

Regional Workforce Development Board
Chief Elected Officials
February 25, 2019

The regular meeting of the Region 16 Workforce Development Board (RWDB) and Chief Elected Officials (CEO) was held on February 25, 2019 at 5:00 p.m. at IowaWORKS.

CALL TO ORDER

Hickey called the meeting to order at 5:03 p.m.

ATTENDEES

RWDB Members Present: Cynthia Whalen, Monica Dyar, Wood Stortzum, Carolyn Farley, Janet Fife-LaFrenz, Mike Hickey, Dennis Duke, Candice Becker, Joyce Stimpson, Dick Beard, and Vern Reed

RWDB Members Present Via Phone: Deb Mulch

RWDB Members Absent: Ryan Drew, Amber Moats, Cara Sanders, Jacob Nye, Dennis Fraise, Michelle Mutchler, Rachel Miller, Chad Palmer, and Carla McNamee

CEO Present: Gary See, Brad Quigley and Rick Larkin

CEO Absent: Jim Cary

Staff Present: Miranda Brown (RWDB Staff), Kelsey Howard (WIOA Co-Director), and Courtney Mullen (WIOA Co-Director)

Quorum

A quorum was established for both the RWDB and CEOs.

APPROVAL OF JANUARY MEETING MINUTES

Fife-LaFrenz made the motion to approve the January minutes, seconded by Duke, motion carried. CEO Larkin made a motion to approve the minutes, seconded by CEO Quigley, motion carried.

VACANCIES

Brown reported that there was only one vacancy, the ex-officio vacancy for a school representative.

YOUTH COMMITTEE UPDATE

Reed reported that an informational meeting will be held February 28th at 5:30 p.m. at West Burlington Arnold High School for interested members.

YOUTH COMMITTEE MEETING SUPPLIES

Fife-LaFrenz made a motion for the board to cover the costs of snacks and supplies for the youth committee meetings not to exceed \$500, seconded by Farley, motion carried. CEO Larkin made a motion to approve, seconded by CEO Quigley, motion carried.

TITLE 1 WIOA UPDATE

Howard reported that all expenditures were on track for the current fiscal year for all programs. She also informed the board that they had hired three new staff members for the youth program.

Additionally, she reminded the board that the AIWP conference will be held next month and Region 16 has four different presentations at the conference.

TITLE II AEL UPDATE

Mulch reminded the board that orientation is March 1st and 5th for the AEL program.

TITLE III IWD UPDATE

Farley stated that unemployment rates have not yet been released for the month. She reviewed and explained the “At a Glance” document to the board. Also, she stated that they will be holding a Rapid Response meeting for Shopko employees, at both Burlington and Fort Madison locations. Lastly, she reported that they had secured office space for Lee County staff at the Lee County Health Department.

TITLE IV VR/IDB UPDATE

Whalen gave an update on the DAC and discussed their next steps. She also stated that they will be presenting at the CBIZ safety breakfast to be held on March 7th.

NEW LAPTOP COMPUTERS

Duke made a motion to approve the quote for 13 laptop computers at a cost of \$15,311.66, seconded by Dyar, motion carried. CEO Larkin made a motion to approve the quote, seconded by CEO Quigley, motion carried.

POLICY/PROCEDURE ADDITIONS TO THE CSP

Howard reported that under WIOA new policy and procedure requirements have been issued and must be approved by May 6th.

REALIGNMENT

Howard reported that two options were recommended to the State Workforce Board. Both recommendations had six regions (Option A and Option B). and Option B was approved. Maps and the next steps were discussed by the full board.

CEO Quigley made a motion to appeal the decision with a recommendation for Option A, seconded by Larkin, motion carried.

Dyar made a motion for the RWDB to send a letter to the state in opposition to their decision, seconded by Fife-LaFrenz, motion carried.

ADJOURNMENT

Dyar made a motion to adjourn, seconded by Duke, motion carried. Hickey adjourned the meeting at 6:12 p.m.