

REGIONAL WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES

MARCH 28, 2019  
IowaWORKS OFFICE  
CEDAR RAPIDS, IOWA

RWDB Board Members Present: Jasmine Almoayed, Kim Becicka, Ashley Ferguson, Wayne Frauenholtz, Rhonda Griffin, Cyd Hanson, Joe Linn, Kristy Lyman, Patty Manuel, Holly Mateer, Scott Mather, Michelle Mexcur (by teleconference), Steve Olson, Julie Perez, Stefanie Rupert, Mark Schneider (by teleconference),

RWDB Board Members Absent: Chris Hummer, Patrick Loeffler, Kory Schreiner, Steve Shriver, Susie Weinacht

RWDB Ex-Officio Members: None

STAFF: Carla Andorf, Carlos Vega, Rachel Daily, Kate Pine

The meeting was called to order by Chair Patty Manuel at 10:05 am. The RWDB board met quorum.

Patty Manuel asked everyone present to introduce themselves.

Patty Manuel asked for a motion to approve the agenda. M/S/C, Steve Olson, Kristy Lyman, agenda approved.

Patty Manuel asked for a motion to approve the consent agenda. M/S/C, Steve Olson, Wayne Frauenholtz, motion approved.

Patty Manuel asked if there was any correspondence to share. The minutes from the December 14, 2017 Audit Committee meeting were received. Patty also shared that the committee met on March 4, 2019.

Patty Manuel asked if there were any member announcements. Carla Andorf shared that the state is applying for a National Emergency Grant for the flooding that has occurred statewide. In our region, Iowa County is affected. The grant helps to repair public lands so we will put together a list of possible worksites in Iowa County. If more counties are affected by spring flooding, they will be added. Wayne Frauenholtz shared that in Cedar County the passing lane is affected by the railcars that are stopped on the tracks due to their inability to move west. Kim Becicka shared that Kirkwood has been awarded an Iowa Workforce Development Grant for a CNA Apprenticeship program.

Carla Andorf and Carlos Vega discussed the Cedar Rapids IowaWORKS office lease agreement. Our lease will end in 18 months so they wanted to share some pros and cons relating to our

current space. Discussion was held on where we see our region growing or where is the location where we can reach the highest percentage of our clients. Julie Perez made a motion to hire a consultant to do the research work and make recommendations on the numbers we would serve at other areas in our region. Patty Manuel asked for a second to approve the motion. M/S/C, Julie Perez, Steve Olson, motion passed.

Holly Mateer gave an update on the Disability Access Committee. We have had some decline in our membership so Holly recommended two new members and will be recruiting for one additional business representative. They are also working on signage to show that we have adaptive services available on-site. They will meet in early May to discuss the next steps.

Patty Manuel and Carla Andorf gave an update on the statewide realignment plan. Carla shared the letter and proposed map from Iowa Workforce Development. While the map is not geographically equitable, it is the best financial equity across regions. There is an option to appeal; the CEO Boards can do that before April 10. Patty Manuel shared that she is trying to assist our CEO Board with the process and is scheduling a conference call with Bob Yoder, our CEO Chair, to assess what they think about the proposed regions. Julie Perez made a motion that we would like a report from the CEO Board on what actions are underway to prepare for realignment. Patty Manuel asked for a second to approve the motion. M/S/C, Julie Perez, Stefanie Rupert, motion passed.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress. She will present the service integration plan at our May meeting. The GeoSolutions database training was conducted.

Kim Becicka reviewed the Grants Report. The financials and enrollments were reviewed for the GAP and KPACE programs. We are still meeting our metrics on enrollments and spending.

Rachel Daily reviewed the WIA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals. Carla Andorf shared the additional funding opportunities that we are doing to help our clients.

Scott Mather reviewed the Region 10 Iowa Workforce Development report for January and February. This report reviewed registrations, job listings and unemployment insurance. Also highlighted were the recruiting events assisted by the Employer Services team, the Business Services activities, and the Rapid Response activities. The 6<sup>th</sup> Judicial Court will hold a second chance fair on April 23.

Cyd Hanson reviewed the Adult Education/Literacy report. Performance metrics for the program were shared.

Holly Mateer reviewed the Vocational-Rehabilitation report. We have increased our numbers and our representatives have done a great job.

Kate Pine, ICR Workforce Solutions team, discussed the partnership between ICR Iowa, Kirkwood and Iowa Workforce Development. When employers are asking for a skilled workforce, we wanted to come to them as a group and provide resources. The team has been

averaging two to three company meetings per month since January. Kate shared their referral form that they use to capture employers' interests.

Patty Manuel asked for a motion to adjourn the meeting. M/S/C, Julie Perez, Stefanie Rupert, motion approved.

The meeting adjourned at 11:35 am.

**Upcoming Meeting:** May 30, 2019; 10am-noon; CEO/RWDB Meeting