



Mississippi Valley Workforce Development Board

Chief Elected Officials (CEO)

June 2, 2022

Meeting Minutes

The meeting of the Mississippi Valley Workforce Area CEOs was held on June 2, 2022, at 3:00p.m.

CALLED TO ORDER

Willey called the meeting to order at 3:06 p.m.

CEO PRESENT

Present: Jack Willey, Jim Irwin, Brinson Kinzer, Chad White, Shane McCampbell, and Matt Pflug

Absent: Nathan Mather and Chris Ball (Notified Out Bereavement)

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

One Stop Operator: Robert Ryan

QUORUM

There was a quorum present to conduct business.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

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

BOARD NOMINATIONS

Rodriguez informed the CEOs of the nominations were for board reappointments and replacement for the resignation of Todd Earnest and Ron Schaefer who is not seeking reappointment. Conflict of interest was discussed for new board member nominee Quigley because in addition to being a business owner he serves as a county board of supervisors but not to the workforce board. The current state legislation prevents the workforce CEO from voting on business of the Mississippi Valley board or it's committees thereby providing the necessary firewall. White made a motion to approve the nominations of Lori Bassow, Cory Bergfeld, Tim Brown, Ryan Drew, Heather Halbhook, Matthew Nicol, Brad Quigley, Joyce Stimpson, and Cynthia Whalen, seconded by Brinson, the motion carried.

MONITORING REPORTS

Rodriguez and Swafford presented the final monitoring reports of program and fiscal monitoring.

Rodriguez relayed the operations committee is looking to address areas of opportunity identified in the program monitoring. Swafford reported on the resolved finding over the reported hours from SEIRPC.

OUTER COUNTY OFFICE CONTINUANCE

Ryan and Rodriguez presented data on foot traffic and demographics of the areas being served. Discussion about the return on investment for the time to have representation in the outer county locations concluded that if county events continue regularly, the Title I and Title III organizations can use their discretion on continuing services. Irwin stated if they continue less than weekly, they still should have a set schedule. A mobile unit was discussed as a possible expenditure to replace the outreach efforts. Swafford informed everyone that the State will be launching a mobile unit soon and currently MVWA will be one of the initial areas it is tested in. Clinton and Muscatine locations appear to provide a service as well as continuing with the Lee County locations based on historically high unemployment rates. Irwin made a motion to give Title I and Title III flexibility to find another way to reach the outer county areas, seconded by White, the motion carried.

BOARD REPORT

Swafford presented the idea of virtual reality headsets to provide work experience training to the youth and for outreach events. Swafford shared Board Secretary, Matthew Nicol, tried them at the NAWB conference and recommended them as an innovative idea for the MVWA. Ryan presented the OSO report over the activities at the AJC centers. Ryan went over the One Stop Certification Standards and the timeline for Mississippi Valley to proceed through the process starting in July 2022 and concluding ahead of the September 2023 deadline. Swafford reviewed the activities of the board approvals and projects in process and pointed out there are additional reports in the packet for the attendees to review independently. Swafford reported the board voted to continue with current officers, to extend Equus contracts as Adult, Dislocated Worker, and Youth service provider, and to appoint Rodriguez as the EOO for MVWDB.

DRAFT PY22 BUDGETS

Swafford reviewed the budget narrative and draft budget for the administrative funds noting the carryover and next program year funding lines were labeled in reverse. The carryover amount of \$200,000 is an estimation. Swafford reviewed the program budgets again noting the carryover amounts listed are estimates. There were two RFP projects for outreach strategy and sector skills gap study the board is interested in pursuing in the next program year.

PY21 Q3 PERFORMANCE OUTCOMES

Swafford noted the first performance outcome numbers for Mississippi Valley as reported by the state were this quarter. Because of the realignment, MVWA did not have performance numbers prior to these but will continue to be reported quarterly by the state. These numbers will be integrated into board and committee discussions to help shape policy and services. Should a local area fail to meet performance outcomes two years in a row, the state can force realignment. There will be a focus on addressing the measurable skills gains performance number. White asked about how a business would go about setting up a work experience. Swafford informed him the business services teams at each center would be the first contact.

CEO SUCCESSION PLANNING

Discussion surrounded possible new CEOs due to elections and the fact that Willey is not running for reelection. Several CEOs are up against contested reelections. Discussion included CEOs may bring replacement CEOs to meetings to familiarize them with the status of the board prior to end of terms. Willey currently serves as CLEO. CEOs discussed the expectation of the role and were asked to

consider who would best serve the CEO group as CLEO. Nothing formal was finalized and will revisit in the future.

PY22 MEETING SCHEDULE

The meeting schedule for PY22 will include a meeting every other month on their calendars. A day/week for the meeting needs to be determined. Phyllis will send out a poll to determine which day/week combination will work best.

OTHER BUSINESS

Swafford reported the new fiscal agent would be coming to the Burlington center on Tuesday. IWD would join the meeting virtually and they will discuss what the transition and closeout process will look like.

PUBLIC COMMENT

There were no public comments.

ADJOURN

Willey adjourned the meeting at 5:09 p.m.