**Region 14 Regional Workforce Development Board Meeting**

**IowaWORKS Center, 215 N Elm, Creston**

**Official Minutes, September 18, 2017**

**Call to Order** – The meeting was called to order by Chairperson Jolene Griffith at 6:30 P.M.

**Roll Call** – Regional Workforce Development Board members present: Jolene Griffith, Jane Briley, Katrina Fleharty, Karin Freml, Darla Helm, Dorene Rusk, Ann Schlapia, Elizabeth Waigand, Wayne Pantini, Jason Cook, Ronda Wishon. Ex-Officio members present: Dave Homan and Rod Shields. Absent were Lana McMann (excused), Don Keast (excused), Steve Gilbert (excused), Judy Hodge, Eula Dolecheck. Ex-Officio members absent were Paul Griffen and Tom Kedley. **RWDB Quorum – Yes**.

County Elected Officials present: Dennis Brown (Union Co.), Merlin Dixon (Adams Co.), Dave Homan (Adair Co.), Charles Ambrose (Taylor Co.), Dan Christensen (Decatur Co.), Bill Black (Clarke Co.), Steven Ratcliff (Montgomery Co.). Paul Dykstra (Ringgold Co.) was excused. **CEO Quorum – Yes**.

Partners present: Ron Ludwig, MATURA; Billie Jo Greenwalt, SIRHA.

WIOA/MATURA staff present: Larry Johnson, Sue McElwain.

**Agenda – Should read “Minutes of July Meeting” instead of November. Charles made a motion to accept the agenda as amended. Dan seconded the motion. Motion passed unanimously.**

**Minutes – Dorene made a motion to approve the minutes of the 7/17/17 meeting. Jane seconded the motion. Motion passed unanimously.**

**Acceptance of Local By-Laws –** The proposed by-laws were passed out at the last meeting and have also been posted on-line for review. There were no comments or suggestions. **Dorene made a motion to accept the local by-laws as presented. Jane seconded the motion. Motion passed unanimously.**

**Annual Partner Reports –** Larry said there has been a statewide push for apprenticeships. He showed a video to the Boards called “Rethinking College” by PBS News Hour. This is sparking an interesting debate on apprenticeships.

**Title I Report – Larry –** Annual statistics and activities were highlighted using a smart board presentation. Title I refers to the Adult, Dislocated Worker, and Youth programs.

**Wagner Peyser – Elizabeth** – The UI Call Center has been located in Des Moines the last several years. Recently they have moved some of this back into the field. Staff are being retrained. The calls have increased 20% from last year, but the wait times are down. They also have been providing re-employment services.

**Adult Education Literacy – Darla** - AEL cost shared the smart board we are using tonight. They have served 371 students this year and 34 have obtained their high school diploma.

**Iowa Vocational Rehabilitation – Dorene** – Larry did not receive information from them to include in the presentation. Dorene will gather information for the next meeting. Their year ends 9/30.

**Economic Development – Wayne** – He gave an update on the High Lakes Youth Leadership program. They attended the Adventure Learning facility in Des Moines. They have more students this year. Next month the topic will be Ethical Decision Making. Salute to Industry month is October. Economic Development partners with the Chamber for this. They have a Manufacturing Day. Usually this involves roundtables, industry tours, etc. New this year is “Made In UC” (Union County). This highlights and demonstrates products made in Union County and shipped around the world. It highlights career paths such as HR, sales, engineering, etc. They are partnering with Creston and East Union High Schools. There is a new “Intern IT Up” program which highlights networking opportunities and assets in Union County. This ran from May to August. They had a good bunch of interns. The hope is that they will consider living and working in Union County.

Larry - The entire WIOA Annual Report will be sent to the website and also emailed out. The smart board presentation was just a summary.

July UI Rates – Presented on the smart board and posted on the website. Elizabeth said they remain status quo. The rates will increase in the colder months. All of our counties are considered fully employed.

Budget Update – 20% of the year has elapsed. Under Adult we have spent 28%, DW = 13%, and Youth = 43%. Overall we have spent 31.48%.

**Disability Access Committee – Ron** – We have completed the access of facilities here. They looked at barriers/access issues. The only thing we have to work on is lettering on the walls for sight impaired individuals. There were no other obstacles.

Elizabeth - Integrated Training Program – There is a push for this and it includes AEL, workplace education, and workplace training. SWCC wrote for and received an Implementation Grant for $12,000 to use by 1/31/18. This will be a 9 week training program for individuals, probably 8-10 people. In the mornings will be workshops and training. In the afternoons will be work experiences. There will be 2 weeks of career exploration, then IowaWORKS will find them paid work experiences. The WIOA directive is for agencies to work together in the best interests of the customers. Dorene with Voc Rehab will be teaching some of the workshops too. Billie Jo asked the target group? Elizabeth said someone who doesn’t have their Hi-Set, or someone who has their diploma but is having trouble finding a job. Darla has a 16 year old who can’t test until she’s 17. She can get skill training during the year before she tests. The goal is for these people to become assets to the community.

Elizabeth - An integrated business services team will include members from AEL, Voc Rehab, and IowaWORKS teams and provide a coordinated effort when meeting with businesses. Manufacturing Days – events will be held in all 8 counties. Ann said they will be held the first 2 weeks of October.

Elizabeth – Registered apprenticeships are the statewide goal of the Governor. The goal is to get 10 new registered apprenticeships sites by February. We have 2 completed here.

The Clarinda Correctional Facility program is still underway.

Will begin cross training with Darla’s team.

Home Based Iowa site – They have revamped the website. Businesses can look at veteran’s postings. Jolene has used it and an employer can search by skill set. Ron asked if we can do that here? Elizabeth said 2 people here have access and can get in.

**Board Members Representing Business Needed** – Need 2 members representing business and 1 member representing labor.

Jolene – Diversity Conference will be held 11/8/17 sponsored by ECI, SHRM, High Lakes Leadership, and SWCC. We are seeing an uptick of individuals of other races, socio-economic status, etc. Cost will be $10, unless you are a member of one of the sponsoring groups. We need these workers for our small communities to survive.

**November Youth Committee Update** – They will be meeting in the next couple weeks.

**Requests for Agenda Items for the Next Meeting on 11/20/17** – Website tutorial.

Ron asked for feedback on the smart board. Jolene asked if Larry will email the data presented to everyone? Larry said yes, and it will be posted to the website after the meetings. Jolene suggested a tutorial on using the website for the next meeting. Ronda suggested turning up the volume on the video. Jolene asked about font size for those in the back of the room? Jane suggested zooming in on the spreadsheets shown.

**Adjournment** – Jane made a motion to adjourn the meeting. Charles seconded the motion. Meeting adjourned at 7:30 P.M.