

REGION 7
CEO Board & RWDB Executive Committee
Meeting Minutes

February 23, 2017 4:00 – 5:00 p.m.
IowaWORKS, Conference Room D

Present

Chief Elected Official

Greg Barnett
Harlyn Riekema, Chair
Ken Kammeyer, Vice Chair
Linda Laylin
Clayton Ohrt

Butler County Supervisor
Grundy County Supervisor
Bremer County Supervisor
Black Hawk County Supervisor
Buchanan County Supervisor

RWDB Executive Committee

Deborah Collett
Deb Hodges-Harmon
Butch Kelly
Reid Koenig
Linda Laylin

Bloom Manufacturing
WIOA Title III, Business Services Team Lead
GMT Corporation, Retired
CUNA Mutual, Retired
LLL Consulting

Workforce Partners

Dustin Brocka
Chris Hannan
Mike Howell
Andrew Trower

WIOA Title I, Associate Director
WIOA Title I, Workforce Development Director
WIOA Title IV, Vocational Rehabilitation Supervisor
WIOA Title III, Operations Manager

Welcome

Harlyn Riekema, CEO chair and Deb Collett, RWDB Exec. Committee Chair made the call to order and commenced the meeting at 4:01 p.m.

Director's Announcements

Chris Hannan, Director announced that two meetings-CEO Board and RWDB Executive Committee were being held simultaneously for planning purposes.

Approval of Agenda and June 23, 2016 CEO meeting minutes

Ken Kammeyer moved to approve the agenda and the June 23, 2016 meeting minutes for the CEO Board and Greg Barnett seconded. **All Approved. None Opposed. Motion Approved.**

Reid Koenig moved to approve the agenda for the RWDB Executive Committee and Debra Hodges-Harmon seconded. **All Approved. None Opposed. Motion Approved.**

RWDB Executive Committee/CEO Action Items

CEO: Approve Local Plan Modification dated January 26, 2017

Chris Hannan, explained that the modification is to the old plan which did not originally have a Youth policy. It needs to exist and it was approved at the January 26, 2017 RWDB meeting and it needs the CEO approval as well.

Greg Barnett moved to approve the modification for the CEO Board and Clayton Ohrt seconded. **All Approved. None Opposed. Motion Approved.**

RWDB Exec. Committee/CEO: Approve Local Plan Modification dated February 23, 2017

Chris Hannan, clarified that this modification is an update to the old Local Service Plan. The modification is as a result of the notification after the January 23rd RWDB meeting that the Adult Education and Literacy procurement process needed to be updated. Other particular updates in the modified Local Plan include - updated labor market information related to job openings and employment rates, increased funding allocation per participant, a detailed Youth policy and an updated conflict of interest form for members of the review committee for an RFP process, and other AEL required items. The plan being modified will be sent to state for final approval.

Reid Koenig moved to approve the modification for the RWDB Executive Committee and Linda Laylin seconded. **All Approved. None Opposed. Motion Approved.**

Ken Kammeyer moved to approve the modification for the CEO board and Greg Barnett seconded. **All Approved. None Opposed. Motion Approved.**

RWDB Ex-Officio County Elected Vacancy (Ellen Gaffney Buchanan County)

Chris Hannan informed all present that this position is an ex-officio, and nonvoting member of the RWDB board. The CEO board discussed and appointed Clayton Ohrt to fill the vacancy.

Greg Barnett made the motion to appoint and approve the vote for the CEO board and Ken Kammeyer seconded. **All Approved. None Opposed. Motion Approved.**

Debra Hodges-Harmon moved to approve the appointment for the RWDB Executive Committee and Reid Koenig seconded. **All Approved. None Opposed. Motion Approved.**

RWDB Exec. Comm. and CEO approve Funding Transfer from Dislocated Worker to Adult

Chris explained that as part of the WIOA Title I funds. Hawkeye has an excess of DW funds that need to be spent down to meet the 80% spending requirement by the state. It is allowed to move funds between these two funding streams and the deadline to transfer is March 31st. \$15,000 is the amount of funds being requested for transfer.

Reid Koenig moved to approve the funds transfer for the RWDB Executive Committee and Debra Hodges-Harmon seconded. **All Approved. None Opposed. Motion Approved.**

Ken Kammeyer moved to approve the funds transfer for the CEO board and Linda Laylin seconded. **All Approved. None Opposed. Motion Approved.**

Informational Items

RWDB Butler County business representative needed (Rex Ackerman)

Chris explained that he is working on getting someone in IT to replace Rex. A CEO meeting will be scheduled once someone is found.

Adjournment

Reid Koenig moved to adjourn the meeting for the RWDB and Linda Laylin seconded it.

Ken Kammeyer moved to adjourn the meeting for the CEO and Greg Barnett seconded it.

The meeting closed at 4:33 p.m.

Respectfully submitted by,
Funmi Obitayo

