

**Minutes**  
**Region 3 & 4 and Chief Elected Official Board**  
**Regional Workforce Development Board**  
**Combined Meeting**  
**Wednesday, June 28, 2017 9:30 am**  
**Teleconference Call**

**RWDB Members Present:** Lee Beem, Diane Nelson, Ranae Sipma, Mike Schulte, Kenneth Vande Brake, Janet Dykstra, Carrie Turnquist, Mike Carlson, Kristin Hanson, Lisa Washington, Frank DeMilia, Linda Gray, Lori Kolbeck, Dave Swanson, Scott Rettey, Vern Nelson, Reva Arends, George Kruger

**RWDB Absent:** Rhonda Jager-Pippy, Susan Golwitzer, Kiley Miller, Greg Ver Steeg, Tim Kinnetz, Benjamin VanDonge

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

**CEO Absent:** Pam Jordan, John Steensma, Roger Faulstick, Tim Schumacher

**Partners and Guests:** Val Bonney (NWIPDC)

1. **Call to order:** Janet Dykstra called the meeting to order at 9:32 AM.
2. **Roll Call of Members:** A roll call of members was taken, with 18 RWDB members and 6 CEO members present. Quorum met on both boards.
3. **Agenda Review:** Dykstra reviewed the agenda.
4. **Vote to authorize Iowa Workforce Development to designate or certify a one-stop operator**  
Bonney explained that the federal Workforce Innovation and Opportunity Act (WIOA) authorizes local workforce development boards in agreement with the CEO board, to designate or certify a one-stop operator for a local workforce development area. The US DOL has interpreted WIOA section 121(d) to impose a federal requirement for the competitive selection of a one-stop operator. A local workforce board and CEO board may authorize another entity to perform the designation or certification of a one-stop operator. Bonney explained that there is little funding attached to the procurement and thus if the local board were to do the procurement, there is a risk that no may apply. In addition, the board would be responsible for developing, sending and reviewing the RFP and any proposals received. Iowa Workforce Development is advising local boards to authorize Iowa Workforce Development to perform this function. Iowa Workforce Development would select a one-stop operator based on the IWD District delivery system. There are four districts in Iowa and thus four one-stop operators will be selected. IWD has indicated that a member(s) of each local board in the district will be asked to participate in the selection of the one-stop operator for that district.

**RWDB Vote:**

It was moved by Kruger and seconded by Beem, to authorize Iowa Workforce Development to designate or certify a one-stop operator on behalf of the RWDB for Region 3-4, in accordance with section 121(d) of the federal WIOA.

**CEO Vote:**

It was moved by Schulte and seconded by Koedam, to authorize Iowa Workforce Development to designate or certify a one-stop operator on behalf of the RWDB for Region 3-4, in accordance with section 121(d) of the federal WIOA.

5. **Confirm Next Meeting Date and Adjournment** – The next meeting will be on September 28, 2017 at the IowaWORKS building in Spencer. Meeting was adjourned at 9:44 a.m.