



# Mississippi Valley Workforce Development Board

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## **Business Committee Meeting Agenda**

Thursday, July 13, 2023, at 11:00 a.m.

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/86836600675?pwd=MWJMUUnZWV05FK2p6REJhNjJESnhhQT09>

Meeting ID: 868 3660 0675      Passcode: 432130

One tap mobile: +16469313860,,86836600675#

Called to Order	Mandy Parchert
Roll Call	Mandy Tripp
*Consent Agenda	Mandy Parchert
Excused Absences	
Approval of Previous Meeting Minutes	
Approval of Agenda	
Retrain & Retain Grant Interest Updates (Page 4)	Andrea Taylor
*Economy Coating Grant App/Scoring Rubric (Page 6)	Mandy Parchert
Business Service Report (Page 9)	Andrea Taylor
Other Business	Mandy Parchert
Public Comment	Mandy Parchert
*Adjourn	Mandy Parchert

\*Items Requiring a Vote    \*\* Items Requiring a Roll Call vote

### **Accommodations**

Accommodations are available upon request for individuals with disabilities. If you need accommodation, please contact Mandy Tripp at [assistant@mississippivalleyworkforce.org](mailto:assistant@mississippivalleyworkforce.org) or at 1-844-967-5365 option 3.



## Mississippi Valley Workforce Development Board

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### **Business Committee Meeting Minutes**

Thursday, June 8, 2023, at 11:00 a.m., via Zoom

**Members Present:** Mandy Parchert, Kelley Brown, Hannah Howard, Stephanie Torrance, Stacy Borgeson, and Chris Caves

**Members Absent:** Dennis Fraise (excused) and Brad Quigley (unexcused)

**Staff Present:** Miranda Swafford, Executive Director, Andrea Taylor, Associate Director, and Mandy Tripp, Executive Assistant

**One-Stop Operator:** Nick Clayton

#### **CALLED TO ORDER**

Parchert called the meeting to order at 11:02 a.m.

#### **QUORUM**

There was a quorum to conduct business.

#### **EXCUSED ABSENCES**

Howard made a motion to excuse Fraise's absence, Caves seconded, and the motion carried. Quigley had an unexcused absence.

#### **\*APPROVAL OF AGENDA**

Howard made a motion to accept the agenda, seconded by Torrance, and the motion carried.

#### **\*APPROVAL OF PREVIOUS MINUTES**

Brown made a motion to accept the previous minutes, seconded by Caves, and the motion carried.

#### **RETRAIN & RETAIN GRANT INTEREST UPDATES**

Taylor went through the recent interest forms that were filled out and reviewed those for the committee on why they were or were not eligible to apply.

#### **\*BLACK CAT BLADES**

Taylor presented the application summary. The committee worked through the scoring rubric and the application scored 19/20. Caves made a motion to approve the full grant amount requested \$5820, seconded by Howard, and the motion carried.

#### **\*RETRAIN AND RETAIN POLICY MODIFICATION**

Taylor advised the request is to remove the deadlines from the policy until funds are spent, wording changes to reflect the use of the interest form, and that the application is the contract. Swafford added removing deadlines from the policy and moving to an open rolling process until the funds are expended. Caves asked if the funding rolls over, Swafford explained we have 2 years to spend funding. So, we

have until June 30, 2024, to expend the funds. Caves suggested using some testimonials after the pieces of training already approved would be helpful in marketing it. Caves made a motion to remove the deadlines until funds are spent, seconded by Torrance. Caves made a motion to update the policy to reflect the use of the interest form and that the application is the contract, seconded by Brown and the motion carried. Caves made a motion to adjust the budget request to \$25,000 for Program Year 2023 knowing we will have \$38,000 in carry-over grant funds, seconded by Torrance and the motion carried.

### **COMMITTEE MEMBERSHIP REVIEW**

Taylor reviewed the list advising Quigley will be allowing his term to expire on 6/30/23.

### **\*COMMITTEE CHAIR/VICE ELECTIONS**

Howard made a motion to re-elect Parchert as the Chairman of the committee and Caves as the vice chair, seconded by Brown, and the motion carried.

### **MINI LMI DEMO**

Tripp gave a brief overview of some of the capabilities that Lightcast can do from a data perspective. Reach out to Tripp for any individualized requests.

### **BUSINESS TEAM UPDATES**

Taylor gave an update on the business services teams.

### **STRATEGIC PLAN REVIEW**

Taylor gave an overview of the strategic plan and how the meeting went with the business services teams when this was discussed and worked on as a group. This will be reviewed at each quarterly meeting. Caves advised the chamber always goes to IWD first and then they are referred to the appropriate person. Swafford advised we are working on a referral form and requested feedback on if the business committee would use that form, Caves advised she did not think she would use it due to already filling out a lot of paperwork that gets filled out.

### **PY23 FUNDING PRIORITIES**

The topic was tabled due to time constraints.

### **OTHER BUSINESS**

Taylor advised we are seeking a new board member that is a small business owner that may be interested in serving on the board, if you know someone that would be a good candidate please contact Taylor with that information.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURN**

Caves made a motion to adjourn, seconded by Howard, and the motion carried. Parchert adjourned the meeting at 12:06 p.m.

# R&R Grant Interest Update



<b>Barron Equipment Company, Inc</b>	<b>Ineligible</b> due to having received a 260E/F grant within the past year
<b>The Egging Company</b>	<b>Eligible to apply.</b> Working on gathering training information to submit the application
<b>Economy Coating Systems Inc</b>	<b>Application completed, scheduled for committee review on 7/6/23</b> Inspection Certification
<b>Grace Technologies</b>	<b>Eligible to apply.</b> Working on gathering training information to submit the application
<b>Muscatine Assist to Succeed</b>	<b>Eligible to apply.</b> Looking into what training programs they could provide to their instructors to retain and continue the program.
<b>Gentle Family Dentistry</b>	<b>Ineligible</b> due to the training being classified as a conference
<b>Cadorath, LLC</b>	<b>Ineligible</b> due to having received a 260E/F grant within the past year
<b>Total Solutions</b>	<b>No response to outreach attempts.</b>

# \*Economy Coating Grant Application

**Reason** – Application for Retrain & Retain Grant

**Documents Included** – Scoring Rubric

**Action Requested** – Review the Scoring Rubric and review it as a committee to vote on approval of grant funds.



## Mississippi Valley Workforce Development Board

### RETRAIN AND RETAIN GRANT APPLICATION SUMMARY

**Name of business:** Economy Coating Systems INC.

**County:** Clinton

**Amount of request:** \$10,000

**Date application submitted:** 7/6/23

**Date to start training:** August 2023

**Years in existence:** 70

**Total number of employees:** 31

**Total number of employees to be trained:** 9-10

**Reason for funding:** Staff are qualified to perform the inspections however they are required to be certified and the company would like to have additional employees certified in order to expand capacity and remain viable and competitive

**Employer cost share:** 10% plus the remainder of excess totaling \$828.00

**Number of training hours:** 3 days

**Length of training:** 3 days

**Training provider:** Steve McCullough with ALL Transtech LLC

**Course description and objectives:**

NDT Inspection Training. VT Class teaches how to inspect train tank car parts.

**1. Does the business provide employees with opportunities to acquire new or improved skills by earning a credential or direct certification?**

Yes

**2. Does the proposal represent a significant upgrade in employee skills?**

Yes, will receive a certification to be qualified to perform inspections

**3. Do the characteristics of the participants represent individuals with barriers to employment?**

Yes

**4. Are there advancement opportunities with increased wages and benefits?**

Yes potentially

**5. Is there an existence of other training and advancement opportunities provided by the employer?**

Yes

**6. Are layoffs averted because of the training?**

No

**7. Is this utilized as a stepping stone into further education or training or career advancement?**

Potentially, this is a certification they would be able to take with them if they chose to.

**8. Employer size/Training Ratio:**

31/10

**Additional Information:** OSHA Citation documentation included from 3/10/22, this has been resolved and fines are reported to have been paid.

**Upon completion, a trainee will receive:** Certificate, Industry Recognized Credential, and possible pay increase

**Date reviewed by board staff:** 7/6/23

SCORING RUBRIC						
	5	4	3	2	1	Score
<b>Summary</b>	Detail in the training, provider, participants, and reason for training is very high	Detail in the training, provider, participants, and reason for training is high	Detail in the training, provider, participants, and reason for training is moderate	Detail in the training, provider, participants, and reason for training is low	Detail in the training, provider, participants, or reason for the training	
<b>Degree of Change</b>	Training will have a very high degree of change on the company and employees	Training will have a high degree of change on the company and employees	Training will have a moderate degree of change on the company and employees	Training will have a low degree of change on the company and employees	Training will have a very low degree of change on the company and employees	
<b>Upgrade in employee skills</b>	Very high upgrade in employee skills	High upgrade in employee skills	Moderate upgrade in employee skills	Low upgrade in employee skills	No upgrade in employee skills	
<b>Advancement</b>	Significant advancement opportunities, and significant wage &/or benefit increase	Slight advancement opportunities, and slight wage &/or benefit increase	Possible advancement opportunities, wage, or benefit increase	Low advancement opportunities, low wages, or benefit increase	No advancement opportunities, no wage or benefit increase	
<b>Total Score</b>						<b>/20</b>
<b>Score must be least 11 to be considered eligible for approval.</b>						



# Business Services Update



## Mississippi Valley Workforce Development Board

### Business Service Report

Business Services Monthly Report June 1-30, 2023	Burlington	Davenport
Number of Businesses Served	123	151
Number of New Business Contacts	22	25
Type of Services Provided		
Assisted Employer with Accessing Untapped Labor Pools	4	8
Continued Employer Engagement	19	4
Employers view internal resumes	55	199
Notification to Employer of Potential Applicant	0	3
Notification to Employer of Resumes via Virtual Recruiter	0	4
Provided Candidate Pre-Screening	0	1
Provided Employer Information and Support Services	36	36
Provided Job Fair Services	2	30
Provided Job Order Follow-up/Assistance	10	11
Provided Rapid Response / Business Downsizing Assistance	1	2
Provided Training Services	16	4
Provided Workforce Recruitment Assistance	9	11
Referred Qualified Applicants	5	4
Registered Apprenticeship		
Handoff to Office of Apprenticeship	0	2
In-Depth Meeting	0	2

## **Burlington**

- Vocational Rehabilitation reported starting their summer youth program.
- Teach Iowa is changing over to Iowa *WORKS* for employment openings and applications.
- Great Western Supply, based in Davenport, is expanding to Burlington. They are not actively looking for staff but if someone with experience applied or was referred, they would consider hiring.
- Legacy Mail-also not looking but would hire the right candidate.
- Synergistic- a company based out of Texas has one part-time energy specialist position that will be housed in the Burlington school system.

## **Davenport**

- EICC has an opening for an Associate Director of Economic Development they would like to have filled as soon as possible.
- One registered apprenticeship has been approved by the DOL. One with Family Cooling and Heating for HVAC and another with Iowa American Water Co. for a water operation specialist has made it to DOL but they are wanting to include Union so that will take a bit longer.
- Precision Metals has two OJT through a reverse referral for welding. 17-year-old high school graduates referred by the business for assistance.
- Amazon is wanting “immediate bodies”. Management positions are being hired currently, warehouse workers can apply in July and will start in August. They are stressing that they have a very quick three-day turnaround on applying>interview>physical/drug screen>hiring>start. No position will be under \$15 starting wage.

## **Other**

- Success Story!! Registered Apprenticeships! One with Family Cooling and Heating for HVAC has been approved by DOL and another with Iowa American Water Co. for a water operation specialist has made it to DOL but they are wanting to include Union so that will take a bit longer.
- Business Referral Form has been created and is now active.
- The Quad City Times is putting a piece together about the Job Academy
- Redrick Terry and KWQC news stations are wanting to set up interviews
- Next in-person quarterly meeting will be August 16<sup>th</sup> 10a-3p