
Phone:	Description: Join from PC, Mac, Linux, iOS or Android: https://iowaworks.zoom.us/j/353745279 Or iPhone one-tap : US: +14086380968,,353745279# or +16468769923,,353745279# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833 Meeting ID: 353 745 279

TENTATIVE AGENDA:

1. Call to Order.
2. Introductions.
3. Roll call to establish quorum.
4. **Action Item:** Approval of Meeting Agenda.
5. **Action Item:** Approval of the minutes from the August 27, 2018, State Workforce Development Board meeting.
6. Introduction of Governor Kim Reynolds by Director, Beth Townsend, Iowa Workforce Development (IWD).
7. Remarks by Governor Kim Reynolds.
8. Director's Report by Director, Beth Townsend.
9. Review list of high demand careers as required by the FRIA Act.
 - 9.1. **Action Item:** Designate high demand careers.
10. Discussion on high demand career list for the Registered Apprenticeship Development Program (I5C) by Jill Lippincott, Iowa Economic Development Authority (IEDA).
 - 10.1 **Action Item:** Vote on I5C high demand career list.

11. Review policies for the Adult, Dislocated Worker, and Youth programs under Title I of the federal Workforce Innovation and Opportunity Act (WIOA) by IWD Division Administrator, Cathy Ross, Bureau Chief, Michelle McNertney, and attorney, Ben Humphrey.

11.1 Action Item: Vote on draft policies for the WIOA Title I programs.

12. Discussion on the recapture and reallocation of funds among local workforce development areas for the WIOA Title I Adult, Dislocated Worker, and Youth programs by IWD Division Administrator, Cathy Ross, Bureau Chief, Michelle McNertney, and attorney, Ben Humphrey.

12.1 Action Item: Vote on procedures for the recapture and reallocation of funds for the WIOA Title I Adult, Dislocated Worker, and Youth programs.

13. Update on Eligible Training Provider List by IWD Division Administrator, Cathy Ross and Bureau Chief, Michelle McNertney

14. Discussion of Recommendations submitted by Minority Outreach Standing Committee by Director, Beth Townsend.

14.1 Action Item: Vote on approval of Recommendations.

15. Update on Ex-Offender Reentry Committee by Committee Chair, Lynn Schreder.

16. Adjournment.

ACCOMMODATIONS:

Accommodations are available upon request for individuals with disabilities. If you need an accommodation, please contact:

Shelly Evans -- Email: shelly.evans@iwd.iowa.gov -- Telephone (515) 725-5680

CONFERENCE CALL INFORMATION:

iPhone one-tap : US: +14086380968,,353745279# or +16468769923,,353745279#

Telephone: Dial (for higher quality, dial a number based on your current location):

US: +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833

Meeting ID: 353 745 279

UPCOMING CALENDAR EVENTS:

- February 18, 2019 (1:00 to 3:00 p.m.) - State Workforce Development Board Meeting

Future Ready Iowa Grant Programs

Standard Occupational Code	Occupation	2016 Estimated Employment	2026 Projected Employment	Annual Growth Rate (%)	2017 Entry Hourly Wage	2017 Median Hourly Wage	% of Employment with Bachelor's Degree or Above	Registered Apprenticeship Program Exists in Iowa
	Management, Business, & Financial Operations	58,045	67,490	1.6				
13-2011	Accountants and Auditors	12,980	14,815	1.4	\$19.66	\$28.49	79.2%	
13-1199	Business Operations Specialists, All Other	11,440	12,790	1.2	\$17.52	\$28.20	65.8%	
13-2099	Financial Specialists, All Other	6,190	7,465	2.1	\$18.65	\$27.47	60.5%	X
13-2072	Loan Officers	5,320	6,785	2.8	\$19.33	\$30.86	50.4%	
41-4011	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	3,975	4,130	0.4	\$18.31	\$31.95	48.7%	
41-3031	Sales Agents	3,190	3,820	2.0	\$15.65	\$26.36	71.4%	
13-1161	Market Research Analysts and Marketing Specialists	2,700	3,375	2.5	\$17.33	\$26.03	80.8%	
11-9021	Construction Managers	3,635	4,150	1.4	\$23.28	\$34.67	34.8%	
13-1051	Cost Estimators	2,180	2,445	1.2	\$18.55	\$27.84	34.9%	
13-2051	Financial Analysts	1,950	2,305	1.8	\$24.46	\$34.84	87.4%	
13-2052	Personal Financial Advisors	1,780	1,950	1.5	\$19.79	\$30.55	80.2%	
13-2041	Credit Analysts	1,080	1,300	2.0	\$19.29	\$29.96	61.9%	
13-1081	Logisticians	925	1,020	1.0	\$19.22	\$28.24	44.3%	
13-2061	Financial Examiners	700	850	2.1	\$22.54	\$33.09	82.0%	
29-1141	Registered Nurses	47,220	54,715	1.6	\$20.70	\$26.59	60.6%	
21-1029	Social Workers, All Other	33,230	37,995	1.4	\$18.28	\$30.39	77.7%	
21-1029	Educational, Guidance, School, and Vocational Counselors	2,875	3,385	1.8	\$18.28	\$30.39	77.7%	
21-1012	Counselors	2,680	3,020	1.3	\$16.31	\$24.18	80.5%	
21-1022	Healthcare Social Workers	1,520	1,835	2.0	\$15.55	\$21.55	77.7%	
21-1023	Mental Health and Substance Abuse Social Workers	1,350	1,650	2.2	\$15.12	\$19.62	77.7%	
21-1014	Mental Health Counselors	895	1,105	2.3	\$14.12	\$18.92	80.5%	
45-2011	Agricultural Inspectors	720	740	0.3	\$15.85	\$23.73	38.5%	
19-4021	Biological Technicians	820	930	1.3	\$14.24	\$18.73	44.9%	
29-1171	Nurse Practitioners	1,040	1,385	3.3	\$38.60	\$46.16	99.1%	
29-1071	Physician Assistants	800	1,060	7.5	\$34.81	\$47.65	92.3%	
29-1122	Occupational Therapists	925	1,150	2.4	\$28.52	\$35.63	91.1%	
21-1013	Marriage and Family Therapists	365	480	5.0	\$19.28	\$24.82	80.5%	
	Education	60,640	64,965	0.7				
25-2021	Elementary School Teachers, Except Special Education	21,485	23,040	1.715	\$37,888*	\$52,567*	95.0%	
25-2031	Secondary School Teachers, Except Special and Career/Technical Education	14,025	15,065	1.095	\$38,966*	\$54,287*	95.5%	
25-2022	Middle School Teachers, Except Special and Career/Technical Education	11,290	12,120	0.900	\$40,505*	\$56,678*	95.0%	
25-2051	Special Education Teachers, Preschool	2,870	3,065	2.25	\$43,351*	\$62,136*	84.7%	
25-2012	Kindergarten Teachers, Except Special Education	1,685	1,810	1.800	\$36,964*	\$50,244*	47.1%	
25-2054	Special Education Teachers, Secondary School	1,935	2,070	1.55	\$41,967*	\$55,481*	84.7%	
25-2053	Special Education Teachers, Middle School	1,685	1,800	1.35	\$44,684*	\$61,464*	84.7%	
25-2052	Special Education Teachers, Kindergarten and Elementary School	1,675	1,790	1.35	\$40,168*	\$53,276*	84.7%	

Future Ready Iowa Grant Programs

25-2059	Special Education Teachers, All Other	1,405	1,525	115	0.9	\$40,065*	\$63,205*	84.7%
25-1194	Vocational Education Teachers, Postsecondary	1,230	1,240	95	0.1	\$15,63	\$25,07	93.6%
25-2032	Career/Technical Education Teachers, Secondary School	1,120	1,190	85	0.6	\$39,208*	\$52,773*	95.5%
25-2023	Career/Technical Education Teachers, Middle School	235	250	20	0.6	\$43,645*	\$48,507*	95.0%
15-1121	Information Technology & Mathematics	28,505	32,555	2,390	1.4			
15-1151	Computer Systems Analysts	6,085	7,005	505	1.5	\$27,103	\$38,06	73.7%
15-1132	Computer User Support Specialists	4,780	5,555	450	1.6	\$14,26	\$20,63	49.1%
15-1142	Software Developers, Applications	4,225	5,210	395	2.3	\$27,82	\$40,44	84.5%
15-1199	Network and Computer Systems Administrators	3,485	3,770	250	0.8	\$23,41	\$32,29	83.9%
15-1131	Computer Occupations, All Other	2,580	2,915	215	1.3	\$20,88	\$33,89	56.3%
15-1152	Computer Programmers	3,340	3,240	195	-0.3	\$22,87	\$32,31	73.4%
15-1141	Computer Network Support Specialists	1,905	2,145	170	1.3	\$19,00	\$25,60	49.1%
15-2031	Database Administrators	845	1,000	75	1.8	\$26,74	\$40,84	72.3%
15-2011	Operations Research Analysts	680	945	75	3.9	\$25,30	\$36,80	74.2%
17-2112	Actuaries	580	770	60	3.3	\$29,58	\$43,56	97.3%
17-2141	Engineering	6,880	7,905	565	1.5			
17-2071	Industrial Engineers	2,525	2,970	220	1.8	\$26,94	\$35,48	71.3%
17-2021	Mechanical Engineers	2,415	2,760	195	1.4	\$24,79	\$34,20	76.5%
17-2061	Electrical Engineers	1,330	1,500	105	1.3	\$30,42	\$41,79	79.5%
	Agricultural Engineers	335	370	25	1.0	\$31,87	\$42,71	77.6%
	Computer Hardware Engineers	275	305	20	1.1	\$31,38	\$46,31	76.1%

27-3031	Arts, Design, Entertainment, Sports, & Media	2,095	2,355	240	1.2			
23-2011	Public Relations Specialists	2,095	2,355	240	1.2	\$17,80	\$25,54	83.0%
	Legal	1,765	2,145	230	2.2			
	Paralegals and Legal Assistants	1,765	2,145	230	2.2	\$15,20	\$22,47	44.3%

High Demand Job List Criteria (Bachelor's Degree or Above)

- Updated 11/07/2018
- Sorted by number of estimated annual openings (between 2016 and 2026). This identifies occupations which are projected to have the largest number of open jobs.
 - Occupations with the annual openings highlighted in green are in the top 20 occupations that meet the below criteria in number of annual projected job openings. Similarly, occupations with the annual growth rate highlighted are in the top 20 occupations that meet the below criteria in annual projected growth rate.
 - Entry-level wage of \$14.00 or higher
 - Doesn't typically require work experience for entry
 - Doesn't typically require a doctoral or professional degree
 - 33.3% or higher of people employed in the occupation with educational attainment of Bachelor's Degree or above.
 - Additional occupations were added to list upon recommendation that may vary from prescribed methodology.
- * Annual salary is shown since hourly wage rate is not available. Only occupations with an annual entry-level salary of \$29,120 or higher are included.

Sources:

- State of Iowa Occupational Projections
www.iowahigh.gov/occup
- 2017 Iowa Wage Survey (State of Iowa)
www.iowahigh.gov/iawagesurvey
- U.S. Bureau of Labor Statistics (national)
www.bls.gov/emp/ep_education_training_system.htm
- U.S. Bureau of Labor Statistics (national)
https://www.bls.gov/emp/tables/educational_attainment.htm
- Iowa Registered Apprenticeship Sponsor List

Future Ready Iowa Last-Dollar Scholarship Programs

Standard Occupational Code	Occupation	Iowa Statewide High Demand Job List DRAFT (\$14+ Entry Wage) - Less than a Bachelor's Degree (2016-2026 State of Iowa Occupational Projections)									
		2016 Estimated Employment	2026 Projected Employment	Annual Openings	Annual Growth Rate (%)	2017 Entry-Level Hourly Wage ²	2017 Median Hourly Wage ²	% of Employment with Some College, No Degree/Associate's Degree ³	Registered Apprenticeship Program Exists in Iowa ⁴		
	Healthcare & Biosciences	62,930	71,640	5,020	1.4						
29-1141	Registered Nurses	33,230	37,995	2,270	1.4	\$20.70	\$26.59	38.0%			
29-2061	Licensed Practical and Licensed Vocational Nurses	7,220	7,835	950	0.9	\$16.40	\$19.47	70.6%	X		
31-9081	Dental Assistants	2,965	3,470	400	1.7	\$15.45	\$18.96	61.0%			
29-2021	Dental Hygienists	2,220	2,605	180	1.7	\$27.46	\$33.77	59.6%			
29-2041	Emergency Medical Technicians and Paramedics	2,455	2,725	180	1.1	\$11.11	\$15.41	66.6%			
29-2034	Radiologic Technologists	2,445	2,725	160	1.1	\$18.55	\$23.94	60.3%			
31-2021	Physical Therapist Assistants	865	1,125	145	3.0	\$16.58	\$22.30	65.2%			
19-4011	Agricultural and Food Science Technicians	1,180	1,335	140	1.3	\$14.38	\$20.63	38.7%			
	Life, Physical, and Social Science Technicians, All Other	1,060	1,190	140	1.2	\$16.11	\$23.68	34.5%			
29-2099	Health Technologists and Technicians, All Other	1,565	1,775	120	1.3	\$14.50	\$19.24	49.0%			
29-2012	Medical and Clinical Laboratory Technicians	1,455	1,600	105	1.0	\$14.70	\$19.94	39.3%			
29-2011	Medical and Clinical Laboratory Technologists	1,460	1,610	105	1.0	\$19.76	\$26.72	39.3%			
19-4021	Biological Technicians	820	930	95	1.3	\$14.24	\$18.73	35.3%			
31-2011	Occupational Therapy Assistants	415	545	70	3.1	\$21.01	\$26.70	81.8%			
29-1126	Respiratory Therapists	960	1,190	70	2.4	\$20.49	\$24.39	67.1%			
29-2055	Surgical Technologists	705	770	65	0.9	\$15.83	\$18.94	56.3%			
19-4031	Chemical Technicians	540	610	60	1.3	\$15.25	\$19.56	40.5%			
	Environmental Science and Protection Technicians, Including Health	385	445	55	1.6	\$15.30	\$21.72	34.5%	X		
19-4091	Diagnostic Medical Sonographers	585	720	45	2.3	\$23.80	\$30.15	60.3%			
29-2032	Cardiovascular Technologists and Technicians	400	440	25	1.0	\$14.42	\$23.15	60.3%			
29-2031	Construction & Engineering	39,030	44,105	4,630	1.3						
47-2031	Carpenters	10,575	11,770	1,125	1.1	\$14.06	\$19.06	24.9%	X		
47-2111	Electricians	7,910	8,960	1,025	1.3	\$16.06	\$24.93	47.3%	X		
47-2152	Plumbers, Pipefitters, and Steamfitters	6,625	7,795	860	1.8	\$14.97	\$22.87	31.9%	X		
	Operating Engineers and Other Construction Equipment Operators	5,385	6,040	685	1.2	\$15.62	\$21.69	25.7%	X		
47-2073	Sheet Metal Workers	1,925	2,210	240	1.5	\$14.63	\$21.14	32.6%	X		
47-2211	Structural Iron and Steel Workers	885	1,030	115	1.6	\$18.15	\$26.28	34.6%	X		
17-3023	Electrical and Electronics Engineering Technicians	1,175	1,230	105	0.5	\$19.16	\$28.41	53.6%	X		
17-3029	Engineering Technicians, Except Drafters, All Other	1,085	1,190	105	1.0	\$19.70	\$26.07	53.6%	X		
47-2151	Pipelayers	800	905	100	1.3	\$15.10	\$22.73	31.9%	X		
17-3011	Architectural and Civil Drafters	870	990	90	1.4	\$16.70	\$22.81	60.8%			
17-3022	Civil Engineering Technicians	890	990	90	1.1	\$16.30	\$25.25	53.6%			
17-3013	Mechanical Drafters	905	995	90	1.0	\$16.13	\$22.11	60.8%			

Future Ready Iowa Last-Dollar Scholarship Programs

Advanced Manufacturing Production, Installation & Maintenance										
51-4121	Welders, Cutters, Solderers, and Brazers	35,225	38,670	3,895	1.0					
49-9041	Industrial Machinery Mechanics	9,010	9,840	1,070	0.9	\$13.87	\$17.42	\$17.42	\$17.42	30.6%
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	5,045	5,630	515	1.2	\$17.23	\$23.33	\$23.33	\$23.33	41.4%
51-4011	Computer-Controlled Machine Tool Operators, Metal and Plastic	3,635	4,330	445	1.9	\$16.04	\$23.36	\$23.36	\$23.36	42.2%
49-3041	Farm Equipment Mechanics and Service Technicians	2,760	2,985	305	0.8	\$15.16	\$17.85	\$17.85	\$17.85	45.3%
49-3042	Mobile Heavy Equipment Mechanics, Except Engines	2,405	2,590	255	0.8	\$14.38	\$18.41	\$18.41	\$18.41	37.4%
49-9043	Maintenance Workers, Machinery	2,170	2,345	230	0.8	\$16.21	\$22.85	\$22.85	\$22.85	37.4%
49-9051	Electrical Power-Line Installers and Repairs	1,395	1,575	165	1.3	\$15.24	\$20.43	\$20.43	\$20.43	38.6%
51-4122	Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	1,695	1,850	155	0.9	\$20.11	\$32.11	\$32.11	\$32.11	47.9%
51-2031	Engine and Other Machine Assemblers	1,465	1,425	145	-0.3	\$14.67	\$17.55	\$17.55	\$17.55	30.6%
49-9044	Millwrights	1,315	1,165	110	-1.1	\$15.60	\$19.19	\$19.19	\$19.19	30.3%
49-9052	Telecommunications Line Installers and Repairers	980	1,130	110	1.5	\$18.97	\$25.94	\$25.94	\$25.94	42.6%
51-4111	Tool and Die Makers	1,000	1,065	110	0.6	\$14.37	\$20.82	\$20.82	\$20.82	46.8%
49-9081	Wind Turbine Service Technicians	1,140	1,105	100	-0.3	\$18.44	\$23.31	\$23.31	\$23.31	48.2%
51-8099	Plant and System Operators, All Other	360	640	75	7.8	\$18.15	\$28.95	\$28.95	\$28.95	36.9%
51-4012	Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic	525	590	60	1.2	\$15.82	\$21.93	\$21.93	\$21.93	43.7%
15-1121	Computer Systems Analysts	325	405	45	2.5	\$15.86	\$20.68	\$20.68	\$20.68	45.3%
15-1151	Computer User Support Specialists	23,210	25,835	1,880	1.1					
15-1142	Network and Computer Systems Administrators	6,085	7,005	505	1.5	\$27.03	\$38.06	\$38.06	\$38.06	21.2%
15-1199	Computer Occupations, All Other	4,780	5,565	450	1.6	\$14.26	\$20.63	\$20.63	\$20.63	41.3%
15-1131	Computer Programmers	3,485	3,770	250	0.8	\$23.41	\$32.29	\$32.29	\$32.29	38.4%
15-1152	Computer Network Support Specialists	2,580	2,915	215	1.3	\$20.88	\$33.89	\$33.89	\$33.89	35.3%
15-1134	Web Developers	3,340	3,240	195	-0.3	\$22.87	\$32.31	\$32.31	\$32.31	21.6%
		1,905	2,145	170	1.3	\$19.00	\$25.60	\$25.60	\$25.60	41.3%
		1,035	1,205	95	1.6	\$15.00	\$22.05	\$22.05	\$22.05	25.2%
Business & Financial Operations										
13-2072	Loan Officers	12,010	14,100	1,305	1.7					
13-1031	Claims Adjusters, Examiners, and Investigators	5,320	6,785	630	2.8	\$19.33	\$30.86	\$30.86	\$30.86	34.1%
13-1051	Cost Estimators	3,585	3,850	325	0.7	\$19.48	\$27.43	\$27.43	\$27.43	34.4%
13-1081	Logisticians	2,180	2,445	250	1.2	\$18.55	\$27.84	\$27.84	\$27.84	39.3%
43-9041	Office & Administrative Support	925	1,020	100	1.0	\$19.22	\$28.24	\$28.24	\$28.24	39.4%
43-5061	Insurance Claims and Policy Processing Clerks	6,745	7,855	835	1.6					
43-4011	Production, Planning, and Expediting Clerks	3,410	4,145	445	2.2	\$15.24	\$18.44	\$18.44	\$18.44	45.7%
33-3051	Brokerage Clerks	2,895	3,190	335	1.0	\$14.87	\$20.49	\$20.49	\$20.49	40.9%
	Protective Services	440	520	55	1.8	\$14.95	\$19.19	\$19.19	\$19.19	35.1%
	Police and Sheriff's Patrol Officers	4,905	5,150	340	0.5					
	Legal	4,905	5,150	340	0.5	\$19.26	\$26.96	\$26.96	\$26.96	48.5%
23-2011	Paralegals and Legal Assistants	1,765	2,145	230	2.2					
		1,765	2,145	230	2.2	\$15.20	\$22.47	\$22.47	\$22.47	44.1%

Future Ready Iowa Last-Dollar Scholarship Programs

High Demand Job List Criteria (More than HS, Less than Bachelor's Degree)

Updated: 11/07/2018

- Sorted by number of estimated annual openings (between 2016 and 2026). This identifies occupations which are projected to have the largest number of open jobs.
- Occupations with the annual openings highlighted in green are in the top 20 occupations that meet the below criteria in number of annual projected job openings. Similarly, occupations with the annual growth rate highlighted are in the top 20 occupations that meet the below criteria in annual projected growth rate.
- Entry-level wage of \$14.00 or higher
- Doesn't typically require work experience for entry
- With few exceptions, 33.3% or higher of people employed in the occupation with educational attainment of Some College, No Degree or Associate's Degree.
- Sorted by number of estimated annual openings (between 2016 and 2026). This identifies occupations which are projected to have the largest number of open jobs.
- Additional occupations were added to list upon recommendation that may vary from prescribed methodology.
- Annual salary is shown since hourly wage rate is not available. Only occupations with an annual entry-level salary of \$29,120 or higher are included.

Sources:

- 1 State of Iowa Occupational Projections
www.iowalmi.gov/ocoproj
- 2 2017 Iowa Wage Survey (State of Iowa)
www.iowalmi.gov/iawagesreport
- 3 U.S. Bureau of Labor Statistics (national)
<https://www.bls.gov/emp/tables/educational-attainment.htm>
- 4 Iowa Registered Apprenticeship Sponsor List
www.eamandlearniowa.gov

Proposed 15C In-Demand Occupational Groupings

2018 Standard Occupational Codes (SOC) codes based on U.S. Department of Labor Bureau of Labor and Statistics; definitions provided by: https://www.bls.gov/soc/2018/soc_2018_definitions.pdf

1. Construction Trade Workers:

- SOC codes included: 47-2---

Examples:

Code	Description	Growth Rate	RA Program Exists?
47-2031	Carpenters	1.1	X
47-2073	Operating Engineers and other Construction Equipment Operators	1.2	X
47-2111	Electricians	1.3	X
47-2151	Pipelayers	1.3	X
47-2152	Plumbers, Pipefitters and Steamfitters	1.8	X
47-2211	Sheet Metal Workers	1.5	X
47-2221	Structural Iron and Steel Workers	1.6	X

2. Health Care Practitioners, Support and Technical Occupations:

- SOC codes included: 29-1---, 29-2---, 31-9---, 31-2---

Examples:

Code	Description	Growth Rate	RA Program Exists?
29-1126	Respiratory Therapists	2.4	
29-1141	Registered Nurses	1.4	
29-2011	Medical and Clinical Laboratory Technologists	1.0	
29-2012	Medical and Clinical Laboratory Technicians	1.0	
29-2021	Dental Hygienists*	1.7	
29-2031	Cardiovascular Technologists and Technicians	1.0	
29-2032	Diagnostic Medical Sonographers	2.3	
29-2034	Radiologic Technologists	1.1	
29-2041	Emergency Medical Technicians and Paramedics	1.1	
29-2055	Surgical Technologists	.9	
29-2061	Licensed Practical and Licensed Vocational Nurses	0.9	
29-2099	Health Technologists and Technicians, All other	1.3	
31-2011	Occupational Therapy Assistants	3.1	
31-2021	Physical Therapist Assistants	3.0	
31-9091	Dental Assistants**	1.7	

** Administer oral hygiene care to patients. Assess patient oral hygiene problems or needs and maintain health records. Advise patients on oral health maintenance and disease prevention. May provide advanced care such as providing fluoride treatment or administering topical anesthesia.*

*** Perform limited clinical duties under the direction of a dentist. Clinical duties may include equipment preparation and sterilization, preparing patients for treatment, assisting the dentist during treatment, and providing patients with instructions for oral healthcare procedures. May perform administrative duties such as scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes.*

3. Installation, Maintenance and Repair Occupations:

- SOC codes included: 49-3---, 49-9---

Examples:

Code	Description	Growth Rate	RA Program Exists?
49-3041	Farm Equipment Mechanics and Service Technicians*	.8	X
49-3042	Mobile Heavy Equipment Mechanics, Except Engines**	.8	X
49-9021	HVAC and Refrigeration Mechanics and Installers	1.9	X
49-9041	Industrial Machinery Mechanics***	1.2	X
49-9043	Maintenance Workers, Machinery	1.3	
49-9044	Millwrights	1.5	X
49-9051	Electrical Power-Line Installers and Repairers	.9	X
49-9052	Telecommunications Line Installers and Repairers	.6	X
49-9081	Wind Turbine Service Technicians	7.8	X

**Diagnose, adjust, repair, or overhaul farm machinery and vehicles, such as tractors, harvesters, dairy equipment, and irrigation systems*

***Diagnose, adjust, repair, or overhaul mobile mechanical, hydraulic, and pneumatic equipment, such as cranes, bulldozers, graders, and conveyors, used in construction, logging, and mining*

****Repair, install, adjust, or maintain industrial production and processing machinery or refinery and pipeline distribution systems. May also install, dismantle, or move machinery and heavy equipment according to plans. Excludes "Mobile Heavy Equipment Mechanics, Except Engines"*

4. Computer Related Occupations:

- SOC codes included: 15-1---

Examples:

Code	Description	Growth Rate	RA Program Exists?
15-1121	Computer Systems Analysts	1.5	X
15-1134	Web Developers/Application Developer	7.8	X
15-1142	Network and Computer Systems Administrators	.8	
15-1151	Computer User Support Specialists	1.6	X
15-1152	Computer Network Support Specialist	1.3	
15-1199	Computer Occupations, All Other	1.3	
15-1131	Computer Programmers*	-.3	

*Create, modify, and test the code and scripts that allow computer applications to run. Work from specifications drawn up by software and web developers or other individuals. May develop and write computer programs to store, locate, and retrieve specific documents, data, and information.

5. Production Occupations:

- SOC codes included: 51-2---, 51-4---, 51-8---

Examples:

Code	Description	Growth Rate	RA Program Exists?
51-4011	Computer Controlled Machine Tool Operators, Metal and Plastic	.8	X
51-4012	Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic	2.5	X
51-4121	Welders, Cutters, Solderers and Brazers [±] *	.9	X
51-8099	Plant and System Operators, All Other**	1.2	X
51-2031	Engine and Other Machine Assemblers*	-1.1	X
51-4111	Tool and Die Makers**	-.3	X
51-4122	Welding Soldering and Brazing Machine Setters, Operators and Tenders**	-.3	X

[±] Not on List

*Use hand-welding, flame-cutting, hand-soldering, or brazing equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.

**All plant and system operators not listed separately. Illustrative examples: Asphalt Plant Operator, Concrete Batch Plant Operator, Lime Filter Operator

*Construct, assemble, or rebuild machines, such as engines, turbines, and similar equipment used in such industries as

construction, extraction, textiles, and paper manufacturing.

****Analyze specifications, lay out metal stock, set up and operate machine tools, and fit and assemble parts to make and repair dies, cutting tools, jigs, fixtures, gauges, and machinists' hand tools.**

*****Set up, operate, or tend welding, soldering, or brazing machines or robots that weld, braze, solder, or heat treat metal products, components, or assemblies. Includes workers who operate laser cutters or laser-beam machines.**

6. Architectural and Engineering Related Occupations:

- SOC Codes included: 17-3---

Examples:

Code	Description	Growth Rate	RA Program Exists?
17-3011	Architectural and Civil Drafters	1.4	
17-3013	Mechanical Drafters	1.0	
17-3022	Civil Engineering Technicians	1.1	
17-3023	Electrical & Electrical Engineering Techs	.5	X
17-3029	Engineering Technicians, Except Drafters, All Other	1.0	X

7. Chemical Technicians:

- SOC Codes included: 19-4---

Examples:

Code	Description	Growth Rate	RA Program Exists?
19-4011	Agricultural and Food Science Technicians	1.3	
19-4021	Biological Technicians	1.3	
19-4031	Chemical Technicians	1.3	
19-4091	Environmental Science and Protection Technicians, Including Health	1.6	X
19-4099	Life Physical and Social Science Technicians, All Other	1.2	

8. Office/Administrative/Financial Occupations:

- SOC Codes included: 13-1---, 13-2---, 23-2--- 43-4---, 43-9---

Examples:

Code	Description	Growth Rate	RA Program Exists?
13-2072	Loan Officers	.9	X
13-1031	Claims Adjustors	.7	
13-1051	Cost Estimators	1.2	
23-2011	Paralegals and Legal Assistants	2.2	
43-4011	Brokerage Clerks	1.8	

43-9041	Insurance Claims and Policy Processing Clerks	2.2	X
13-1081	Logisticians	-.3	

9. Motor Vehicle Operators:

- SOC Codes included: 53-3---

Examples:

Code	Description	Growth Rate	RA Program Exists?
53-3021	Coach Operator (Bus Driver)	.4	
53-3032	Heavy and Tractor-Trailer Truck Drivers	1.3	X

Coordination of Funds

- The federal Workforce Innovation and Opportunity Act of 2014 (WIOA) requires the State Workforce Development Board (WDB) to review some policies, including those regarding the coordination of services.
- Iowa Workforce Development (IWD) is the state grant recipient for the federal Adult, Dislocated Worker, and Youth programs.
- As the state grant recipient for the WIOA Title I programs, IWD is responsible to the U.S. Department of Labor (DOL) for ensuring that the programs in Iowa are administered in accordance with WIOA.
- IWD has prepared draft policies for the WIOA Title I programs and posted them for 30 days for public comment.
- One of the draft policies is for the WIOA Title I programs is 8.2.7.2, "Coordination of Funds," which is attached.
- IWD drafted this policy to:
 - Meet the requirements in WIOA section 134 and 20 CFR section 680.230, "What are the requirements for coordination of Workforce Innovation and Opportunity Act training funds and other grant assistance?"; and
 - Maximize flexibility at the local level when coordinating funds across partner programs to meet program participant needs.
- The policy addresses the coordination of financial assistance under the WIOA Title I Adult and Dislocated Worker programs, Pell Grant program, the federal Temporary Assistance for Needy Families (TANF) program, and State-funded training programs.
- IWD is asking the State WDB to take action to approve this policy so that Iowa complies with the coordination of funds requirements under WIOA section 134 and 20 CFR section 680.230.
- IWD may ask the State WDB to consider other policies regarding the coordination of funds in the future, as proven and promising practices emerge in the State or nationally.

Coordination of Funds

Effective date: TBD

WIOA Title I funding for training is limited to participants who are unable to obtain grant assistance from other sources to pay the costs of their training; or who require assistance beyond that available under grant assistance from other sources to pay the costs of such training. Programs and training providers must coordinate funds available to pay for training.

Local Workforce Development Boards (WDBs) may take into account the full cost of participating in training services, including the cost of support services and other appropriate costs. Local WDBs must coordinate training funds available and make funding arrangements with American Job Center (AJC) partners and other entities. Local WDBs must consider the availability of other sources of grants to pay for training costs such as Temporary Assistance for Needy Families (TANF), state-funded training funds, and Federal Pell Grants, so that WIOA Title I funds supplement other sources of training grants.

A WIOA Title I participant may enroll in WIOA Title I-funded training while his/her application for a Pell Grant is pending as long as the Local WDB has made arrangements with the training provider and the WIOA Title I participant regarding allocation of the Pell Grant, if it is subsequently awarded. In that case, the training provider must reimburse the Local WDB the WIOA Title I funds used to underwrite the training for the amount the Pell Grant covers, including any education fees the training provider charges to attend training. Reimbursement is not required from the portion of Pell Grant assistance disbursed to the WIOA Title I participant for education-related expenses.

Legal References

- WIOA sec. 134
- 20 C.F.R. § 680.230

English Language Integrated Education and Training (ELT)

- The federal Workforce Innovation and Opportunity Act of 2014 (WIOA) requires the State Workforce Development Board (WDB) to review some policies, including those regarding the coordination of services.
- Iowa Workforce Development (IWD) is the state grant recipient for the federal Adult, Dislocated Worker, and Youth programs.
- As the state grant recipient for the WIOA Title I programs, IWD is responsible to the U.S. Department of Labor (DOL) for ensuring that the programs in Iowa are administered in accordance with WIOA.
- IWD has prepared draft policies for the WIOA Title I programs and posted them for 30 days for public comment.
- WIOA allows for WIOA Title I program funds to be used to support participation in activities under the Adult Education and Family Literacy Act program under WIOA Title II, including activities of English Language acquisition and integrated education and training programs, provided concurrently or in combination with other authorized services.
- Section 8.1.4.0, "Program Services and Activities," of the draft policies addresses services and activities under the WIOA Title I programs. One of the subsections is 8.1.4.3, "English Language and Integrated Education and Training (ELT)," which is attached.
- IWD drafted this policy to describe ELT under WIOA section 203 and Training and Employment Guidance Letter 19-16, "Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules," issued by the U.S. Department of Labor Employment and Training Administration.
- The policy contains the description of the ELT training service.
- IWD is asking the State WDB to take action to approve this policy because it relates to the coordination of services between partners in the one-stop delivery system.
- IWD may ask the State WDB to consider other policies regarding the coordination of funds in the future, as proven and promising practices emerge in the State or nationally.

English Language and Integrated Education and Training (ELT)

Effective date: TBD

English Language and Integrated Education and Training (ELT) is a service approach that provides English language acquisition, adult education and literacy activities. These activities are provided concurrently and contextually with workforce preparation activities, and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement.

Legal References

- WIOA sec. 203
- TEGL 19-16

Current Recapture and Reallocation Among Iowa's Local Areas

- Under both the federal Workforce Investment Act of 1998 (WIA) and the federal Workforce Innovation and Opportunity Act of 2014 (WIOA):
 - U.S. Department of Labor (DOL) distributes funds for each of the Title I Adult, Dislocated Worker, and Youth programs to the States; and
 - Each State then allocates funds for each program to the local workforce development areas in the State.
- Both WIA and WIOA:
 - Require States to obligate at least 80% of each of the Title I Adult, Dislocated Worker, and Youth program funds that they receive; and
 - If a State fails to obligate at least 80% of the funds it received from DOL for a Title I program within the first year, authorize DOL to recapture the unobligated funds up to 80% from a State's total Title I program funds received and reallocate those funds to the other States.
- Both WIA and WIOA authorize the State to:
 - Recapture unobligated funds for a Title I program up to 80% of the amount allotted to local workforce development areas (local areas) when a local area fails to obligate at least 80% (less any amount reserved for the costs of administration, which is up to 10%) of the program funds in the first year after receipt; and
 - Reallocate the recaptured funds to other local areas that have a demonstrated need for the funds in order to use the funds for frontline services and ensure that the State consistently is able to obligate at least 80% of the Title I program funds that it receives, which prevents DOL from recapturing funds from the State and reallocating them to other States.
- The obligation assessment, recapture, and reallocation is done for each Title I program individually.
- WIA did not require the State to consult with the State Workforce Development Board (WDB) before reallocating to local areas Title I program funds that have been recaptured from other local areas.
- WIOA requires the State to consult with the State WDB before reallocating to local areas Title I program funds that have been recaptured from other local areas.
- Iowa Workforce Development (IWD) has recaptured WIOA Title I program funds from local areas because those local areas failed to obligate at least 80% of their allotted funds during the most recent federal program year.

- To be eligible to receive a reallocation, a local area must have obligated at least 80% of the prior program year's program allocation (less any amount reserved for administrative costs, up to 10%) for each Title I program, as separately determined.
- IWD will reallocate these recaptured WIOA Title I program funds to other local areas based on the standard allocation formula for program funds so that the funds will be used to provide services to Iowans in need and to ensure that Iowa is able to meet the 80% obligation threshold that will prevent DOL from recapturing money from Iowa and reallocating it to other States. This will result in:
 - Adult Program: Redistribution of \$857.97 in funds recaptured from Region 5 and \$ 10,641.27 in funds recaptured from Region 11 to Regions 1, 2, 3/4, 6, 7, 8, 9, 10, 12, 13, 14, 15, and 16.
 - Dislocated Worker Program: Redistribution of \$1,325.25 in funds recaptured from Region 5 and \$11,388.03 recaptured from Region 11 to Regions 1, 2, 3/4, 6, 7, 8, 9, 10, 12, 13, 14, 15, and 16.
 - Youth Program: Redistribution of \$12,991.06 in funds recaptured from Region 5 and \$7,422.24 recaptured from Region 13 to Regions 1, 2, 3/4, 6, 7, 8, 9, 10, 11, 12, 14, 15, and 16.
- IWD would like to implement the following procedure moving forward regarding redistribution of recaptured funds under the WIOA Title I Adult, Dislocated Worker, and Youth programs:

In order to ensure that Iowa does not have funds for any of the WIOA Title I Adult, Dislocated Worker, or Youth programs recaptured by the U.S. Department of Labor, IWD shall, pursuant to WIOA and the final rules:

1. Assess whether each local workforce development area (local area) in the State has obligated 80% or more of the funds allocated to the local areas (local areas) for each WIOA Title I program;
2. Recapture funds for each of the WIOA Title I programs from those local areas in the State that have not met the 80% obligation threshold;
3. Using the standard allocation formula for each of the WIOA Title I programs, reallocate funds for each program among those local areas in the State eligible for such reallocations; and
4. Submit to the State Workforce Development Board a report on recapture and reallocation at the State WDB that immediately follows the completion of any reallocation among eligible local areas of any WIOA Title I program funds.

Title II InformationNovember 29, 2018Pamela Woolridge

1. Adult Basic Education currently serving students at the following locations:
 - a. WITCC Main Campus
 - b. Goodwill in Sioux City
 - c. IowaWORKS Greater Siouxland
 - d. West Middle School (includes free childcare)
 - e. Le Mars
 - f. Denison
2. ABE currently has 905 students enrolled in program (a 118 student increase)
 - a. 554 ELL
 - b. 351 HSED
3. Total attendance 21,077 hours (13 weeks of class)
4. 33 HSED completers
 - 1 Cherokee/19 Denison/13 Main Campus
5. Awards Ceremony, October 18 at 7 p.m. (811 Certificates/200 people attending)
6. Contacted 220 referrals from IWD for ABE Classes
7. New Students testing at all locations January 7 and 9
8. ABE Coordinators and two full-time staff attended a National Transition Conference in November focusing on transitioning ABE students to College and Careers and how to deal with math anxiety
9. ABE staff training recently completed at WITCC Staff Development:
 - a. Recruiting WITCC Students (9 people)
 - b. Title IX Guidance/Instructional Update (11 people)
 - c. Financial Wellness Training (9 people)
 - d. Keynote: Cyber Security Training (12 people)
 - e. Health Insurance and Saving Options (2 people)
 - f. Strategic Initiatives and Goals 2018 – 2020
 - *Departmental discussions (13 people)
 - *Interdepartmental discussions (13 people)
 - g. Keynote: Active Shooter/Active Killer Training (12 people)
 - h. ELL Department Meeting and MLP Training (11 people)