



Mississippi Valley Workforce Development Board

Business Committee Meeting Minutes

Thursday, December 14, 2023, at 11:00 a.m., via Zoom

Members Present: Mandy Parchert, Stephanie Torrance, Stacy Borgeson, Chris Caves, Kelley Brown, Caitlin Bliesener, and Emily Benjamin

Members Absent: None.

CEO: None.

Staff Present: Miranda Swafford, Executive Director, Mandy Tripp, Compliance Officer, and Tyler Lanz, Communications Assistant

Guest: Katelyn Orth, Tracie Timmerman, and Travis Robinson

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 and previous meeting minutes. Brown made a motion to approve it, seconded by Caves, and the motion carried.

RETRAIN & RETAIN GRANT INTEREST UPDATES

Lanz advised that the grant interest form responses are being forwarded to her until the Strategic Partnership Specialist position is filled. There were no new interest form completions to report.

***MICHELLE'S VOCATIONAL PLACEMENT GRANT APPLICATION**

Parchert reviewed the application for Michelle's Vocational Placement to obtain Job Coaching training for their employees and facilitated the discussion and rubric scoring. There was some discussion about the benefits for the trainees, since some of the skills seem like basic experience for the job. Trainees will receive a certificate and a pay increase. There was additional discussion about one of the employees who is not an Iowa resident and whether the Committee would like to make an exception. Caves advised she has looked into the Illinois policy for Incumbent Worker Training, and they do not have a residency requirement. Caves made a motion to approve the application in the amount of \$3,800, including an exception for one employee who is not an Iowa resident. Torrance seconded, and the motion passed.

***TITAN MACHINERY GRANT APPLICATION**

Parchert presented the application for Titan Machinery to obtain Class B Commercial Driver License training and facilitated the discussion. The employee to be trained is not an Iowa resident. Borgeson made a motion to approve the application in the amount of \$3,600, including an exception for the employee who is not an Iowa resident. Benjamin seconded, and the motion carried.

***DYNAMIC TUBE GRANT APPLICATION**

Parchert reviewed the application summary for Dynamic Tube to obtain training for their employees through Global Shop Solutions. There was some confusion on the number of employees to be trained, and Lanz clarified that 24 total employees will receive training, with 3-5 receiving “Train the Trainer” certificates. All but one of the employees are Iowa residents. Brown discussed that Dynamic Tube is a Jackson County Economic Alliance partner, and highlighted the impacts this will have on their business’ efficiency. Caves emphasized the role of Chambers and Economic Development partners in supporting local businesses and referring to the IWT grant. Brown made a motion to approve the application in the amount of \$10,000, including an exception for the employee who is not an Iowa resident. Caves seconded, and motion carried.

***RETRAIN & RETAIN POLICY MODIFICATION**

Swafford reviewed the current Retrain & Retain Policy and discussed the Iowa residency requirement for employees. There was discussion about whether to remove the requirement altogether or to alter the language to include bordering states only. Committee members were hesitant to place additional barriers on businesses. Brown made a motion to remove the Iowa residency requirement from the Retrain & Retain Policy, seconded by Caves, and motion carried.

BUSINESS TEAM UPDATES

Taylor reviewed the monthly business service report from November, including successful job fairs. The Business Service Teams met to review their strategic plan and update their SWOT analysis, so those strategies will begin to be implemented soon. There is one Rapid Response effort ongoing with Independent Can Co. in Lee County.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

There was no public comment.

ADJOURN

Parchert adjourned the meeting at 11:54 a.m.