

**IOWAWORKS – IOWA VALLEY – REGION 6**  
**CHIEF ELECTED OFFICIALS AND REGIONAL WORKFORCE DEVELOPMENT**  
**BOARD MEETING**

**Wednesday, May 2, 2018 at 5:00 P.M.**

**IowaWorks Building, 2<sup>nd</sup> Floor**

**3405 S Center Street, Marshalltown, Iowa 50158**

**MINUTES**

**CEO Members**—Attended: Kendall Jordan (Chair), Diana Dawley and Steve Salasek. Lance Granzow was absent.

**RWDB Members-** Attended: Joyce Lawler (Chair), Jim Hunt, Rachel Bly, Eric Evans, Kendall Jordan (CEO Chair), Arturo Sanchez, Marty Hardon, Robert Jeske, Nancy Roethler. Absent- Heath Kellogg, (Vice Chair), Cindy Litwiller, Brian Sokol, Lori Wildman, Jason Schomer, Jackie Gray and Jon Nunez

**Others Present:** Ben Humphrey, Rebecca Hassett, Beth Severidt and Neysa Hartzler

**A quorum was met for both the CEO meeting and the RWDB meeting.**

**1.0 Call to Order- Ms. Joyce Lawler**

**1.1** Additions/Deletions to the Agenda-none

**1.2** Approval of the Agenda

CEO Action:

Motion by Dawley second by Salasek, to approve the agenda as printed.

Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_

RWDB Action:

Motion by Jeske, second by Roethler to approve the agenda as printed.

Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_

**2.0 Correspondence and/or Visitors-Ms. Joyce Lawler**

**2.1** Guest Speaker-Ben Humphrey

Ben Humphrey spoke to the CEO's and RWDB Board about past WIOA, the present status of WIOA and what lies ahead for the future WIOA. He reported that the realignment committee will be looking at comments submitted by the May 4<sup>th</sup> deadline and then they go to the State the last week of June. He feels that we are still about 1 year away from the "transition", most likely July 1, 2019.

**3.0 Economic Development Updates-Ms. Joyce Lawler**

**3.1** Tama County Update – Kendall Jordan commented there is nothing new since last meeting.

**3.2** Poweshiek County Update – Diana Dawley reported that work has started on the 239 wind turbines. The County recently set up an Urban Renewal Plan. The County should generate between 60-70 million dollars in the next 20 years.

**3.3** Marshall County Update – Steve Salasek reported a State Center project – 330 project coming up soon.

**3.4** Hardin County Update- No report

**4.0 Partner Updates-Ms. Joyce Lawler**

Arturo Sanchez-Report attached.

Neysa Hartzler reported that on June 6<sup>th</sup> there will be an ECI/Veteran Hire Event in Grinnell, Ia. looking for additional employers for this event.

**5.0 Action Items-Ms. Joyce Lawler**

**5.1 Approval of Minutes (December 13, 2017)**

CEO Action:

Motion by Salasek, second by Dawley to approve the December 13, 2017 minutes as written.

Roll Call Vote: Ayes \_\_\_X\_\_\_ Nays\_\_\_\_\_

RWDB Action:

Motion by Jeske, second by Evans, to approve the December 13, 2017 minutes as written.

Roll Call Vote: Ayes \_\_\_X\_\_\_ Nays\_\_\_\_\_

**5.2 Election of Officers**

CEO Action:

Motion by Salasek, second by Jordan to appoint Diana Dawley as CEO Chair and Steve Salasek as CEO Vice Chair.

Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_

RWDB Action:

Motion by Hunt, second by Bly, to appoint Marty Hardon as RWDB Chair and Nancy Roethler as RWDB Vice Chair.

Roll Call Vote: Ayes\_\_\_X\_\_\_ Nays\_\_\_\_\_

### **5.3 Veterans Priority of Service-Approval to add to Local Service Plan-Ms.**

**Rebecca Hassett**

CEO Action:

Motion by Dawley, second by Salasek, to approve adding the Veterans Priority of Service to the Local Service Plan and authorizing the CEO Chair to sign the document.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_

RWDB Action:

Motion by Roethler, second by Bly, to approve adding the Veterans Priority of Service to the Local Service Plan and authorizing the RWDB Chair to sign the document.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_

### **5.4 Local Service Plan Modification for Training and Supportive Services Policy- Ms. Rebecca Hassett**

CEO Action:

Motion by Salasek, second by Dawley, to approve the Local Service Plan Modification for Training and Supportive Services Policy

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_

RWDB Action:

Motion by Jeske, second by Evans to approve Local Service Plan Modification for Training and Supportive Services Policy.

Roll Call Vote: Ayes\_\_X\_\_\_\_ Nays\_\_\_\_\_

### **6.0 Discussion/ Information Items: Ms. Hassett**

- **Dis Located Worker Program**-\$30,000 in funding received
- **Grant Application Submitted through Alliant**-Limelight Leadership Academy- June 18-22- \$1000 received
- **Senate Bill**-Regarding Board structures and operating procedures

### **7.0 Upcoming Events/Programs Updates**

June 18-22-Limelight Leadership Academy- Alliant Energy and Core Partners will put this on again. They will cap the registrations at 50 people rather than the 35 cap of the last academy that was held.

### **8.0 Schedule for Future Meetings**

Future RWDB/CEO meetings will be held quarterly – January, April, July and October. The meetings will be held at 5:00 p.m. on the 3<sup>rd</sup> Wednesday of these months. Next meeting will be July 18, 2018.

### **9.0 Adjournment**

The meeting was adjourned at 6:29 p.m.

Submitted by Lisa R. Gassman  
Board Secretary



## RWB Report – May 2<sup>nd</sup>, 2018

### **Fiscal Year Updates:**

1301 new members from January 1<sup>st</sup> 2018- April 30<sup>th</sup>, 2018- New Members that have visited or have utilized our services in the last 3 months.

- January 546
- February 355
- March 400

127 New work registrations

271 In-person contacts, with 100 of them being New Business contacts

313 Job seekers attended 64 scheduled workshops. (1169 were scheduled for a 27% attendance rate)

54 Attended NCRC testing. (178 were scheduled for a 31% attendance rate)

### **Center Updates:**

|                                       |                |     |
|---------------------------------------|----------------|-----|
| Workshop Attendees                    | January- March | 313 |
| Employers Hosted in the Center        | January- March | 016 |
| Open Interviews                       | January- March | 052 |
| National Career Readiness Certificate | January- March | 042 |

### **Business Services Updates:**

- 100 New business contacts & 171 Follow-up services provided to employers.
- State of Iowa Initiatives.
  - Future Ready Iowa (70% of Iowa's workforce to have education or training beyond high school by 2025).
  - Minority Unemployment subcommittee
  - Register Apprenticeships
  - Home Base Iowa
- Rapid Response Events

- Rapid Response meeting with Younkers is scheduled for July 6. 2 scheduled sessions, one at 9:00 am and the 2nd at 5:00 pm. currently has about 45 employees, but he anticipates there may only be about 30 at the time the store closes.
- Past Events:
  - January 17: Workforce System Partner Lunch-N-Learn was held at our Iowa Works office with Iowa Works giving the presentation of services and workshops.
  - January 26: Bryan Bandstra with Key Cooperative was the guest employer for the Employer Info Session workshop.
  - January 23-26: Maria Morales facilitated the class "Workin' It Out". Three students graduated and received certificates. In this class, students learn how to solve problems in the workplace, understand employers' unspoken rules, and how beliefs/thoughts/feelings can affect the problems one has.
  - February 13: Region 6 IowaWORKS Iowa Valley partnered with Region 11 IowaWORKS Central (Des Moines) for a Career Fair held in Marshalltown on Feb. 13. The fair was titled "The Hwy 30 Corridor Career Fair." Time was from 10:00 am to 1:00 pm at DeJardin Hall at Iowa Valley Continuing Education. Three colleges and 36 employers participated in the fair and had a table. The fair was open to the public so many different groups of people attended. There were approximately 140 job seekers. This number includes students from the college, IowaWORKS customers, Education and Training Center students, and others from the public. Each job seeker who entered the fair was taken to our breakout session first where they were given a 30-second elevator speech on how to talk to employers, handshakes, appearance, etc. Job seekers were given an opportunity to ask questions to IowaWORKS staff before they spoke with employers. Overall, it was a major success and many employers asked us to do this type of fair again next year. Iowa Valley provided transportation in the Marshalltown area picking up people at the Education & Training Center, IowaWORKS office, and the Halfway House.
  - February 16: Cheryl Halverson with Consolidated Management was the featured employer for the Employer Info Session workshop held in our office.
  - February 19: Iowa Works Staff had an In-service day of training with Core Partner Vocational Rehabilitation and their staff. Police Chief Tupper gave "Active Shooter" Training and did a simulation. Robert Abrahams gave a motivational presentation. He is an employee at Marshalltown Company. Marshalltown Company gave Iowa Works staff a business tour of their facility. HR Director Anne and Plant Manager John gave us the history behind the company and explained the different positions in the warehouse area.
  - February 21: Workforce Partner Lunch-N-Learn was held at Iowa Works with the presentation from Mid-Iowa Workshop. Three staff from Mid-Iowa Workshop attended and spoke about their services.
  - February 21: Future Ready Iowa Discussion Focus Group was held at Marshalltown Community College with Claire Richmond and Wheaton Mather facilitating. The purpose

of this discussion was to get the perspective of older adults who have different barriers to pursuing education. There were 8 total participants who were of all ages and from different cultures.

- February 22: Partner Business Outreach ECI event/Employer Summit was held in Tama at the Reinig Center. Presentations were on "Disabilities in the Workplace" given by Voc Rehab's Rhonda Draisey, "Making Connections Across Generations" by Independent Consultant Jennifer Stevenson, Basic UI (Unemployment) by Manager Jason Rude, and the Appeals process by Bureau Manager Emily Chafa from Des Moines. Tama County Economic Development sponsored the event and Economic Developer Heath Kellogg gave opening remarks. There were 25 total participants who attended the Employer Summit and 18 of those were employers.
- March 7: 2nd Annual College & Career Fair was held at the Veteran's Convention Center at the Meskwaki Casino in Tama. IowaWORKS Iowa Valley partnered with Meskwaki Higher Education to have this career fair. Over 150 participants attended the event and 49 different employers attended.
- March 3: Several IowaWORKS staff volunteered for Iowa Valley's Financial Literacy Fair held at the Ellsworth Community College campus in Iowa Falls. High schools who attended were AGWSR, South Hardin, and Iowa Falls/Alden. High School Students chose an occupation and according to their occupation selected were given a monthly wage. They had to learn to pay bills (necessities and luxuries) and stick within their budget.
- March 20: Maria Morales, Workforce Advisor, was the instructor for the "Workin It Out" class. This class teaches how to solve problems in the workplace, understand employers' unspoken rules, & how our beliefs/thoughts/feelings can affect the problems we have.
- March 23: Amber Smith from TLC (Thomas L. Cardella & Associates) was the guest employer for the Employer Info Session Workshop.
- March 28: Maria and Becky assisted STEM Best meeting at the DeJardin Hall. There were about 25 employers, Eric Goslinga, Principal of Marshalltown Learning Academy, wanted to let employers and IowaWORKS know that he received STEM Best Grant. He would like employers and IowaWORKS to partner and work together to be able to get students job ready. Employers agreed in doing job shadows so students can take a look at different jobs. That way students can get to know other jobs available to them.
- March 29: Neysa Hartzler, Maria Morales, and Beth Severidt gave presentations about services at IowaWORKS to both English and Spanish-speaking residents at the Tallcorn Towers. We gave each resident a folder with information and discussed each item with them including the workshop calendar, GAP/PACE program, Future Ready Iowa, veteran's services, AARP, ESL classes, HISET, citizenship classes, registered apprenticeships, NCRC testing, resources and contact information for various organizations in our community, and encouraged all of the residents to sign up to our VIP texting program. There were 16 total residents who attended the meeting.
- March 28: The Partner Business Outreach group toured Caraustar (Tama Paperboard). HR Manager Ron Jankwietz gave the tour.

- April 12: IowaWORKS staff Neysa, Beth and Maria attended the 10th Annual CASA'S Event. There were 6 guest speakers: Jim Hennessey (Child Advocacy Board Administrator), Teresa Barnes (Local CASA Coordinator), Jim Hessenius (CASA Coach), Mary Cowdrey (GAL/Attorney). Luke Hansen (Assistant County Attorney), and Honorable Paul Crawford (District Associate Judge, Second Judicial District of Iowa). CASA stands for Court Appointed Special Advocate. The event was to get to know what a CASA does and how great of an impact they can make in children's life up to young adults. There is a high need of CASAs in Marshall County among other counties.
- April 18: IowaWORKS staff toured the Mid-Iowa Workshop facility in Marshalltown and learned the various programs and services they offer people with disabilities and challenges in the work place. Staff was able to see their employees/clients at work. Director Leann Fleming gave the tour.
- April 11-13: NCRC Testing at East Marshall High School for all seniors. There were 70 testers.
- April 20: Chris Grego with Accura (Hawkeye Care Center) was the guest employer for our Employer Info Session workshop.
- April 25: Partner Business Outreach Group toured Brownells in Grinnell. HR Director Fernando Rosas gave the tour.
- April 19-20: Maria facilitated a workshop, Workin' It Out at the Marshalltown Learning Academy (MLA). Workin' It Out is a great workshop to learn how to solve problems in the workplace, understand employers' unspoken rules, and how our beliefs/thoughts/feelings can affect the problems we have. Thirteen students signed up. MLA serves those young adults who need a flexible schedule in an alternative learning environment. The Marshalltown Learning Academy offers credit deficient students in grades 9 through 12 the opportunity to earn Marshalltown High School diplomas to indicate their mastery of the standards and curriculum required of all Marshalltown students. It was a great experience for Maria to see how hard students tried to complete a 2-day structured workshop. On the last day, graduation took place and the students were super excited and proud of themselves when they received their certificate. Pictured are Maria and the MLA students who completed.
- April 26: Region 6 IowaWORKS collaborated with their core partners to hold an Employer Summit ECI Event on April 26, 2018. Region 6 has started a group called the "Partner Business Outreach Group" which consists of IowaWORKS, Iowa Valley Continuing Education, Adult Basic Education and ESL, Dept. of the Blind, and Iowa Dept. of Vocational Rehabilitation. The event was sponsored by Iowa Falls Economic Development. The location was the ECC Ag & Renewable Energy Center in Iowa Falls, Hardin County. The program topics were "employers working with persons with disabilities" presented by Rhonda Draisey, IVRS for Region 6 and "Unemployment and Appeals" presented by Karen Holett, Workforce Program Coordinator with UI Benefits Bureau and Emily Chafa, Bureau Manager for Unemployment Appeals at Iowa Workforce Development Des Moines. There were 16 employers who attended and one new ECI member joined.

- April 17-20: Workforce Advisor Ron Klostermann facilitated “Excellence in Customer Service” workshop. There were 6 participants in the class and on the last day the students had graduation and received certificates.
- Upcoming Events:
  - June 6: Iowa Works, Iowa Works Veteran Representative James Galanits, and John Mikelson, representative of ESGR, Employers Support of the Guard and Reserves have partnered together to have an ECI event and veteran hiring fair in Grinnell, Poweshiek County. The ECI event will focus on providing information about the Uniformed Services Employment & Reemployment Rights Act (USERRA) as it relates to employment for National Guardsmen and Reservists. Steve Olsen will be giving us information on USERRA. Steve Olsen is Assistant Director for the Iowa Veterans’ Employment & Training Service (VETS) for the Department of Labor. Keynote speaker will be Mark Hennessey, Iowa ESGR State Chairperson, and John Mikelson will give a brief presentation on ESGR