

SIGN UP SHEET

November 15, 2018

	NAME	COUNTY	Email
✓	Dale Arends	BV County	arendsdale@yahoo.com
✓	Dave Derragon	BV County	derragon@stormlake.org
	Dennis Weber	BV County	theweb@alta-tec.net
	Joe Skow	Clay County	trooperj@smunet.net
✓	George Moriarty	Clay County	atlargemoriarty@spenceriowacity.com
✓	Kristi Franker	Clay County	kristi@farmerstrust.com
✓	W.C. Leupold	Dickinson County	wcleupold@mchsi.com
	Gregg Owens	Dickinson County	gregg.owens@cityofspiritlake.org
✓	Clark Reekers	Dickinson County	creekers@co.dickinson.ia.us
	Jim Jenson	Emmet County	
	Penny Clayton	Emmet County	pclayton@cityofestherville.org
✓	Tim Schumacher	Emmet County	tschumacher87@yahoo.com
	Merle Koedam	Lyon County	koedam@alliancecom.net
✓	Steve Simons	Lyon County	ssimons@co.lyon.ia.us
	Jordan Kordahl	Lyon County	city@rockrapids.com
✓	John Steensma	O'Brien County	jbsteen@tcaexpress.net
	Jim Zeutenhorst	O'Brien County	jimzeut@tcaexpress.net
✓	Marjean Westerman	O'Brien County	mwesterman@evertek.net
	Glenn Anderson	Osceola County	sibleyadmin@hickorytech.net
✓	Mike Earl	Osceola County	mearl@osceolacoia.org
✓	Mike Schulte	Osceola County	ssmobile@nethtc.net
	Roger Faulstick	Palo Alto County	rfaulstick@mchsi.com
		Palo Alto County	
		Palo Alto County	
	Al Bloemendaal	Sioux County	abloem@mtcnet.net
	Duane Feekes	Sioux County	cityadmin@orangecityiowa.com
	Don Schreur	Sioux County	



NORTHWEST IOWA PLANNING & DEVELOPMENT COMMISSION

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AGENDA

Northwest Iowa Planning and Development Commission

November 15, 2018 9:30 AM *

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

1. NWIPDC Policy Council
 - I. Call Meeting to Order
 - II. FY 2018 Audit Discussion (Williams & Co)
 - III. Approve October Minutes
 - IV. Communications
 - V. Treasurer's Report Through October
 - VI. Approval of Bills Paid Since Last Meeting
 - VII. Old Business
 1. WIOA Report
 2. Planning Division Report
 3. Contract Status Report
 - VIII. New Business
 1. IPAIT Discussion
 2. Miscellaneous
 - IX. Set Next Meeting Date and Adjournment

NWIPDC Committees

2017-2018

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)

Open (P.A. Cities)
Don Schreur (Sioux)

* Committee Changes

PERSONNEL

Dave Derragon (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 Franker (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 2017 – 2018

Chairman
Vice Chairman
Secretary/Treasurer

Steve Simons
Glenn Anderson
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting
October 18, 2018

The meeting was called to order by Chairman Steve Simons at 9:33 AM. Present at the meeting were:

Buena Vista County:	Dave Derragon
Clay County:	George Moriarty
Dickinson County:	W.C. Leupold and Clark Reekers
Emmet County:	Tim Schumacher and Penny Clayton
Lyon County:	Steve Simons and Merle Koedam
O'Brien County:	John Steensma
Osceola County:	Mike Schulte, Mike Earll and Glenn Anderson
Palo Alto County:	
Sioux County:	Al Bloemendaal

Others attending were: Ted Kourousis, Executive Director, Steve Hallgren, Kristin Larsen, Darren Bumgarner, Erin Pingel and Jackie Huckfelt, NWIPDC staff.

The minutes of the September meeting were presented for approval. A motion was made by Schumacher, seconded by Leupold to approve the minutes. Motion carried.

Communications. Kourousis reported that Dan Zomermaand from IPAIT that we had asked to come present was unable to come this month so will plan to come in November.

The Treasurer's report for September reflected a cash balance of \$249,948.75. A motion was made by Schulte, seconded by Clayton to approve the report as printed. Motion carried.

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

Old Business

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

All realignment discussion remains on hold until November at the earliest.

The Region 3-4 Core Partners have been meeting and working to roll out an integrated Business Services Team for the region. The team will have representation from all the core partners including, three IowaWORKS staff, one Iowa Vocational Rehabilitation Staff, one adult education staff from each of the three community colleges, and one Iowa Department for the Blind staff. An in-service was held on October 8th for all staff from all partner agencies. The model for the newly integrated business services team was shared with staff at the in-service.

Training for the new data management system for IowaWORKS has begun. Three members from Spencer, including myself, are on various teams to assist with the rollout. It will be an entirely new system and will take several months of training. The new system is needed to be in compliance with common performance reporting under WIOA.

A member of the State team is here today conducting a monitoring of the registered apprenticeship process in the region.

2. Planning Division Report. Hallgren gave the following report:

Hallgren reported that on October 3rd, Pingel participated in the Spencer Safe Routes to School Walk on Wednesday which was considered the Healthiest Walk Day. Brown's Shoe Fit donated a pair of shoes for the event. An 8 year old girl was the winner. Pingel said the numbers have nearly doubled since this event.

Bumgarner recently submitted a Water/Sewer application on October 1st for the City of Milford. The next round of applications will be due 1/1/19 so if you're interested, please let us know. The next applications will be due on 4/1/19 and 7/1/19.

Steve, Cara and Erin attended a meeting concerning the Community Catalyst Building Remediation Grant Program in Storm Lake in early October. The pre-applications are due November 14th and the full applications are due December 14th. There were 18 projects funded last year and they anticipate about the same this year. Some discussion followed.

The Planning staff will be attending an IEDA training for additional CDBG training on November 15th in Des Moines.

Hallgren stated that he checked with Iowa Homeland Security at the State and there is still money available for PDM (Pre Disaster Mitigation)/ FMA (Flood Mitigation) and HMGP (Hazard Mitigation). The application for Sioux and O'Brien counties is written and has been submitted to the State but they haven't submitted it to FEMA. The only other one in our region is Osceola County. Their plan is valid through 2019.

Steve stated that he and Kristin will be attending the Lyon County League of Cities meeting in Alvard tonight. Hallgren will present updates on NWIPDC and Larsen will present information concerning the Northwest Iowa Regional Housing Trust Fund and housing programs.

Pingel stated that the Iowa Parks Foundation has a new Cabin Initiative. They have asked Pingel and Kourousis to be a part of a Cabin Task Force. This is in the very early stages. They had the opportunity to speak with O'Brien County in regards to this project. The Foundation has done some research and has determined that cabins in Iowa do very well. Discussion followed.

3. Contract Status Report. There were two contracts presented for informational purposes only.

New Business

1. Miscellaneous. Kourousis stated that the annual update to the transportation programs is fast approaching. Those applications will be going out to the Cities and Counties next month.

With there being no more discussion, the next meeting was scheduled for November 15, 2018 at 9:30 AM. A motion to adjourn was made by Bloemendaal, seconded by Steensma. Motion carried. The meeting adjourned at 10:00 AM.

Respectfully submitted,



Jackie Huckfelt, Secretary

TREASURER'S REPORT
CASH IN BANK
10/31/18

CASH ON HAND 9/30/18	\$186,243.46
Receipts	89,308.33
Disbursements	113,950.47
 CASH ON HAND 10/31/18	 \$161,601.32

Reimbursements to NWIPDC

WIOA	39,112.74
EDA	9,232.67
SHIELD	10,450.95
HAZMAT	6,555.78
HOUSING TRUST FUND	1,725.81
SCHOOL TO WORK	1,024.37
 CASH BALANCE 10/31/18	 \$229,703.64

Check	Date	Vendor	Description	Amount
501	10/26/2018	Farmers Trust & Savings (HSA)	HSA Deposits	\$2,543.68
502	10/26/2018	Farmers Trust & Savings Bank	Payroll Taxes	\$7,444.71
503	10/26/2018	Iowa Public Employee Retirement	IPERS	\$9,814.17
504	10/26/2018	State of Iowa Treasurer	State Taxes	\$1,551.00
505	11/9/2018	Farmers Trust & Savings Bank	Payroll Taxes	\$7,444.73
506	11/9/2018	State of Iowa Treasurer	State Taxes	\$1,551.00
26931	10/26/2018	Advanced Systems, Inc	Copies	\$694.43
26932	10/26/2018	AFLAC	Insurance	\$575.92
26933	10/26/2018	Association of Iowa Workforce Partners	Membership Dues	\$1,900.00
26934	10/26/2018	CenturyLink	Phones	\$429.62
26935	10/26/2018	CenturyLink- LD	Conference Call- NWIRHTF	\$153.77
26936	10/26/2018	Clay County EMA	Hazmat Supplies	\$2,395.00
26937	10/26/2018	Delta Dental of Iowa	Dental Insurance	\$953.04
26938	10/26/2018	Insurance Associates	Student Insurance	\$225.00
26939	10/26/2018	Iowa Workforce Development	WIOA Copier Lease	\$304.50
26940	10/26/2018	Kansas City Life Insurance	Life Insurance	\$124.96
26941	10/26/2018	Lyon County EMA	Hazmat Supplies	\$3,436.07
26942	10/26/2018	Michael Raner	Travel/ Cell Phone	\$360.64
26943	10/26/2018	Petty Cash	Board meeting/ Mailing tubes	\$33.55
26944	10/26/2018	Spencer Office Supplies	Paper/ Postage Meter Ink	\$500.47
26945	10/26/2018	United Parcel Service	Postage	\$15.25
26946	10/26/2018	Val Bonney	Travel/ Cell Phone	\$68.38
26947	10/26/2018	VISA	Travel- Val/ Innovative Credit	\$189.60
26948	10/26/2018	VSP Vision Care	Vision Insurance	\$215.79
26949	10/26/2018	Wellmark Blue Cross Blue Shield	Health Insurance	\$8,255.58
26950	11/9/2018	Boji Information Systems	Consulting/ 2 Monitors/ Docking Stati	\$651.00
26951	11/9/2018	Cara Elbert	Desk Calendar/ Travel	\$16.16
26952	11/9/2018	Casey's General Stores	Gas	\$217.73
26953	11/9/2018	CenturyLink	Phones	\$451.53
26954	11/9/2018	Clay County Auditor	Rent/ Utilities	\$4,314.71
26955	11/9/2018	Michael Raner	Travel/ Cell Phone	\$451.95
26956	11/9/2018	Montgomery, Barry, Bovee, Steffen & Davis, L	Audit Letter	\$52.50
26957	11/9/2018	Reserve Account	Postage for Meter	\$1,000.00

26958	11/9/2018	Spencer Municipal Utilities	Internet	\$80.00
26959	11/9/2018	Spencer Office Supplies	Ink/ Pens/ Pencils	\$63.46
26960	11/9/2018	Staci Kleinhesselink	Travel	\$69.30
26961	11/9/2018	Tammie Galles	Planner Inserts	\$12.99

Policy Council November 15, 2018
Training Division Report

All realignment discussion remains on hold. State Workforce Board Meeting on November 19, 2018. The report from the State Board Meeting may shed some light on realignment discussions.

The Region 3-4 Core Partners will roll out the region's integrated Business Services Team this month. The team will have representation from all the core partners including, three IowaWORKS staff, one Iowa Vocational Rehabilitation Staff, one adult education staff from each of the three community colleges, and one Iowa Department for the Blind staff.

Two staff members have recently attended a week-long training for the new data management system to be rolled out in March. The two staff members will serve as train-the-trainers for the region.

The monitoring of the registered apprenticeship process in the region was completed in October. No report has been received to date. However, we heard many positive comments during the monitoring related to our customer process and registered apprenticeship. We are working to expand registered apprenticeship opportunities in the region.

