**IOWAWORKS – IOWA VALLEY – REGION 6**

**CHIEF ELECTED OFFICIALS AND REGIONAL WORKFORCE DEVELOPMENT BOARD MEETING**

**Wednesday, April 17, 2019 at 5:00 P.M.**

**TEMPORARY LOCATION**

**204 ½ W. State Street, Marshalltown, Iowa 50158**

**MINUTES**

**OPEN HOUSE-4:45-5:15 p.m. at new location-2041/2 W. State St., Marshalltown, Iowa**

**CEO Members-** Attended: Jason Roudabush, Steve Salasek (Vice Chair) and Kendall Jordan. Lance Granzow was absent.

**RWDB Members-** Jason Roudabush, Marty Hardon (Chair), Nancy Roethler (Vice Chair), Bob Jeske, Jim Hunt, Eric Evans, Kathleen Geiken, Jon Nunez and Lynn Olberding

Members absent: Lori Wildman, Jackie Gray, Arturo Sanchez, Jason Schomer, Brian Sokol and Rachel Bly

**Others Present-** Neysa Hartzler, Rebecca Hassett, Rachel Porath and Angela De La Riva

**A quorum was met for both CEO and the RWDB meeting.**

1. **Call to Order-Marty Hardon**
	1. Oath of Office- Kathleen Geiken - 4year term
	2. Additions/Deletions to the Agenda
	3. Approval of the Agenda

CEO Action:

Motion by Salasek, second by Jordan, to approve the agenda as printed.

 Roll Call Vote: Ayes\_\_\_X\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Jeske, second by Hunt, to approve the agenda as printed.

 Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

**2.0 Correspondence and/or Visitors-Marty Hardon**

Rachel Porath, RWDB partner, lives in Grinnell and has worked for IVCCD for four years helping students break down barriers.

**3.0 Economic Development Updates-Marty Hardon**

**3.1** Tama County Update –Kendall Jordan

* 6.8 million dollar Raycom Project
* Hauling a lot of gravel in the County
* National Beef Co. bought out Iowa Beef in Tama. Promising about 400 more jobs

**3.2** Poweshiek County Update –Jason Roudabush

* 2nd stage of Wind Turbines- 80 additional to go up

**3.3** Marshall County Update –Steve Salasek and Lynn Olberding

* Concentrated efforts on Courthouse tornado repairs
* Heart of Iowa-$18,000 to businesses
* Increased Housing in County and City
* SBCD-Business Start-Ups
* Lennox and Officials-New Retention Study
* Tax Credits-New Market, last project was JBS

**3.4** Hardin County Update-Angela De La Riva

* Gravel Hauling
* Homebased Iowa Communities
* Windfarm
* Rehab. An old Building
* Expanding Daycare
1. **Partner Updates-Marty Hardon**

Eric Evans- Vocational Rehabilitation

* Work with transitional youth ages 14-21, scheduled times in every high school
* Limelight
* New Self Employment programs-Taxidermy, Jewelry Making and Hauling Rock

Jon Nunez- Adult Basic Education

* Current building has leaks in rooftop and sewage problems, displaced for 2 weeks at current campus
* Starting ESL on April 29th
* HS Equivalency Diploma begins May 13th
* Citizenship class is wrapping up in 2 wks.

Neysa Hartzler

* Submitted Arturo’s report in his absence(please see attached handout)
* Career Fair

**5.0 Action Items-Marty Hardon**

**5.1** **Approval of Minutes (January16, 2019)**

CEO Action:

Motion by Salasek, second by Jordan, to approve the January 16, 2019 minutes as written.

 Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Roethler, second by Olberding, to approve the January 16, 2019 minutes as written.

 Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_\_

**5.2 Local Service Plan Modification-**Discussion and possible action to approve local service plan modification. Please see attached handout.

CEO Action:

Motion by Roudabush, second by Jordan, to approve local service plan modification.

 Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Jeske, second by Evans, to approve local service plan modification.

 Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_\_

**5.3 Approval of Additional Members to Youth Standing Committee-Ms. Hassett**

CEO Action:

Motion by Jordan, second by Salasek, to approve additional members Jackie Ellenbecker and Samantha Fox to Youth Standing Committee.

 Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_\_

RWDB Action:

Motion by Roethler, second by Olberding, to approve additional members Jackie Ellenbecker and Samantha Fox to Youth Standing Committee.

 Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_\_

**6.0 Discussion/ Information Items: Becky Hassett**

* Discussion Item: National Emergency Grant-to businesses displaced by flooding. FEMA has taken care of it.
* Financial Monitoring Report-to share with the Board-There will be another report in the fall. No issues with the current report. Please see attached handout.
* Partnership with ABE on CASAS- in the works, tests educational functioning level. An annual 4 hr. test.
* New Data Reporting System-June 3 Roll Out-GEO Solutions
* Realignment- 6 regions by 2020

**7.0 Upcoming Events/Programs Updates**

Limelight Leadership Academy-June 24-28. Kind of like a “Shark Tank”. Refer to please see attached handout for details.

**8.0 Schedules for Future Meetings**

Future RWDB/CEO meetings will be held quarterly – January, April, July and October. The meetings will be held at 5:00 p.m. on the 3rd Wednesday of these months. Next meeting will be July 17, 2019.

**9.0 Adjournment**

 The meeting is adjourned at 5:55 p.m.

Submitted by Lisa R. Gassman

Board Secretary



**Local Plan Modification Transmittal Form**

|  |  |
| --- | --- |
| **To Be Completed by LWDB** | **STATE USE ONLY** |
| **LWDB:** | **Region 6** | **Date Received:** |  |
| **Date Submitted:** | **April 18 2019** | **Date Approved:** |  |
| **Provide a description of Local Plan changes below:** | **Effective Date:** |  |
| **Title I Rep:** |  |
| Add the following to the Region 06 Local Service Plan:1. **Geographical Preference for Enrollment Policy and Procedures:**

The Geographical Preference for this Region is that the participant must be a resident within the following counties: Marshall, Poweshiek, Tama and Hardin counties. For individuals living outside of these counties who request assistance from Region 06, the application must be forwarded to the current residency WIOA Title I Director to either approve assistance or defer the application for service to this region. Approval must be documented in the data management system.1. **Eligibility Determination Policy for Participation of Minors:**

The Region 06LWDB does not authorize any additional responsible adults outside of those mentioned in the State Policy to authorize program participation for minors. 1. **Ineligibility to Receive Services Policy:**

On the date that the individual is found ineligible to receive services the individual will be mailed a letter stating why they are ineligible and providing them 30 days to respond to correct the ineligible status. A final determination will be made after the 30 days have expired and the individual will be mailed a letter stating the final determination of services. 1. **Closure of Services Due to Fraud Policy:**

On the date that the individual is found to have committed or attempted to commit fraud to receive services, the individual will be mailed a letter stating the determination and provide them 30 days to respond to the fraud status. A final determination will be made after the 30 days have expired and the individual will be mailed a letter stating the final determination of services.1. **Selection of Adult Mentors Policy:**

The following is the selection and screening process for Adult Mentors in Region 06:1. Mentors must be at least 25 years of age.
2. Mentors must pay for and complete a background check. Background check must be within 90 days.
3. Mentor must complete a mentorship application and provide background check results.
4. Complete an interview with the Youth Standing Committee.
5. Applications will be good for 90 days.

The LWDB will screen the interested mentor based on application, background check, and interview. Page 1 of 31. **Objective Assessment Policy:**

Region 06 will utilize one or a combination of the following assessments as part of the Objective Assessment Service: TABE 9/10, CASAS, CAPS/COPS/COPES, and O\*NET Interest Profiler.1. **Support Services Policy:**

GeneralThe American Job Center partners will work in conjunction to ensure that duplication of services does not happen for dual enrolled participants.Miscellaneous ServicesBonding is an allowable cost unless funds are available from other resources. If bonding is an occupational requirement, it should be verified that the participant is bondable before the participantis placed in training for that occupation. The cost of Legal Aid Services is allowed. Limit is not to exceed $500 per participant for the entire training period. Must be required for their WIOA sponsored program.Needs-Related PaymentsNot allowed in Region 06.Youth Incentive PaymentsIncentive payments to youth participants are allowed for recognition and achievement directly tied to training activities and experiential learning activities. Incentive payments must be: (a) Tied to the goals of the specific program; (b) Outlined in writing before the commencement of the program that may provide incentive payments; (c) Align with the local program’s organizational policies; and (d) In accordance with the requirements contained in the Uniform Administrative Requirements 2 CFR 200. The following may be awarded: $25 per week for perfect attendance$100 for HSED/High School Diploma Attainment$100 Achievement of Benchmark Goal or Career Pathway Goal$100 Completion of Structured Leadership Activity$50 Employed through 2nd Quarter during follow up services$50 Employed through 4th Quarter during follow up services1. **Additional Assistance for Youth Policy:**

Region 06 identifies the following categories for Youth Needing Additional Service in addition to those outlined in State Policy: Father of an unborn child1. **Economic Self-Sufficiency:**

Region 06 adopts the State Standard for Economic Self-Sufficiency.1. **Underemployed Individuals Policy:**

Region 06 outlines the following criteria to qualify as an Underemployed Individual under the Adult and Dislocated Worker Programs:1. Currently employed on a less than full time basis and is seeking full time employment.
2. Currently in a position that is below their level of skills and training.
3. Currently meets the definitions of a low-income individual, but their current job’s earnings are not sufficient compared to their previous job’s earnings from their previous employment. Must be at 80% or below previous earnings.

Page 2 of 31. **Individualized Career Services Policy:**

Region 06 will utilize the following assessments to determine eligibility:1. TABE 9/10 or CASAS

These assessments are approved for use by the National Reporting System.**Page 3 of 3** |
| **Approvals:****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****LWDB Chair Date CEO Chair Date** |





**Arturo’s Report**

Dates of recap are January 17 - April 16, 2019:

* In February, all Iowa Works staff went through a 5-day training to learn the new Geo Solutions system which will be taking over the current system IWorks.
* Feb 21, The Highway 30 Corridor Career Fair was held in the Student Activity Center at MCC. Over 60 employers ready to hire had booths set up. The Marshalltown Bus system provided a free round trip for all who were in need of transportation to attend. KDAO provided live employer interviews during the event.  Just under 200 Job seekers were able to talk face to face with employers from various sectors. The Highway 30 Corridor was made possible by Buena Vista University, Iowa Valley Community College, IowaWORKS, KDAO AM/FM/TV, Ames Chamber, Marshalltown Munipal Transit, and Trending Media, Inc.
* March 5, Business Services Rep Maria Morales participated in the Ellsworth Community College Financial Literacy Fair in Iowa Falls along with other Iowa Valley staff members. There were 214 students who attended the event from Hardin County high schools.
* March 7, ECI (Employers Council of Iowa) Event on SIDES which is the State Information Data Exchange System for Unemployment Insurance Claims. Workforce Program Coordinator Karen Holett, who is with the Unemployment Insurance Benefits Bureau, gave the presentation. There were around 10 employers who participated. The event was at the old Iowa Works center.
* March 8, Maria Morales worked at the South Tama High School with IJAG students. IJAG students are those who are at a higher risk of not graduating and have an average of 8 barriers including single parent, low income, not motivated to go to school, 1st generation to graduate high school.
* March 13 & 14, Maria Morales and Workforce Advisor Sara Aguilera proctored NCRC testing for 80 students at South Hardin High School.
* March 14,  Iowa Works was able to be part of the Poweshiek Leadership Program with Economic Development in the panel discussion. This panel consisted of Neysa Hartzler, Iowa Works, Laura Manatt, POWI80 Economic Development, Kendra Tucker, Grinnell Chamber of Commerce, and Bill Menner, Executive Director of Iowa Rural Development. Each person on the panel gave a presentation on their services in front of 20 people from different businesses, organizations, and companies within Poweshiek County.
* March 18, Maria Morales worked with 38 IJAG students at Marshalltown High School.
* March 20,   Partner Lunch-N-Learn was at Iowa Works. Eric Evans and Rebekah Traver from IVRS (Iowa Dept of Vocational Rehabilitation) presented on their programs and services. Those in attendance received great info on assisting customers they work with! The next Partner Lunch-N-Learn will be at the Iowa Valley Education & Training Center with the Iowa Department for the Blind giving the presentation.
* March 27, Maria Morales worked with 45 IJAG students at Miller Middle School.
* April 2,  Region 6 Iowa Works partnered with Meskwaki Higher Education to hold a 3rd Annual College & Career Fair on April 2, 2019. This fair was held at the Veteran's Convention Center at the Meskwaki Casino in Tama. There were 40 businesses, 12 colleges/universities, and 3 military organizations that participated. There were approximately 76 job seekers.
* April 9,  Iowa Valley Continuing Education held a Financial Literacy Fair for Marshalltown High School 9th Graders and was held at the college. More than 300 freshmen learned about financial management and making affordable life choices.
* April 11,  Iowa Works staff Rachel Porath and Neysa Hartzler volunteered for a Poverty Simulation with the Poweshiek Leadership Program which was held at the Manatt Community Center in Brooklyn. Class participants were placed in "families" to see if they could survive a month living in poverty. The Community Action Poverty Simulation provides participants with the opportunity to assume the role of a low-income family member living on a limited budget. One participant commented, "The poverty simulation drastically demonstrates how much time and energy many families have to give just to survive from day to day. It quickly dispels the myth that people would do fine if they would only go out and get a job."
* Employers who have already utilized or are scheduled to use the new Iowa Works location for their interviews are JBS, Advance Services, TPI, Randstad Staffing, Aventure Staffing, and PurFoods.