

SIGN UP SHEET

April 17, 2019

	NAME	COUNTY	Email
X	Dale Arends	BV County	arendsdale@yahoo.com
X	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
✓	George Moriarty	Clay County	allargemoriarty@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	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
X	Marjean Westerman	O'Brien County	mwesterman@evertek.net
X	Glenn Anderson	Osceola County	sibleyadmin@hickorytech.net
X	Stephanie Neppl	Osceola County	snepl@osceolacountyia.com
X	Mike Schulte	Osceola County	ssmobile@nethtc.net
	Roger Faulstick	Palo Alto County	rfaulstick@mchsi.com
		Palo Alto County	
		Palo Alto County	
X	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

April 18, 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 March Minutes
 - III. Communications
 - IV. Treasurer's Report Through March
 - 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. Plaque Presentation
 2. 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 Neppi (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
March 21, 2019

The meeting was called to order by Chairman Steve Simons at 9:30 AM. Present at the meeting were:

Buena Vista County:	Kelly Snyder
Clay County:	George Moriarty and Art Hamrick
Dickinson County:	W.C. Leupold
Emmet County:	Tim Schumacher
Lyon County:	Steve Simons and Merle Koedam
O'Brien County:	John Steensma
Osceola County:	Mike Schulte and Stephanie Nepl
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 February meeting were presented for approval. A motion was made by Schumacher, seconded by Moriarty to approve the minutes. Motion carried.

Communications. Kourousis stated that we received an invitation to apply for the yearly EDA grant in the amount of \$70,000 the other day so he has been working on that application. The application is due April 10th.

The Treasurer's report for February reflected a cash balance of \$255,022.71. A motion was made by Schulte, seconded by Bloemendaal to approve the report as printed. Motion carried.

The bills, paid since the last meeting, were presented for approval. A motion was made by Schulte, seconded by Schumacher 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 February 18th. The map of the six regions approved by the State Workforce Development Board was provided to members last month. 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. I am aware that at least two appeals, possibly more have been filed. The issue is there are two different appeal processes in Iowa. One is in the 2016 Unified State Plan published on the State Workforce Board Website and Iowa Workforce Development website. The other is the 2018 Updated Unified State Plan published on the federal DOL and Department of Education websites. This needs to be resolved to move forward. Prior to any discussion of two conflicting appeal processes, the State indicated 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. They have indicated that each county will have a

representative on the larger regional board. After the CEO board is in place, the CEOs will select Regional Workforce Development Board members for the new larger region. At the State Workforce Development Board it was stated they would like to have all of this completed by December, 2019. The appeals, if accepted, would put this process on hold until resolved. We did begin very early discussions with Fort Dodge, Carroll and Sioux City to see if there is interest in working together. There is interest in applying as Title I service providers for the new regional configuration.

The new IowaWORKS data management system live has been moved back to June 3, 2019. Testing of the data conversion is occurring at this time along with testing of the new processes.

The Disability Employment Initiative grant will end on March 31st. All customers enrolled in the grant will be co-enrolled in other programs, if they have not yet met their employment goals. Bridget Richards who is the Disability Resource Coordinator under the grant, will be funded through the region's Ticket-to-Work funds that have been generated as a result of enrolling individuals who are receiving social security disability or SSI, into the program. When these individuals obtain employment that reduces their social security benefits, the employment network who assisted them gets funds reimbursed, known as ticket-to-work funds.

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

Hallgren informed the Board that the City of Everly in Clay County was recently awarded a \$300,000 CDBG grant to assist with improvements to the city's lagoon and wastewater treatment project. Hallgren informed the Board that the Planning staff is working diligently with other communities in preparing and submitting grant applications. Currently, staff is working with the City of Graettinger on submitting a \$290,000 grant request for a proposed new well project by March 31st. Staff is assisting the City of Lake Park on submitting a proposed water system and water main looping project by July 1st, and staff has preliminarily begun working with city staff and project engineer's on a couple of sewer related projects in the cities of Peterson and Rembrandt. Hallgren indicated that Cara Elbert has been working with staff from Village Northwest and will be submitting a project on their behalf through the City of Sheldon on April 19th for a Community Facility CDBG grant for a facility benefiting mentally and physically challenged persons. Lastly, Hallgren informed the Board that Kristin Larsen, NWIPDC Housing Planner, is working on four (4) housing rehabilitation grant applications for the cities of Armstrong, Newell, Ruthven, and Hawarden of which will all be submitted by May 4th.

Hallgren informed the Board that Erin Pingel, Planner, is working with the Spencer SRTS (Safe Routes to School) program and is getting geared up for the spring walking season and working with the city and school officials on this beneficial program. Also, Hallgren indicated that the NWIPDC Planning Survey discussed at last month's meeting showed an interest from about three additional communities on our region interested in looking into a locally operated SRTS program. Hallgren stated that he would be working with Erin on creating a new "small community" SRTS program intended to provide technical expertise, administrative assistance, and mapping/survey services to some of our smaller communities across NW Iowa that have school's located in the community and are interested in creating a local SRTS program. NWIPDC staff intends to roll out this new and exciting SRTS program for the 2019/20 school year.

Hallgren spoke briefly about the localized spring flooding events resulting from the recent thaw, snow, and rain events across portions of NW Iowa and the impact it is having on some river systems. Hallgren provided an update on Hazard Mitigation Plan status in which he indicated Clay and Dickinson counties both have recently approved FEMA Hazard Mitigation Plans. Lyon County is in the process of having their plan approved by FEMA, and Sioux/Osceola/O'Brien counties have a regional plan under review for grant consideration with Iowa Homeland Security. Also, Hallgren pointed out that if there are property owners who have received flood damage to their properties, they should check into the NW Iowa Regional Housing Trust Fund to see if they qualify to receive assistance with home repairs and improvements through grant and loan programs.

Lastly, Hallgren informed the Board of an upcoming opportunity to learn more about nuisance abatement and how it may impact their communities. The Iowa League of Cities is sponsoring a Nuisance Abatement Conference on May 15th in Coralville, Iowa. Hallgren also mentioned that Darren Bumgarner, NWIPDC Nuisance Abatement coordinator for our regional nuisance abatement administrative services, is also getting geared up and has heard from several communities interested in pursuing nuisance properties in their communities this coming spring and summer.

3. Contract Status Report. There was one contract presented for informational purposes only.

New Business

1. Nominating Committee Report. Bloemendaal stated that it was the Committee's recommendation that Glenn Anderson be nominated as Chairman and Kelly Snyder as Vice-Chairman. A motion was made by Bloemendaal, seconded by Koedam to accept these nominations. Motion carried.
2. Adopt Depository Resolution. Kourousis stated that it was time to adopt the Depository Resolution for another year. There were no changes in the plan from last year. Kourousis introduced Resolution Number 2019-1. A motion was made by Schumacher, seconded by Steensma to adopt the resolution. Motion carried. Depository Resolution for 2019 was adopted.
3. Simonsen Iron Works Loan Update. Kourousis stated that we were notified that Simonsen's will be closing. There will be approximately 35 people laid off. Kourousis sent the information to our attorney. Kourousis reported that we have second position on the building. Kourousis was notified by the attorney this week that they plan to continue making payments until the building is sold.
4. Miscellaneous. Schumacher thanked Simons for his 2 years as Chairman of the Board. Also, Snyder asked if it would be possible to have name tags.

With there being no more discussion, the next meeting was scheduled for April 18, 2019 at 9:30 AM. A motion to adjourn was made by Bloemendaal, seconded by Snyder. Motion carried. The meeting adjourned at 10:05 AM.

Respectfully submitted,



Jackie Huckfelt, Secretary

TREASURER'S REPORT
CASH IN BANK
3/31/19

CASH ON HAND 2/28/19	\$203,748.99
Receipts	60,249.91
Disbursements	133,761.51
CASH ON HAND 3/31/19	\$130,237.39

Reimbursements to NWIPDC

WIOA	41,501.10
EDA	7,705.43
SHIELD	12,393.10
HAZMAT	1,080.58
HOUSING TRUST FUND	3,852.40
CASH BALANCE 3/31/19	\$196,770.00

Number	Date	Vendor	Description	Total
537	4/12/2019	Farmers Trust & Savings Bank	Payroll Taxes	\$7,468.21
538	4/12/2019	State of Iowa Treasurer	State Taxes	\$1,562.00
27090	4/12/2019	Advanced Systems, Inc	Copies	\$694.43
27091	4/12/2019	Advanced Systems- Lease	Copier Lease	\$489.50
27092	4/12/2019	Boji Information Systems	Consulting	\$150.00
27093	4/12/2019	Casey's General Stores	Gas	\$221.79
27094	4/12/2019	CenturyLink	Phones	\$436.12
27095	4/12/2019	Clay County Auditor	Rent/ Utilities	\$4,478.28
27096	4/12/2019	Dale Arends	RWDB Travel	\$51.94
27097	4/12/2019	Diane Twait Nelsen	RWDB Travel	\$47.70
27098	4/12/2019	Greg VerSteeg	RWDB Travel	\$63.60
27099	4/12/2019	Iowa Workforce Development	WIOA Copier Lease	\$101.50
27100	4/12/2019	Kristin Hanson	RWDB Travel	\$28.62
27101	4/12/2019	Lee Beem	RWDB Travel	\$26.50
27102	4/12/2019	Michael Raner	Travel/ Cell Phone	\$704.79
27103	4/12/2019	Mike Schipper Training	HM Ops Refresher Classes	\$2,705.60
27104	4/12/2019	Northwest Iowa Community College	HM Awareness Classes	\$2,420.00
27105	4/12/2019	Pitney Bowes Global Financial Services, Inc	Postage Meter Lease	\$144.30
27106	4/12/2019	Ranae Sipma	RWDB Travel	\$23.32
27107	4/12/2019	Reva Arends	RWDB Travel	\$58.30
27108	4/12/2019	Spencer Municipal Utilities	Utilities	\$80.00
27109	4/12/2019	Spencer Office Supplies	Pens/ Correction Tape	\$26.48
27110	4/12/2019	Staci Kleinhesselink	Insurance Deductible	\$500.00

Policy Council April 18, 2019
Training Division Report

The Region 3-4 CEOs have submitted an appeal of the Iowa realignment to six regions. Tim Schumacher, as CEO chair can speak to the specifics of the appeal. The State Workforce Development Board will consider the appeal at the May, 2019 meeting.

The summer youth employment program called the Supervised Career Preparation Program (SCPP) will begin on June 3rd. Seventy youth have applied to participate in the program this year. Youth are eligible to earn high school and possibly college credit for participating in this six week work experience. The employers pay the wages for the youth work experience.

WIOA Title I performance for PY18 2nd quarter has been received. The region is meeting performance in all areas except Youth Placement in Education or Employment 4th Quarter, and Adult and DW Credential Attainment. The state did provide clarification that credential attainment rate has a data discrepancy with the reporting system and thus credential rates will be updated. For youth, the 4th quarter employment measure still has two quarters of reporting that will help reach the 63.9% rate we need.