

## Cedar County Economic Development Commission

July 8, 2014

5:30 PM – Cedar County Courthouse  
Meeting Minutes

### Roll Call

**Board Members Present:** Pam Spear (Board Chair-Tipton), Greg Wagner (Vice Chair-Stanwood), Wayne Deerberg (Cedar County Board of Supervisors), Charlene Myers (Bennett Representative), Doug Beland (Durant), Joe Wenndt (Lowden Representative)

**Staff Present:** Lisa Decker (Office Manager/Marketing Assistant)

**Guests:** Sue Hall (Reporter-Tipton Conservative), Annette Shipley (Regional Director, ISU Extension and Outreach), Grant Elliott (Iowa Works)

Chair Pam Spear called the meeting to order at 5:30 PM.

### Agenda Additions/Agenda Approval

- Wayne Deerberg made a motion to approve the Agenda, seconded by Joe Wenndt. Motion carried.

### Communications

- Grant Elliott, Iowa Works Cedar County Representative, gave a presentation on their company, Iowa Works, and the services they offer. Iowa Works, which is a State Agency, is in partnership with Iowa Workforce Development. They are a free one-stop resource for Iowa businesses to find workforce information, solutions, and provide free advertising for job listings.

He reported 50% of jobs in Cedar County are skilled trade jobs, but only 33% of prospective employees have the skills to fill these jobs. Iowa Works is in a partnership with Kirkwood Community College to provide training programs to help people get the required skills needed to fill jobs in Cedar County. Iowa Works helps identify what skills people have and make them more marketable. Iowa Works provide an assessment test, created by ACT, which includes Math, Reading, and Locating. The results of this test will give job seekers a snapshot of their skills. Employers can use the results of these tests to help take the guesswork out of the hiring process. This is a free testing service provided by Iowa Works. The goal of employers and potential employees participating in this process is to help Cedar County become a Skilled Iowa Community. He is looking for local businesses to show their support, which will help market the community and workforce.

- Annette Shipley, Regional Director for Iowa State University Extension and Outreach was present to tell the Board she is available to assist communicating with ISU regarding the hiring process for the Executive Director. She stated the hiring criteria are a lengthy process and she is available to help facilitate any concerns or questions the Board may have.

### Consent Agenda

- The June minutes and financial reports were presented. A motion was made by Joe Wenndt, seconded by Greg Wagner to approve. Motion carried.

### Unfinished/Old Business

- An update was given on the status of the hiring process for the new Executive Director. Chair Pam Spear said ISU had advertised the opening; closing for the posting would be July 11. The process for hiring will include screening and scoring with a matrix system, which is a lengthy process. Joe Wenndt asked if every Board member sits in on the process. Chair Pam Spear said the Board is welcome to sit in on the process, but last time ISU asked for a committee of three Board members, which were Greg Wagner, Jon Bell, and Pam Spear. The Board will have the final say and approval.

- The Office Manager reported on liability insurance for Board members, and what the cost would be if CCEDCO would become a 501(c)3. She called the CCEDCO insurance provider and they said they did not see any need or benefit to have additional insurance, as members should be covered under the existing insurance policy. It was discussed whether insurance only covers elected members of the cities who are on CCEDCO Board. Annette Shipley asked if anybody knew of an attorney who would be willing to volunteer to be on the Board to help answer these types of questions. Chair Pam Spear asked if having an attorney on the Board would affect the By-Laws. Doug Beland responded that any member on the Board is appointed by their city. The Office Manager will call the insurance company and clarify.

### New Business

- There was no new business.

### Announcements

- Next Board meeting will be August 12, at the Extension Office meeting room.

### City Reports


- Durant reported clean up after the storm in June is ongoing. The police station will be moving into the old Casey's building. The Superintendent of Public Works is looking to retire in the near future and they will be looking for a replacement
- Mechanicsville has hired a new police officer and a meet and greet was held at the bank.
- Tipton reported a new County Assessor has been hired. There was a lot of wind damage from the June 30 storm, and cleanup is ongoing. The July 4 celebration went well and there was a good turnout. David's Famous Gourmet Frozen Custard samples were available during the celebration and the new police K-9 was at the park to meet the public.
- Stanwood had some flooding from the recent storms.
- Lowden reported that the Corner Café building has been purchased. There was a lot of flooding in the area from the recent storms. The progress on the new development is going well. Of the 12 lots being developed, three have already been sold.

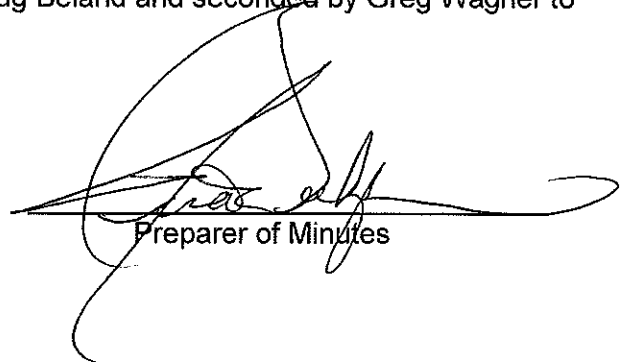
### Office Manager/Marketing Assistant Report

- Completed FY14-15 Budget
- Researching possible grant/loan information for City of Lowden Main Street repairs
- Cedar County, IA is #18 in country in Equality of Income according to GINI Index
- Plastic Products in West Branch is looking to expand
- Prepared information for booth at fair

### Adjourn

- With no further business, a motion was made by Doug Beland and seconded by Greg Wagner to adjourn at 6:41 PM.

  
Board Chair

  
Preparer of Minutes