

**RWDB Meeting
3420 University Ave.
Waterloo Iowa, 50701
Waterloo, Iowa
September 26, 2019
4:00am – 5:30am**

**Conference Call Number
(866) 685-1580
Conference Code
4772635870**

**Board Website
<https://www.iowawdb.gov/>**

Present

Dustin Brocka (non-voting)
Deborah Collett
Janis Cramer
Jeff Frost
Chris Hannan (non-voting)
Debra Hodges-Harmon
Mike Howell
Sandy Jensen
Linda Laylin
Lisa Lorenzen

Clayton Ohrt (by phone)
Karla Organist
Kochell Weber-Ricklefs (non-voting)
Amber Youngblut
Laura Hidlebaugh
Gina Robinson
Aaron Saurbrei
Linda Rouse (by phone)
Jamie Kramer (by phone)

1. Welcome

Meeting started at 4:03 pm.

2. Review and Act

2.1 September 26, 2019 and June 27, 2019 Minutes

Amber asked for approval and/or changes to minutes from September 26 and June 27 meetings. No additions or changes noted. Approval of minutes from both meetings by Amber Youngblut. Deborah Collett to motion, Debra to 2nd, Motion carries.

3. Discussion: Field Memo 19-02 – MOU Extension by Executive Committee

Discussion of field memo, was approved on the call.

4. System Update

Chris shared from Title I and Dislocated Worker. Ocwen and Simply Essentials job fair was held to help to respond to people, after business closure. Held in Mason City and Charles City. Both went well, and were well attended. Cedar Valley Recovery Services, LME Trucking were

a few of the new closures. Last week, a few people from Nestle Warehouse have come in to the center.

Chris shared Dustin is working with Bremer on flood response. Iowa DOT Youth Corps project is closed out. This was the first time we have had this grant at the office. Three interns were hired and worked over the summer. All three completed the projects. Linda Laylin had questions about the transportation sector partnership, related to interest and attendance. Chris mentioned that there was low attendance at the previous meeting, but it has just gotten started. Apprenticeships for CDL through Ruan, it is limited and rather small.

Title II Report in packet.

Sandy shared and reviewed that WIOA Title II Adult Education and Literacy at Hawkeye Community College provides education for adults who need to earn a high school equivalency diploma and/or gain proficiency in the English language. Hospitality IBEST was featured on Tuesday with KWWL. Donation with McElroy Trust lended to the name given to the new building.

Hospitality Program is in its pilot year, and will be integrated with college coursework. Pilot year for this subject area. Use of the onsite café as a learning lab is being utilized. The program will be featured again on September 30 on KCRG Channel 9 in the morning news shows. The third floor and the first floor (the café) are being utilized for food prep and serving both customers and the food/drinks. Another update ELL program received additional state funds, unsure if funds will again be available next year. So funds are being utilized for evening classes. Added one extra evening class section and remaining dollars will be used to add additional technology for the classes to align for 21st Century learning standards. Sandy is officially retiring by next Friday October 4th, and Laura Hidlebaugh will assume her position.

Title III no report- will informally update.

Gina Robinson will be acting as interim Operations Manager. The position is open, and closing date will be October 3rd. Lacey will be helping with continuing to meet goal for registered apprenticeship. She is knocking it out of box for meeting and exceeding goals. Lacey and Debra are a part of the Economic Inclusion Conference. It's an all-day conference, and lunch will be provided. Scholarships are available to those who apply, and the cost is \$29 for the day.

Title IV

Mike Howell shared with IVRS updates.

Coming to the end of the fiscal year. Right now with successful closure we had 950 clients to serve out of 13 offices. Waterloo is the 5th largest with 234 closures which is the 2nd highest in the state. Rehabilitation rate (come in door % of chances to be rehabilitated to be employed) is 61% (#2 in state). Unsuccessful closure and closure before plan developed (#8 in the state). The 24th of October is National Disability Employment Month (Voc. Rehab. and Workforce are cooperating for this). Will be at the HCC Campus, 8:30-11 am.

Department for the Blind

Kochell shared that she is serving 60 clients that are legally blind our district.

We have closed 10 people successfully, and have closed 4 unsuccessfully that have either withdrawn or not followed through. In the entire state, we serve 1900 people. In our region is 60. Transition- ages 14-24, planning a camp weekend at Camp Wapsie to practice leadership qualities. Offered to all blind students in area, whether we serve them or not for the first weekend in October and November.

5. Title I Monitoring

5.1 Program Monitoring- Zero Findings

Handout in packet is program monitoring report. Zero findings now after appeal.

5.2 Financial Monitoring

Awaiting an initial report.

6. Sub-Committee Reports

6.1 Youth

Jeff Frost shared. Summer with Kochell, a camp was held in Des Moines with youth that were legally blind, to get working on becoming acclimated with their canes. Kids were being followed by a helper as they practiced getting used to their canes. All youth did well and found their way back to base. Jeff reported that 68 students completed HS completion, which is a 58 % increase from the previous year. 530 ELL students enrolled in fall classes.

6.2 Operations

The group met August 19th. Two big things were decided. The group planned October 14th as their professional development of all joint staff. Agenda of meeting is on back of 6.2. Bigger item was that it was finalized how we will transition from paper to digital referral forms. EMBARC will be presenting on staff development day.

7. Review and Act Items

7.1 Negotiated Performance Memo- PY 2018/2019

There is a letter in the packet. To approve PY 19. Motion to approve made by Janis Cramer, 2nd by Jeff Frost. Motion carries.

7.2 Eligible Training Provider List-Hawkeye Community Colleges CNA

State workforce board changed rules, so we can approve to send people to training. Pulling it out as it could be non-credit. Karla Organist made a motion to approve, 2nd by Mike Howell. Motion Carries.

7.3 RWDB Board Budget (redo from June 27 2019 meeting)

Last board meeting we did a quick approval process for the budget. There is a form to complete, and have not correctly approved and calculated mileage reimbursement.

Motion to approve amended budget. Motion to approve was made by Deborah Collett. 2nd by Sandy Jensen. Motion carries.

7.4 Ticket to Work Funding Designation and Transfer of funds.

Ticket to Work funds to be moved to Hawkeye Community College for Disbursement. Janis Cramer motioned to approve, Deborah Collett to 2nd. Motion carries.

7.5 American Job Center Employment Network Designation

Propose to move all of this to HCC. Linda Rouse shared... Currently there is two Employment Network's operating. HCC is the only Employment Network that could be considered a conflict of interest as HCC is the fiscal agent. Funds could come directly to the board rather than to HCC. There is concern about the perceived conflict of interest.

County Supervisors have approved to keep HCC as the EN this morning (09/26/2019). Aaron Sauerbrai commented that he wondered what the conflict of interest is. Linda stated that the fiscal agent can't be the same as the provider. Linda wanted to make it clear for two different things. Concerned that if they are the fiscal agent and delivering services, concerned that it could be seen as a conflict. If board decides to be the own EN, it could have more say in TTW funds in the future.

Aaron stated that NIACC (Mason City) is an Employment Network, Linda corrected that the board has their own employment network.

Chris clarified that HCC is one of the few employment networks.

Linda stated that Burlington is the EN, not the college. The board is the EN.

Jeff Frost asked where the perceived conflict of interest came from.

Linda shared that in the past, where colleges have been the fiscal agent, TTW is broad in how the funding be spent. In some cases, money has not been used properly. If the board was involved in approving, would be giving control back to board. If HCC is the fiscal agent, we lose the control of how the funding is spent.

Aaron stated the idea and mission of how the funds are spent has not changed. Mike shared that places that are EN's get a bonus if people get off Social Security. Something to look at in the future, as Area 1 was using ticket money to pay for a speaker for a training day, therefore not being reinvested back into helping people with disabilities. We all benefit for the TTW program.

Jeff Frost asked what the ramifications were if we did not pass this today. Funding goes to state EN, and passed down to HCC.

Linda also stated that in all other centers, it's an AJC job function. Not just one entity. No delineation of who serves. The board in future will have to pick a service provider, and if it is not HCC, and now TTW funding has gone to HCC and could not be used for them.

Staff already provides the services; Linda stated that the AJC needs to be served, not just HCC. Chris clarified again that the county supervisors already have said it is ok.

State oversees how funds are spent. Within realignment, this makes sense now. The new board can look at it once there is another board meeting. Part of intention is that if money is local, we can keep the positions and can still keep serving the people with disabilities locally. This ensures the money stays local. The new board will have multiple EN's. This is the logical next step.

Deborah Collett asked if once the new board is formed, how will this work. Chris stated he does not know, and hopes that with the new board forming, they will see that there are already EN's running well, and to keep running business as is.

Amber Youngblut asked for motion to approve. Mike Howell approved motion. Janis Cramer 2nd the motion. Motion carries. No one voiced opposition. Sandy Jensen abstained from voting.

7.6 Review and Appoint New Members

Amber shared Jane Wagner as a 1st application. Black Hawk County, faculty for labor.

Jerrold Selliger. Black Hawk County, Hudson. Allen College, Higher Education.

Larry Young. Shell Rock. Mayor, elected Official, Butler County.

Christopher Borglum. Janesville President. Business.

Kristin Cahill HR Business Partner with Unity Point. Health.

Laura Hidlebaugh. Black Hawk County.

Missing One Labor Representative.

Motion to approve made by Karla Organist. 2nd Deborah Collett. Motion carries. No opposed.

8. Informational Items

8.1 Board Budget Report

Final report as of June 30th. Refer to handout. Jeff Frost clarified that we are fiscal in June and October. Debra Hodges-Harmon pointed out that budget says fiscal year 17. Chris will make the change.

8.2 Cedar Valley Labor Shed Study

Copy in packet. Refer to the website for the whole report, www.iowaalmi.gov/laborshed . First page included. <https://www.iowaalmi.gov/laborshed-studies>

8.3 IWD Field Memo 19-03 and 19-04

Couple field memos. Memo is regarding Title 1 and Program Monitoring, to illustrate guidance on the coordination of funding for WIOA Title I participants who are recipients of the Iowa Last Dollar Scholarship.

8.4 AEL Demographics. Is a visual snapshot of who and how are served. There are a large section of students who are under employed. Majority of students do come from Wloo.

8.5 Unemployment Map by County.

Sandy asked if that shows minority employment. Chris stated it is generic state data for those who qualify and follow the rules.

9. Upcoming RWDB Meetings (all hosted at Cedar Valley IowaWORKS at 4 pm unless otherwise noted)

9.1 November 21, 2019. February 27, 2020. April, 30, 2020. June 25, 2020. September 24, 2020. November 19, 2020.

Debra Hodges-Harmon wanted to remind all that Future Ready Iowa conference is October 15, so please register! If you know of a business we should invite, please let Lacey know. Conrad Iowa is Oct 22nd. Cedar Falls is October 15th.

Karla Organist asked how businesses are invited now, and Debra explained it is primarily by word of mouth, and the database within IowaWORKS system.

Conrad is between Marshalltown and Waterloo, and we are working for them on this. Capacity is 50 and we are either at that or very close. Any Future Ready Iowa event has usually been at or over capacity.

Deborah Collett asked if there is a timeline for redistricting and appeals. County board of supervisors responded on July 30th. County supervisors have not included Chris on these meetings.

Linda Laylin shared on realignment- currently the state has contracted with another company that have been involved with (Mayer and Mayer) have done two events in SE Iowa. One in Des Moines. Next week there will be four planned. Friday, the state board will be trained as well. County supervisors have been unhappy with lack of response and updating with trainings and timeliness of trainings. One of the trainings will be recorded, and link will be shared to all who cannot attend. They have received in email all training materials.

10. Adjournment

Motion to adjourn made by Deborah Collett, Janis Cramer 2nd. Motion carried at 4:58 to adjourn.