



## Mississippi Valley Workforce Development Board

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### **Chief Elected Officials (CEO) Meeting Minutes**

December 21, 2022, at 1:30 p.m. via Zoom.

#### **CALLED TO ORDER**

Willey called the meeting to order at 1:36 p.m.

#### **CEO PRESENT**

**Present:** Jack Willey, Nathan Mather, Jim Irwin, Chad White, Chuck Holmes, and Shane McCampbell

**Absent:** Chris Ball and Brinson Kinzer

**Staff Present:** Miranda Swafford, Executive Director; Mandy Tripp, Executive Assistant

#### **QUORUM**

There was a quorum present to conduct business.

#### **APPROVAL OF AGENDA**

Holmes made a motion to approve the agenda, seconded by Mather, and the motion carried.

#### **APPROVAL OF MINUTES**

Holmes made a motion to approve the previous meeting minutes, seconded by Mather, and the motion carried.

#### **\*SUB-RECIPIENT DISCUSSION**

Irwin discussed that he and Swafford met with Muscatine County Staff and the concern of liability for the county without an actual contract to read from the State is still a large part of the hesitation as well as the amount of time that the county would need to spend monthly doing sub-recipient work. Swafford advised they would likely not be doing more than 10 hours per month since they will be able to contract out the fiscal agent, legal, and IT services. Mather advised he believes that from a legal perspective the biggest concern is a financial liability. Irwin reiterated that the responsibility still falls to each of the 8 counties regardless of who is the sub-recipient. Irwin and Swafford advised the hope is to have a contract from the State around January 13, 2023, and then would get that information out to be reviewed by Muscatine County as well as the CEOs for further discussion.

#### **\*CLEO ELECTION**

Willey advised his final day is 12/31/22. White made a motion to nominate Jim Irwin as the next Cleo, the motion was seconded by McCampbell. There were no other nominations, so a motion for a unanimous ballot for Jim Irwin was made by Mather and seconded by Holmes and the motion passed. The new CLEO of the Mississippi Valley Workforce Area is Jim Irwin.

#### **BOARD STAFF UPDATE**

Retrain and Retain Grant is already being advertised with a virtual lunch and learn on 1/12/23 at 11:30 a.m. Applications will be accepted starting February 1, 2023. Taylor will review applications submitted

for eligibility and compliance, then those applications will be sent to the committee to make the selections. Swafford advised Bob Ryan's last day is 1/6/23.

**OTHER BUSINESS**

There was no other business.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURN**

Willey adjourned the meeting at 1:58 p.m.