

Region 5 WORKFORCE DEVELOPMENT BOARD
(RWDB)
CHIEF ELECTED OFFICIALS
(CEO'S)
Monday, December 5, 2016
4:00 p.m.
IowaWORKSD
Three Triton Circle
Fort Dodge, IA 50501

RWDB in attendance: Janet Adams Molly Varangkounh
Daniel DeWall Tom Grau
Dr. Dan Kinney Larry McBain
Tom Salvatore

RWDB in attendance via phone: Jane Hambleton Logan Welch

RWDB absent: Julie Geopfert Lois Irwin

CEO's in attendance: Clarence Siepker Mike Cooper
Carl Mattes Clark Fletcher

CEO's absent: Rick Rasmussen Doug Bailey

Guests in attendance: Sara Messerly, Region 5 IWD Operations
Pat Daly, IWD Budget Analyst
Rachel Thompson, Proteus
Matt Winkel, Proteus
Lindsay Henderson, ICCC WIOA Adult/DW/Pace
Michelle Hammersland, IVRS
Lori Kolbeck, IVRS
Teresa Larson-White, WIOA Youth, CFI
Ann Waynar, ICCC
Ben Humphrey, IWD Attorney

Guests in attendance via phone: Val Bonney, WIOA Director
Jason Landess, IWD

I. Call the Meeting to Order

RWDB Chairperson Larry McBain called the regular meeting of the Region 5 RWDB/CEO to order on December 5, 2016 @ 4:04 p.m. in the IowaWORKS office, Three Triton Circle, Fort Dodge, Iowa.

II. Introduction of RWDB, CEO's and Guests

Each person introduced themselves and stated their role or relationship to the boards. Both the RWDB and the CEO's had a quorum.

III. Approval of Agenda

- a. RWDB -Dr. Dan Kinney made the motion to approve, seconded by Tom Salvatore. Motion carried unanimously by the RWDB.
- b. CEO's – Carl Mattes made the motion to approve, seconded by Carl Fletcher. Motion carried unanimously by the CEO's.

IV. Approval of September 19, 2016 Minutes

- a. Pat Daly noted a correction to #11, Fiscal report clarifying that above 20% is usually recaptured, however this year all is being kept.
- b. RWDB – Dr. Dan Kinney made the motion to approve the September 19, 2016 meeting minutes which was seconded by Dan DeWall. Motion carried unanimously by the RWDB.
- c. CEO's – Clark Fletcher made the motion to approve, Clarence Siepker seconded. Motion carried unanimously by the CEO's.

V. Approval of November 3, 2016 CEO Conference Call Minutes (CEOs Approval Only)

Clarence Siepker made the motion to approve, Clark Fletcher seconded. Motion carried unanimously by the CEOs.

VI. Review of current board status and vacancies

Currently have two vacancies. Margene Bunda and Mick Hatcher are not renewing. One was labor and one was county elected. CEOs now have the task to find new board members to fill these positions.

VII. Guidance for Local Board Structure and Expectations under WIOA

- a. Ben Humphrey, Attorney for IWD introduced himself and gave short biography of credentials. He went on to discuss the history and reasoning for transitioning to new membership structure. The new structure would bring the duties of the board more in line with WIOA.
- b. WIOA Assessment Handout outlines changes, requirements and options. It was discussed that we would probably want to go to majority business structure wherein 20% of membership represents the workforce and the rest can be non-profit organizations.
- c. Carl Mattes questioned if there was a July 1st deadline for the transition. Currently, transitioning is optional and there is no deadline. However, a mandate may come out in the future and the timeline for transitioning would be dependent upon the DOL. Many boards are voluntarily transitioning in preparation.
- d. Tom Salvatore questioned the proposed board size. 19 is the smallest allowed board. County supervisors could be counted. Much discussion and collaborating on how we can get small business and others to be on board.
- e. Clark Fletcher questioned if there is a functional model that we could follow. Can we hire members, what authority do we have? Ben Humphrey answered that we can hire members using administrative funds and allocation formulas to divide the monies. Many board have hired directors and quarterly reports are published on how they are performing. Our board is currently losing money. We will struggle to meet the new structure with a shallower pool of people to ask.

VIII. Experience with Board Transition in Regions 3-4

- a. Val Bonney, WIOA Director of Region 3-4 explained that they have transitioned and discussed how they accomplished that and the success they are seeing. The Region 3-4 Board had the same fears, frustrations and discussions as Region 5, but Val strongly believes that this was most positive move in history.
- b. They have 14 – 24 members and Regional Partners contributed a major part of obtaining those members. They looked at existing members and where they would fit. Economic Developers then made initial calls to potential members and Val followed up with an in-person meeting, informational flier in hand. They added 5 new business reps – 1 per county. They discovered that Human Resources staff worked very well. They added 2 apprenticeship reps – 1 union and 1 non-union by contacting the office of apprenticeship for recommendations. Added community college, Wagner Peyser, Vocational Rehabilitation and Iowa Department for the Blind. 3 moved to ex officio.
- c. Clark Fletcher recommended that Region 5 go for Human Resources Representatives instead of company CEOs to fill positions on their board. Use the pitch – they have a need and we have the people. It is also creating connections for workforce placement.
- d. Tom Salvatore questions Val Bonney as to frequency, date and time of meetings. Val reported that Region 3-4 Board meets in January, March, May and September from 9:30 a.m. – 11:30 a.m. Days can vary. They have standing committees that meet in-between. They get excellent attendance. She will send a copy of the “HR letter” they used to recruit members.
- e. Lori Kolbeck sits on the Region 3-4 Board and supports Val’s statements. The members are very engaged and very active.
- f. Teresa Larson-White questioned what the boards do. Under the old board structure there was a lot of reporting out. The new structure will lend itself to less WIOA Director run and more from the partners and standing committees. They will be able to feel ownership. In Region 3-4, members have really sought to understand why they were there and what their role is. It is really an open discussion of workplace needs.
- g. Board members must be a director of a standing committee.
- h. Dr. Dan Kinney expressed that we need to decide if/what structure to go to and how current members & their day to day jobs could fill the positions with the next steps being an exploratory committee.

IX. Consideration of commencing board transition to new RWDB structure

- a. Dr. Dan Kinney moved that the Region 5 RWDB transition to meet the membership requirements in section 107(b) of the federal Workforce Innovation and Opportunity Act. The committee will report updates at the next meeting with recommendations for filling the positions and begin the recruitment process. Tom Salvatore seconded and the motion passed for RWDB.
- b. There was not quorum for CEO’s so a conference call will be held on Thursday, December 15th @ 9:00 a.m. to discuss and approve.
- c. Dr. Dan Kinney, Sara Messerly, Teresa Larson-White, Lindsay Henderson and Lori Kolbeck will sit on the exploratory committee.

X. Fiscal Report

See Regional 5 WIOA Fiscal Report hand out for most current numbers.

XI. WIOA Core Partners Updates

- a. Lindsay Henderson reported Career Pathfinders combines GAP/PACE/WIOA into one referral form for easy of participants. She also authored a recent business article in The Messenger discussing these programs.
- b. Lori Kolbeck will email the Vocational Rehabilitation Fiscal Year Progress

- c. Teresa Larson-White reported that everything is on track for CFI
- d. Ann Waynar reported that Adult Ed is working closely with partners
- e. Sara Messerly reported that IWD has been doing some fun things like a mini manufacturing job fair with the welding simulator and employers in that industry, National Apprenticeship Week offered 2 workshops, ECI meeting with Richard Madden and held Veteran Appreciation Day. A disabled vet is currently doing an internship at the workforce center. IWD staff are donating to the honor flight on behalf of workforce and partners.

XII. Public Comments

There were no public comments

XIII. Dates for Next Meeting

Meeting was set for March 8th @ 1:00 p.m.

XIV. Motion to Adjourn

Dan DeWall made the motion to adjourn, Dr. Dan Kinney seconded, motion unanimously carried.
Meeting was adjourned at 6:05 p.m.