

REGION 8 WORKFORCE INVESTMENT BOARD
February 16, 2012
CARROLLTON INN, CARROLL IA

The meeting was called to order at 5:30 p.m. Board members present were Skoog, Jacobsen, Godbersen, Quandt, Bruner, Drees, Gronau, Sievers, Smalley, Ober, Kluver, Wenthold, and Hubert. Absent board members were Winkelman, Schulz, Reitan, Beardmore, Curtis, Henrich, and Grasty. Gronau moved to Ratify Minutes of the February 17, 2011 RWIB Meeting, Ratify Minutes of the May 19, 2011 RWIB Meeting, Ratify Minutes of the July 14, 2011 Executive Committee Meeting, Approve Minutes of the August 18, 2011 RWIB Meeting, and Approve Minutes of the November 17, 2011 RWIB Meeting. Drees seconded. Motion carried. Bruner moved and Smalley seconded to Ratify RWIB Executive Committee Selection of COG as CSP, Ratify RWIB Executive Committee Selection of Timeline for Youth Service RFP, Ratify Annual WIA Report Approval by RWIB Executive Committee, Ratify Extension of WIA Customer Service Plan Approval by RWIB Executive Committee, and Ratify IWCC's Training Provider Application Approval by RWIB Executive Committee on 12-12-2011. Motion carried. Winquist presented Region XII Council of Governments as the YAC recommendation for SDR 8 Youth Provider. Discussion followed. Winquist was informed that the YAC Recommendation sheet needs to have the publication date year changed from "2018" to "2012". Sievers moved to approve Region XII Council of Governments as SDR 8's Youth Provider. Drees seconded. Motion carried. The WIA/PJ caseload report was distributed for review and discussion. WIA report covered RFP for Youth Services information, Promise Jobs Staff Changes, Pella Layoffs, Electrolux Statistics and Grant Modification Status, and Promise Jobs Funding update for 2013. DOL Region V will be monitoring Region 7 and Region 8. Region 8's monitoring dates are March 26 thru March 30, 2012. RWIB vacancies (Lally – Labor, Wilde – Community-Based, and Smith, Ehlers, and Dammen – Business but only 2 Business needed because only 1 Partner Member needed thereby reducing the number of Business needed) were addressed. A discussion was held on the value of current Board Reports. Suggestions were Local Labor Market information, Performance Statistics, and Political Issues with Legislative contacts. During discussion it was suggested that members receive an on-going explanation of programs with participants invited to give a presentation. It was also suggested that maybe the meeting be rotated to a town different than Carroll. Members did decide that they wanted to continue receiving the WIA/PJ caseload report. A discussion was held on the need for welders in our region. There was a consensus that high schools should no longer push the 4-year degrees and that counselors should assist the students in choosing what best fits the student's needs. Employers need to advocate for themselves and recruit high school students. Ted Harms, IWD Program Coordinator, informed members that State staff could give a Labor Market Information presentation. Harms also stated that two waivers are being submitted for approval. One waiver is for Common Measures that would reduce performance requirements from the present 17 down to 9. The second waiver is that 10% of Dislocated Worker dollars could be allocated for Incumbent Workers (ones who have jobs but are in danger of losing their job) so that those workers could be trained and therefore keep their jobs. Todd Spencer, IWD Regional Manager, informed members that he will be attending the meetings and answer all questions that they may have for him. Members are to let him know what reports or information they would like to see

and he will provide what is requested. Spencer stated that the Employers' Council of Iowa is a great source for employer training. Partner report was given by Hubert, Vocational Rehabilitation, and she informed members that her agency would be having a Legislative Breakfast next week. A discussion was held and it was decided that future RWIB meetings would be held in the Training Room at Region XII Council of Governments (1009 East Anthony Street, Carroll, IA). Food will be catered in for the meal. Bruner moved and Drees seconded to adjourn meeting. Motion carried.

REGION 8 WORKFORCE INVESTMENT BOARD

May 10, 2012

Region XII COG Training Room, Carroll, IA

The Region 8 Workforce Investment Board and Region 8 Local Elected Officials joint meeting was called to order at 5:30 p.m. Board members present were Skoog, Jacobsen, Beardmore, Bruner, Drees, Gronau, Sievers, Smalley, Winkelman, Ober, Schulz, Kluver, and Hubert. Absent board members were Reitan, Godbersen, Quandt, Grasty, Henrich, Wenthold, and Curtis. Schulz moved to approve the minutes of the February 16, 2012 meeting. Drees seconded. Motion carried. Customer Service Plan one year extension for Region 8 was reviewed and discussed. Jacobsen moved to approve the CSP extension with an end date of June 30, 2013. Gronau seconded. Motion carried. Electrolux update was given noting the modification funds of approximately \$450,000.00 will be released soon. Todd Spencer, IWD Regional Manager, gave a presentation on Virtual Access Points. The WIA/PJ caseload report was distributed for review and discussion. Jennifer Schulte, WIA Youth Representative, informed members that she has been recruiting youth for WIA enrollment. A summer youth program and tutoring are possible services. Contacts have been made at high schools, WITCC, DMACC, Job Corps, and Vocational Rehabilitation. IWD's Virtual Access Points are being promoted and partnering is taking place with IWD's Business Representative. WIA Report covered the CSP which is due on July 1, 2013. The new plan's development will require direction from the RWIB in making programs more useful to local business in finding work ready employees to fill workforce needs. According to the FY2013 budget figures, Region 8's dollars will be cut by \$20,958.00. Electrolux funding will end on June 30, 2012 with approximately 600 people still needing services and the four staff for the NEG will no longer be employed. Those participants are co-enrolled in the Dislocated Worker Program in Region 05 but that region only has one staff person due to a hiring freeze at the state. We are currently applying for a State Emergency Grant (SEG) hoping to provide dollars for staff. Another option may be if Region 05 could give us dollars so that the four staff members could be kept on after 6-30-2012. Promise Jobs funding into next fiscal year is still unknown. Director Teresa Wahlert, Division Administrator Lori Adams, and PJ Quality Assurance Manager Heidi Wicks will be in Carroll on June 11th to review the results of the recent PJ efficiency Analysis. IWD has been granted a 60-day extension of the current PJ Contract (which includes us as subcontractors). Fiscal Report was presented by Kathy Pauli. Smalley moved and Drees seconded to adjourn meeting. Motion carried.

REGION 8 WORKFORCE INVESTMENT BOARD

August 16, 2012

Region XII COG Training Room, Carroll, IA

The meeting was called to order at 5:30 p.m. Board members present were Jacobsen, Godbersen, Quandt, Beardmore, Bruner, Kasperbauer, Gronau, Sievers, Smalley, Ober, Schulz, Kluver, Wenthold, and Jenkins. Absent board members were Skoog, Reitan, Winkelman, Grasty, Henrich, Curtis, Hubert, and Martinez. Gronau moved and Schulz seconded to re-elect Barbara Quandt as Chairperson and Barry Bruner as Vice-Chairperson. Motion carried. Bruner moved to approve the minutes of the May 10, 2012 meeting. Kasperbauer seconded. Motion carried. WIA Training Provider approval request from Iowa Western Community College for the Sports Medicine: Athletic Training field program was reviewed and discussed. Schulz moved to approve IWCC's Sports Medicine: Athletic Training field program as a WIA Training Provider program. Wenthold seconded. Motion carried. WIA Annual Plan for PY2011 was reviewed and discussed. Smalley moved and Kasperbauer seconded to approve the WIA Annual Plan for PY2011 as presented. Motion carried. The draft Region XII COG Conflict of Interest Policy was distributed for review and discussion. Several signatures were obtained and others will be obtained in the future after members complete their review. Ted Harms, Workforce Program Coordinator, could not attend the meeting tonight. Harms will meet with Quandt and Winquist in the near future to discuss the whole new Customer Service Plan (CSP) re-write process. Members will be updated as soon as information is received regarding the re-write requirements. The WIA/PJ caseload report was distributed for review and discussion. At future meetings Winquist will provide a more detailed report which will include types of services and success stories. WIA report covered Integration of WIA & IWD Services, Customer Service Plan rewriting, and Promise Jobs Funding for 2013. Discussion followed. The Governor's Skilled Iowa Program was explained by Donna Hays, Business Marketing Specialist, and Todd Spencer, IWD Regional Manager. Topics included National Career Readiness Certificate (NCRC), Internship (people who collect unemployment insurance are encouraged to participate), identifying a worker's hard skills, becoming a Skilled Iowa Community, and marketing those communities to outside employers. Discussion followed. Sievers moved and Kasperbauer seconded to adjourn meeting. Motion carried.

Thursday, October 18, 2012
3:00 p.m.
Telephonic Meeting Notes
RWIB Executive Committee

Board members present by telephone were: Barry Bruner, Karen Kasperbauer, Barb Quandt, and Carla Grasty. Absent: Eric Skoog.

Winqvist, Workforce Director, reviewed Memo #11-11. The review included an explanation of available funds over 20% carryover that are eligible to remain in the region. Winqvist explained the penalties included in the memo if the money is not spent. Discussion followed.

Winqvist asked the board to consider approval to request carryover funds beyond 20% are retained by the region. Discussion followed. Grasty moved and Bruner seconded to request carryover funds beyond 20% remain in the region. Motion carried.

Winqvist asked that the board consider requesting a waiver to spend the funds up to 100% in staffing costs. Discussion followed. Bruner moved to request a waiver to allow the funds be spent up to 100% for staffing costs. Quandt seconded. Motion carried.

Kasperbauer moved and Bruner seconded to adjourn the meeting. Motion carried.

Minutes submitted by: Beth Winqvist, Workforce Director

REGION 8 WORKFORCE INVESTMENT BOARD

November 15, 2012

Region XII COG Training Room, Carroll, IA

The meeting was called to order at 5:30 p.m. Board members present were members present were Skoog, Godbersen, Bruner, Kasperbauer, Gronau, Sievers, Smalley, Laursen, Henrich, Schulz, Kluver, Wenthold, Jacobsen, Espenhover, Ober, and Hubert. Absent board members were Reitan, Quandt, Grasty, Martinez, Curtis, Beardmore, and Jenkins. Schulz moved to approve the minutes of the August 16, 2012 meeting and the minutes of the October 18, 2012 Executive Committee meeting. Sievers seconded. Motion carried. Bruner asked the board if any members had a conflict of interest in regards to the agenda items. Each member present replied no. Members reviewed Field Memo #11-11 concerning the WIA reallocation policy. The Region 8 Request to Retain Funds in Excess of 20% Carryover including the Waiver Request that was approved by the Executive Committee on October 18, 2012 was reviewed and discussed. Jacobsen moved to ratify the referenced request as presented. Gronau seconded. Motion carried. An Economic Status Presentation was presented by the Labor Force and Occupational Analysis Bureau. Members were given a binder containing RWIB information with an overview of board functions and guidelines. WIA report covered new processes, the Electrolux presentation, staff sharing with SDR 13 (Council Bluffs), and the new Youth Career Development Specialist position. The WIA Products Box was explained and discussed. Ted Harms, IWD Workforce Program Coordinator, presented the Customer Service Plan (CSP) needs assessment. Discussion followed and it was decided that the RWIB members would meet on November 29, 2012 at 5:20 p.m. to complete the Regional Needs Assessment. Beth Winqvist, Workforce Director, and Ted Harms, Program Coordinator, will arrange a facilitation of the meeting. Winqvist was requested to send out samples of other regions' Needs Assessments for review. Smalley moved and Kluver seconded to meet on November 29, 2012 for the purpose of completing a Needs Assessment. Motion carried. Todd Spencer, SDR08 IWD Regional Manager, gave an IWD report. Spencer asked the RWIB to consider signing a Skilled Iowa agreement to show support for the project. Sievers moved to have the RWIB sign a Skilled Iowa agreement. Gronau seconded. Motion carried. WIA Training Provider approval request from Simpson College for Bachelor of Arts Degree, Major in Economics and Finance program, was reviewed and discussed. Schulz moved to approve Simpson College's Bachelor of Arts Degree, Major in Economics and Finance program as a WIA Training Provider program. Skoog seconded. Motion carried. Customer Service Plan (CSP) modification explaining the use of the Financial Needs Determination (FND) for all Trade/Dislocated Worker dual enrollments was distributed. According to the CSP modification, the FND for all Trade/Dislocated Worker dual enrollments will require the use of actual household living expenses and resources in addition to education and related expenses and resources. Discussion followed. Skoog moved and Gronau seconded to approve the CSP modification as presented. Motion carried. Sievers moved and Gronau seconded to adjourn meeting. Motion carried.