



NORTHWEST IOWA PLANNING & DEVELOPMENT COMMISSION

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AGENDA

Northwest Iowa Planning and Development Commission

August 17, 2017 9:00 AM *

Governmental Services Building Conference Room, 217 W 5th Street, Spencer, IA

1. FAST Act Regional Planning Affiliation Meeting
 - I. Open Public Hearing: City of Sheldon FFY 2018 Project Amendment Request
 - II. Close Public Hearing
 - III. Call Meeting to Order
 - IV. Approval of July Minutes
 - V. New Business
 1. City of Sheldon FFY 2018 Project Amendment Request
 - VI. Open Discussion
 - VII. Motion to Adjourn

2. NWIPDC Policy Council
 - I. Call Meeting to Order
 - II. Approve July Minutes
 - III. Communications
 - IV. Treasurer's Report Through July
 - V. Approval of Bills Paid Since Last Meeting
 - VI. Old Business
 1. WIOA Report
 2. Planning Division Report
 3. Contract Status Report
 - VII. New Business
 1. IPF Presentation
 2. Miscellaneous
 - VIII. Set Next Meeting Date and Adjournment

NWIPDC Committees

2016-2017

EXECUTIVE

Dennis Weber (B.V.)
George Moriarty (Clay Cities)
Clark Reekers (Dickinson)

Penny Clayton (Emmet Cities)
Merle Koedam (Lyon Co)
Marjean Westerman (O'Brien)
Mike Schulte (Osceola Co)

John Bird (P.A. Cities)
Don Schreur (Sioux)
* Committee Changes

PERSONNEL

Jon Kruse (B.V.Cities)
Joe Skow (Clay County)
Gregg Owens (Dickinson
Cities)

Tim Schumacher(Emmet Co)
Steve Simons (Lyon)
John Steensma (O'Brien)
Glenn Anderson(Osceola
Cities)

Roger Faulstick (P.A County)
Duane Feekes (Sioux Cities)

EDA/CEDS

Dale Arends (B.V. County)
Kristi Gross (Clay)
W.C.Leupold (Dickinson Co)

James Jenson (Emmet)
Jordan Kordahl (Lyon Cities)
Jim Zeutenhorst (O'Brien)
Mike Earll (Osceola Co)

Open (Palo Alto)
Al Bloemendaal (Sioux Co)

NWIPDC Officers 2016 – 2017

Chairman
Vice Chairman
Secretary/Treasurer

Steve Simons
Glenn Anderson
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting
July 20, 2017

The meeting was called to order by Vice-Chairman Glenn Anderson at 9:25 AM following a FASTAct Regional Planning Affiliation meeting. Present at the meeting were:

Buena Vista County:	Dale Arends and Keri Navratil
Clay County:	
Dickinson County:	W.C. Leupold and Clark Reekers
Emmet County:	Tim Schumacher and Penny Clayton
Lyon County:	Merle Koedam
O'Brien County:	John Steensma
Osceola County:	Mike Earll, Glenn Anderson and Mike Schulte
Palo Alto County:	John Bird
Sioux County:	

Others attending were: Ted Kourousis, Executive Director, Steve Hallgren, Kristin Larsen, Cara Elbert, Angela McCaulley and Jackie Huckfelt, NWIPDC staff. Dakin Schultz from the Iowa Department of Transportation was also in attendance.

The minutes of the June meeting were presented for approval. A motion was made by Steensma, seconded by Arends to approve the minutes. Motion carried.

Communications. Kourousis stated that he received information from EDA this week stating that we would be receiving an additional \$4000 this year for a total of \$70,000.

The Treasurer's report for June reflected a cash balance of \$360,156.19. A motion was made by Bird, seconded by Schulte to approve the report as presented. Motion carried.

The bills, paid since the last meeting, were presented for approval. A motion was made by Clayton, seconded by Earll to approve the bills as written. Motion carried.

Old Business

1. WIOA Report. Bonney was unable to attend but prepared the following report.

The Regional Workforce Development Board and Chief Elected officials met Wednesday, June 28th and voted to authorize Iowa Workforce Development to designate or certify a one-stop operator. The Department of Administrative Services has released the Request for Proposal for the One-Stop Operator. The RFPs are

based on a one-stop operator per IWD District. Spencer is located in the Central District with Spencer, Fort Dodge, Des Moines and Ottumwa offices in the Central District. Federal WIOA requires a competitive selection of the one-stop operator. The RFP is for 11 months with a possible 1 year extension. Due date is August 4, 2017.

Rapid Response Employee meetings for the employees of Polaris Industries begin this week for roughly 150 individuals will be laid off in July. It is expected that an additional 50 individuals will be laid off between August and November.

Recent one-stop statistics show that The IowaWORKS membership statistics for the months of May and June indicate that 125 individuals became new members in May and 143 individuals became new members in June. The average monthly new members in PY 2016 was 181. The total number of members receiving services in May 2017 was 439 and June 2017 was 566.

2. Planning Division Report. Hallgren stated that we faired pretty well this year for the grants that were written. Two out of three housing grants were funded: Spencer, in the amount of \$201,000 and Albert City, in the amount of \$203,000. Sioux County was awarded \$400,000 for a Family Crisis Center CDBG. Some discussion followed.
3. Contract Status Report. Three contracts were presented for informational purposes.

New Business

1. Miscellaneous. None

With there being no more discussion, Kourousis stated that the next meeting was scheduled for August 17, 2017 at 9:00 AM. A motion was made by Koedam seconded by Schumacher. Motion carried. The meeting adjourned at 9:35 AM.

Respectfully submitted,



Jackie Huckfelt, Secretary

TREASURER'S REPORT
CASH IN BANK
7/31/17

CASH ON HAND 6/30/17	\$280,439.64
Receipts	182,249.54
Disbursements	115,218.37
 CASH ON HAND 7/31/17	 \$347,470.81

Reimbursements to NWIPDC

WIOA	20,602.72
EDA	3,446.65
SHIELD	5,788.03
HOUSING TRUST FUND	4,014.14
HAZMAT	26.26
SCHOOL TO WORK	1,399.52
 CASH BALANCE 7/31/17	 \$382,748.13

Check	Date	Vendor	Description	Amount
402	7/27/2017	Farmers Trust & Savings (HSA)	HSA Deposits	\$2,470.46
403	7/21/2017	Farmers Trust & Savings Bank	Payroll Taxes	\$8,738.13
404	7/28/2017	Iowa Public Employee Retirement	IPERS	\$9,468.39
405	7/21/2017	State of Iowa Treasurer	State Taxes	\$1,570.00
406	8/4/2017	Farmers Trust & Savings Bank	Payroll Taxes	\$7,877.88
407	8/4/2017	State of Iowa Treasurer	State Taxes	\$1,468.00
26466	7/28/2017	Advanced Systems, Inc	Copies	\$553.60
26467	7/28/2017	AFLAC	Insurance	\$575.92
26468	7/28/2017	Boji Information Systems	Trend Micro/Print Heads/Consulting	\$1,709.50
26469	7/28/2017	CenturyLink- LD	Conference Call	\$121.68
26470	7/28/2017	Delta Dental of Iowa	Dental Insurance	\$901.48
26471	7/28/2017	Kansas City Life Insurance	Life Insurance	\$118.63
26472	7/28/2017	Spencer Office Supplies	File Folders/Tablets/Miscellaneous	\$60.95
26473	7/28/2017	United Parcel Service	Postage	\$7.72
26474	7/28/2017	VISA	CPR/ Innovative Credit	\$1,246.00
26475	7/28/2017	VSP Vision Care	Vision Insurance	\$202.18
26476	7/28/2017	Wellmark Blue Cross Blue Shield	Health Insurance	\$7,093.80
26477	8/4/2017	Association of Iowa Workforce Partners	Voided	\$160.00
26478	8/4/2017	Boji Information Systems	Server/ Consulting	\$1,365.00
26479	8/4/2017	Clay County Auditor	Rent	\$3,799.68
26480	8/4/2017	Iowa Association of Regional Councils	IARC Membership Dues	\$3,850.00
26481	8/4/2017	Kristin Larsen	Travel	\$159.08
26482	8/4/2017	Michael Raner	Travel	\$429.34
26483	8/4/2017	Spencer Municipal Utilities	Internet	\$70.00
26484	8/4/2017	Val Bonney	Travel	\$31.27
26485	8/4/2017	Xerox Corporation	Copier Lease	\$547.19
26486	8/11/2017	Advanced Systems- Lease	Copier Lease	\$489.50
26487	8/11/2017	Association of Iowa Workforce Partners	Conference Registration	\$80.00
26488	8/11/2017	Boji Information Systems	PDF Converter/ Consulting	\$473.00
26489	8/11/2017	Casey's General Stores	Gas	\$281.26
26490	8/11/2017	CenturyLink	Phones	\$395.83
26491	8/11/2017	Clay County Auditor	Utilities	\$606.23
26492	8/11/2017	Iowa Central Community College	Intro to Computers	\$250.00
26493	8/11/2017	Iowa Workforce Development	WIOA Copier Lease/ Copies	\$824.32
26494	8/11/2017	Spencer Office Supplies	Tape/Folders/Pens/ Paper	\$135.00
26495	8/11/2017	Staci Kleinhesselink	Travel	\$118.34
26496	8/11/2017	Strategic Insights, Inc	Plan-It Software Renewal	\$587.50