

**Region 14 Regional Workforce Investment Board Meeting
IowaWORKS Center, 215 N. Elm, Creston
Official Minutes, March 21, 2016**

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

Roll Call - Regional Workforce Investment Board members present: Jolene Griffith, Eula Dolecheck, Dorene Rusk, Judy Hodge, Fred Staats, Rod Shields, Ronda Wishon, Jane Briley. Absent were Dave Neas (excused), Donald Keast (excused), Paula White, Guy Brace, Brian Helm, Steve Gilbert. **RWIB Quorum – Yes.**

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

Ex-officio member present: Wayne Pantini, Economic Development.

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

WIOA/MATURA staff present: Barb DeVore, Sue McElwain.

Agenda – An updated agenda was distributed and posted last week. Dorene made a motion to accept the agenda as amended. Eula seconded the motion. Motion passed unanimously.

Minutes – The February minutes include an attachment from Jolene of the closed session approving the RFP process and a roll call vote of members present. Dorene made a motion to approve the minutes of the 2/15/16 meeting. Eula seconded the motion. Motion passed unanimously.

WIOA Update – The local plan approved by this Board was submitted to the State on 3/10/16. The State will review it until 4/11/16. They will let us know of any changes needed by 4/11/16. If there are any changes, we will let the Board know with a copy that will be sent out via email. The final plan approval by the Board will be 4/18/16. We can do this by conference call, if the Board chooses.

Open public meeting to hear comments and suggestions on the local customer service plan. This has been posted on the website, published in the local paper, and a public announcement was made by IWD. Wayne read it and thinks it looks good. **No comments or suggestions were made. Merlin made a motion to close the public meeting. Rod seconded the motion. Motion passed unanimously. Public meeting closed.**

4 Core Partners Work Update - The 4 core partners are Barb (WIOA), Elizabeth Waigand (IWD), Darla Helm (SWCC ABE), and Sharman Lowenberg/Leslie McCarthy (Voc Rehab). They are mapping all their individual services and streamlining any overlap or duplication, and identifying inefficiencies.

Next, we will be working on the MOU which will be separate from the plan. All partners who serve common customers will be invited such as MATURA, SCICAP, West Central Community Action, Department for the Blind, Proteus, SIRHA, etc. The MOU will explain how we will work together. There will be grid explaining what each partner can do.

The business services team travels to all the counties several times a year. They identify what business's needs and concerns are.

Partner Meeting Information – Barb passed out the minutes from the 3/3/16 Partner meeting. A good representation of the K12 system attended the meeting. In December career academy information was shared. Clarke Community hopes to have a career academy in place next fall. At the March meeting the superintendents discussed a conference they attended concerning the same topics brought up at our partner meetings. Jolene also attended this conference representing the RWIB. Other groups represented included higher education, Elizabeth attended representing IWD, public universities, etc. They are trying to see gaps. Why are youth missing the skills gap message? They are trying to get more tools in place. We want to prepare youth for the next stop after high school. There are not enough 4 year degree jobs out there, then there's the debt too.

Modification: Youth Area Council (YAC) Transition to Youth Standing Committee – The YAC is currently an advisory board for the youth. Under WIOA this board was replaced by the Youth Standing Committee. The standing committee is required to have a regional workforce development board member serve as its chairperson. Eula represents Business and is already a member of the YAC. **Rod made a motion to transition the YAC to a Youth Standing Committee and appoint Eula Dolecheck as the chairperson. Fred seconded the motion. Motion passed unanimously.** Eula asked if everyone on the current YAC board will stay on? Jolene said yes, plus new members will be added.

Apprenticeship Grant Update – Cassie Randall has been hired and starts Wednesday. She will be calling on businesses to see if they are interested in setting up an apprenticeship. If so, she will connect them with the State for details. This is an earn and learn program. People will be hired by the businesses. They will learn on the job and in a classroom setting also, which will run independently or concurrently. Step increases are required. Steve Gilbert, Gilbert Home Comfort, is the newest apprenticeship employer in our region and is also on this Board. People eligible for this program need to be dislocated workers. Dislocated workers have left their job through no fault of their own, such as lay-off, plant closing, etc.

Performance – Performance goals are included in the packet handed out. New year PY16 begins 7/1/16-6/30/17. They will be imbedded in the plan. **Rod made a motion to approve the performance goals as presented. Fred seconded the motion. Motion passed unanimously.**

Budget Update – Budget update is included in the packet. This shows where our expenditures are at to date. 67% of the year has elapsed. We are short on A/DW, but over our goal for youth. We have requested \$30,000 additional dollars for youth. Paul asked youth ages? WIOA focuses on 18-24 year olds.

Report Card on RCSP Goals – Report card in packet shows events since middle February. We have reached about 914 people in 1 month. We offer workshops, interviewing, networking, etc. Billie Jo asked about ‘Dude, Where’s My Car’? Barb said we strive for youth friendly titles. Elizabeth said this is a financial literacy workshop. Wayne said it covers car loans, etc. There was a youth career day in Bedford on Friday. There were 8 sessions and 140 kids participated.

State Report – None.

Request for Agenda Items for Next Meeting – The next meeting will be 4/18/16. We have to have a quorum which is 7 members of the RWIB and 4 CEO members. Jolene is in favor of a conference call. She said people can also come here. Barb said the agenda will be Roll Call, Agenda, Minutes of 3/21/16 Meeting, Final RCSP Approval. It was decided to have a conference call and people can come to this office on 4/18/16.

4/15/16 will be the next committee meeting.

5/16/16 – Service provider selection for Adult/DW/Youth programs. Quorum needed. Committee will bring recommendations to the Board who accepts them or not.

July – Begin reconfiguration of Board. 51% needs to be business representatives.

4/16/16- Jolene invited everyone to SWCC’s 50th Anniversary celebration. There will be an open house on 4/16 starting at 2:00, with tours, etc.

4/19/16 – The Governor’s 2016 Future Ready Iowa Summit will be held. Board is invited to participate

Wayne handed out flyers for “Architects of Tomorrow” leadership development conference that will be held 5/11/16 at SWCC from 8:00-4:30. They have a full day of speakers lined up. This is the largest one day leadership conference in the world.

Rod made a motion to adjourn the meeting. Fred seconded the motion. Meeting adjourned at 7:25 P.M.