



Mississippi Valley Workforce Development Board

Business Committee Meeting Minutes

Thursday, March 9, 2023, at 4:00 p.m., via Zoom

Members Present: Mandy Parchert, Chris Caves, Dennis Fraise, Kelley Brown

Members Absent: Hannah Howard (unexcused) and Brad Quigley (unexcused)

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

CALLED TO ORDER

Parchert called the meeting to order at 4:06 p.m.

QUORUM

There was a quorum to conduct business.

EXCUSED ABSENCES

There were no excused absences. Howard and Quigley had unexcused absences.

***APPROVAL OF AGENDA**

Caves made a motion to accept the agenda, seconded by Fraise, and the motion carried.

***APPROVAL OF PREVIOUS MINUTES**

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

***NAMING COMMITTEE**

Parchert advised we needed to pick a name, everyone agreed that Business Services Committee is easy to remember and say when in conversation. Fraise made a motion to approve the "Business Services Committee" name, seconded by Caves, and the motion was carried.

***RETRAIN & RETAIN GRANT MODIFICATION**

Taylor requested the committee to define retail due to a vague DOL description. Discussion took place to remove retail from the ineligible employer list. Fraise made a motion to remove retail from the ineligible employer list, seconded by Caves and the motion carried.

RETRAIN & RETAIN GRANT APPLICANT UPDATES

Taylor advised we have had 11 businesses reach out that are interested in the grant. Taylor gave a brief overview of the businesses that have met with her and their needs. She advised the website was also updated to add the application back to the website.

BUSINESS SATISFACTION SURVEY

Taylor advised we are struggling to get surveys completed. Discussion took place with suggestions made on ways to make connections and build relationships including focus groups and community survey. Swafford advised she is going to have the next set of data from IWD pull only staff-assisted business service data. The committee would approve of a quarterly survey and suggested instant surveys upon services instead of later.

OTHER BUSINESS

Fraise advised Tracy Lamm is no longer with Regional Planning and no longer on the committee. Tripp gave an overview of the QC Refugee Employer event that was held at Iowa*WORKS* in Davenport earlier today.

PUBLIC COMMENT

There was no public comment.

ADJOURN

Caves made a motion to adjourn, seconded by Fraise, and the motion carried. Parchert adjourned the meeting at 4:58 p.m.