



Mississippi Valley Workforce Development Board

Chief Elected Officials (CEOs) Meeting Minutes

Tuesday, February 27th, at 2 p.m. via Zoom

CALLED TO ORDER

Irwin called the meeting to order at 2:08 p.m.

CEO PRESENT

Present: Jim Irwin, Chuck Holmes, Jean Dickson, Don Schwenker, Danny Chick, Chad White and Shane McCampbell

Absent: None

Staff Present: Miranda Swafford, Executive Director, Mandy Tripp, Compliance Officer, Tyler Lanz, Strategic Partnership Specialist, Louise Butherus, Communications Assistant

One-Stop Operator: None

Guest:

QUORUM

There was a quorum present to conduct business.

CONSENT AGENDA

The consent agenda included approval of the agenda, previous meeting minutes, and the financial reports. Schwenker made a motion to approve the consent agenda, seconded by Dickson, and the motion carried.

***MEMBER RESIGNATION**

Tripp reviewed the resignation of board member Matthew Nicol from the Board and the State Board. Schwenker made a motion to accept the resignation, seconded by Irwin, and the motion carried.

***MEMBER NOMINATIONS**

Tripp presented the nomination John Clark, Hearth and Home, Plant Manager in Henry County. White made a motion to approve Clark's nominations, the Board all agreed in favor, and the motion carried.

***LOCAL PLAN**

Tripp discussed the Local Plan and noted that it is a 4-year plan required by WIOA legislation that states each Local Workforce Development Board is required to develop and submit to the State, in partnership with CEO's, a comprehensive plan on the current and projected needs of the local area's one-stop delivery system. Tripp also noted that the Local Plan must support the achievement of Iowa's vision, goals and strategies as outlined in the State Plan. Tripp noted the different sections of the Local Plan and advised section 1 of the Local Plan has to do with Infrastructure and Section 2 being about Strategic Planning Elements and noted that Section 2 was the data section. Tripp noted section 3 is about System Coordination and how the plan all

works together. The link to the Local Plan was included and distributed to the board. Public comment period is February 28th thru March 26th with a Public Listening Session being held March 4th at 5pm. Irwin asked for clarity on the difference between the Local Plan and the Strategic plan and Swafford noted that the Local Plan is different than the Strategic Plan in that the Local Plan is required under Federal regulations. Irwin then inquired if the board was required to attend the Local Plan listening session to which Swafford noted that the Board Staff are facilitating the listening session and will be online for the session. Holmes made a motion to approve the Local Plan seconded by Schwenker, and the motion carried.

*** STRATEGIC PLAN**

Swafford stated that the Strategic Plan had not been passed at Full Board meeting further noting that it is unclear of the possible changes that may occur to the plan prior to the next meeting and welcomed input from the CEOs in the event they had comments about the Strategic Plan. Irwin inquired with the Board's and requested that if the board has input to submit it to Swafford.

***RFP RECOMMENDATION**

Swafford noted that procurement process has been completed for the One Stop Operator, the Youth and the Adult/DW contract. Swafford stated that the board awarded the One Stop Operator and the Youth contract to EQUUS. Swafford further noted that due to the scores on the proposals received being very close, the Adult/DW committee is requesting a bidders conference with those entities to ask further questions. Swafford advised that the vote would be to uphold the Board's decision of awarding EQUUS the OSO and the Youth Contract. Irwin inquired with the board on agreement in one motion, board agreed, and the motion approved.

FINANCING

Swafford discussed the challenges being had in receiving timely payments from Iowa Workforce Development. Swafford further noted the burden that has been placed on Muscatine County who at one point had to wait over 2 months for reimbursement. Swafford noted comments from Muscatine County who mentioned having to reevaluate their role as being employer of record should the delays continue. Swafford commented that she has looked into lines of credit for the board. Swafford discussed details of the different companies reviewed. Quigley suggested looking into temporary payroll. Swafford commented that she is looking into diversifying grants. Swafford further noted that she has sent several emails to her State contact about the delay in funding and has yet to receive a response. White commented that ISAC is coming up and we should express our concerns at the conference. Quigley suggested sending a letter to the governor and local legislators. Quigley suggested charging IWD back the interest charged on a line of credit. Quigley made a motion to approve charging IWD interest charges incurred in the event the board has to open a line of credit to cover expenses due to the delays in draw downs from IWD, Holmes seconded and the motion passed.

BOARD STAFF UPDATE

Swafford provided general updates, including an update on the Memorandum of Understanding and Infrastructure Funding Agreement noting it has been temporarily revised and will be in front of the full board during the May meeting for approval. Swafford also noted the Workforce Communities of Action announced the 4 winners of the \$10,000 seed money and the board was not selected. Swafford commented that the Family and Worker Fund felt our impact wasn't large enough to help meet their goal of 75mil being in good jobs by 2027, but they did pass our funding request over to other funders that they work with.

Swafford noted that the PY24 State Funding Allocation has been given to the state from the federal government further noting that we have received a 10% decrease in Youth and Adult program and an increase of 30% in the DW program. Swafford further noted that Tripp went to a meeting with ITC who was applying for a grant through the department of energy and was told they needed to strengthen their community needs section. ITC convened with IWD, Grow Clinton, Eastern Iowa Community College and noted they have \$187,000 to apply for in a VOE grant to support local program. Swafford commented that she discussed Accelerate Iowa with ITC and their plan is to hire a work-based learning coordinator for Clinton High School and Swafford sent a brief summary to ITC on how Accelerate Iowa could support that position and work in conjunction and compliment the with the work based learning coordinator at the high school. Swafford noted that ITC responded with enthusiasm and would earmark \$50,000 in their Department of Energy grant application for the Accelerate Iowa program to serve Clinton.

COMPLIANCE OFFICER UPDATES

Tripp discussed the Iowa*WORKS* mobile unit visiting Des Moines first to make certain to work out any potential technical issues. Tripp also noted that the governor has requested that mobile unit visit Mississippi Valley first and mentioned the mobile unit will be here early March. Tripp further noted the mobile unit will be here in July to hit the County Fairs, BIX and RAGBIA Mississippi Valley first.

Tripp commented that she has completed and submitted the One Stop Operator report to Equus and she is waiting for their responses.

Our State Monitoring is in Burlington March 19th and 20th. Tripp also noted that MVWDB was selected to present 2 presentations at NAWB, a presentation on Virtual Reality, that is utilized in the Youth Program and a Disability presentation utilizing data collected on the employer events and the board training we did on hiring people with disabilities.

STRATEGIC PARTNERSHIP UPDATE

Lanz presented the Strategic Partnership Specialist updates and noted the Phalanx outreach project which is helping to film a video spotlight of two of our successful workplace learning placements out in Maquoketa. Lanz also discussed the Job Quality Academy update noting 117 job seekers and 29 employers have completed the survey. Lanz noted the Refugee Education event is scheduled for April 18th in Davenport to discuss how to engage the refugee and immigrant workforce in Davenport. Lanz spoke about Competency Models and commented on incorporating them into the K-12 curriculum starting with the health care industry in West Burlington schools. Lanz discussed meeting with the Early Childhood Workforce Connector, a liaison for companies that do registered apprenticeships for childcare workers.

UPCOMING ACTIVITIES

Tripp discussed upcoming events including a statewide Sector Partnership training on April 4th-5th held by Iowa Workforce Development in Waterloo. Swafford mentioned for the board to be on the lookout for surveys to start planning our June board training as well as sending out polls to learn preferences for meeting frequency and times. Lastly Tripp highlighted the Leap into Inclusion event happening on February 29th at the Davenport center.

EXECUTIVE COMMITTEE UPDATE

Tripp summarized the Executive Committee updates. Tripp noted that Swafford had to reapply for the 501c3 status as the Fiscal Agent did not do so in a timely manner causing the status to be revoked further noting that Swafford filed the necessary forms, and the board has being reinstated. Tripp noted 13 hiring events in November, December and January, most notable was Hire Talent Tuesday, the on the road job fair in Ft. Madison. Tripp also noted the You Chose career event hosted in Clinton on October 4, 2023 which utilized the VR headsets as well as simulators. Tripp advised of the governor's application for waiver which would allow 50% of funding be spent on In-School Youth and 50% on Out-of-school youth rather than the current ratio of 75/25. Lastly, Tripp noted the National Disability Employment Awareness Month event hosted in Burlington and was attended by 17 employers.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Irwin adjourned the meeting at 3:12 p.m.