



Iowa Region 3 & 4

CEO - RWDB

RWDB Chair: Janet Dykstra
CEO Chair: Dale Arends

Region 3 & 4 Chief Elected Official Board and
Regional Workforce Development Board Combined Meeting

Meeting Minutes

Wednesday October 18, 2017 – Conference Call

RWDB Members Present: Reva Arends, Lee Beem, Mike Carlson, Janet Dykstra, Susan Golwitzer, Linda Gray, Rhonda Jager-Pippy, Scott Rettey, Ranae Sipma, Carrie Turnquist, Kenneth Vande Brake, Lisa Washington

RWDB Members Absent: Kristin Hanson, Tim Kinnetz, Lori Kolbeck, George Kruger, Kiley Miller, Diane Nelsen, Vernon Nelson, Mike Schulte, Dave Swanson, Benjamin VanDonge, Gregory Verg Steeg,

CEO Members Present: Barry Anderson, Dale Arends, Arlyn Kleinwolterink, Merle Koedam, Pam Wymore

CEO Members Excused Absences: Roger Faulstick

CEO Absent: Pam Jordan, Tim Schumacher, Mike Schulte, John Steensma

1. **Call to Order:** Janet Dykstra called the meeting to order at 1:37pm
2. **Roll Call** – Val Bonney conducted roll call. Initially quorum wasn't reached on the RWDB board. A member followed-up that she was unable to get her phone off mute during roll, but was in fact in attendance. There were 11 voting members present plus one ex-officio.
3. **One-Stop Certification Document**
The completed document was e-mailed to members last week. It is rather large at 118 pages. Val Bonney gave an overview, as summarized:
 - We added all the core partner locations as our region's affiliated sites.
 - Section 4.1 relates to the Center itself – this section addressed Continuous Improvement. We obtained a score of 30, which appears to be the maximum score.
 - Section 4.2 relates to the Center itself – this section addressed meeting participant needs around basic, individualized and training services. We obtained a score of 56, which appeared to be the maximum score
 - Section 4.3 relates to the Center itself – this section addressed meeting employer needs. We obtained a score of 26 – again the maximum score
 - Section 4.4 relates to the Center and Partner Integration of Services including using a common identifier, web presence, programs available at the center, cross training of staff and partner programs onsite at the Center. We obtained a score of 558. This is an area we can improve upon in the future.
 - Section 4.5 relates to the Center Coordination of all programs within the system. There were 21 different program areas identified. This relates to an integrated case management system, co-enrollment and referrals. We are strong with referrals, but have opportunities for growth in the other areas. We obtained a score of 750.
 - Section 4.6 relates to the Center and addresses operating cost efficiency. We obtained a score of 154. Good score but room for some growth.