

Minutes
Region 3 and 4 Chief Elected Official Board and
Regional Workforce Investment Combined Meeting
Thursday January 26, 2012, 9:30 am
Governmental Services Center, 217 West 5th Street, Spencer, Room B and C

RWIB members present: Lee Beem, Donna Hrubes, Vernon Nelson, Ken Vande Brake, George Kruger, Diane Nelsen,

RWIB members excused absences: Judy Taylor, Ranae Sipma, Gregory Ver Steeg, Jodi Nasers, Mike Schulte, Marvin Dammann, and June Goldman

RWIB member's absences: Mari Radtke

CEO's present: Tim Schumacher, Merle Koedom, Rich Haack, Arlyn Kleinwolterink, Pam Wymore, and Pam Jordan.

CEO excused absence: Mike Schulte, Ken Chalstrom

CEO member absence: Leo Goeders

Partner staff present: Val Bonney (NWIPDC), Ted Kourousis (NWIPDC), Linda Gray (IWD), Tammie Galles (NWIPDC), Jamey Whitney(UDMO), Mary Rasmussen (UDMO), Effie Hill (Proteus, Inc), Jason Anderson (NCC), Leslie Schmalzried (IWD), Craig Cretsinger (NWIPDC), Sandy Johnson (IA Dept. of Blind)

1. **Call to Order** – Lee Beam called the meeting to order.
Introductions of members, guests, and self-introductions were made.
2. **Welcome** – Lee Beem welcomed everyone to the meeting.
3. **Agenda Review** – There were no changes to the agenda.
4. **Approval of September 23, 2010 Meeting Minutes**
 - a. **RWIB Vote** – Motion was made by Ken Vande Brake and 2nd by Vernon Nelson.
Motion carried. (will be ratified at March meeting)
 - b. **CEO Vote** - Motion was made by Rich Haack and 2nd by Merle Koedom
Motion carried.
5. **IWD Virtual Access Point Demonstration** by Chris Nilles (IWD) by remote computer. Covered the 6 areas customers can choose from when they are on a virtual access point computers that are located across the state and they include Job Seeker, Unemployed, Veteran, Student, Explore My Skills and Employer. She showed us a live support demonstration, frequently asked questions as well as many other services the virtual access computer can help a user with. Page 3 of Linda Gray's handout shows the access points in region 3 and 4. If you have ideas of some other access points in the regions please contact Linda Gray.
6. **Program Updates**
 - a. **Workforce Investments Act** - Val Bonney discussed the WIA program enrollments and obligations and referred to the handout on page 6. WIA Adult 34 participants and \$70,323.00 obligated. WIA Dislocated 127 participants and \$134,690.36 obligated. WIA Youth 44 participants and \$60,015.25 obligated. WIA National Emergency Grants (RR Donnelley) 24 current participants and \$31,937.94 obligated. (Skyjack Freudenberg, AdvancePierre-Klaussner) 67 participants and \$77,757.51 obligated. RR Donnelley NEG officially ends June 30th and 98% have entered employment. Skyjack Freudenberg, AdvancePierre-Klaussner will end June 30, 2012 but we plan to apply for a one year extension. 91% entered employment.
 - b. **Program Year 10 WIA Performance**- Page 7- 10 references the performance statewide for Adult, Dislocated Worker and Older and Younger Youth. Adult and Dislocated Worker performance was met in all areas except credential but credential

is not part of the incentive or sanction but is tracked. Val explained credential performance and that staff are focusing on what they can do to help participants prepare, plan, budget for loss of income throughout training so they don't end up quitting training and not getting the credential. Leslie explained that if regions don't meet performance then they must complete a technical assistance plan. Our regions have not had to do this.

- c. **Promise Jobs** – Val noted that IWD is looking at not using sub-contractors in the Promise Jobs positions effective 06/30/12 and that would mean our agency would most likely have to layoff two staff members. Data analysis is being done at the state level and Director Wahlert will be conducting an onsite visit with each region to review the results. We are working hard to maintain the partnership with IWD. The RWIB members expressed an interest in attending the onsite visit to advocate for the Promise Job contract.

Linda Gray discussed the Promise Jobs program and each person received a handout of the highlights. Chart shows how the Promise Jobs numbers have fluctuated in the past 7 years. Upcoming Kindertrack training and other IWD news is in the handout.

7. **Integration Update** – Val explained that the remodeling of the building has started on the east side. The tentative integration plan has training scheduled for spring with May being integrated. Question asked about how integration would affect the Sheldon office and Staci Kleinhesselink position. Leslie explained that through WIA we can make our own decisions about staffing and offices but the Promise Jobs contract may affect this decision.
8. **Fall 2011 WIA Financial Monitoring Report** – Val referred to handout pages 11-13. Out of 74 payments reviewed only one finding as there was an overpayment to one client in the amount of \$20.00. This client is still on the program so an adjustment was made for the next month and the overage has been taken care of. Zero findings in 24 staff overhead payments.
9. **RWIB Attendance Report for Term Expirations in June 2012**
Six terms due to expire in 06/12. Marvin Dammann has said he would not be interesting in continuing. He is a labor representative-union for Little Rock. Mari Radtke has not been attending on a regular basis and we may want to take a look at replacing her. She represents business for O'Brien County. Val asked RWIB and CEO's to consider nominations. Two needed for each spot and the Governor will choose one. Members have some people in mind and they will follow up with them. Val pointed out that today is the first time in a year and a half that they did not have a quorum. Leslie said it is important to have a strong active board and act quickly with certification of new members.
10. **Review and Adopt RWIB Bylaws** – pages 15 and 16 of packet. No changes were suggested. Val praised the attendance and active commitment of the members. As changes continue it is important we have a strong RWIB board to voice opinions.
11. **Youth Advisory Council** –The Youth Advisory council met in Oct. and Pam Jordan, and Donna Hrubes are part of the council. They reviewed WIA performance measures at last meeting. They decided that no additional measures are needed and the current ones reflect the youth council goals. The next meeting will be a discussion of different youth services.
12. **Training Provider Approval** – page 18-21 a copy of the application Minnesota West Community and Technical College submitted for approval of the Business Management, A.S. degree program. Page 21 gives some background on the WIA participant choosing this training. No quorum so it was decided that the vote will wait until the March meeting.
13. **Disability Navigator Position** – Val explained that NWIPDC has contracted with Craig Cretsinger to continue his disability navigator position with \$7000 in ticket to work funds. He is working 2 days a week, usually Tues. and Thurs. 5 hours each day but is flexible to meet with clients when needed. Page 22 and 23 provides a list of the job duties of the

Disability Navigator. Craig is happy to working with people with disabilities and has much expertise to share.

14. **State Staff Update** – Leslie Schmalzried explained that Carol Paulus has requested 3 waivers for WIA. 1. Moving away from the 17 performance measures and go to 9 common measures. Iowa deciding on common measures is a good idea and 42 states have already moved to common measures. Common measures concentrate on entered employment. Hopefully July 1st Iowa will be a common measure state. If you have questions or comments please contact the state board. 2. State Aversion Grant – Allows 10% of the WIA budget to go to incumbent worker training. Employees needing specific training to prevent being laid off could receive funding. 3. Congress set aside incentive money has been cut from 15% to 5% so regions would not have incentive money available to them. 4. Iowa is now a mandatory Trade Act/WIA dual enrollment state. Our regions WIA/Trade Dual enrollment staff handbook is being used as a best practice.
15. **Partner Updates** – Sandy Johnson from the IA Department of the Blind explained that they are working on having an Expo in Spencer in July. They need a place to hold it. They want to get the word out about all the services they have to offer. The Expo will feature aides and devises, vendors, physician speaker on macular degeneration, library services, and vendors. She will bring business cards and a list of services to the March meeting. Tours are available in Des Moines at the school for the blind and they are provided by students. Jason Anderson from NCC told us about a CEO round table they had at the end of Oct. and they received some good suggestions to determine employer needs. New Executive Director Jamey Whitney for UDMO introduced himself and told us a little about his background. Effie Hill from Proteus, Inc. helps seasonal farm workers find permanent employment. She reported that the Fort Dodge office provides services to 37 counties and they have a farm worker program that is also servicing Nebraska. Diane Nelson RWIB member from AEA told us about the AEA, Spencer schools and IA Dept. of Vocational Rehabilitation considering joint services for TAP program.
16. **Confirm next meeting date and adjournment** – the next meeting will be 03/22/12 at the Governmental Services Center in Spencer. The chair Lee Beem dismissed the meeting.