



**RWDB MEETING
THURSDAY, SEPTEMBER 26, 2019
10 AM – 11:30 AM**

**CENTRO
ONE CENTRO WAY, NORTH LIBERTY, IOWA**

AGENDA

1. CALL TO ORDER
2. INTRODUCTION OF MEMBERS AND GUESTS
3. MOTION TO APPROVE AGENDA
4. MOTION TO APPROVE CONSENT AGENDA (SEE ATTACHMENT A)
 - RWDB MEETING – JUNE 27, 2019
 - CEO/RWDB MEETING – MAY 30, 2019
5. CORRESPONDENCE (SEE ATTACHMENT B)
 - FINAL DETERMINATION LETTER
 - PY18 MONITORING REPORT FOR REGION 10
6. MEMBER ANNOUNCEMENTS
7. MOTION TO APPROVE THE FOLLOWING WIOA ELIGIBLE TRAINING PROVIDERS AND THEIR RESPECTIVE PROGRAMS – CARLA ANDORF (SEE ATTACHMENT C)
 - KIRKWOOD COMMUNITY COLLEGE
 - AUTOMOTIVE TECHNOLOGY AAS DEGREE
 - BUSINESS ADMINISTRATION – ACCOUNTING AAS
 - BUSINESS ADMINISTRATION – ADMINISTRATIVE MANAGEMENT AAS
 - BUSINESS ADMINISTRATION – FINANCIAL SERVICES AAS
 - BUSINESS ADMINISTRATION – MANAGEMENT AAS
 - UNIVERSITY OF IOWA
 - REGENTS ALTERNATIVE PATHWAY TO IOWA LICENSURE (RAPIL)
8. REALIGNMENT UPDATE – CARLA ANDORF
9. STRATEGIC PLAN & REGIONAL WORKFORCE GOALS PROGRESS UPDATE – CARLA ANDORF (SEE ATTACHMENT D)
10. GRANTS REPORT – KIM BECICKA (SEE ATTACHMENT E)
11. IowaWORKS FINANCIALS & ENROLLMENT GOALS – RACHEL DAILY (SEE ATTACHMENT F)
12. REGION 10 IowaWORKS REPORT – SCOTT MATHER (SEE ATTACHMENT G)
13. ADULT EDUCATION/LITERACY REPORT – CYD HANSON (SEE ATTACHMENT H)

14. VOCATIONAL-REHABILITATION REPORT – HOLLY MATEER
15. IOWA DEPARTMENT FOR THE BLIND REPORT – KOHELL WEBER-RICKLEFS
16. MOTION TO ADJOURN
17. TOUR OF CENTRO FACILITIES

NEXT MEETING DATE IS: CEO/RWDB, DECEMBER 5, 2019, IowaWORKS

Region 10 Website: <https://www.iowawdb.gov/region-10-meetings>

To join by ZOOM, here are the instructions:

Join from PC, Mac, iOS or Android: <https://kirkwood.zoom.us/j/328014906>

Or join by phone:

+1 646 876 9923 or +1 669 900 6833 (US Toll)

Meeting ID: 328 014 906

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Turn slight right onto N Dubuque St.

Turn left onto One Centro Way

950 One Centro Way - Your destination is just past E Jefferson St

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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

Kim Reynolds, Governor

Adam Gregg, Lt. Governor

Beth Townsend, Director



July 15, 2019

Dr. Lori Sundberg
6301 Kirkwood Blvd. SW
Cedar Rapids, IA 52404

CONTRACT # 17-W-10-WI-OA, 17-W-10-WI-OA-F

FINAL DETERMINATION

Dear Dr. Sundberg:

In accordance with the audit resolution procedures established by the Iowa Workforce Development (IWD), this is our Final Determination on the audit of the above contract(s). When an actual audit is received by IWD, at a minimum, the following documents are reviewed:

1. Opinion Letter;
2. Schedule of Federal Awards;
3. Independent Auditor's Report on Compliance and on Internal control over Financial Reporting;
4. Independent Auditor's Report on Compliance with Requirements Applicable to Each major Program and Internal Control over Compliance; and
5. Schedule of Findings and Questioned costs.

In the event that the auditors only submit a notification of Audit in Accordance with 2 CFR Part 200, IWD will only ensure that the letter includes the funding sources granted by IWD to the auditee and that no findings were made in regards to funds disbursed.

Either no findings were made by your audit firm in relation to funds disbursed by IWD or such findings will not result in any additional comment necessary by Kirkwood Community College. The period covered by this audit was from July 1, 2017 thru June 30, 2018.

Please be advised that under WIOA regulations, 2 CFR Part 200, Subpart F, the United States Department of Labor (DOL) reviews an audit resolution report which IWD is required to submit. DOL either accepts or rejects IWD's disposition of the audit. Therefore, the audit cannot be closed until the DOL has reviewed the resolution of the audit.

1000 E Grand Avenue • Des Moines, IA 50319 • www.iowaworkforcedevelopment.gov

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Any questions concerning this letter, contact Marta Sobieszkoda (515) 281-4018.

Sincerely,



Brett Conner, CFO, Financial Management
Iowa Workforce Development

Monitoring Report

Summary

Region	CEO Chair	Local WDB Chair	Title I Director
10	Bob Yoder	Patty Manuel	Carla Andorf
Files Reviewed			
Emily Jones - Adult	Harold Young - Adult	Abla Dogbe Semanou - DW	Jocelyne Jefferson - Youth
Mahmoud Lutfi - Adult	Teresa Butler - DW	Rochelle Sparks - DW	Benjamin Luna - Youth
Date of Monitoring		Findings	Response Due
May 16, 2019		1	June 28, 2019

Strengths

Participant Engagement

The work to keep youth participants engaged, successful, and motivated to achieve goals determined as a part of the IEP/ISS was clearly documented.

Areas of Concern

Guidance and Counseling

Participants Teresa Butler and Abla Dogbe Semanou share the same guidance and counseling case note.

It is recommended that guidance and counseling be individualized to each participant and case notes document the unique needs of participants.

Case Note Documentation

Participant Teresa Butler's first case note, "Progress Report" is dated 12/8/17.

The application was completed on 10/31/17, eligibility was determined on 11/3/17, and she was enrolled on 11/9/17. There is no documentation of any of these in case notes.

It is recommended that documentation be made to illustrate/substantiate the first case note of "Progress Report."

Credential Attainment Documentation

Participant Teresa Butler's Exit Snapshot indicates she obtained an occupational skills certificate, however the date attained is not documented.

It is recommended that credential attainment be accurately documented in the data management system in order to count toward a positive outcome.

Monitoring Report

Finding #1

Finding

The amount of support service payments were not documented.

Legal Reference

Policy 30.12 Support Services

The need for and the amount of support service payments must be documented in the data management system and hard copy justification of support placed in the participants file.

Participant Name	Last 4 SSN	Program
Abla Dogbe Semanou	7466	Dislocated Worker
Rochelle Sparks	1241	Dislocated Worker

Corrective Action

Abla Dogbe Semanou: Document in case notes the total amount paid in transportation while receiving this support service.

Rochelle Sparks: No corrective action as this participant has exited from the program.

Region Response**Corrective Action Plan**

To include date completed/implemented

Emanou: This has been updated.

We believe we have met the requirements of “support service payments must be documented in the data management system” by updating the IEP with TRN or other support service activities. Region 10 places “hard copy justification of support placed in the participants file” through use of our obligation/support service form and via timesheets submitted by the student. In the past these were hard paper copies put into the file. In the future they will be scanned and uploaded into the system.

In addition we document barriers in the OBA and other sections that outline transportation and other support needs.

The Region 10 team would like more clarification on what is expected by the state team when reviewing support services. We believe we have met the requirements needed and that this should not be a finding, but if we are expected to do more documentation than we have been please let us know.

IWD Acknowledgment**Resolution**

To include acceptance of or follow-up to corrective action

Because hard copy documentation was provided and the payment fell within the limits established by the Local Workforce Development Board, no other action is required at this time. The Iowa Workforce Development Workforce Services Division accepts this corrective action and determines no other action is required. This finding is resolved.

The expectation from policy is that the payment amounts be documented in the data management system. Case notes clearly documented the need for the support service and the expected amounts to be paid; however, the payment amounts were not documented. Moving forward, the amount paid must be documented in the data management system.

The support service payment case note template in the new IowaWORKS data management system, along with the ability to upload electronic documentation, will assist with the documentation of payments.

Region: 10**Participating Partners: Title 1 (Kirkwood/IowaWORKS), Title 2 (Kirkwood), Title 2 (Iowa Workforce Development/IowaWORKS), Title 4 (Iowa Vocational Rehabilitation Services and Iowa Dept for the Blind)**

The Wintac Grant was received by the state of Iowa to support WIOA core partners evaluate current levels of coordination of services, and create goals around growing and expanding coordination in a meaningful way to have lasting impacts on our work with job seekers and businesses. The goal of the Wintac is to:

- 1) Assess our collaboration and coordination level in four areas:
 - a. Outreach and Intake
 - b. Business Engagement
 - c. Career Pathways
 - d. Career Services
- 2) Identify what level of coordination we would like to be at in one year.
- 3) Develop an action plan of activities to move towards greater coordination that is also directly linked to increasing our ability to serve job seekers and businesses.

Leadership from the core WIOA programs of Title 1 (Kirkwood/IowaWORKS), Title 2 (Kirkwood), Title 3 (Iowa Workforce Development/IowaWORKS), Title 4 (Iowa Vocational Rehabilitation Services and Iowa Dept for the Blind) worked together on the assessment of coordination and developing the following plan. This was completed as follows:

- a) Each leader self-assessing coordination levels on the assessment tool. (December 2018)
- b) Leadership meeting to share self-assessment results, discuss differences, and come to a consensus on current coordination level, as well as why and areas for growth. (December 2018)
- c) Next, the team developed a plan on how to increase coordination, prioritizing ideas into those that will have both the greatest impact on our services and are likely to be completed in approximately 1 year. (January 2019)

The current strategic plan ends June 30, 2019. We are proposing to utilize the Wintac grant plan outlined below as the FY 2020 RWDB strategic plan. We invite in any RWDB team members who would like to be part of our future strategic plan work sessions to provide guidance or input either in an ongoing capacity or on an ad hoc basis. This new plan, if approved by the RWDB, would start July 1, 2019 and run through June 30, 2020.

Activities and Tactics How will we do it?	Key Players Who should be involved?	Expected Outcomes What is the result?	Timeline When will we do it?	Progress Notes and Outcomes
<p>Outreach and Intake: Develop a referral committee composed of team members from each title to focus on how to best serve individuals and remove barriers to connecting individuals with core WIOA services.</p>	<p>Outreach Committee- Composed of staff from 4 titles (not management).</p> <p>Leadership Team-provides guidance to the outreach committee and supports implementation of their work.</p>	<ul style="list-style-type: none"> *Committee established *More comprehensive informational flyer articulating WIOA partner services *GeoSolutions referral process finalized and WIOA staff trained *Committee establishes goal for outreach activities completed (including targeted youth engagement) with 2 or more WIOA partners representing the entire WIOA system. *re-evaluate marketing materials being used by core WIOA partners 	<p>July 1, 2019-June 20, 2020</p>	<p>March 25, 2019-each title will identify 1-2 committee members by June 1, 2019. The WIOA Leadership team will meet with this committee in June to convey the goals of the committee.</p> <p>Next steps: Present to Board May 2019 Identify team members Present to new team members</p>
<p>Business Engagement: Identify a Title 1 and Title 2 team member to attend Business Service team meetings monthly to coordinate services for training completers, DW clients, and Title 2 IET/IELCE services.</p>	<p>Stephanie Hasakis-Title 2 Mike Rose-Title 1 Amy Eldred Hernandez-Title 1 Youth Team Bret Koenig-Title 4 BSR Team</p>	<ul style="list-style-type: none"> *Identify technology supports to encourage participation. *Determine appropriate participation level and meeting attendance. *More integrated approach to meeting business needs. *More opportunities for businesses and job seekers. 	<p>July 1, 2019 to June 30, 2020</p>	<p>March 25, 2019-By June 1, identify appropriate youth team member. The WIOA Leadership team will meet with this committee in June to convey the goals of the committee.</p> <p>Next steps: Present to Board May 2019 Identify youth team member Present to new team members</p>

Region 10 RWDB Strategic Plan FY 2020

		<ul style="list-style-type: none"> *Better understanding of business services offered by all core WIOA Titles. *Better coordination of sector board work among WIOA Partners. 		
Career Pathways: Develop stronger communication, and education between sector boards and WIOA core staff to ensure job seekers are connected with appropriate job services and training.	<p>Sector boards BSR Team All Staff Title 1 Title 4 – James Smith</p>	<ul style="list-style-type: none"> *ICR Iowa core activities shared with WIOA team and updates provided regularly. *Staff understand the connection between sector needs and our services *Youth services are tailored to connect you with the 6 main industry sectors in Region 10. 	July 1, 2019 to June, 30, 2020	<p>March 25, 2019-identified health care as the sector we plan to start with and will cross over to other sectors from there.</p> <p>Next steps: Present to Board May 2019 Identify youth team member Present to new team member Engage with health care sector board leadership.</p>
Evaluation of Career Services: Coordinated programming for targeted populations such as ESL, HS completion students, individuals with disabilities and those with barriers. Continuous improvement of Career Services by hosting customer focus groups and completing regular surveys.	<p>Leadership Team Customers Disability Access Committee</p>	<ul style="list-style-type: none"> *increased access to career services by targeted population groups *seek, analyze and incorporate customer feedback on career services to improve offerings (special outreach to youth populations) *establish a consistent focus group format and survey used by all partners 	July 1, 2019 to June 30, 2020	<p>March 25, 2019-Focus on increasing access to services and understanding the population using services. The learning from this group will inform the work of the Career Services committee. They will need to work closely together. We will plan to present together to this team.</p> <p>Next steps: Present to Board May 2019 Present to Career Services group.</p>

Special Programs Report FY20

Budget Overview

Special Programs Total Participant Budget					
	Additional FY19 Funds Carryover	Anticipated New FY20 Funds	TOTAL Budget	Expenditures	Funds Remaining
Gap Tuition Assistance IAGAP	\$24,320.04	\$312,711.00	\$337,031.04	\$49,124.07	\$287,906.97
Additional IAGAP Funds FY20		\$0	\$0	\$0	\$0

Other Funds					
	FY19 Carryover	Anticipated New FY20 Funds	TOTAL Budget	Expenditures	Funds Remaining
IA PACE—KPACE program	\$0	\$750,728.00	\$750,728.00	\$32,272.76	\$718,455.24
Kirkwood Community College Foundation ⁺	\$1,970.00	\$0	\$1,970.00	\$0	\$1,970.00
FAE&T Reimbursement Funds*	\$96,760.84	\$3,952.50	\$100,713.34	\$146.08	\$100,567.26
<small>*Total available will increase as new funds are donated. *Total available will increase as new reimbursement funds are received.</small>					

Special Programs Enrollments FY20

(7/1/19 – 6/30/20)

Gap Tuition Assistance	11
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E&T FFY18 (7/1/19 – 9/30/19)	2
E&T FFY19 (10/1/19 – 6/30/20)	n/a

E&T runs on the federal fiscal year. Data above was pulled for the timeframe to match the state fiscal year.

KPACE	0
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Fall cohorts begin in August 2019. Spring cohorts began in January and March 2020.
 Credit enrollments typically happen at the beginning of the credit term.

Gap Tuition Assistance Program

Referrals

Referrals FY20	21
Historical Program Total	8497

Interviews

Interviews Scheduled FY20	9
Historical Program Total	2133

Approved Participants

Approved Participants FY20	11
Historical Program Total	1606

Participant Completions

Historical Program Total	1142 of 1472 = 77.58%
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Fiscal Year	In Training	Completed Training	Did Not Complete	Completion Rate
2016	0	88	19	88 of 107 = 82.24%
2017	0	101	29	101 of 130 = 77.69%
2018	0	136	53	136 of 189 = 71.96%
2019	17	143	43	143 of 186 = 76.88%
2020*	15	9	3	9 of 12 = 75.00%

*Includes carryover training participants from FY19.

Participant Employment

New Employment FY20	10 of 36	27.78%
Overall Employment FY20	10 of 36	27.78%
Historical Overall Employment	878 of 925	94.92%

New employment: Completer has obtained different employment since enrolling in the program.

Overall employment includes all completers who are working, including those who have new employment and those who have increased responsibility with the same employer.

Fiscal Year	New Employment	Same Employer (increased duties)	Deceased	Other FT Activities	Unable to Contact	Looking for work or need employer information	Overall Employment Rate
2016	59	3	0	1	2	0	62 of 62 = 100%
2017	59	4	0	10	7	0	63 of 63 = 100%
2018	96	2	0	22	1	4	98 of 102 = 96.08%
2019	74	3	0	24	10	5	77 of 82 = 93.90%
2020	10	0	0	0	0	26 ⁺¹	10 of 36 = 27.78%

*Many graduates completed training recently and are now pursuing employment.

¹ Those new graduates who are still looking for work on 6/30/19 and still engaged in services will be moved into the FY19 pool for employment.

Project status:

Program Information (to date)	FY16	FY17	FY18	FY19	FY20	Total
91 Hour Nurse Aide	42	42	99	61	6	544
Accelerated Welding Certificate	5	2	5	0	0	32
Administrative Professional Certificate	2	8	9	8	0	36
Business Application Specialist Certificate	5					6
Business Bookkeeping Computer Certificate	1	4	2	4	0	12
Call Center Customer Service Certificate	1	8	0	0	0	36
Central Sterilization Certificate			1	3	0	4
Certificate in Office Professionals	0					36
Certificate in Website Development	0	0	0	0	0	11
Class B CDL	1	1	4	3	0	17
CNC Machinist Certificate	3	7	15	0	0	45
Community Living Professional	0	0	0	0	0	0
Core Construction Certificate	1	1	0	0	0	2
EKG Technician	1	2	13	0	1	17
Electrical Specialist	0	0	4	4	0	17
Electro Mechanical Certificate	0	0				0
Gas Metal Arc Welding Sense I	10	2	2	0	0	14
Graphic Designer Certificate	4	1	7	3	0	17
Health Support Professional	0	0	4	0	0	4
Industrial Maintenance Certificate	0	0	0	0	0	1
Kirkwood Culinary KickStart Certificate	0	0	1	0	0	5
Manufacturing Welding Certificate			2	3	0	5
Medical Office Professional		4	1	0	0	5
Operator Certificate				7	0	7
Ophthalmic Assistant Certificate				0	0	0
Personal Support Professional	1	0	0	0	0	1
Phlebotomy	7	3	8	7	0	83
Production Operator Certificate				2	0	2
Sales Professional Certificate	0	0	0	0	0	0
Supervising in Healthcare Facilities	0	0	0	0	0	0

Transportation Service Class B Training Certificate	0	0	0	0	0	4
Transportation Specialist	0	0	0	0	0	0
Transportation Technician	0	0	0	0	0	0
Truck Driver Class A CDL	43	38	54	40	4	358
Unity Game Design Certificate				0	0	0
Web Designer Certificate	2	2	3	0	0	10
Other certificates no longer offered/available						275
TOTALS	129	125	234	145	11	1606

Gap Reporting Form - General Information

Revised July 2017

Institution	Kirkwood Community College			
Contact Person	Bethany Parker	319-365-9474 x31155	bparker@kirkwood.edu	
Quarterly Reporting Period	FY20	July 2019		FY20 Available (FY19 CF+FY20) \$ 337,031.04

Budget Summary

Line Item	Expenses per Quarter				YTD Expenditures
	Q1	Q2	Q3	Q4	
Direct Costs:					
Tuition & Books	\$46,080.41				\$46,080.41
Equipment	\$0.00				\$0.00
Fees/Assessment/Testing	\$900.00				\$900.00
<i>Subtotal</i>					\$46,980.41
Other Costs:					
Staff Support/Services	\$2,143.66				\$2,143.66
Total:	\$49,124.07	\$0.00	\$0.00	\$0.00	\$49,124.07

Participant Summary

Instructions: This subsection must be completed **quarterly**. Quarterly numbers must be **unduplicated**.

	Q1	Q2	Q3	Q4	YTD Total
Number of Completed Applications:	6				6
Number of Approved Participants:	11				11
Status of Approved Participants:					
Participating or Waiting to Participate:	46				46
Number of <u>Third</u> Party Credentials Received:	7				7

Financial Reporting
as of September 12, 2019
21% of the Year Completed*

Grant Name	Carryover	Total Grant	Total Budget	Staff & Overhead Expenditures	Participant Expenditures	Staff & Overhead Obligations	Participant Obligations	Unobligated Balance	% of FY18 Grant Spent/Obligated	% of Unobligated Funds
WIOA Admin	10,243	105,021	115,264	17,217	0	57,407	0	40,640	61.30%	38.70%
WIOA Adult	28,347	190,420	218,767	17,159	522	76,472	6,675	117,939	38.06%	61.94%
WIOA Dislocated Worker	38,867	305,707	344,574	46,261	9,373	207,282	24,892	56,766	81.43%	18.57%
WIOA Youth In School	4,000	112,268	116,268	7,150	128	30,459	0	78,531	30.05%	69.95%
WIOA Youth Out of School	28,671	336,803	365,474	54,734	17,827	167,987	43,371	81,555	75.79%	24.21%
KPACE	0	750,728	750,728	91,958	2,535	413,612	51,162	191,461	74.50%	25.50%
SNAP ADMIN**	0	170,647	170,647	153,574	0	4,500	0	12,573	92.63%	7.37%
GAP	24,320	312,711	337,031	6,353	60,613	28,508	42,754	198,803	36.43%	63.57%

Experiential Learning

Actuals	Current %
15,652.00	24.21%

***SNAP FY Oct - Sept

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WIOA Wagner-Peyser Performance levels -- PY2018

Quarter 4

Region	RWIB	Employment 2nd Qtr (Entered Empl. [1st])			Employment 4th Qtr (Empl Retention 3rd)			Median Earnings 2nd Qtr after Exit			Region
		Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	
1	19090	76.8%	70%	63.0%	77.4%	65%	58.5%	\$6,600	\$5,500	\$4,950	1
2	19095	74.5%	70%	63.0%	74.0%	65%	58.5%	\$6,295	\$5,500	\$4,950	2
3 & 4	19160	75.2%	70%	63.0%	75.1%	65%	58.5%	\$6,418	\$5,500	\$4,950	3
5	19115	73.2%	70%	63.0%	71.0%	65%	58.5%	\$6,211	\$5,500	\$4,950	5
6	19030	73.6%	70%	63.0%	73.0%	65%	58.5%	\$6,390	\$5,500	\$4,950	6
7	19120	74.4%	70%	63.0%	74.4%	65%	58.5%	\$5,825	\$5,500	\$4,950	7
8	19155	71.4%	70%	63.0%	72.3%	65%	58.5%	\$6,605	\$5,500	\$4,950	8
9	19125	74.4%	70%	63.0%	75.3%	65%	58.5%	\$5,885	\$5,500	\$4,950	9
10	19130	73.7%	70%	63.0%	73.8%	65%	58.5%	\$6,035	\$5,500	\$4,950	10
11	19135	73.1%	70%	63.0%	73.6%	65%	58.5%	\$6,622	\$5,500	\$4,950	11
12	19140	78.4%	70%	63.0%	75.9%	65%	58.5%	\$6,748	\$5,500	\$4,950	12
13	19145	73.5%	70%	63.0%	71.3%	65%	58.5%	\$6,071	\$5,500	\$4,950	13
14	19150	68.7%	70%	63.0%	73.1%	65%	58.5%	\$6,168	\$5,500	\$4,950	14
15	19075	69.5%	70%	63.0%	70.5%	65%	58.5%	\$5,907	\$5,500	\$4,950	15
16	19080	76.3%	70%	63.0%	75.2%	65%	58.5%	\$5,948	\$5,500	\$4,950	16
State		74.1%	70%	63.0%	74.0%	65%	58.5%	\$6,231	\$5,500	\$4,950	State

*Discrepancy between regional outcomes and state final outcome is a result of reporting regional W-P outcomes not affiliated with a particular region. This will be further refined in upcoming quarters and with the final transition to a new data management and reporting system.

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WIOA Adult Performance levels -- PY2018
Quarter 4

Region	RWIB	Employment 2nd Qtr (former Entered Empl. [1st])			Employment 4th Qtr (Empl Retention 3rd)			Median Earnings 2nd Qtr after Exit			Credential Attainment Rate			Measurable Skills Gain			Region
		Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	
1	19090	75.7%	72%	64.8%	76.3%	70%	63.0%	\$5,481	\$4,900	\$4,410	55.8%	66%	59.4%	30.1%	Baseline		1
2	19095	72.1%	72%	64.8%	73.7%	70%	63.0%	\$5,258	\$4,900	\$4,410	27.3%	66%	59.4%	5.1%	Baseline		2
3 & 4	19160	73.4%	72%	64.8%	73.7%	70%	63.0%	\$5,877	\$4,900	\$4,410	33.3%	66%	59.4%	22.2%	Baseline		3
5	19115	72.1%	72%	64.8%	68.9%	70%	63.0%	\$5,177	\$4,900	\$4,410	38.1%	66%	59.4%	30.2%	Baseline		5
6	19030	65.6%	72%	64.8%	69.7%	70%	63.0%	\$5,718	\$4,900	\$4,410	20.0%	66%	59.4%	6.4%	Baseline		6
7	19120	71.1%	72%	64.8%	71.4%	70%	63.0%	\$4,903	\$4,900	\$4,410	53.4%	66%	59.4%	37.1%	Baseline		7
8	19155	66.2%	72%	64.8%	66.5%	70%	63.0%	\$5,640	\$4,900	\$4,410	64.3%	66%	59.4%	5.4%	Baseline		8
9	19125	70.9%	72%	64.8%	72.5%	70%	63.0%	\$4,805	\$4,900	\$4,410	59.8%	66%	59.4%	11.5%	Baseline		9
10	19130	69.6%	72%	64.8%	70.3%	70%	63.0%	\$5,175	\$4,900	\$4,410	43.6%	66%	59.4%	9.8%	Baseline		10
11	19135	68.8%	72%	64.8%	70.4%	70%	63.0%	\$5,922	\$4,900	\$4,410	45.8%	66%	59.4%	14.7%	Baseline		11
12	19140	74.5%	72%	64.8%	73.6%	70%	63.0%	\$5,523	\$4,900	\$4,410	43.2%	66%	59.4%	11.5%	Baseline		12
13	19145	69.8%	72%	64.8%	69.0%	70%	63.0%	\$5,078	\$4,900	\$4,410	42.9%	66%	59.4%	23.6%	Baseline		13
14	19150	69.0%	72%	64.8%	69.3%	70%	63.0%	\$5,461	\$4,900	\$4,410	50.0%	66%	59.4%	12.2%	Baseline		14
15	19075	67.6%	72%	64.8%	67.5%	70%	63.0%	\$4,760	\$4,900	\$4,410	58.2%	66%	59.4%	42.4%	Baseline		15
16	19080	75.4%	72%	64.8%	74.3%	70%	63.0%	\$5,022	\$4,900	\$4,410	41.3%	66%	59.4%	13.2%	Baseline		16
State		70.8%	72%	64.8%	71.6%	70%	63.0%	\$5,326	\$4,900	\$4,410	46.5%	66%	59.4%	18.7%	Baseline		State

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WIOA Dislocated Worker Performance Levels -- PY2018

Quarter 4

Region	RWIB	Employment 2nd Qtr (former Entered Empl. {1st})			Employment 4th Qtr (Empl Retention 3rd)			Median Earnings 2nd Qtr after Exit			Credential Attainment Rate			Measurable Skills Gain			Region
		Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	
1	19090	100.0%	73.0%	65.7%	94.4%	71.0%	63.9%	\$10,227	\$ 6,100	\$5,490	56.4%	66.0%	59.4%	71.4%	Baseline		1
2	19095	84.0%	73.0%	65.7%	88.9%	71.0%	63.9%	\$8,112	\$ 6,100	\$5,490	55.6%	66.0%	59.4%	0.0%	Baseline		2
3 & 4	19160	89.2%	73.0%	65.7%	90.1%	71.0%	63.9%	\$6,827	\$ 6,100	\$5,490	31.3%	66.0%	59.4%	45.8%	Baseline		3
5	19115	71.4%	73.0%	65.7%	71.4%	71.0%	63.9%	\$8,135	\$ 6,100	\$5,490	50.0%	66.0%	59.4%	57.1%	Baseline		5
6	19030	85.7%	73.0%	65.7%	90.9%	71.0%	63.9%	\$10,566	\$ 6,100	\$5,490	37.5%	66.0%	59.4%	77.8%	Baseline		6
7	19120	91.1%	73.0%	65.7%	90.1%	71.0%	63.9%	\$11,678	\$ 6,100	\$5,490	66.7%	66.0%	59.4%	55.8%	Baseline		7
8	19155	87.5%	73.0%	65.7%	76.9%	71.0%	63.9%	\$8,840	\$ 6,100	\$5,490	77.3%	66.0%	59.4%	10.0%	Baseline		8
9	19125	87.5%	73.0%	65.7%	93.2%	71.0%	63.9%	\$9,624	\$ 6,100	\$5,490	58.0%	66.0%	59.4%	18.4%	Baseline		9
10	19130	86.2%	73.0%	65.7%	87.7%	71.0%	63.9%	\$9,936	\$ 6,100	\$5,490	62.9%	66.0%	59.4%	24.6%	Baseline		10
11	19135	87.4%	73.0%	65.7%	86.8%	71.0%	63.9%	\$10,701	\$ 6,100	\$5,490	46.2%	66.0%	59.4%	42.6%	Baseline		11
12	19140	75.0%	73.0%	65.7%	83.9%	71.0%	63.9%	\$8,694	\$ 6,100	\$5,490	76.9%	66.0%	59.4%	30.3%	Baseline		12
13	19145	92.7%	73.0%	65.7%	84.6%	71.0%	63.9%	\$8,943	\$ 6,100	\$5,490	48.4%	66.0%	59.4%	45.3%	Baseline		13
14	19150	100.0%	73.0%	65.7%	92.3%	71.0%	63.9%	\$7,019	\$ 6,100	\$5,490	44.4%	66.0%	59.4%	17.6%	Baseline		14
15	19075	100.0%	73.0%	65.7%	79.1%	78.0%	70.2%	\$9,221	\$ 6,100	\$5,490	62.1%	66.0%	59.4%	38.7%	Baseline		15
16	19080	86.8%	73.0%	65.7%	78.0%	71.0%	63.9%	\$9,692	\$ 6,100	\$5,490	48.6%	66.0%	59.4%	31.0%	Baseline		16
State		88.8%	73.0%	65.7%	86.6%	71.0%	63.9%	\$10,000	\$ 6,100	\$5,490	54.0%	66.0%	59.4%	35.7%	Baseline		State

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WIOA Youth Performance Levels -- PY2018

Quarter 4

Region	RWIB	Placement in Empl., Educ., or Training Rate 2nd			Placement in Empl., Educ., or Training Rate 4th			Median Earnings 2nd Qtr after Exit			Credential Attainment Rate			Measurable Skills Gain		
		Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg	Actual	Negotiated	90% of Neg
1	19090	70.8%	71.0%	63.9%	82.9%	71.0%	63.9%	\$4,434	N/A	N/A	75.0%	58.5%	52.7%	80.8%	Baseline	
2	19095	83.3%	71.0%	63.9%	61.5%	71.0%	63.9%	\$7,048	N/A	N/A	35.7%	58.5%	52.7%	16.7%	Baseline	
3&4	19160	92.9%	71.0%	63.9%	69.6%	71.0%	63.9%	\$4,475	N/A	N/A	52.2%	58.5%	52.7%	42.9%	Baseline	
5	19115	70.6%	71.0%	63.9%	80.6%	71.0%	63.9%	\$3,755	N/A	N/A	66.7%	58.5%	52.7%	29.4%	Baseline	
6	19030	68.8%	71.0%	63.9%	66.7%	71.0%	63.9%	\$3,052	N/A	N/A	47.6%	58.5%	52.7%	21.7%	Baseline	
7	19120	72.4%	71.0%	63.9%	62.5%	71.0%	63.9%	\$3,577	N/A	N/A	48.3%	58.5%	52.7%	57.1%	Baseline	
8	19155	75.0%	71.0%	63.9%	83.3%	71.0%	63.9%	\$7,443	N/A	N/A	66.7%	58.5%	52.7%	n/a	Baseline	
9	19125	58.5%	71.0%	63.9%	69.1%	71.0%	63.9%	\$2,950	N/A	N/A	57.4%	58.5%	52.7%	17.1%	Baseline	
10	19130	62.7%	71.0%	63.9%	69.4%	71.0%	63.9%	\$4,312	N/A	N/A	58.7%	58.5%	52.7%	42.3%	Baseline	
11	19135	74.4%	71.0%	63.9%	72.6%	33.3%	30.0%	\$3,848	N/A	N/A	56.7%	58.5%	52.7%	6.6%	Baseline	
12	19140	61.5%	71.0%	63.9%	83.3%	71.0%	63.9%	\$6,761	N/A	N/A	75.0%	58.5%	52.7%	18.2%	Baseline	
13	19145	100.0%	71.0%	63.9%	94.7%	71.0%	63.9%	\$5,632	N/A	N/A	66.7%	58.5%	52.7%	22.2%	Baseline	
14	19150	80.0%	71.0%	63.9%	60.0%	71.0%	63.9%	\$4,210	N/A	N/A	62.5%	58.5%	52.7%	26.3%	Baseline	
15	19075	72.1%	71.0%	63.9%	75.6%	71.0%	63.9%	\$3,365	N/A	N/A	62.2%	58.5%	52.7%	45.5%	Baseline	
16	19080	72.1%	71.0%	63.9%	72.4%	71.0%	63.9%	\$2,679	N/A	N/A	39.1%	58.5%	52.7%	23.1%	Baseline	
State		71.4%	71.0%	63.9%	71.8%	71.0%	63.9%	\$3,663	N/A	N/A	55.9%	58.5%	52.7%	30.3%	Baseline	



This report Reflects June-August 2019

**Current Job Openings
 Switched to IowaWORKS system in June**

	Statewide	Regional
June	9,665	1209
July	18,495	2673
August	79,728	5053

***Significant increase in job order in August due to indexed job feed being fixed**

<i>Unemployment Rates- County rates are not seasonally adjusted</i>			
	July 2019	June 2019	July 2018
United States (seasonally Adjusted)	3.7%	3.7%	3.9%
State of Iowa (seasonally adjusted)	2.5%	2.4%	2.4%
Benton	2.8%	2.6%	2.3%
Cedar	2.4%	2.3%	2.2%
Iowa	2.0%	1.9%	1.7%
Johnson	2.3%	2.2%	2.1%
Jones	2.6%	2.6%	2.4%
Linn	2.9%	2.8%	2.6%
Washington	2.3%	2.2%	2.0%

Cedar Rapids Recruiting Events:

ABM Janitorial 9
 Mississippi Valley Regional Blood Center 2
 PIC Group
 Kirkwood Healthcare 3
 Advanced Services 2

Kim Reynolds, Governor
Adam Gregg, Lt. Governor
Beth Townsend, Director



Team Staffing
Schneider Trucking 2
Trigo
Medirev
Delta Global Service 2
International Paper
DGS
ASInc 2

Iowa City Recruiting Events:

Affordable Cleaning 3
CDI Headstart
Advanced Services 2
Wieland Security
Marsden
Goodwill
Aerotek
Team Staffing
Kelly Services
US Cellular

Business Services activities:

June:

6/20: Kate assisted employers at the Registered Apprenticeship event in Mount Pleasant with region 16
6/20: Reconnect employer panel-6 employers and over 30 job seekers
6/21: Jones Co was designated as a HBI Community, with ceremony held locally
6/22: Sharon and Frank attended the Rollin Rally event at Kirkwood, promoting transportation

July:

7/11: Mace working with Cedar Co to become designated HBI Community
7/18: Reconnect employer panel-6 employers and over 30 job seekers
The business team focused a lot of their time assisting employers with their account in IowaWORKS, including third party agents.



August:

8/1: Kate coordinated a New Americans event with Cultural and Language Services Center at the University of Iowa; several panelists and estimated 50 employer attendees

8/1: Reconnect employer panel-7 businesses and around 20 job seekers

8/6 and 8/13: We have started the Healthcare Career Pathway Tours with 7 participating business thus far

8/8: Mace presented on HBI at UNI-CUE Veterans Event

8/15: Kate coordinated the "Recruiting is Marketing" event presentation with ICR Iowa; Curt was a panelist on Labor Market Information with 60 participating employers

8/15: Re-connect employer panel-8 employers and over 40 job seekers

8/15: Mace attended community partner and business event at the Freedom Foundation in CR

8/24 and 8/26: Sharon assisted International Paper with multiple testing/recruiting sessions for Process Operator at IowaWORKS

8/22 and 8/29: CR IowaWORKS began offering open interviews called "Grab A Job" with 15 employers and over 30 job seekers attending

Rapid Response Activities:

P&G: IowaWORKS continues to work closely with P&G regarding their transition over the next year. Due to significant attrition, P&G is working with Iowa WORKS and Kirkwood to recruit for full time, temporary production technicians.

ACT: Laying off 80 between November and December 2019: IowaWORKS meeting with leadership for rapid response planning

Cedar Rapids Gazette: Laying off 29 workers at the end of September. A rapid response meeting has been scheduled for 9/20/19 at the impacted location.

Kirkwood High School Completion Programs has had some changes since the end of PY19. Terry Rhinehart is the manager over the program. He comes to us from Anamosa State Penitentiary where he worked as a math instructor. Before that, Terry was in charge of our alternative program in Monticello at the Jones County Regional Center.

Stephanie Hasakis joins us as the ESL Program Supervisor.

Charles Wills came and visited with our students about the Light Manufacturing Program at Goodwill Industries. We are hoping students will see this as a valuable opportunity to help them with employment.