

RWDB-CEO Joint Meeting Minutes

March 23rd, 2016

The Regional Workforce Development Board-Chief Elected Officials Joint meeting was held in Loofthall at Iowa Western Community College in Council Bluffs. In attendance were:

RWDB members: Terry Bailey, Lynda Cruickshank (phone), Donna Crum, Deb Johnsen, Heidi Pringle-Bates, Dennis Sievers, Randy Hickey and David Petersen.

CEO members: Randy Hickey, Jim Richardson, Roger Schmitz, Walter Utman and Matt Walsh

Others in attendance: Beth Winqvist, IowaWORKS; Terri Amaral, IWCC; Ivy Nielsen, West Central Community Action; Mary Warren, M. Warren Consulting; Shalimar Mazetis (temp board liaison) and Mark Stanley, IWCC.

Members absent: Bill Biede, Kim Gee, Scott Robinson, and John Slobodnik (RWDB); Melvyn Houser, Lonnie Mayberry and Frank Waters (CEO).

A quorum was reached for both the RWDB and CEO boards.

CALL TO ORDER / INTRODUCTIONS

Donna Crum called the meeting to order at 9:11 AM.

APPROVAL OF January 21st, 2016 & March 3rd, 2016 RWDB-CEO MEETING MINUTES

A RWDB motion was made by Deb Johnson, seconded by Dennis Sievers to approve the January 21st & March 3rd meeting minutes.

Motion Approved Unanimously

A CEO motion was made by Jim Richardson, seconded by Randy Hickey to approve the January 21st & March 3rd meeting minutes.

Motion Approved Unanimously

APPROVAL OF THE AGENDA AND CONFLICT OF INTEREST REVIEW

No potential conflicts of interest were noted for this meeting's agenda.

An RWDB motion was made by Deb Johnson, seconded by Terry Bailey to approve the agenda.

Motion Approved Unanimously

A CEO motion was made by Randy Hickey, seconded by Walter Utman to approve the agenda.

Motion Approve Unanimously

WIOA FINANCIAL REPORT

Beth Winquist presented on the WIOA financial report. There was good news, carry over is spent in the adult program with a little carry over. This year we were told that we are not allowed to have any carry over, so we will need to increase some of our spending to make sure that we are completely spent at the end of the year. Considering the lay-offs in Shenandoah we will have a quite a few expenditures. Terry Bailey posed the question as to why Skill Upgrading was up 125%. Beth explained that she isn't sure why that is up so much, but it probably has to do with the way they are coding it.

An RWDB motion was made by Terry Bailey, seconded by Heidi Pringle-Bates to approve the WIOA Financial Report.

Motion Approved Unanimously

IWCC AUDIT REPORT

Beth explained that the report is fairly self-explanatory. The college is required to have annual independent audits of all programs, including the WIOA program and the audit revealed no issues. Mark mentioned that IWCC has one of the highest bond ratings in the state. He mentioned that they have a very conservative approach to how they approach and fund the school, and also have a reasonably strong property tax.

RWDB LIAISON DISCUSSION

Beth discussed that after Mary Warren resigned as the board liaison, we have been using Shalimar Mazetis to fill the role until we have a decision on how we will move forward. Terry Bailey told members that about 4 months ago they sent out a request for qualifications to 15-20 organizations. They only received one response, from the Council Bluffs Area Chamber of Commerce. The RWDB felt that they were comfortable having the Council Bluffs Area Chamber of Commerce take over the RWDB Liaison position. The Board asked that Mary and Beth make sure to sit down with the Chamber to go over what this position entails.

An RWDB motion to accept the Council Bluffs Area Chamber of Commerce was made by Terry Bailey, seconded by Deb Johnson.

Dona Crum asked for further discussion.

It was brought up that when talking to the chamber we must be very clear about Conflict of Interest to them. Mary mentioned that whoever the chamber puts in charge of the board will have a learning curve.

Vote was held. Motion Approved Unanimously

RFP DISCUSSION

Prior to this discussion, all IWCC staff members and Beth Winquist voluntarily left the room and returned when the discussion was concluded. The Request for Proposals for the WIOA Adult/Dislocated Worker and Youth/Young Adult Programs were posted on the state website and proposals are due on April 15. The review committee will consist of Lynda Cruickshank, Deb Johnsen, Matt Walsh and Carrie Condon. Todd Spencer has reserved a meeting room at the Omni Center for the afternoon of the 15th so that the committee can meet and begin the review process. The board will need to approve service providers for both programs at the May board meeting.

DIRECTOR'S REPORT

Beth discussed that local draft plan we submitted to the DOL and has been posted to the website. It is a very rough plan, and needs some formatting work. It is usually a 3-4 day project to get it completed, and she will send it out to everyone once it is complete. Some very exciting things are happening with IowaWORKS, in regards to the Eaton Layoffs, they are setting up a mobile lab in Shenandoah and have sent some computers down for workers to use for unemployment claims and job search. They will have 2-4 staff members at the location on Wednesdays and Thursdays. It is slated to start on April 6th, 2016. Great news for Eaton employees, they have been Trade Act certified, which means they will be eligible for a lot of different financial options, including returning to school.

PARTNER REPORTS

Terri Amaral from IWCC said that as of March 21st enrollment was at 320 people; 82 of those are coded as ESL students.

Ivy Nielsen from West Central Community Action mentioned that their senior community service employment program is going very well and that they do need more people to enroll. They do want more enrollment down in the southern counties.

ECONOMIC REPORTS

Deb Johnsen: A new building in Woodbine is going up, there will be a new sculpture and coffee shop. Also the fire station in Missouri Valley is still in process but they don't have the funds yet to finish the building. We will also have about 100 new openings in this region for teachers to become teacher leaders. The teachers will stay in their current schools, but it will open up more entry level teaching positions.

Pringle-Bates: Manpower has a lot of work available, but they are having trouble competing with the training and services being offered to Eaton employees. Thankfully the dislocated workers thought process has gone from doom and gloom to energized and excited, we will have the most educated city in the Iowa.

Schmitz: Monogram meats are putting in a new line, and they will need an extra 30-31 people. They are spending 7 million dollars to add this new line. They have had great success with sending a bus to Denison, and transporting employees to and from work in Harlan. We also have a new elevator, they just got up and running last fall and they are looking to expand.

Utman: Carry-on trailers say they need welders badly. They are offering to train anyone that wants to learn. They are having an issue filling their second shifts.

Hickey: The school closing has hurt the economy. Spousal employment is becoming more and more important for people who want/need to relocate.

Richardson: The hospital is doing a big expansion; there are a lot of trade's people in town. The water plant in Shenandoah is cleaning up the location and we think that it is coming to floriation at some point. RAGBRAI is coming through Glenwood and Shenandoah this year. We are excited to host everyone, and for everyone to see our town.

ADJOURNMENT Motion was made at 10:38 to adjourn the meeting by Dennis Sievers, seconded by Heidi Pringle-Bates.

Motion passed unanimously

Meeting adjourned.