

Approved
Region 5 WORKFORCE DEVELOPMENT BOARD
(RWDB)
CHIEF ELECTED OFFICIALS
(CEO'S)
Tuesday, August 13, 2019
4:00 p.m.
IowaWORKS
Three Triton Circle
Fort Dodge, IA 50501

RWDB in attendance:	Grau, Tom McBain, Larry Varangkounh, Mlly	Kolbeck, Lori Miller, Faith Webb, Nancy	Lockner, Sue Underberg, Abby
RWDB in attendance via phone:	Harrison, Diane	O'Brion, Alison	O'Hern, Cheryl
RWDB absent:	Bangert, Kyle Kinney, Dan Perin, Jon	DeWall, Dan Kruckenberg, Renae Salvatore, Tom	Dreyer, Lynn Morgan, Shawn
CEO's in attendance:	Bailey, Doug	Cooper, Mike	Siepkker, Clarence
CEO's in attendance via phone:	Loney, Sandy	Rasmussen, Rick	
CEO's absent:	Thode, Bob		
Guests in attendance:	Gatton, Jennifer Mason, Kerstan	Hammersland, Michelle Taylor, Celia	Vorrie, Melissa

I. Call the Meeting to Order:

RWDB Chairperson Molly Varangkounh called the regular meeting of the Region 5 RWDB/CEO to order on August 13, 2019 @ 4:00 p.m. in the IowaWORKS office, Three Triton Circle, Fort Dodge, Iowa.

II. Roll call for RWDB and CEO, Introduction of Guests: – each person introduced themselves and their position or relationship to the board. Quorum was met for both RWDB and CEOs.

III. Approval of Agenda:

a. RWDB: Nancy Webb made the motion to approve, Seconded by Faith Miller. Motion passed unanimously.

CEO: Mike Cooper made the motion to approve, Seconded by Clarence Siepkker. Motion passed unanimously.

IV. Approval of Minutes:

a. May 21, 2019 RWDB Meeting

i. RWDB: Tom Grau made the motion to approve, Seconded by Larry McBain. Motion passed unanimously.

ii. CEO: Clarence Siepkker made the motion to approve, Seconded by Mike Cooper. Motion passed unanimously. The conference calls below were all approved under this as well.

b. May 22, 2019 – CEO Conference Call

c. June 6, 2019 – CEO Conference Call

d. June 13, 2019 – CEO Informational Discussion

e. June 19, 2019 – CEO Conference Call

V. Success Story – Jennifer Gatton was working at Sparboe Farms until it closed. She came into the center and was connected with partner services. She received tuition assistance, counseling and support. She recently graduated from ICCC with her AAS in the Administrative Specialist Program. She is currently working an internship with the City of Fort Dodge while connecting with businesses and applying for positions.

VI. Open Issues

- a. **Board Membership Update:** The board is now full. Sue Lockner filled the union position. She works at the Fort Dodge Correctional Facility and is a member of the union.
- b. **Fiscal Update Adult/DW:** See handout – all funds were spent and met the carry over goal. Just received grant monies. On track to spend monies with several student’s tuition this fall.

Fiscal Update Youth: See handout – received less funds. Support services were reduced because the majority of funds are allocated to youth work experiences. Staff are applying for grants and utilizing partner agencies to close the gap in support services.

VII. New Business:

- a. **Core Partner MOU Agreement** – See handout – the goal of the MOU is for Required and Core partners to be able to streamline the process to best serve customers in the program that is the best for them. Want to extend the contract to June 2020 and then re-evaluate when the new board set-up is determined.
 - i. **RWDB:** Nancy Webb made the motion to approve extending the MOU, Seconded by Tom Grau. Motion passed unanimously.
 - ii. **CEO:** Mike Copper made the motion to approve extending the MOU, Seconded by Clarence Siepker. Motion passed unanimously.
- b. **Realignment Update:** See handout – CEOs submitted appeal and received notification that the appeal was received but nothing further. CEOs received invitation to attend August 28th webinar which is expected to provide information on the next steps of the realignment process. The state has decided to go forth with the six regions and this is expected to be in effect by June of 2020.
- c. **Monitoring Report:** See handout – casefiles were monitored and received only one note regarding omission of documentation for one transportation payment. Steps are in place to track and document this in the future. Otherwise, all programs look good.
- d. **Eaton – Belmond:** Partners, also including Mason City, have been working together to help support employees and contracted employees of this closing business. Services being provided currently are resume workshops, Career Fairs, Interviewing, College Fair, etc. A rapid response will be held closer to the actual closure date. Businesses in neighboring communities have expressed interest in hiring these employees.

VIII. Board Committee Updates

- a. **Youth Standing Committee:** Meeting 9-19-19
- b. **Disability Committee:** Met on 7-1-19 – focusing on training staff for assistive technology, accommodations, how to work with a wide variety of disabilities. Utilizing videos on Future Ready Iowa and the Job Accommodations Network.

IX. Core Partner Updates

- a. **Title I – Adult, DW:** See handout - New system is being utilized and working through the “bugs” to ensure tracking and data recording is accurate. Currently have one Career Navigator and waiting to see what happens with the board realignment before deciding on moving forward with a replacement. 36 students enrolled to begin college for fall 2019 semester. New IMAP class to be starting in Laurens.

Youth: See handout – A student in a work experience was hired as a regular employee. A new student is enrolled to being a work experience. Program is really helping to move students forward.

- b. **Title II – Adult Ed:** Monitoring visit in June went well. Working with Career Navigators to connect HiSed student with further supports. Received funds specifically for ESL students and Adult Ed is now part of a pilot program for ESL distance learning. New Upward Academy program in Storm Lake will be providing ESL classes to student in the Tyson plant. Americorp worker is now working every day providing one-on-one tutoring.
 - c. **Title III – Wagner Peyser:** Future Ready Iowa Tour on October 4th focusing on manufacturing this quarter with Nestle and Certainteed. Partnering with ICCC to connect students to this field. This is open to all partners. RV t.v. on 9-11-19 in Rockwell City. Doing an 8-14-19 radio spot discussing services at the center and connecting to partners. Faith went to conference on veteran services and attended the disability assistance break out session. Pocahontas county has joined Home Base Iowa bring it closer to having all counties in the region on board. Nancy Lundgren, Business Services, has been working for the center to have increased media presence. There is now a Facebook page and when you Google the center it easily shows upcoming events. Texting & email are also being utilized to remind customers of appointments.
 - d. **Title IV – Vocational Rehabilitation:** Counselor retired at the end of June and working to replace that position. Will be focusing on more outreach to connect individuals services. Forming a focus group to specifically learn how deaf individuals feel about their experiences with services. Re-establishing the Business Services team focusing on learning about area business needs and connecting individuals and providing services beyond hiring to these businesses.
- x. **County & Additional Partner Update:** Tom Grau discussed a new economic development position in Pocahontas where the individual will work jointly with ICCC to connect individuals with business, high schools, community college, etc. The new learning center in Laurens is moving forward.

XI. Public Comments: None

XII. Schedule Upcoming Meeting Date:

Schedule for the year: Board opted to continue meeting on a quarterly basis and schedule meetings accordingly. The next meeting date will be sent out closer to the next quarter.

XIII. Adjournment:

RWDB – Larry McBain made the motion to approve, Seconded by Faith Miller. Motion passed unanimously

CEO – Mike Cooper made the motion to approve, Seconded by Clarence Siepker. Motion passed unanimously.

Meeting was adjourned at 5:00 p.m.