

Meeting Minutes

Operations Standing Subcommittee

November 4, 2019 - 3:00-4:30 PM

Hawkeye Adult Learning Center, Room 109 (CNC Room)

Present: Laura Hidlebaugh-AEL, Chris Hannan-WIOA, Dustin Brocka-WIOA, Mike Howell-IVRS

1. Updates/Announcements from Directors

Chris-Preparing for upcoming realignment and competitive RFP's, Hiring new career pathway navigator with Sue's retirement, Pam retiring as well and not replacing position because of realignment

Laura-Lots of staffing changes with Sandy's retirement, Laura in Sandy's position, James in Laura's position, still need to fill his, Enrolling new students, need to complete reporting and just getting up to speed with everything at AEL

Mike-Stephanie is self-employment counselor for Waterloo area, Kochell will take over her duties so probably not on this committee anymore, need to check who should fill her space, NDEAM event went well

2. RWDB request to restructure Committee

Need to restructure subcommittee with changes and retirements, check names and positions and present to board at November meeting

3. Hawkeye Employment Network Update

RWDB/CEO approved Hawkeye Employment Network for R7, Look at updating Partnership Plus agreement with IVRS, New space in AJC building for HEN

4. CDL IET Discussion

This is an in-demand training, only a couple students able to complete during pilot program, planning again next summer with official CDL IET, figuring out needs of program and how to overcome students barriers, partnering with non-credit side of HCC and Workforce

5. WEBuild Discussion

Continued partnership with local model of national youth build model, reengaging community partners to keep them up to date, Pilot possible start Jan-March 2020, Construction trades as well as High School equivalency, Hope to eventually receive Youth Build grant for programming, looking to run cohorts 11-15 weeks, successful participants will get industry recognized credentials and high school equivalency

6. WIOA Core Partner Joint Professional Development Day 10/14

There was some frustration because a scheduled speaker had to cancel at the last minute, possible topics discussed for next meeting was helping to guide ALC staff to help students in gaining employment and overcoming barriers, possible connection to business engagement team-check with Kyle when he starts in position, utilize Discover Your Resources in AJC

7. Referrals to Adult Education and Literacy programs

Need to get form updated and fixed so that referrals are being sent to ALC, form not supporting all needed programs, plan to update and inform new Operations Manager on Nov 15 and again start referrals happening

8. Additional Items for Discussion

N/A

9. Next Meetings:

Schedule quarterly meeting dates for 2020 TBD

Discussion about when meetings should be scheduled, prospective new dates will be sent out for determination

Respectfully submitted by Dustin Brocka 11/6/19