



Mississippi Valley Workforce Development Board

Chief Elected Officials (CEO)

April 19, 2022

Meeting Minutes

The meeting of the Mississippi Valley Workforce Area CEO was held on April 19, 2022, via Zoom at 4:30p.m.

CALLED TO ORDER

Willey called the meeting to order at 4:30 p.m.

CEO PRESENT

Present: Jack Willey, Jim Irwin, Brinson Kinzer, Chad White, Shane McCampbell, and Chris Ball

Absent: Nathan Mather (Notified in Court) and Rick Larkin (Notified Out on Medical)

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

One Stop Operator: Robert Ryan

Guests: Tony Reed, Central Iowa Juvenile Detention Center and Ashley Utt, Pathfinders

QUORUM

There was a quorum present to conduct business.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

McC Campbell made a motion to approve the previous meeting minutes, seconded by Irwin, the motion carried.

FISCAL AGENT PROPOSALS

Irwin recapped correspondence sent by Swafford clarifying request for bid versus request for proposal guidance and process and the information made it clear that the procurement process indicates that between the qualified bidders the selection criteria would be cost. Swafford stated the correspondence was the procurement practice guidelines for the request types. White asked if anyone had experience working with Central Iowa Juvenile Detention Center (CIJDC). Irwin relayed that both bidders had letters in their bid packets from executive directors of other local workforce areas they work with, but he had no knowledge of a project in his county that CIJDC was working on. Reed asked if he could have permission to elaborate on projects in the MVWA that CIJDC worked with, and Willey granted him permission. Reed stated there were several but the largest would be with Early Childhood in the southern area of Mississippi Valley as well as a statewide contract with DHS in all 99 counties. Of the three bids received, Southern Iowa Resource Conservation & Development Area Inc. did not meet the

minimum qualifications, Pathfinders and CIJDC both did with bids at \$69,800 and \$59,796 respectively. Irwin made a motion to accept the CIJDC bid for fiscal agent services, seconded by Kinzer, the motion carried unanimously.

REVIEW OUTER COUNTY LOCATIONS

Ryan shared foot traffic numbers for the outer county offices from January through April 15th. Willey expressed frustration about how to effectively inform the public the services are available. Willey stated the outer county locations would run through the end of May and then they would vote on continuing. White called for the vote to be in June and not to postpone voting again. Kinzer suggested reaching out to city council to help advertise the presence of services or risk losing the resource. Ryan offered if the numbers were extrapolated to compare days available and population with the main centers in Davenport and Burlington, the numbers are not as bleak as they may appear at face value. Rodriguez asked if it would be helpful to come to the next meeting with recommendations that took an in-depth look at the numbers and possible social media strategies into account. Willey said that would be helpful. Kinzer motioned to table a vote on closing the locations until after May, Irwin seconded, the motion carried.

OTHER BUSINESS

White shared the Jabil in Mount Pleasant had notified the city that the company would be closing its manufacturing operations to relocate to another state with better workforce availability, 67 employees will be affected by the closing.

PUBLIC COMMENT

There were no public comments.

ADJOURN

Ball made a motion to adjourn, seconded by Irwin, the motion carried. Willey adjourned the meeting at 5:09 p.m.