



Mississippi Valley Workforce Development Board

Quarterly Board Meeting Minutes November 21, 2022

The meeting of the Mississippi Valley Workforce Development Board (MVWDB) was held on Monday, November 21, 2022, at 5:00 p.m. via Zoom conferencing.

CALL TO ORDER

Duke called the meeting to order at 5:01 p.m.

ATTENDEES

Board Members Present: Dennis Duke, Kirby Phillips, Matthew Nicol, Joyce Stimpson, Lori Bassow, Heather Halbrook, Andy Sokolovich, Martha Bell, Regina Matheson, Carol Reynolds, Mandy Parchert, Tim Brown, Jacob Nye, Cynthia Whalen, Ryan Drew, and Brad Quigley

Board Members Absent: Patrick Stock (unexcused), Cory Bergfeld (Unexcused), Jana Wittenberg (excused)

CEO Present: Jim Irwin, Chuck Holmes, Jack Willey, Nathan Mather

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

Contractor Staff: Cherisa Price-Wells, Regional Project Director, Kendra Schaapveld, Project Director, Tabytha Siegfried, Quality Assurance, Taylor Longstreth, Operations Supervisor, Shannon Weaver, Operations Supervisor, Robert Ryan, One-Stop Operator

Guest: Matthew Meyer Program Participant

QUORUM

A quorum was established for the board to conduct business.

EXCUSED ABSENCES

Sokolovich made a motion to excuse absences for Wittenberg, seconded by Reynolds, and the motion carried. Stock and Bergfeld had unexcused absences.

APPROVAL OF AGENDA

Nicol made a motion to approve the agenda, seconded by Nye, and the motion carried.

APPROVAL OF MINUTES

Nicol made a motion to approve the previous meeting minutes, seconded by Quigley, and the motion carried.

SUCCESS STORY

Schaapveld introduced Matthew Meyer who reflected on how much the Title I services helped him get his CDL after he was laid off from Siemens back in April. He has now graduated and is working and happy to be working overtime hours in addition to his regular shifts. He advised he was so grateful for all services that were provided to him and said he has already told others about the services available.

EXECUTIVE COMMITTEE REPORT

Duke summarized the report introducing the new members, as well as, advising the Title I budget is approximately 25% expended, which is right on target for the end of quarter one but still could use some work to meet goals in the youth portion. There were no additional comments.

PARTNER REPORTS

ONE-STOP OPERATOR

Ryan gave current information on the October report and posed the question if it would be more beneficial to have a year-to-date report to give an overall view. The biggest concern is the satisfaction survey which was at 69.4% for the month, the concerns are IWD related regarding the unemployment system and getting help on the phone.

TITLE I EQUUS ADULT/DW/YOUTH

Schaapveld advised they purchased two locked cabinets to store the VR headsets in that allow them to charge at the same time. Schaapveld advised enrollment for Q1 had 37 in Adult, 59 Dislocated Worker, 4 NDWG, 3 In School Youth, and 24 Out of School Youth. There were 121 occupational skills training in Adult/DW and 8 youth. Work-based learning had no NDWG, surpassed the goal for youth with 24%, and had 4 Adults enter into WBL. 2 youths utilized the VR headsets for 10 hours of work base learning for training modules in customer service. Rapid response has been utilized at KPI Trade, Siemens Gamesa, ADM, Blessing Hospital, Great Reiver/Southeast Iowa Regional Health Center, Black Hawk Services, and Green State Credit Union. Legacy survey showed a 96% satisfaction rate.

TITLE II ADULT EDUCATION

Bell advised the number of participants for FY2021-2022 at EICC was 721 and SCC 397 with FY 2022-2023 as of October EICC having 405 and SCC having 245 participating. FY 2021-2022 HiSET testing showed EICC had 198 graduates with 244 individuals who took 1 or more tests and SCC had 60 graduates with 122 individuals who completed 1 or more tests towards their HiSET. EICC had 192 HiSET graduates from the community, while SCC had 16.

TITLE IV VOCATIONAL REHABILITATION

Whalen included enrollment numbers in her report as well as a program success story.

NEW BUSINESS

***RETRAIN & RETAIN**

Nichol discussed the grant overview with its main focus being to improve the skills of the workers and business processes allowing businesses to be more competitive. Matheson made a motion to approve the grant policy, seconded by Quigley and the motion carried.

***BUSINESS COMMITTEE**

Andrea Taylor discussed establishing a business committee to provide guidance to WIOA partners, to launch at the same time as the Retrain & Retain grant. Nichol made a motion to approve the committee, seconded by Phillips and the motion carried.

***RAPID RESPONSE FUNDS REQUEST**

Swafford explained the need to request rapid response funds from the state to assist the 350 workers that will be laid off by West Liberty Foods starting in December. The request is for \$10,000 to assist staff with creating information meetings and helping the workers affected by the layoff. Schaapveld provided information on how the number of layoffs is affecting the Dislocated Worker budget and that this is the route to take to get rapid response funds from the state to assist. Motion to submit the rapid response funds request by Nye, seconded by Drew, and the motion carried.

***LEE COUNTY PILOT PROGRAM**

Swafford advised the Governor has placed restrictions on transportation and childcare. Employers have also expressed they would like to see Employment 101 versus Manufacturing 101. Swafford proposed 3 options: keep it and have no support from the Lee County Employers, revise/resubmit, withdraw the proposal, and move forward with other programming to address the needs in Lee County. The CEOs would like to see the proposal revised and resubmitted. After discussion, a motion was made by Quigley to revise and resubmit the policy with no restriction on funding use and Employment 101, seconded by Nye, and the motion carried.

***NONDISCRIMINATION POLICY**

Swafford advised this is a standard required policy to be in place for compliance. There is a complaint process outlined in the policy. Matheson made a motion to accept the policy, seconded by Parchert, and the motion carried.

SUB RECIPIENT DISCUSSION

Swafford advised the state is requiring the implementation of a sub-recipient by July 1, 2023. There was an in-person meeting held for CEOs on 11/16/22 in Des Moines, but there are still a lot of unanswered questions, Swafford offered to have any one-on-one conversations to explain it to anyone who was interested as it is a very complex topic. Swafford advised all efforts are being made to hold an in-person CEO meeting in early December to get this matter settled a decision must be made by February 28, 2023.

PY22/PY23 PERFORMANCE LEVELS

Swafford advised Adult and Dislocated Worker are on track with underperformance being addressed in the youth program. Negotiated lower levels with the state and new policies should make meeting those new performance measures a non-issue.

OUTREACH CAMPAIGN UPDATE

Nichol advised there have been two initial meetings with Amplified Digital to start the rebranding process. These meetings were introductory and then one to go over the budget and vision on what is a priority for Amplified to focus their efforts on first.

BOARD STAFF REPORT

Swafford and Taylor gave the board staff report, Andrea Taylor is the new associate director and Mandy Tripp is the executive assistant. If you are interested in attending the spring NAWB

conference, the board needs to know by December 12, 2022, to take advantage of early bird registration prices.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

There were no public comments.

***ADJOURNMENT**

Nye made a motion to adjourn the meeting, seconded by Nichol, and the motion carried. Duke adjourned the meeting at 6:38 p.m.