



## Mississippi Valley Workforce Development Board

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### **Disability Access Committee (DAC) Meeting Minutes**

Monday, January 23, 2023, at 3:00 p.m.

**Members Present:** Cynthia Whalen, Chad Pratz, Joy Szewczyk, Erika Clark, Lanae Green, Travis Robinson, Martha Bell, and Maria Gonzales

**Members Absent:** James Stout and Eva Castillo

**Staff Present:** Miranda Swafford, Executive Director; Andrea Taylor, Associate Director and Mandy Tripp, Executive Assistant

**One-stop Operator:** Nick Clayton

**Equus Staff:** Kendra Schaapveld, Project Director; Taylor Longstreth, Operations Manager

**Guest:**

#### **CALL TO ORDER**

Whalen called the meeting to order at 3:00 p.m.

#### **QUORUM**

The committee had a quorum to conduct business.

#### **EXCUSED ABSENCES**

Clark made a motion to approve Stout's absence as excused, seconded by Pratz, and the motion carried. Castillo had an unexcused absence.

#### **APPROVAL OF AGENDA**

Szewczyk made a motion to approve the agenda, seconded by Pratz, and the motion carried.

#### **APPROVAL OF MINUTES**

Bell made a motion to approve the previous meeting minutes, seconded by Pratz, and the motion carried.

#### **DISABILITY AWARENESS CAMPAIGN**

Whalen read the MOU requirement for the disability awareness campaign, she advised Brian Dennis was working on getting the virtual lobby ready for the Burlington Center, but it is not ready yet. Green asked if there is funding to run a radio ad to get the word out, Swafford advised there is funding available for outreach, but did not have a specific amount. Swafford suggested flyers and brochures distributed to the partners to hand out to people with disabilities. Whalen asked for ideas for content starting with a list of services that are available. Whalen had the idea of services fair to bring people in with refreshments and community partners to help persons with disabilities feel more comfortable with what is available and build some confidence that they can navigate going back to work with help. Swafford advised the board could take care of

refreshments. Tripp advised where we are on the social media front and suggested we make flyers and posts to get the word out. Clark reiterated the importance of being green and not wasting paper on flyers that won't be used. Schaapveld suggested a large banner with a trackable QR code and asked Swafford if that is a technology that would be usable by someone who is blind. Swafford advised only if they have assistive technology on their phone already and would have to know it is there to scan it. The next step will be to draft up timelines and partners to include and use the Iowa Compass tool to search for community resources.

### **PARTICIPATION IN FEB IN-SERVICE DAY**

Whalen asked if anyone had any ideas for the presentation at the in-service, but no one had any suggestions for a short turnaround. Swafford advised Taylor could do a presentation on Retrain & Retain Grant if they needed to have the board cover their portion.

### **UPCOMING MEETING**

The next meeting date will be April 17, 2023, at 3 PM via Zoom.

### **OTHER BUSINESS**

There was no other business discussed.

### **PUBLIC COMMENTS**

There were no public comments.

### **ADJOURNED**

Bell made a motion to adjourn, seconded by Clark, the motion carried, and Whalen adjourned the meeting at 3:31 p.m.