

Regional Workforce Investment Board

Tuesday, October 13, 2015

Minutes

RWIB Members in Attendance:

Martha Wick, Indian Hills Community College

Ann Youngman, Wilson School

David Krutzfeldt, Interpower Corporation

Justine Heffron – per phone

Pam Young – Davis Co. Hospital

Ed Miller

Becky Schmitz – Jefferson County Board of Supervisors

Partner Agencies: Dave Humburg, Ottumwa Job Corps and Christy Roush, Operations Manager, Iowa Workforce Development

Indian Hills Community College in attendance: Jennifer Snead, Operations Manager and Lisa Stek, Administrative Aide.

Martha Wick , RWIB Chair called the meeting to order. We have a very large agenda so let's get started.

- Approval of Agenda: David Krutzfeldt, motioned to approve-Ed Miller, seconded
- Approval of Minutes: Approval of minutes with the change of father to grandfathered for the transition of boards. David Krutzfeldt, motioned to approve-Ed Miller, seconded
- David Krutzfeldt went over the finance reports, he feels everything is looking great and we are on track for the expenditures.
- Executive Committee – we need to have 5 members on the Executive Committee, we currently have three. This committee will meet in case there is an important item that needs approval before the next RWDB Meeting. Ann Youngman and Becky Schmitz agreed to be on the committee, so the Executive Committee will exist of Martha Wick, Ed Miller, David Krutzfeldt, Becky Schmitz and Ann Youngman. Pam Youngman motioned to approve, Justine Heffron seconded
- Youth Standing Committee Update – Becky announced that the Youth Standing Committee is a strong committee and their goal is to assist the needs of our youth and the Youth Resource Booklet is one of the results from this committee. This was a collaboration with the board and IowaWORKS staff to put together all this information, and the plan is to update it yearly. We will eventually have it accessible on-line for use. Everyone has a booklet in their folders, this was given to all high/jr high school counselors, IHCC counselors along with WIOA /Promise Jobs Counselors and anyone who is involved with working with the youth in our area. .
- WIOA Youth – Zaya Garner is a participant of the WIOA youth program, Zaya is a senior at Fairfield High School. Zaya did a work experience this past summer at Ideal Energy, it is a new solar powered business in Fairfield. Zaya's duties were to go on google earth and look at business and evaluate if they would be a good candidate for solar power panels and pass this information off to the owner who would contact the

business. Zaya really enjoyed his work experience, he felt that he gained so much knowledge about solar panels but also how to work with several people in work environment.

- Eligible Training Provider programs – there are several IHCC programs that have changed or are brand new that we need to have added to the State Training Approval List. Everyone was in agreement that these trainings would be an asset for our participants. Becky Schmitz motioned to approve and Ann Youngman seconded.
- Ticket to Work – it is time to review the ticket to work Fiscal Agent, currently we use Goodwill Industries of which has worked out quite well. Clark Young is the employee for Ticket to Work and is housed in our office so he is very accessible which has worked out quite well for our customers. Becky Schmitz motioned to approve using Goodwill Industries and Ed Miller seconded.
- RWIB By-Laws and Ex-Officio Members– we need to review the previous by-laws and make any changes that want since the program has changed this is a perfect time to update or change them. The committee agreed that the by-laws are fine as they are and only need to change the name to WIOA and continue with the Ex-Officio Members we have listed. Ed Miller motioned to approve with Dave Krutzfeldt seconded.
- October 29th Training – The WIOA Regional Partners & Managers Training Conference is October 29th anyone interested in attending this from the board just needs to register, right now we have Ann Stocker and David Krutzfeldt attending for the board.
- CSP Modification for 75% OJT – changing the customer service plan for OJT's to 75% was discussed and approved at the last meeting, this is just the actual form that needs signatures. We are also needing to change our Follow-up services data to the customer service plan, we are just adding a couple of items, everyone was in agreement it looks great. Ed Miller made the motion to approve and Dave Krutzfeldt seconded.
- The State Board is offering training for the local boards, the dates for Ottumwa are either January 5th or 7th from 9:00 – 3:00 p.m. in the ATC Room 122. The suggestion was made to have our local board meeting during lunch from 12:00-1:00 since everyone would be in attendance and not have another meeting in January as scheduled. Ed Miller motioned to approve meeting during lunch and Dave Krutzfeldt seconded.

With no other items to be discussed the meeting was adjourned, our next meeting will be January 5, 2016 or January 7, 2016. Jennifer Snead will e-mail everyone once the date is set.