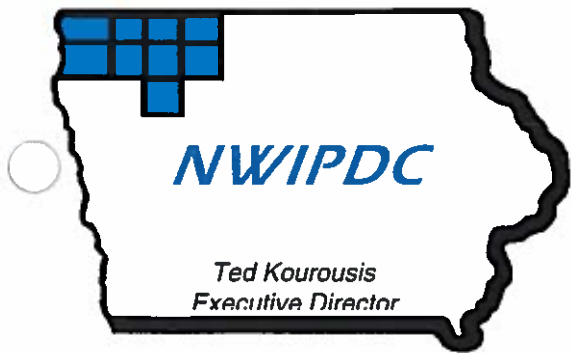


SIGN UP SHEET

March 21, 2019

	NAME	COUNTY	Email
	Dale Arends	BV County	arendsdale@yahoo.com
	Dave Derragon	BV County	derragon@stormlake.org
X	Kelly Snyder	BV County	ksnyder@bvcountyiowa.com
X	Art Hamrick	Clay County	ahamrick@co.clay.ia.us
X	George Moriarty	Clay County	atlargemoriarty@spenceriowacity.com
	Kristi Franker	Clay County	kristi@farmerstrust.com
X	W.C. Leupold	Dickinson County	wcleupold@mchsi.com
	Gregg Owens	Dickinson County	gregg.owens@cityofspirillake.org
	Clark Reekers	Dickinson County	crrcleaning@gmail.com
	Jim Jenson	Emmet County	
	Penny Clayton	Emmet County	pclayton@cityofestherville.org
X	Tim Schumacher	Emmet County	tschumacher87@yahoo.com
X	Merle Koedam	Lyon County	koedam@alliancecom.net
✓	Steve Simons	Lyon County	ssimons@co.lyon.ia.us
	Jordan Kordahl	Lyon County	city@rockrapids.com
X	John Steensma	O'Brien County	jbsteen@tcaexpress.net
	Jim Zeutenhorst	O'Brien County	jimzeut@tcaexpress.net
	Marjean Westerman	O'Brien County	mwesterman@evertek.net
X	Glenn Anderson	Osceola County	sibleyadmin@hickorytech.net
X	Stephanie Neppl	Osceola County	sneppl@osceolacountyia.com
X	Mike Schulte	Osceola County	ssmobile@nethtc.net
X	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

217 West 5th Street • Box 1493
Governmental Services Center • Spencer, Iowa 51301
712/ 262-7225- Planning & SHIELD Division • 712/ 262-7662- Job Training Division
Toll Free: 1-855-262-7225 • Fax: 712/ 262-7665
www.nwipdc.org

AGENDA

Northwest Iowa Planning and Development Commission

March 21, 2019 9:30 AM

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

1. NWIPDC Policy Council
 - I. Call Meeting to Order
 - II. Approve February Minutes
 - III. Communications
 - IV. Treasurer's Report Through February
 - 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. Nominating Committee Report
 2. Adopt Depository Resolution
 3. Simonsen Iron Works Loan Update
 4. Miscellaneous
 - VIII. Set Next Meeting Date and Adjournment

NWIPDC Committees

2018-2019

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

Keri Navratil (B.V.Cities)
Art Hamrick (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

Kelly Snyder (B.V. County)
Kristi Franker (Clay)
W.C.Leupold (Dickinson Co)

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

Open (Palo Alto)
Al Bloemendaal (Sioux Co)

NWIPDC Officers 2018 – 2019

Chairman
Vice Chairman
Secretary/Treasurer

Steve Simons
Glenn Anderson
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting
February 21, 2019

The meeting was called to order by Chairman Steve Simons at 9:38 AM following a short FastAct Regional Affiliation meeting. Present at the meeting were:

Buena Vista County:	Dale Arends and Kelly Snyder
Clay County:	George Moriarty, Art Hamrick and Kristi Franker
Dickinson County:	
Emmet County:	Penny Clayton and Tim Schumacher
Lyon County:	Steve Simons and Merle Koedam
O'Brien County:	John Steensma
Osceola County:	Mike Schulte, Glenn Anderson and Stephanie Neppl
Palo Alto County:	Roger Faulstick
Sioux County:	Al Bloemendaal

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

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

Communications. None

The Treasurer's report for January reflected a cash balance of \$221,394.88. A motion was made by Moriarty, seconded by Hamrick to approve the report as presented. Motion carried.

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

Old Business

1. WIOA Report. Bonney gave the following report:

The State Workforce Development Board met on Monday of this week. The Realignment Committee made a recommendation to move to a six region scenario. The map of the six regions approved by the State Workforce Development Board was provided to members. Our larger region will be a combination of the current Region 3-4 (Spencer), Region 5 (Fort Dodge) and Region 12 (Sioux City). There are also a couple counties from what was Region 8 (Carroll). The map approved by the State Workforce Development Board aligns with Iowa community college boundaries. The next step in the process is to get current chief elected officials together to determine who will serve on the CEO Board for the larger region. After the CEO board is in place, the CEOs will select Regional Workforce Development Board members for the new larger region. Current plans are to have all of this completed by December, 2019. Several steps are involved in the process of standing up the new

regions. New Title I Service Providers will need to be chosen as part of this process. We will begin discussions with Fort Dodge and Sioux City to see if there is interest in working together to apply as Title I service provider for the new regional configuration. There has been some discussion around current CEOs appealing this new structure. Whether that appeal will move forward depends upon a number of factors yet to be determined. If the CEOs appeal, they have 20 days from the date the State Board approved the new structure to file the appeal.

The new IowaWORKS data management system will go live May 6, 2019. Staff attended a week-long training for the new data management system. Staff are currently using the training site to practice using the new system prior to going live in May.

Some discussion followed.

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

Hallgren informed the Board that he and Kristin (Housing Planner) attended the 2019 ICOG Staff Development Conference in Grinnell on February 14-15. Hallgren stated it was a good conference with many informative speakers. Hallgren indicated that one of the things he took away from the ICOG conference was a continued encouragement at the State level for the implementation of Healthy Iowans programs and the general promotion of programs and services and planning efforts that promote a healthier lifestyle and create a healthy and safe environment for the citizens of Iowa to live, work and enjoy.

Hallgren distributed a listing of all NWIPDC member cities within our 9 county region. This listing shows the recently released 2011-2015 ACS (American Community Survey through the US Census Bureau) Low to Moderate Income percentage for each community. This listing is important because according to State CDBG regulations, if a community is identified as being above 51% LMI for the entire community, they will automatically be eligible to apply for CDBG funding for future projects. This eligibility will eliminate the needs to target survey or complete a random survey of the entire community for community-wide benefit projects. Hallgren noted that several cities changes LMI status as far as meeting the 51% LMI threshold between the old 2006-2010 figures to the new 2011-2015 LMI figures. In total there are currently 17 communities within the NWIPDC region that meet the threshold of 51% LMI and would otherwise currently be considered eligible to apply for federal CDBG funding for a range of infrastructure, housing, community facility, or downtown revitalization grants.

Lastly, Hallgren indicated that at the January Board meeting, he stated that he was preparing a Planning Survey to go out to all member cities inquiring about services and how NWIPDC is doing at providing these services to our member city/county governments. Hallgren distributed a report to the Board members showing the results of the survey. The survey went live online and the website link was emailed to all 80 cities, 9 counties and the NWIPDC Board members. Out of approximately 100 survey recipients, we received a response back of about 25 completed or partially completed surveys. Hallgren then proceeded to go through the survey and highlight some of the trends, results, comments, and findings from the survey questions pertaining to the Planning services offered in our region and the level of service provide by NWIPDC staff. For instance, in response to the question as to how often our member city/county governments utilize NWIPDC for planning and community development services, the overall response was 6.2 out of 10. Additionally, when asked how would

our member city/county governments rate their experience in working with NWIPDC staff when working on projects or programs, the overall response was 9.1 out of 10.

2. Contract Status Report. There were four contracts presented for informational purposes only.

New Business

1. Appointment of Nominating. Schumacher, Koedam and Bloemendaal agreed to serve on the nominating committee. They will meet after this meeting.
2. Appointment of Non-Elected Officials. Kourousis stated that the non-elected officials in Clay, Lyon and Buena Vista Counties, are due for re-appointment to the Policy Council this year. Kristi Franker is the Clay County representative and will continue. Dale Arends is the Buena Vista County representative and will continue. Steve Simons is the Lyon County representative and also plans to continue.
3. Miscellaneous. None

With there being no more discussion, the next meeting was scheduled for March 21, 2019 at 9:30 AM. A motion to adjourn was made by Bloemendaal, seconded by Clayton. Motion carried. The meeting adjourned at 10:30 AM.

Respectfully submitted,



Jackie Huckfelt, Secretary

TREASURER'S REPORT
CASH IN BANK
2/28/19

CASH ON HAND 1/31/19	\$169,314.07
Receipts	132,249.67
Disbursements	97,814.75
 CASH ON HAND 2/28/19	 \$203,748.99

Reimbursements to NWIPDC

WIOA	35,542.73
EDA	4,327.06
SHIELD	8,676.68
HAZMAT	100.00
HOUSING TRUST FUND	2,627.25

CASH BALANCE 2/28/19	\$255,022.71
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Check	Date Paid	Vendor	Description	Amount
529	3/1/2019	Farmers Trust & Savings Bank	Payroll Taxes	\$7,468.22
530	3/1/2019	State of Iowa Treasurer	State Taxes	\$1,562.00
531	3/15/2019	Farmers Trust & Savings Bank	Payroll Taxes	\$7,468.21
532	3/15/2019	State of Iowa Treasurer	State Taxes	\$1,562.00
27061	3/1/2019	Advanced Systems, Inc	Copies	\$694.43
27062	3/1/2019	CenturyLink- LD	Conference Call	\$66.24
27063	3/1/2019	Clay County Auditor	Rent	\$3,799.68
27064	3/1/2019	Iowa Central Community College	Word/Excel Classes	\$250.00
27065	3/1/2019	Spencer Municipal Utilities	Internet	\$80.00
27066	3/1/2019	United Parcel Service	Postage	\$16.47
27067	3/15/2019	Advanced Systems- Lease	Copier Lease	\$489.50
27068	3/15/2019	Boji Information Systems	Hard Drive-Darren/ Consulting	\$892.00
27069	3/15/2019	Bridget Richards	Travel	\$388.79
27070	3/15/2019	Casey's General Stores	Gas	\$152.73
27071	3/15/2019	CenturyLink	Phones	\$434.57
27072	3/15/2019	Clay County Auditor	Utilities	\$745.76
27073	3/15/2019	Iowa Lakes Community College	Word/Excel Classes	\$947.20
27074	3/15/2019	Iowa Lakes SBDC	Contract Labor	\$1,000.00
27075	3/15/2019	Iowa Workforce Development	WIOA Copier Lease	\$101.50
27076	3/15/2019	Michael Raner	Travel/ Cell Phone	\$443.13
27077	3/15/2019	Spencer Office Supplies	Classification Folders/ Paper/ Pens/ Fax Ribbon	\$624.17

