



# ***Iowa Region 3 & 4 CEO - RWDB***

***RWDB Chair: Janet Dykstra  
CEO Chair: Tim Schumacher***

Region 3 & 4 Chief Elected Official Board and  
Regional Workforce Development Board Combined Meeting  
Thursday, May 23, 2019  
9:30 a.m. to 11:30 a.m.  
Governmental Services Center, 217 West 5<sup>th</sup> Street, Spencer

CEO Members Present: Barry Anderson, Pam Jordan, Jerry Muilenburg, Mike Schulte, Tim Schumacher, Kelly Snyder, Kyle Stecker, John Steensma

CEO Members Absent: Roger Faulstick and Merle Koedam

RWDB Members Present: Jason Anderson, Lee Beem, Mike Carlson, Susan Golwitzer, Linda Gray, Kristin Hanson, Rhonda Jager-Pippy, Tim Kinnetz, Lori Kolbeck, Diane Nelsen, Vernon Nelson, Scott Rettey, Mike Schulte, Ranae Sipma, Carrie Turnquist, Kenneth Vande Brake, Benjamin VanDonge, Gregory Ver Steeg  
RWDB Members Absent: Dale Arends, Reva Arends, Steven Bomgaars, Janet Dykstra, Steve McCauley, and Kiley Miller

1. Call to Order – Greg VerSteeg
2. Introduction of Members, State Staff and Guests  
Roll call. Reminder, mileage travel expenses to be turned in this morning.
3. Welcome
4. Agenda Review  
Added Disaster national dislocated worker grant to agenda, placed after item 5
5. Approval of March 28, 2019 Meeting Minutes
  - a. RWDB Vote – motion Kenneth Vande Brake, second Diane Nelson, motion carries
  - b. CEO Vote – motion Mike Schulte, second by Barry Anderson, carriesCalling it 5C – Disaster national dislocated worker grant – Val updated – discussed last meeting (see minutes). At the time none of the counties felt like they had work at this point in time, Val doesn't believe any of our counties applied. But there is funding available for them to participate (public land, can't be individual business or private homes). If a county is interested there is an application process. Val will send an e-mail to the CEOs with that information.
6. WIOA Core Partner Update – Adult Education and Literacy, Iowa Dept. for the Blind, Iowa Vocational Rehabilitation (WINTAC Process)  
Lori - still working on WINTAC process – looking at the different areas of services provided. Still have the business services team meeting and going out to businesses as a team to learn about the businesses. Looking at strategies to maintain those business relationships.  
Val - assessing clients for basic skills like math and writing, different partners using different types of assessment systems. Able to work out an arrangement that all the community colleges in the

region will test basic math, reading and writing skills using CASAS and share those results with Iowa Works.

Lori and Val both feel there has been good progress in this process. It is nice getting to know not only the core partner group, but what the core partner staff does as well.

7. Adult Basic Education Representative on RWDB
  - a. CEO Vote – Steve McCaulley hired by Iowa Lakes Community College to replace Janet Liefeld in the Adult Education and Literacy role.  
Motion for approval to board by Kyle Stecker, second Jerry Muilenburg– motion carries
8. RWDB Reappointments 2019  
Carrie Turnquist – Business  
Mike Carlson – Business  
Tim Kinnetz – Business  
Kristin Hanson – Business  
Sue Golwitzer – Business  
Lori Kolbeck – IVRS  
Linda Gray – IWD  
Benjamin VanDonge – Business and Apprenticeship  
Kiley Miller – Economic Development
  - a. CEO Vote – motion by Kelly Snyder, second Barry Anderson – motion carries
9. Oath of Office – New and Reappointed Region 3-4 RWDB Members – Tim Schumacher  
Tim Schumacher administered the oath office to the group.
10. Region 3-4 Workforce Plan Modification – RWDB funds see page 3 of agenda packet, this budget hasn't changed from year to year. Money is used to pay travel expenses for RWDB members. Also covers occasional conference travel.
  - a. RWDB Vote – motion by Rhonda Jager-Pippy, second Susan Golwitzer, motion carried
  - b. CEO Vote – motion by Kyle Stecker, second Mike Schulte, motion carried
11. Local Plan Modifications due to updated WIOA Title I Policy pages 4 to 8, was approved by this board at the last meeting, was then conditionally approved at the state level, is now back for approval with adjustments made to satisfy the conditions. Several items adjusted to include more clarity and specificity. See agenda packet for complete policy.
  - a. RWDB Vote – motion Jason Anderson, second Kenneth Vande Brake, approved
  - b. CEO Vote – motion John Steensman, second Kelly Snyder, approved
12. Update on Iowa Realignment – State Workforce Development Board Vote for six region scenario – Region 3-4 CEO Response – Tim Schumacher  
Tim's update: Appeal letter drafted. CEOs will be going to Des Moines to verbally support the letter of appeal on May 30<sup>th</sup>. If there are other main points that maybe we have missed, please discuss. Comments from the group that the letter is very thorough. Discussion of who will be attending that meeting, several members volunteered to go. Group has requested time on that agenda.
13. Regional Sector Board Update (Jason, Jolene)  
Jason Anderson – things are moving along with Kristi and the manufacturing sector board. Working to get to the last few schools before they let out for the year. Have 18 or 19 companies on the board now. Kristi has been working to make all the pieces come together, and doing a good job.
14. One-Stop Program Updates

- a. Region 3-4 Integration Statistics  
Val updated, see page 15. Will be moving to new data system so this will be the last report that looks like this.
  - b. Workforce Innovation and Opportunity Act Title I Individualized/Training Participants/Expenditures  
Val updated, see page 16 and 17 of packet. Will see more individuals enrolled at the individualized level moving forward. Will stay mindful of budget and delivering services within that budget, but will be giving a lot more individualized assistance. One-on-one support will be more time intensive for staff.
  - c. WIOA Title I Expenditure Report through 04/30/19  
Val updated, see page 17, the three-month money isn't enough this year if we didn't have carry-over.
  - d. PY18 WIOA Title I Performance  
Val updated, hasn't been received yet. Hasn't been completed yet, so PY18 second quarter that was presented last meeting is most recent update. Will have for next meeting.
  - e. PY19 Draft WIOA Title I Budgets  
Val updated, did receive draft budgets. Region was up in all categories roughly \$28,000 for PY19 than PY18 had been. Most regions lost a significant amount of funds. Other regions are very concerned, so Val is pleased to get this news. Still in draft form, Val can't release until they are final. How dislocated worker money is distributed will be important, still waiting to hear how this will be handled this year.
  - f. PROMISE JOBS Update  
Linda updated, new promise jobs manager hired in January who wasn't from Iowa or from Promise Jobs, and didn't stay very long. Kassie Perego has now been hired, and took over April 5<sup>th</sup>.
  - g. Wagner-Peyser Update  
Linda updated, see blue county map showing unemployment rates in the packet. Unemployment rate still very low. Linda to attend a conference in Washington D.C. to discuss veteran program best practices that can be brought back to the area.
  - h. Supervised Career Preparation Program Update  
Val updated – summer youth program will start on June 3. Approximately 75 youth signed up, utilizing 69 employers that Val will meet with to do orientation. Helping students document the skills they are getting that they can take into their career. Employer pays wages, students get college and high school credit.
  - i. Roll out of new data management system and process in center – GEO Solutions (IowaWORKS)  
Val updated – new Iowa Works data system will be referred to as GEO. Several new processes will be rolled out. Most customers will need staff assistance in a case managed environment. Staff will be attending training soon on the new process. Val has been a tester of the system, but it will take some time for everyone to get used to the new system.
15. Regional Disability Standing Committee – Lori Kolbeck  
Lori updated – completed “cheat sheets” for staff on identifying accommodations in the center. Will train staff twice a year on easy solutions and tips for working with people with disabilities. Currently working on ideas for October events for National Disability Employment awareness month. Will be doing individual outreach to individuals who are deaf or hard of hearing and looking at how to improve the experience for those customers.
  16. Youth Standing Committee Update – Diane Nelson  
Diane updated – main goal is to get people employed, so the customer finishing education is often secondary to getting a job. Still in a holding pattern to wait on where re-alignment goes. Still focusing on the 18-24 year olds who need to work, but who need to develop their education

as well. Documenting what to carry forward with a new standing committee in preparation for a possible transition.

17. State Staff Update  
None
18. Partner Update  
Lori – Vocational Rehabilitation is currently focused on summer programs for youth. Next time we meet with give an update on number of students who participated. Overall case loads are increasing.
19. Confirm Next Meeting Date of September 26, 2019  
Motion to adjourn approved