

Approved
Region 5 WORKFORCE DEVELOPMENT BOARD
(RWDB)
CHIEF ELECTED OFFICIALS
(CEO'S)
Thursday, May 17, 2018
2:00 p.m.
IowaWORKS
Three Triton Circle
Fort Dodge, IA 50501

RWDB in attendance:	Kyle Bangert Tom Grau Larry McBain	Lynn Dreyer Lori Kolbeck Sara Messerly
RWDB in attendance via phone:	Jane Hambleton	Molly Varangkounh
RWDB absent:	Daniel DeWall Julie Geopfert Alison O'Brion Tom Salvatore Nancy Webb	Pat Essing Shawn Morgan Jon Perrin Ann Waynar
CEO's in attendance:	Doug Bailey Clarence Siepker	Mike Cooper
CEO's in attendance via phone:	Rick Rasmussen	
CEO's absent:	Nick Carlson	David Lee
Guests in attendance:	Kelsey Casey Michelle Hammersland	Shelly Blunk Theresa Larson-White
Guests in attendance via phone:		

I. Call to Order

RWDB Chairperson Larry McBain called the regular meeting of the Region 5 RWDB/CEO to order on May 17, 2018 @ 2:09 p.m. in the IowaWORKS office, Three Triton Circle, Fort Dodge, Iowa.

II. Roll call for RWDB and CEO, Introduction of Guests – each person introduced themselves and their position or relationship to the board. Quorum was met for both RWDB and CEOs.

III. Approval of Agenda –

- a. **RWDB** – Kyle Bangert made the motion to approve, Seconded by Lori Kolbeck. Motion passed unanimously.
- b. **CEO** – Mike Copper made the motion to approve, Seconded by Clarence Siepker. Motion passed unanimously.

IV. Approval of Minutes –

a. March 20, 2018

- i. **RWDB** – Tom Grau made the motion to approve, Seconded by Kyle Bangert. Motion passed unanimously.
- ii. **CEOs** - Clarence Siepker made the motion to approve, Seconded by Mike Cooper. Motion passed unanimously.

V. Open Issues

- a. **Board Transition Update** – Kelsey Casey reported - see handout – letter signed by Doug Bailey and Larry McBain in response to the realignment process. The board is now in compliance with the regulations for the new structure. Will look at different structure to meet workforce realignment regulations when the realignment is complete. Several current member terms are expiring and Melissa will follow-up with renewals and/or recruiting new members.
- b. **Fiscal Update** – Kelsey Casey reported - See handout – Adult/DW – summer tuition submitted but not billed yet. Staff salaries are a part of this. On target to for spending goals. All monies have to be used by the end of September. PACE/GAP is also on track. All obligations will be met. Final budgets have not been released for next year.

VI. New Business

- a. **Board Recognition** – Sara Messerly and Doug Bailey presented Larry McBain a plaque in recognition of his 18 years of service to the RWDB board.
- b. **Election of RWDB and CEO Chairs** –
 - i. RWDB - As part of the realignment process it was learned that the RWDB Chair has to represent business. Therefore, Larry McBain can no longer serve in this capacity. Kyle Bangert nominated Molly Varangkounh to fill the position of RWDB Chair. He accepted and the motion was approved. Tom Grau nominated Larry McBain to fill the position of RWDB Vice-Chair. She accepted and the motion was approved.
 - ii. CEO - Mike Cooper nominated Doug Bailey to fill the position of CEO Chair. He accepted and the motion was approved. Clarence Siepker nominated Mike Cooper for the position of CEO Vice-Chair. He accepted and the motion was approved.
- c. **Realignment Update** – Kelsey Casey reported - see handout - Melissa submitted letter & success stories. All public comments have been submitted and will be made available soon. Realignment committee will review and vote by June 28th. Complete realignment process has to be done by October 1st. There may be a process for appeal. CEOs have to make the decision if they will want to appeal. Title 1 directors will make sure to stay in compliance.
- d. **AIWP Conference Highlights** – Kelsey Casey reported - Associated Iowa Workforce Partners – Teresa Larson White is also a part of this board. Focuses on co-enrollment, seamless system for job seekers. Region 5 is doing great with co-enrollment. Go new forms to minimize paperwork between programs. Co-enrollment will allow funds to be pulled from all accounts. Staff attended training on apprenticeships and unconscious biases.

VII. Core Partner Updates

- a. **Title I – Adult, DW** – See newsletter – success stories – new Integrated CNA class is up and running. Free program that will result in certification upon successful completion. It is supported by ESL and is a non-credit course. Basic Safety course is also coming up which will also result in certification upon successful completion.

Youth – Theresa Larson-White reported – 50 currently enrolled, 20 are set to completely exit in June. Currently have 6 referrals. 2 new staff are hired and working. Preliminary budget shows \$20,000 less than last year. 20% of budget has to be spent on work experiences, job shadows, etc. Staff are currently working with business to help get this set up and eventual placement of students. Work Readiness Training is being offered in June. Curriculum focuses on soft skills with hope that those who attend will be placed on work assignment. Theresa also shared a success story.

- b. **Title II – Adult Ed** - Shelly Blunk reported that Ann is retiring at the end of June. A transition plan is being explored and hopefully will be in place by the next RWDB meeting.

- c. **Title III – Wagner Peyser** – Sarah Messerly reported, she will be retiring June 28th. See handout – apprenticeship career fair at NCCF in Rockwell City. Second Chance program has proven successful for offenders. Find ex-offenders are most successful when they work with IWD programs before job placement. Toured with partners: Misty Harbor, Chantland and a manufacturing facility in Laurens. Learned about company atmospheres, employer needs of employees for them to be successful. Tom Grau economic group provided lunch and opportunity for good partnership information. Staff helped with transportation career fair at ICCF. This is a fair geared toward area 5th graders and features careers that a vehicle associated with it. ESGR training for employers on June 14th. Rapid response for Younkers on June 4th.
- d. **Title IV – Vocational Rehabilitation** – Lori explained what a successful closure looks like and what requirements need to be met. VR had 44 closures which means 44 job candidates who have had 90 stability on a job and successfully closed as employed. 15% of statewide VR budget has to be spent on transition students. Currently working on summer programs to help keep students engaged over the summer as well as meet that spending goal. Contracted programs such as TAP and I.N. that work with area high schools help increase VR capacity and serve more students. Currently in the process of hiring for a counselor. Lori also explained that she also supervises VR offices in region ¾ and serves on those boards and committees as well.

VIII. Success Story – none

IX. Board Committee Updates –

- a. **Youth Standing Committee** – Theresa Larson-White reported – TAP located at FDSH came to last meeting and looking forward to that partnership. TAP will be able to help get students who drop out as well as students with disabilities connected to CFR youth programs.
- b. **Disability Committee** – physical access plan submitted to landlords for improvements. Now looking at programmatic access for people with disabilities.

X. County & Additional Partner Updates – Discussion was had about the number one question employers ask is “will the employee show up on time”. Other discussion among business partners was had regarding if employees will show up at all or can pass a drug test. If these things can be done, they are willing to train the employee.

XI. Public Comments – none

XII. Schedule Upcoming Meeting Date: The next meeting is scheduled for September 18, 2018 @ 4:00p.m. but may be subject to change.

XIII. Adjournment –

- a. **RWDB** – Kyle Bangert made the motion to approve, Seconded by Tom Grau. Motion passed unanimously.
Meeting was adjourned at 3:20 p.m.