

REGIONAL WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES

JUNE 27, 2019
IowaWORKS OFFICE
CEDAR RAPIDS, IOWA

RWDB Board Members Present: Jasmine Almoayyed (by teleconference), Cyd Hanson, Kristy Lyman (by teleconference), Patty Manuel, Scott Mather, Michelle Mexcur, Mark Schneider

RWDB Board Members Absent: Kim Becicka, Ashley Ferguson, Wayne Frauenholtz, Rhonda Griffin, Chris Hummer, Joe Linn, Patrick Loeffler, Holly Mateer, Steve Olson, Julie Perez, Stefanie Rupert, Kory Schreiner, Steve Shriver, Susie Weinacht

RWDB Ex-Officio Members: Carmen Heck

STAFF: Carla Andorf, Carlos Vega, Kochell Weber-Ricklefs, Rachel Daily, Kate Pine

The meeting was called to order by Chair Patty Manuel at 10:10 am. The RWDB board did not meet quorum.

Patty Manuel asked everyone present to introduce themselves.

Patty Manuel asked if there was any correspondence to share. We received information from the state on the consultants that have been hired, Maher & Maher, to assist with the transition to new local workforce development regions.

Patty Manuel asked if there were any member announcements. Carla Andorf shared that the four core partners met to discuss the two openings on our board. Discussion was held on possible candidates to fill those positions.

Carla Andorf discussed possible field trip locations for our meeting in September. The board would like Carla to pursue either Centro in North Liberty or Frontier Herbs in Norway.

Carla Andorf shared information on the appeals that were made regarding realignment by eight regions to the state workforce board. Since those appeals were denied, they have sent their appeals to the federal Department of Labor. We also received an email from the state that the deadline to make public comments is July 8. We discussed if we should invite our CEO board to attend all of our meetings so they can become more familiar with the realignment process.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress. At our next meeting, we will switch to our new plan for FY20 that the core partners recently developed and the board approved. Scott Mather shared information on the Career Pathway Tour process.

Carla Andorf reviewed the Grants Report. The financials and enrollments were reviewed for the GAP and KPACE programs. Our funds are now fully spent for this fiscal year.

Rachel Daily reviewed the WIOA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals. We do want to have carryover funds each year and we will meet that goal for this year. Our performance reports will change since we switched to the new IowaWORKS computer system.

Cyd Hanson reviewed the Adult Education/Literacy report. Demographic data for the program was shared.

Kochell Weber-Ricklefs shared that Vocational Rehabilitation's summer programs/pre-employment training programs are occurring. The Department for the Blind is holding statewide focus group meetings this week.

Kate Pine presented information on the new IowaWORKS system and how businesses can use it to get the most benefits.

The meeting adjourned at 11:20 am.

Upcoming Meeting: RWDB; September 26, 2019; Location TBD

CHIEF ELECTED OFFICIALS/REGIONAL WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES

MAY 30, 2019
IowaWORKS OFFICE
CEDAR RAPIDS, IOWA

CEO Board Members Present: Nick AbouAssaly (by teleconference), Bruce Adams, Gary Bierschenk (by teleconference), Brent Oleson, Joe Oswald (by teleconference), Scott Overland (by teleconference), Pauline Taylor, Travis Weipert, Bob Yoder

RWDB Board Members Present: Jasmine Almoayyed (by teleconference), Wayne Frauenholtz, Cyd Hanson, Chris Hummer, Patrick Loeffler, Kristy Lyman (by teleconference), Scott Mather, Michelle Mexcur, Steve Olson, Julie Perez, Mark Schneider (by teleconference), Steve Shriver

RWDB Board Members Absent: Kim Becicka, Ashley Ferguson, Rhonda Griffin, Joe Linn, Patty Manuel, Holly Mateer, Stefanie Rupert, Kory Schreiner, Susie Weinacht

RWDB Ex-Officio Members: None

STAFF: Carla Andorf, Carlos Vega, Kochell Weber-Ricklefs, Rachel Daily, Kate Pine

GUESTS: Cheri Meyers

The meeting was called to order by Chair Bob Yoder at 10:05 am. The CEO board met quorum. The RWDB board met quorum.

Bob Yoder asked everyone present to introduce themselves.

Bob Yoder asked for a motion to approve the agenda. M/S/C, Patrick Loeffler, Chris Hummer, agenda approved.

Bob Yoder asked for a motion to approve the consent agenda. M/S/C, Steve Olson, Julie Perez, motion approved.

Bob Yoder asked if there was any correspondence to share. There was none.

Bob Yoder asked if there were any member announcements. Scott Mather shared that the IowaWORKS staff is moving to a new software system developed by GeoSolutions that is also called IowaWORKS beginning June 3; all of the core partners will be able to access that system. Bob Yoder shared that road infrastructure issues continue to be problems for counties.

Carla Andorf reviewed the WIOA Training Provider application for the University of Iowa for their Communication Sciences & Disorders – Speech and Hearing Sciences BA program. If approved, this will allow clients to receive WIOA funding for this program. Bob Yoder asked for

a motion to approve the WIOA Training Provider application. M/S/C, Julie Perez, Steve Olson, motion approved.

Rachel Daily shared the proposed FY20 WIOA Budget; the staff salary information was distributed as a handout. We will have two staff layoffs that will occur on June 30. Bob Yoder asked for a motion to approve the FY20 WIOA Budget. M/S/C, Wayne Frauenholtz, Steve Shriver, motion approved.

Carla Andorf discussed the Customer Service Plan extension through June 2020. Bob Yoder asked for a motion to approve the extension. M/S/C, Steve Olson, Steve Shriver, motion approved.

Carla Andorf discussed the updates to the Customer Service Plan that would be effective June 3, 2019 to align with GeoSolutions implementation. Bob Yoder asked for a motion to approve the updates. M/S/C, Julie Perez, Bruce Adams, motion approved.

Carla Andorf discussed the new strategic plan that all the core partners worked on and would like to be added to the Customer Service Plan. There are four areas of engagement; it is very driven by cross-functional teams working together to provide client services. Bob Yoder asked for a motion to approve the new strategic plan and add to the Customer Service Plan. M/S/C, Steve Olson, Julie Perez, motion approved.

Discussion was held on the realignment update and what actions are underway to prepare for realignment. The State Workforce Development Board is meeting today; several regions did appeal the proposed realignment map. Those appeals will be reviewed today and actions, if any, will be decided.

Carlos Vega gave an update on the Cedar Rapids IowaWORKS lease process. We do not have a budget for a third-party consultant so we are asking the state for data on where our customers live. We will have to wait for that data until the statewide software transition is done. The mall has addressed some of our concerns.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress. The wrong update was attached to the board agenda; the corrected copy was distributed.

Carla Andorf reviewed the Grants Report. The financials and enrollments were reviewed for the GAP and KPACE programs. In GAP, we are close to spending our allotment so we have asked for more money from other regions that did not fully spend their funds.

Rachel Daily reviewed the WIOA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals.

Scott Mather reviewed the Region 10 Iowa Workforce Development report for March and April. This report reviewed registrations, job listings and unemployment insurance. Also highlighted were the recruiting events assisted by the Business Services team. Scott discussed the Re-Connect Workshops that occur each month. A representative from each of the six sector boards share information about their sector and specifically their company to job seekers. We

have had great turnout at these events and the feedback has been very positive. A Second Chance Job Fair was held. Registered apprenticeships continue to be a priority for us and the state. He is working on a pilot with the Department of the Blind on an apprenticeship opportunity for a sight-disabled client.

Cyd Hanson reviewed the Adult Education/Literacy report. Performance metrics for the program were shared. The High School Graduation program will have 175 graduates this year. The national HISET conference will be in Des Moines in July; this will allow more staff to attend.

Kochell Weber-Ricklefs reviewed the Department for the Blind report. The Region 10 Vocational-Rehabilitation department has been recognized for their video resume process by the National Employment Team. She discussed the apprenticeship pilot that she is working with Scott Mather on and hopes it will become a pilot nationally. They have 42 open cases that they are assisting with currently.

Norma Jean Havlik-Smith gave a presentation on the GeoSolutions software that will be deployed on June 3; the software is called IowaWORKS. It is a one-stop shop for clients, employers and staff. It is more electronically focused with less actual paper being used.

Bob Yoder asked for a motion to adjourn the meeting. M/S/C, Steve Olson, Julie Perez, motion approved.

The meeting adjourned at 12:07 pm.

Upcoming Meeting:

RWDB, June 3, 2019; 10-11:30 am; IowaWORKS