



Mississippi Valley Workforce Development Board

Disability Access Committee (DAC) Meeting Minutes

Monday, January 22, 2024, at 3:00 p.m.

Members Present: Cynthia Whalen, Chad Pratz, Joy Szewczyk, Erika Clark, Travis Robinson (late), and Eva Castillo

Members Absent: James Stout (excused), Maria Gonzales (unexcused)

CEOs Present: Chuck Holmes

Staff Present: Mandy Tripp, Compliance Officer, and Tyler Lanz, Strategic Partnership Specialist

One-stop Operator: Nick Clayton

Equus Staff: Shannon Weaver, Operations Manager, Taylor Longstreth, Operations Manager

Guest: None

CALL TO ORDER

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

QUORUM

The committee had a quorum to conduct business.

CONSENT AGENDA

The consent agenda included approval of the agenda, approval of Stout's excused absence, and approval of previous meeting minutes. Castillo made a motion to approve the consent agenda, seconded by Szewczyk, and motion carried.

***LOCAL PLAN QUESTIONS**

Lanz presented the draft answers to the Local Plan, advising that it will go into effect beginning July 1, 2024 through the end of Program Year 2027. Whalen inquired about the use of Accommodation Request Cards at the front desk of the One Stop centers, and whether they were currently in use. Tripp advised that some strategies listed in the Local Plan may not be in place at this time, but will be developed and implemented over the course of the three year period. There was a discussion about the role of the Disability Access Committee in the development of quarterly and semi-annual accessibility training. Clark made a motion to approve the Local Plan questions, seconded by Castillo, and motion carried.

DAVENPORT EVENT UPDATE

Lanz provided an update about the upcoming "Leap Into Inclusion" employer lunch and learn event, which will be taking place on Thursday, February 29, 2024 at the Davenport office. The event will be promoted in the Quad Cities Business Journal, on social media, and through other

news outlets. Lanz has applied for SHRM and HRCI credit to be available for employers who attend. Lunch will be provided to registered attendees using Ticket to Work funds.

ADA ASSESSMENTS

Tripp advised she will be working with Whalen and Pratz to conduct ADA Assessments of both the Davenport and Burlington centers, ensuring that both offices meet accessibility requirements. She will be meeting with Pratz on Thursday, January 25, 2024 in Davenport and with Whalen on Wednesday, February 7, 2024 in Burlington.

OTHER BUSINESS

Tripp advised that the board staff have been selected to present in a DEIA Academy pre-conference session at the National Association of Workforce Boards Forum 2024. Tripp asked the committee for feedback on outreach strategies to promote Iowa *WORKS* services for people with disabilities. Some suggestions were investing in statewide Youtube advertisements, placing printed materials in medical offices, community action offices, and other community locations, and increasing participation in inter-agency meetings.

PUBLIC COMMENTS

There was no public comment.

ADJOURNED

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