



Mississippi Valley Workforce Development Board

Chief Elected Officials (CEO)

March 2, 2022

Meeting Minutes

The meeting of the Mississippi Valley Workforce Area CEO was held on March 2, 2022, virtually via Zoom at 4:00 p.m.

CALLED TO ORDER

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

CEO PRESENT

Present: Jack Willey, Jim Irwin (late), Chad White, Rick Larkin, Brinson Kinzer, and Chris Ball

Absent: Nathan Mather (technical issues with Zoom) and Shane McCampbell

Staff Present: Miranda Swafford, Executive Director, Elizabeth Rodriguez, Associate Director, and Phyllis Wood, Executive Assistant

QUORUM

There was a quorum present to conduct business.

APPROVAL OF AGENDA

Kinzer made a motion to approve the agenda, seconded by Ball, the motion carried.

APPROVAL OF MINUTES

Larkin made a motion to approve the previous meeting minutes, seconded by White, the motion carried.

CEO SHARED LIABILITY AGREEMENT

Swafford stated the CEO shared liability agreement currently states the agreement must be reviewed every two years and provided a bulleted list of areas the CEOs may want to make modifications. The CLEO term is currently two years. CEOs discussion concluded to modify the CLEO term to annually and to align with county appointments by electing a CLEO at the first meeting of each new calendar year. Discussion regarding the Co-CLEO position resulted in the CEOs concurring on moving from a Co-CLEO to a Vice CLEO position, elected annually with CLEO elections. Currently meeting bimonthly and discussion concluded with continuing as a bimonthly meeting schedule. Kinzer motioned for bimonthly meetings, seconded by Irwin, the motion carried. For attendance, there will be an annual letter sent at the beginning of December to all county chairs. If a CEO misses three meetings in a row without notice, a letter will be sent to the county chair. Adding language to include cost as a factor in selection of a fiscal agent as well as procurement or appointment of a fiscal agent at the discretion of the CEOs. The duration of the agreement will be in place until such time as a modification is requested. Irwin motioned to change the duration, seconded by Larkin, the motion carried. Swafford reviewed the agreed upon changes as listed above with all CEOs affirming.

FISCAL AGENT PROCUREMENT

Swafford announced the current FA has submitted their letter to terminate the contract. Swafford began with an explanation of RFP vs IFB with advantages and disadvantages to each. IFB could include a checklist of qualifications and add that the award would be subject to successful pre-award risk assessment. CEOs discussion concluded with the IFB more likely to get more responses. Swafford will craft the document; CEOs will review, and Willey will make final decision to release. Irwin motioned to move forward with an IFB process, seconded by Ball, the motion carried.

IWD TOWNHALL RESPONSES

Swafford included the IWD responses to ensure the CEOs all saw them and discuss if necessary.

NAWB MEETING

Swafford, Krista Tedrow, and Heather Garcia met with NAWB president conveying the concerns of CEOs and boards across the state. NAWB is preparing a presentation on the state workforce agency's role versus the local board and where the division of accountability and responsibility really lies. The presentation will be held virtually in mid-March.

STATEWIDE TRAINING

IAWB is working on the second annual statewide training to be held in Marshalltown on June 9th. Walter Simmons will be returning to Iowa to present at the training. Save-the-Date to come out next week.

OTHER BUSINESS

Governor requested a proposal be put together for Lee County to address unemployment. This Friday, Swafford is meeting with Lee County stakeholders to brainstorm some ideas for a pilot program. The proposal is due March 18th. Brinson shared about the busing of high schoolers to a job fair at the Tax Slayer Center going on in the Quad Cities. Brinson, Swafford, and Schaapveld are going to meet at Iowa*WORKS* center next week to discuss solutions that would allow for transportation of are youth to job fairs regularly.

PUBLIC COMMENT

There were no public comments.

ADJOURN

Willey adjourned the meeting at 4:58 p.m.