



Mississippi Valley Workforce Development Board

Operations Committee Meeting

Thursday, October 14th, at 4:00 p.m., via Zoom

Members Present: Matthew Nicol, Kirby Phillips, Ryan Drew, Carolyn Farley, Martha Bell, and Scott Schneider

Members Absent: Tim Gobble and Jeremy Ritchie

CEOs Present: Rick Larkin and Brinson Kinzer

Staff Present: Miranda Swafford, Executive Director and Phyllis Wood, Executive Assistant

Service Provider Staff Present: Kendra Schaapveld – Project Director, Cherisa Price-Wells – Regional Project Director, Tabytha Seigfried – Quality Assurance Specialist, Shannon Weaver – Operations Supervisor

One-Stop Operator: Robert Ryan

Guest: None

CALLED TO ORDER

Nicol called the meeting to order at 4:04 p.m.

EXCUSED ABSENCES

Jeremy Ritchie absence excused through motion by Phillips, seconded by Schneider, motion carried.

QUORUM

The committee had a quorum to conduct business.

APPROVAL OF AGENDA

Farley made a motion to approve the agenda, seconded by Phillips, motion carried.

APPROVAL OF PREVIOUS MINUTES

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

ADULT/DW/RR SEPTEMBER REPORTS

Schaapveld reported that during the month of September there were 705 participant contacts. There was \$2,135 written for on the job training (OJT) with four participants entering OJT in September, and \$7,375 in vouchers for support services. Enrollments for September included 18 Adults, 0 DW and 0 NDWG. The average case load was 51 for Adult and 31 for DW. No new inventory reported in September. Outcomes included four exited with credentials and four exited to unsubsidized employment. Legacy in Action customer satisfaction rate was 90.41%.

TITLE III REPORTS

Farley reviewed the Title III September 2021 report which listed August unemployment rates for the counties in MVWA with Des Moines County highest at 6.2% with the overall trend moving lower. The report also listed the numbers in the labor force and unemployed for the MVWA as well as data broken down by age for each county. Kinzer asked for clarification of the numbers reported for Scott County as to whether the unemployed number was included in the number in the labor force which Farley affirmed. Nicol asked if there were any numbers about individuals who had left the workforce by choice which Farley said she would investigate to include in her report next month. Nicol asked how part-time people are counted in the numbers which Farley explained if they are part-time and receiving unemployment benefits, they would count as unemployed but beyond that she would have to investigate and would let the committee know at the next meeting. Farley went on to report the enrolled individuals at 60 for Davenport and a total of 70 for Burlington. Due to old reporting constraints, four participants are listed in the system as Fort Madison but count towards Burlington's numbers. The Employer's Council of Iowa (ECI), an advisory group to guide IWD's business focus, provided an informational session titled All Things Unemployment on August 26 to approximately 390 attendees. ECI received a lot of positive feedback about that event. Locally, the Mississippi Valley ECI, southern area, hosted an event covering the Fair Labor Standards Act. These events can be attended by anyone but are geared toward human resource professionals. Farley shared a success story of a veteran who came to IowaWORKS through the Soldier for Life Transition Assistance Program, was referred to Home Base Iowa, and ultimately applied for and was hired to join the Title I team as a Career Navigator. There are two upcoming job fairs planned: one drive through job fair in Mount Pleasant and an in-person job fair in Lee County. Swafford asked about flyers which Farley will forward to her.

ONE-STOP OPERATOR REPORT

Ryan reviewed his role and the responsibilities of the One-stop Operator as laid out in the scope of services from the contract as well as how those responsibilities tie into the memorandum of understanding and the certification standards. Ryan reported on progress made with core partner meetings and development of a referral tool.

RAPID RESPONSE POLICY

Nicol had questions regarding Layoff Aversion Activities, the mechanism for businesses, and what funding feasibility studies as layoff aversion activity would look like. Farley responded with information about a voluntary workshare program in which business who are aware of an upcoming slowdown can get the employees unemployment benefits plus extra from the program to allow the business to run reduced hours while retaining their employees. Neither Farley nor Swafford were certain about funding feasibility studies but would research to provide more clarification to the Executive Committee as the federal guidelines for the policy indicated the required components of the policy. Schneider made a motion to approve the policy as written to send to the Executive Committee, seconded by Phillips, motion carried.

MONITORING

Swafford reviewed the list of documents and required interviews for the monitoring conducted by IWD state staff. All documents were submitted by September 15 and the onsite visit was conducted October 5 and 6 at the Burlington center. The exit interview seemed positive, and the final report is due to the board by November 4.

OTHER BUSINESS

Nicol asked if we have any targeted job fairs or recruitment initiatives aimed at persons with disabilities. Swafford said not at this time but our DAC committee is working on creating something to target this group of individuals.

PUBLIC COMMENT

There were no public comments.

ADJOURNED

Drew made a motion to adjourn the meeting, seconded by Phillips, motion carried, Nicol adjourned the meeting at 5:02 p.m.