

Region 8 Regional Workforce Development Board Meeting
IowaWORKS Center, 619 N. Carroll St., Carroll
Official Minutes, March 7, 2016

Call to Order - The meeting was called to order by Elizabeth Waigand at 12:30 P.M.

Roll Call - Regional Workforce Development Board members present: Elizabeth Waigand, Becky Jacobsen (by phone), Behne (by phone), Smalley (by phone), Osborne (by phone), Wenthold (by phone), Susanna Lee (by phone), Dorhout (by phone). **RWIB Quorum – Yes.**

Guest present: Todd Spencer, District IWD Manager. WIOA staff present: Beth Winqvist and Rick Hunsaker

Minutes –

RFP Process

Elizabeth Waigand explained the RFP process and what the process meant for the board and the operation of the local programs. Asked again if anyone had a conflict of interest and only the WIOA staff stated they had a conflict of interest and would leave the conversation when needed.

Selection of Review Committee Volunteers

Elizabeth Waigand explained need for a review committee and asked for volunteers. Jacobsen and Waigand volunteered. No others volunteered so Waigand suggested Sherri Vaughn from the local IWD. Waigand made a motion for Jacobsen, Waigand and Vaughn to be the Volunteer committee and Smalley second the motion. All in favor.

WIOA staff Winqvist and Hunsaker left the call.

Move to Closed Session

Motion was made by Dorhout to move to closed session and Jacobsen seconded. Roll call vote: Behne (yes), Lee (yes), Waigand (yes), Smalley (yes), Wenthold (yes), Osborne (yes), Dorhout (yes), Jacobsen (yes).

RFP to be Posted to Public – Open Session

Elizabeth Waigand announced that the meeting was back in open session. No one else joined the open session. Dorhout made a motion that Elizabeth Waigand can post RFP to the public. Jacobsen seconded. All in favor.

Adjourn

Waigand made a motion to adjourn the meeting. Jacobsen seconded the motion. Meeting adjourned at 1:30 P.M.

Regional Workforce Development Board
Meeting Minutes
Special Phone meeting
May 12, 2016

Meeting was called to order at 12:30. Members present Smalley, Beardmore, and Waigand. Waigand acted as Chair in Barb Quandt's absence.

There were no conflicts of interest.

Waigand called for a decision to appoint an acting Chair until Quandt is able to return. Beardmore made a motion that Waigand would act as RWDB Chair until Quandt's return. Smalley Seconded. Motion passed. Waigand called for a decision to appoint a Vice Chair with the resignation of Barry Burner until elections are held. Waigand made a motion that Beardmore act as Vice Chair. Smalley Seconded. Motion passed. Winquist reported to the board the WIOA timelines for the Local Service Plan and discussed changes made to the Local Service Plan Draft at the recommendation of the Core Partners. Executive Committee approved the Final Draft of the Local Service Plan. Vote was held and all voted to approve and Ratify at the next board meeting on May 19.

Waigand said that quorum at the May 19th meeting was very important. The Board will be choosing a WIOA service provider. She strongly encouraged everyone to attend.

Minutes Submitted by Elizabeth Waigand, Acting RWDB Chair.

REGION 8 WORKFORCE DEVELOPMENT BOARD
May 19, 2016
REGION XII COUNCIL OF GOVERNMENTS, CARROLL IA

The meeting was called to order at 5:30 p.m. Board members present were Skoog, Kasperbauer, Smalley, Jacobsen, Beardmore, Osborne, Godbersen, Lee by cell phone, Burchfield, and Waigand. Absent board members were Dorhout, Quandt, Wenthold, Espenhover, Behne, Simonson, Litterer, and Spies. Also attending Beth Winquist, WIOA Director, Richard Hunsaker, COG Executive Director, Shari Clausen, Job Corps, and Jessica Badding, IA Department for the Blind VR Counselor. Smalley moved and Burchfield seconded to elect Karen Kasperbauer as Chairperson. Motion carried. Jacobsen moved and Smalley seconded to elect Pam Beardmore as Vice-Chairperson. Motion carried. Executive Committee members are now Kasperbauer (Chairperson), Beardmore (Vice-Chairperson), Skoog, Kasperbauer, and Grasty. Kasperbauer is now Chairperson and Grasty is no longer a board member so two appointments need to be made to the Executive Committee. Godbersen moved to appoint Peggy Smalley to serve on the Executive Committee. Kasperbauer seconded. Motion carried. Smalley moved to appoint Becky Jacobsen to serve on the Executive Committee. Beardmore seconded. Motion carried. Executive Committee members are Kasperbauer, Beardmore, Skoog, Smalley, and Jacobsen. Smalley moved to approve the minutes of the November 19, 2015 meeting and members reviewed the March 7, 2016 and May 12, 2016 telephonic meeting notes. Jacobsen seconded. Motion carried. Waigand asked the board if any members had a conflict of interest in regards to the agenda items. There were none reported. Committee's recommendation for WIOA Adult, DW, and Youth Providers was Region XII Council of Governments, Inc. and this recommendation was reviewed and discussed. Godbersen moved and Kasperbauer seconded to approve Region XII Council of Governments, Inc. as the WIOA Adult, DW, and Youth Providers. Motion carried with Skoog abstaining. Beardmore moved and Kasperbauer seconded to ratify RWDB's Executive Committee approval of the WIOA Plan. Motion carried. WIOA Report was given by Beth Winquist, WIOA Director. Waigand, IWD Operations Manager, gave an IWD Report. Beardmore stated the Carroll Coolers have four openings for carpentry skilled applicants. Partner reports were given by IA Department for the Blind, Job Corps, and Region XII Council of Governments, Inc. Godbersen moved and Kasperbauer seconded to adjourn meeting. Motion carried.

REGION 8 WORKFORCE INVESTMENT BOARD

August 18, 2016

Region XII COG Training Room, Carroll, IA

The meeting was called to order at 5:30 p.m. Board members present were Skoog, Godbersen, Kraft (Quandt), Kasperbauer, Smalley by telephone, Wenthold, Beardmore, Osborne, Lee, and Waigand. Absent board members were Behne, Jacobsen, Simonson, Burchfield, Litterer, Spies, Dorhout, and Espenhover. Also attending were Jim Whitmire, Job Corps, Jessica Badding, Voc. Rehab – Dept for the Blind, and Beth Winquist, WIOA Director. Kraft moved to approve the minutes of the May 19, 2016 meeting. Skoog seconded. Motion carried. Beardmore asked the board if any members had a conflict of interest in regards to the agenda items. There were none reported. Memorandum of Understanding (MOU) was reviewed and discussed. Godbersen moved and Kraft seconded to approve the MOU as presented. Motion carried. The Referral Flow Chart and Referral Form were reviewed and discussed. WIOA report covered August scheduled classes, Field Memo #16-03 Ticket to Work, Field Memo #16-05 Consumer Choice, the Simulator Trailer, and Words for Work class. Waigand gave an IWD report. Partner reports were given by attending members. Kraft moved and Skoog seconded to adjourn meeting. Motion carried.

REGION 8 WORKFORCE DEVELOPMENT BOARD
November 17, 2016 (no quorum)
REGION XII COUNCIL OF GOVERNMENTS, CARROLL IA

The meeting was called to order at 5:30 p.m. Board members present were Dorhout, Rasmussen, Smalley, Wenthold, Jacobsen, Lee, Waigand, Whitmire, Badding, and Godbersen. Absent board members were Skoog, Kraft, Kasperbauer, Beardmore, Espenhover, Behne, Simonsen, Spies, Osborne, Burchfield, Litterer, and Wanninger. Also attending Beth Winqvist, WIOA Director, and guest, Jen Daniel, New Hope. There was no quorum. Minutes of the August 18, 2016 meeting were reviewed. Waigand asked the board if any members had a conflict of interest in regards to the agenda items. There were none reported. WIOA informational report covering the Denison Transition Center, Apprenticeships, Electronic State Monitoring, Proposed Changes to RWDB Appointment Process, and EE Summit Summary was distributed, reviewed, and discussed. Waigand, IWD Operations Manager, gave an IWD report. Partner reports were given by Waigand (Iowa Workforce Development), Lee (Western Iowa Tech community College), Badding (Vocational Rehabilitation/Department for the Blind), and Whitmire (Job Corps). Meeting was adjourned.