



Mississippi Valley Workforce Development Board

Business Committee Meeting Minutes

Thursday, August 10, 2023, at 11:00 a.m., via Zoom

Members Present: Mandy Parchert, Hannah Howard (late), Stephanie Torrance, Stacy Borgeson, and Dennis Fraise

Members Absent: Chris Caves (excused), Kelley Brown (excused)

CEO: Don Schwenker

Staff Present: Miranda Swafford, Executive Director, Andrea Taylor, Strategic Partnership Specialist, and Mandy Tripp, Compliance Officer, Tyler Lanz, Communications Assistant

CALLED TO ORDER

Parchert called the meeting to order at 11:00 a.m.

QUORUM

There was a quorum to conduct business.

CONSENT AGENDA

The consent agenda included agenda approval, previous meeting minutes, and excused absence for Chris Caves and Kelley Brown. Fraise made a motion to approve it, seconded by Torrance, and the motion was 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. Taylor advised there were some issues with receiving notifications from the interest form, but she is checking it regularly. There was some discussion about businesses headquartered in other states that have work sites in Iowa and their eligibility to receive services through Retrain and Retain and through Iowa *WORKS*.

NOVELIS TRAINING COMPLETION UPDATE

Parchert provided an update about Novelis' successful completion of Supervisor Fundamentals Training. 27 employees completed the training and Novelis stated it was a successful training and agreed to participate in some type of testimonial if needed. Novelis will provide certificates of completion, follow up questionnaire, and receipts after they meet with the training provider.

BUSINESS SERVICES UPDATE

Taylor reviewed the monthly business services report and explained the difference between number of services provided and number of employers who received services on the report. There was a discussion about the inclusion of employer self-services, such as viewing internal resumes and automated notification of resumes, in the report for future meetings. Parchert and Fraise discussed that it is good to see employer engagement and would like to keep the report as is, given that it is understood those are

not direct services being provided by the Business Service Team. Taylor provided an update about Rapid Response. Taylor shared upcoming events and success stories from both the Davenport and Burlington centers. The next in-person Business Services Team meeting is at the Davenport Iowa*WORKS* on August 16 from 10-3 p.m. and if anyone from the committee wants to attend, they are welcome.

BUSINESS REFERRAL UPDATE

Taylor advised that the Business Referral form is up and running and staff began using it July 1, 2023. Numbers for July may be low, as Business Engagement Consultants were primarily focused on working with local area school districts during the transition from the Teach Iowa website to Iowa*WORKS*. The Business Service Team feels it will be helpful in establishing a single point of contact and reducing the duplication of services for employers.

OTHER BUSINESS

Parchert advised that administration of regional sector boards will be transitioning from the Department of Education to the Department of Labor and discussed the role that the Mississippi Valley Workforce Development Board will play in that transition. The quarterly meeting of the Advanced Manufacturing Sector Board will take place on Thursday, August 16, 2023 from 8:30-10:00 a.m. if any committee members are interested in attending. Lanz, Tripp, and Taylor introduced their roles and responsibilities as board staff.

PUBLIC COMMENT

There was no public comment.

ADJOURN

Fraise made a motion to adjourn, seconded by Schwenker, and the motion carried. Parchert adjourned the meeting at 11:33 a.m.